



***Non-public session in accordance with RSA 91-A: 3, II (d) to discuss
property acquisition to be held at 6:00 p.m.***

**City Council Meeting
Revised Agenda
February 10, 2014
City Council Chambers
7:00 p.m.**

1. Call to Order.
2. Invocation by Reverend Jason Wells from the Grace Episcopal Church.
3. Pledge of Allegiance.
4. Roll Call.
5. Approval of the January 6, 2014 and the January 13, 2014 Meeting Minutes.
6. Resolution in recognition of the services of Elizabeth Blanchard. (1-27)
7. Resolution in recognition of the services of Michael DelloIacono. (1-28)
8. Resolution in recognition of the services of Jennifer Kretovic. (1-29)
9. Resolution in recognition of the services of Richard Patten. (1-30)
10. Agenda overview by the Mayor.

- Consent Agenda Items -

***Note: item listed as pulled from the consent agenda will
be discussed at the end of the meeting.***

Referral to the Economic Development Advisory Committee

11. Communication from Councilor Herschlag, together with communication from David Rauseo, Concord Crossing/Morrill Mill Pond LLC, providing an example of potential advertising partnerships the City of Concord could consider.

Items Tabled for a March 10, 2014 Public Hearing

12. Resolution accepting and appropriating the sum of \$34,323 from Bindery Redevelopment, LLC for the construction of sidewalk improvements along South Main Street in conjunction with the Downtown Complete Streets Improvement Project (CIP #460); together with a report from the City Engineer and Senior Planner.
13. Resolution repurposing \$5,437.76 from completed and unexpended lobby/scoreboard replacement project (CIP #64) to support the replacement of two heaters at the arena (CIP #64); together with report from General Services.
14. Resolution authorizing the Annual Appraisal of Real Estate at Market Value per RSA 75:8-b; together with report from the Director of Real Estate Assessments.
15. Resolution accepting and appropriating the sum of \$17,000 from the Central NH Bicycle Coalition for bike lane striping and directional signage throughout the City (CIP #35); together with report from the City Engineer.
16. Ordinance amending the Code of Ordinances, Title IV, Zoning Code, Chapter 28, Zoning Ordinance, Article 28-6, Sign Regulations, Section 28-6-7, Signs Prohibited Under this Ordinance and Glossary; together with a report from the Zoning Administrator.
17. Resolution accepting and appropriating the sum of \$475,000 in unmatched funds from the State of New Hampshire's Oil Discharge, Disposal, and Cleanup Fund ("ODD Fund") for environmental remediation of city owned property located at 5, 11, 27, 31 and 35 Canal Street, Penacook known as the former Amazon Realty and Allied Leather Tannery Sites CIP #508; together with report from the Director of Redevelopment, Downtown Services, & Special Projects.
18. Resolution accepting and appropriating the sum of \$10,612 from the NH Department of Transportation (NHDOT) for a portion of the design of the municipal water main relocation across the Exit 12 bridge over I-93; together with report from the Associate Engineer.
19. Resolution appropriating the sum of \$10,001,080 for the purposes of construction for the Sewalls Falls Bridge replacement project (CIP #22), including accepting and appropriating \$8,000,000 in U.S. Department of Transportation, Federal Highway Administration Bridge Aid Funds, and authorizing the issuance of bonds and notes in the amount of \$1,940,000, and utilizing \$61,080 from impact fees; together with report from the City Engineer.

From the City Manager

20. Positive Citizen Comments.

Consent Reports

21. Diminimus gifts and donations report from the Library Director requesting authorization to accept monetary gifts totaling \$1,848.40 as provided for under the preauthorization granted by City Council.
22. Diminimus gifts and donations report from the Safety and Training Coordinator requesting authorization to accept monetary gifts totaling \$1,000 as provided for under the preauthorization granted by City Council.
23. Reports from the Traffic Operations Committee in response to a communication from the Deputy City Manager – Development asking that an examination of the performance of the Regional Drive/Chenell Drive intersection be made. (8-10)
24. Council Quarterly Priorities Report. *(Pulled from consent by Councilor Herschlag)*
25. Report from the Recreation and Parks Advisory Committee in response to a communication from Matt Elliott, President, Friends of White Park, requesting that the City of Concord investigate the removal of the bus lane within the parking lot at White Park when planning a potential new skate house. (1-7) *(Pulled from consent by Councilor Herschlag)*
26. Report from the Traffic Operations Committee in response to a communication from Ted Kendziora, Concord resident, requesting consideration be given to installing a stop sign at the corner of Peterson Circle and Governors Way in Concord. (1-8)
27. Comprehensive Annual Financial Report (CAFR).
28. Report from the City Treasurer providing detailed trust fund information, MS-9 and MS-10, for the period ending June 30, 2013.
29. Current Use Change Tax Quarterly status report from the Director of Real Estate Assessments.
30. Report from the Deputy City Manager-Development requesting to move the submittal of the annual Overall Economic Development Performance (OEDP) report to March on a permanent basis.
31. Semi-Annual Report on Contracted Solid Waste and Recycling Services from the General Services Director.
32. December Fiscal Year to Date 2014 Financial Statements from the Deputy City Manager – Finance.
33. Report from the Concord Human Services Director recommending changes to their Human Services Guidelines.
34. Report from the City Clerk regarding an automated City Council agenda system.

35. Report from the Transportation Policy Advisory Committee highlighting its accomplishments since its April 2008 inception. *(Pulled from consent by Councilor Todd)*

Consent Resolutions

36. Resolution in recognition of the services of John F. Duval. *(For presentation in March)*
37. Resolution designating depositories for the City of Concord, New Hampshire for the fiscal year 2014; together with report from the City Treasurer.
38. Resolution relative to short term investment of excess funds.
39. Resolution adopting a cash management policy.
40. Resolution authorizing the City Manager to enter into a municipal agreement with the New Hampshire Department of Transportation (NHDOT) for the design, inspection and construction administration of the municipal water main relocation across the Exit 12 bridge over I-93; together with a report from the Associate Engineer.

Consent Communications

41. Street closure request from Millennium Running for a road race, the Downhill Half Marathon, to be held on Sunday, September 28, 2014.
42. Street closure request for the 2014 Making Strides Against Breast Cancer event to be held on Sunday, October 19, 2014.
43. Street closure request from the Concord Food Co-op for their sixth annual Spring into Healthy Living event to be held on Saturday, May 10, 2014.

Appointments

From the Mayor

44. Communication from the Mayor regarding the City Manager's Annual Performance Evaluation.

*****End of Consent Agenda*****

45. February 10, 2014 Public Hearings

- A. Ordinance amending the Code of Ordinances, Title IV, Zoning Code; Chapter 29.2, Public Capital Facilities Impact Fees Ordinance; Section 29.2-1-2, Assessment and Collection; together with report from Acting City Planner. (1-9)

- B. Ordinance amending the Code of Ordinances, Title II, Traffic Code; Chapter 18, Parking, Storrs Street; together with report from the Director of Redevelopment, Downtown Services & Special Projects. (1-10) *(Public testimony received)*
- C. Resolution authorizing the City Manager to enter into a Municipal Agreement with the New Hampshire Department of Transportation (NHDOT) for Highway Safety Improvement Program (HSIP) funding, all part of the design and construction of the Loudon Road Corridor Improvements Project (CIP #19); together with report from the Traffic Engineer. (1-11) *(Supplemental report from Engineering Services Division summarizing public outreach efforts on the Loudon Road Corridor Improvements Project; together with supplemental report from the Transportation Policy Advisory Committee recommending the Loudon Road Corridor Improvements Project, CIP #19).*
- D. Resolution accepting and appropriating the sum of \$1,600,000 in Matched Highway Safety Improvement Program (HSIP) Funds from the New Hampshire Department of Transportation (NHDOT) for the purpose of design and construction of Phase I Traffic Safety Improvements for the Loudon Road Corridor Improvements Project (CIP #19), including \$1,440,000 in NHDOT Grant Funds and authorizing the issuance of bonds and notes of up to \$160,000 for the local match portion of the project. (1-12)
- E. Resolution amending and restating the Development Program and Financing Plan for the North End Opportunity Corridor Tax Increment Finance District (NEOCTIF) ; together with a report from the Director of Redevelopment, Downtown Services, & Special Projects. (1-13) *(Supplemental report from the North End Opportunity Corridor Tax Increment Finance District Advisory Board)*
- F. Resolution authorizing the City Manager to enter into a Purchase and Sales Agreement with Tsunis Holdings, Inc. for real estate located on Storrs Street and appropriating the sum of \$1,050,000 including \$450,000 from NEOCTIF undesignated fund balance and the issuance of \$600,000 in NEOCTIF supported bonds and notes, to facilitate acquisition of property and related activities. (1-14)
- G. Resolution accepting and appropriating the sum of \$23,300 in grant funding from the Department of Safety, State Homeland Security and Emergency Management Exercise and Evaluation Program, for funding of a Homeland Security Exercise in conjunction with Concord Hospital; together with report from the Police Department. (10-23) (1-15)
- H. Resolution accepting and appropriating the sum of \$21,621 from the New Hampshire Charitable Foundation for management and maintenance of municipal property; together with report from the Deputy City Manager – Finance. (1-16)

February 10, 2014 Public Hearing Action

46. Ordinance amending the Code of Ordinances, Title IV, Zoning Code; Chapter 29.2, Public Capital Facilities Impact Fees Ordinance; Section 29.2-1-2, Assessment and Collection; together with report from Acting City Planner. (1-9)
47. Ordinance amending the Code of Ordinances, Title II, Traffic Code; Chapter 18, Parking, Storrs Street; together with report from the Director of Redevelopment, Downtown Services & Special Projects. (1-10) *(Public testimony received)*
48. Resolution authorizing the City Manager to enter into a Municipal Agreement with the New Hampshire Department of Transportation (NHDOT) for Highway Safety Improvement Program (HSIP) funding, all part of the design and construction of the Loudon Road Corridor Improvements Project (CIP #19); together with report from the Traffic Engineer. (1-11) *(Supplemental report from Engineering Services Division summarizing public outreach efforts on the Loudon Road Corridor Improvements Project; together with supplemental report from the Transportation Policy Advisory Committee recommending the Loudon Road Corridor Improvements Project, CIP #19).*
49. Resolution accepting and appropriating the sum of \$1,600,000 in Matched Highway Safety Improvement Program (HSIP) Funds from the New Hampshire Department of Transportation (NHDOT) for the purpose of design and construction of Phase I Traffic Safety Improvements for the Loudon Road Corridor Improvements Project (CIP #19), including \$1,440,000 in NHDOT Grant Funds and authorizing the issuance of bonds and notes of up to \$160,000 for the local match portion of the project. (1-12)
50. Resolution amending and restating the Development Program and Financing Plan for the North End Opportunity Corridor Tax Increment Finance District (NEOCTIF) ; together with a report from the Director of Redevelopment, Downtown Services, & Special Projects. (1-13) *(Supplemental report from the North End Opportunity Corridor Tax Increment Finance District Advisory Board)*
51. Resolution authorizing the City Manager to enter into a Purchase and Sales Agreement with Tsunis Holdings, Inc. for real estate located on Storrs Street and appropriating the sum of \$1,050,000 including \$450,000 from NEOCTIF undesignated fund balance and the issuance of \$600,000 in NEOCTIF supported bonds and notes, to facilitate acquisition of property and related activities. (1-14)
52. Resolution accepting and appropriating the sum of \$23,300 in grant funding from the Department of Safety, State Homeland Security and Emergency Management Exercise and Evaluation Program, for funding of a Homeland Security Exercise in conjunction with Concord Hospital; together with report from the Police Department. (10-23) (1-15)
53. Resolution accepting and appropriating the sum of \$21,621 from the New Hampshire Charitable Foundation for management and maintenance of municipal property; together

with report from the Deputy City Manager – Finance. (1-16)

Appointments by the Mayor

Reports

54. Report from the Board of Assessors regarding 2012 Assessments.
55. Main Street Complete Street Project Update. *(Not previously distributed)*

New Business

Unfinished Business

56. Resolution amending the official map so as to establish the mapped lines of a future street for a new street from the intersection of Storrs and Theatre Streets southerly to Langdon Avenue; together with report from the Assistant City Planner. (1-16) (2-33I; 2-42) (3-39) (4-37) (5-58) (6-53) (7-40) (8-65) (9-37) (10-36) (11-40) (12-37)(1-42) *(Action on this item tabled following a February 2013 public hearing)*
57. Ordinance amending the Code of Ordinances, Title III, Building and Housing Codes; Chapter 27, Housing Maintenance and Occupancy Code; Article 27-1, Housing Maintenance and Occupancy Code, Section 27-1-5, Amendments to the International Property Maintenance Code/2009; together with report from Code Administration. (8-14)(9-26C; 9-29) (10-37) (11-41) (12-38) (1-43) *(Action on this item was tabled after a public hearing was held on September 9, 2013.)*

Comments, Requests by Mayor, City Councilors

Comments, Requests by the City Manager

Consideration of items pulled from the consent agenda for discussion

Items 24, 25 and 35 have been pulled from the consent agenda for discussion.

Consideration of Suspense Items

- 2 Sus1 Report from the City Manager outlining 2014 – 2015 City Council Priorities.
- 2 Sus 2 **Referral to Community Development**
Communication from Pat Harbour, Borough Road resident, asking that the City of Concord determine if contractors working in the Sandwood development are meeting all city codes to ensure no additional damage will occur to her home and property.

Adjournment

Information

- 2 Inf1 October 24, 2013 Transportation Policy Advisory Committee Meeting Minutes.
- 2 Inf2 January 6, 2014 Concord Public Library Board of Trustees Meeting Minutes.
- 2 Inf3 December 12, 2013 Golf Course Advisory Committee Meeting Minutes.
- 2 Inf4 November 21, 2013 Recreation and Parks Advisory Committee Meeting Minutes.
- 2 Inf5 November 21, 2013 Fiscal Policy Advisory Committee Meeting Minutes.
- 2 Inf6 January 21, 2014 Traffic Operations Committee Meeting Minutes.
- 2 Inf7 District Two Executive Council reports from Colin Van Ostern.
- 2 Inf8 Communication from Comcast Cable providing Council with copies of inserts received by their customers during 2013, in accordance with RSA 53-C:3-d.
- 2 Inf9 Communications in opposition to Phase 3 of Langley Parkway. (*Additional communication submitted*)

JA



City Council Orientation
Draft Minutes
January 6, 2014
City Council Chambers
7:00 p.m.

1. The Mayor called the meeting to order at 7:10 p.m.
2. Roll Call. Councilors Bennett, Bouchard, Mayor Bouley, Councilors Champlin, Coen, Grady Sexton, Herschlag, Keach, Matson, McClure, Nyhan, St. Hilaire, Shurtleff, Todd and Werner were present.
3. Ceremonial Swearing in of Mayor Bouley.
Action: City Clerk Janice Bonenfant performed the oath of office for Mayor Bouley.
4. Ceremonial Swearing in of Members of City Council.
Action: Mayor Bouley performed the oath of office for the newly elected members of Council.
5. Nominations for Mayor Pro Tem.
Action: Councilor Nyhan moved to nominate Councilor St. Hilaire as the Mayor Pro Tem. The motion was duly seconded.
6. Election of Mayor Pro Tem.
Action: Councilor Nyhan's motion to nominate Councilor St. Hilaire as the Mayor Pro Tem passed with no dissenting votes.
7. Comments, Requests by Mayor, City Councilors
Action: Mayor Bouley welcomed newly elected Council members and returning Councilors. He indicated that it was an honor to serve as the 55th Mayor of the City of Concord. He thanked his family for all their support. He recognized city employees noting that they are a representation of a true team effort.

Councilor Nyhan stated that it was a privilege to serve the city and thanked his family for their support.

Councilor Werner thanked the voters in Ward Five and thanked his family for allowing him to take on this public service position.

Councilor St. Hilaire thanked the Council for their support indicating that they are all passionate about the issues and the people of Concord. He thanked his family for their support.

Councilor Keach thanked the voters of the city and echoed Councilor St. Hilaire's comments.

Councilor Bennett thanked his wife and his colleagues for all their support.

Councilor Champlin thanked his family for their support. He thanked the voters noting that he is humbled by the trust they have placed in him.

Councilor McClure stated that it was an honor to be a Councilor serving the City of Concord. She also thanked her family for their support.

Councilor Todd thanked the voters for their support and confidence noting that he looks forward to serving on the Council. He thanked his wife for her support.

Councilor Herschlag thanked his wife and the voters stating that he looks forward to living up to their expectations.

Councilor Grady Sexton stated that it was an honor and a privilege to be back as a Councilor noting that she is excited to work with this Council. She thanked her family for their support.

Councilor Matson thanked her family and the voters in Ward Eight.

Councilor Bouchard thanked the residents for going out to vote. She also thanked her family for their support.

8. Comments, Requests by the City Manager

9. City Council Orientation

A. Overview by Mayor Bouley

Action: Mayor Bouley thanked photographer Carroll Blake. He introduced report Megan Doyle from the Concord Monitor who will be reporting on city issues.

The Mayor indicated that he would like to see three new committees established: a Main Street committee; an impact fee committee; and a committee to look at upper story development. He noted that if any Councilor had any suggestions for committees, he would like to see very specific targeted committees.

B. Comments by City Manager Aspell

Action: City Manager Tom Aspell explained that Council agenda packages will be delivered on Wednesday. He indicated that any Councilor can meet with him prior to the Council meeting to discuss items on the agenda.

C. Financial overview by Deputy City Manager – Finance Brian LeBrun

Action: Following the City Solicitor's presentation, Mr. LeBrun provided an overview of the Finance Department and highlighted various topics including: city funds; the budget; awards; appropriations; fund balance and bonds. (A copy of the presentation is on file in the City Clerk's Office).

D. Presentation by City Solicitor Jim Kennedy

Action: Mr. Kennedy provided a powerpoint presentation that highlighted items such as: RSA 91-A in reference to meetings, non-public sessions and minutes; oaths; collective bargaining; the ethics ordinance; and many chapters contained within the city charter pertaining to the Council. (A copy of the presentation is on file in the City Clerk's Office).

City Manager Tom Aspell provided some information to the Council. This information includes:

- Agenda instructions document inside Council Orientation folder - a document that provides an overview of why items are placed where they are within a given Council agenda.
- Placard use is for municipal business only.
- Explanation of the noon deadline on a given Council meeting date in relation to Consent items. Councilors must notify the City Clerk if they wish to remove an item from the consent agenda prior to noon on meeting date so all members of Council as well as staff are aware a specific item is to be discussed. Revised agenda to be distributed by City Clerk via email afternoon of Council meeting day if applicable.
- Addressed issues related to the media – getting back to the media for a potential story.
- City Clerk's office should be contacted for any needed supplies and/or research on a given item i.e. – past Council action, etc.
- Constituent contact with City Councilors:
 - Have you contacted any other Councilors? Staff?
 - Do you plan to contact anyone else?
- Discussions with Unions – You are negotiating.
- City e-mail accounts.
- Interaction with City staff:
 - Directly with City Manager, Department Heads & Division Heads
 - Do not underestimate your perceived organizational authority
- City Council payroll: \$2,000/yr Mayor and \$1,000/yr Councilors. End of each quarter in March, June, September and December.
- Security buttons/evacuation route out of Council Chambers.
- During Council discussions – speak into the microphone and do not use first names.

City Council Minutes

January 6, 2014

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Adjournment

The time being 9:33 p.m., Councilor Keach moved to adjourn the meeting. The motion was duly seconded and passed with no dissenting votes.

A true copy; I attest:

Michelle Mulholland

Deputy City Clerk



TAA

Non-public sessions in accordance with RSA 91-A: 3, II (d) to discuss property acquisition and contract negotiations, followed by a meeting with legal counsel in accordance with RSA 91-A:2, I (b) to be held at 5:30 p.m.

City Council Meeting
Draft Minutes
January 13, 2014
 City Council Chambers
 7:00 p.m.

1. The Mayor called the meeting to order at 7:00 p.m.
2. Invocation by Father Richard Roberge, Christ the King Parish
3. Pledge of Allegiance.
4. Roll Call. Councilors Bennett, Bouchard, Mayor Bouley, Councilors Champlin, Coen, Grady Sexton, Herschlag, Keach, Matson, McClure, Nyhan, St. Hilaire, Shurtleff, Todd and Werner were present.
5. Approval of the December 9, 2013 Meeting Minutes.
Action: Councilor Grady Sexton moved approval of the December 9, 2013 meeting minutes. The motion was duly seconded and passed with no dissenting votes.
6. Agenda overview by the Mayor. The Mayor recognized two Boy Scouts from Troop 83, AJ Franklin and Alex Tibbets, attending the meeting to receive their citizenship merit badge.

- Consent Agenda Items -

Note: item listed as pulled from the consent agenda will be discussed at the end of the meeting.

Action: Councilor St. Hilaire moved approval of the consent agenda with item 24 being removed for discussion at the end of the agenda. The motion, as amended, was duly seconded and passed with no dissenting votes.

Referral to the Recreation and Parks Advisory Committee and the Transportation Policy Advisory Committee

7. Communication from Matt Elliott, President, Friends of White Park, requesting that the City of Concord investigate the removal of the bus lane within the parking lot at White Park when planning a potential new skate house.

Referral to the Traffic Operations Committee

8. Communication from Ted Kendziora, Concord resident, requesting consideration be given to installing a stop sign at the corner of Peterson Circle and Governors Way in Concord.

Items Tabled for a February 10, 2014 Public Hearing

9. Ordinance amending the Code of Ordinances, Title IV, Zoning Code; Chapter 29.2, Public Capital Facilities Impact Fees Ordinance; Section 29.2-1-2, Assessment and Collection; together with report from Acting City Planner.
10. Ordinance amending the Code of Ordinances, Title II, Traffic Code; Chapter 18, Parking, Storrs Street; together with report from the Director of Redevelopment, Downtown Services & Special Projects.
11. Resolution authorizing the City Manager to enter into a Municipal Agreement with the New Hampshire Department of Transportation (NHDOT) for Highway Safety Improvement Program (HSIP) funding, all part of the design and construction of the Loudon Road Corridor Improvements Project (CIP #19); together with report from the Traffic Engineer.
12. Resolution accepting and appropriating the sum of \$1,600,000 in Matched Highway Safety Improvement Program (HSIP) Funds from the New Hampshire Department of Transportation (NHDOT) for the purpose of design and construction of Phase I Traffic Safety Improvements for the Loudon Road Corridor Improvements Project (CIP #19), including \$1,440,000 in NHDOT Grant Funds and authorizing the issuance of bonds and notes of up to \$160,000 for the local match portion of the project.
13. Resolution amending and restating the Development Program and Financing Plan for the North End Opportunity Corridor Tax Increment Finance District (NEOCTIF) ; together with a report from the Director of Redevelopment, Downtown Services, & Special Projects.
14. Resolution authorizing the City Manager to enter into a Purchase and Sales Agreement with Tsunis Holdings, Inc. for real estate located on Storrs Street and appropriating the sum of \$1,050,000 including \$450,000 from NEOCTIF

undesignated fund balance and the issuance of \$600,000 in NEOCTIF supported bonds and notes, to facilitate acquisition of property and related activities.

15. Resolution accepting and appropriating the sum of \$23,300 in grant funding from the Department of Safety, State Homeland Security and Emergency Management Exercise and Evaluation Program, for funding of a Homeland Security Exercise in conjunction with Concord Hospital; together with report from the Police Department. (10-23)

16. Resolution accepting and appropriating the sum of \$21,621 from the New Hampshire Charitable Foundation for management and maintenance of municipal property; together with report from the Deputy City Manager – Finance.

From the City Manager

17. Positive Citizen Comments.

Consent Reports

18. Diminimus gifts and donations report from the Library Director requesting authorization to accept monetary gifts totaling \$2,160.12 as provided for under the preauthorization granted by City Council.
19. Diminimus gifts and donations report from the Human Services Director requesting authorization to accept monetary gifts totaling \$400 as provided for under the preauthorization granted by City Council.
20. Report from the Deputy City Manager – Finance outlining the Fiscal Policy Advisory Committee's (FPAC) recommendation on the FY2015 tax rate target.
21. Report from the City Treasurer regarding the December 10, 2013 bond sale.
22. Report from the Fire Chief on an updated on recent events for the Capital Area Mutual Aid Fire Compact.
23. Report from the City Engineer recommending that the City Manager be authorized to accept a public sidewalk easement deed across a portion of land owned by PRM Holdings, LLC, and known as 39 – 49 North Main Street.; a public sidewalk easement deed across a portion of land owned by TPC, Inc., and known as 125 North Main Street; and a public drainage easement deed across a portion of land owned by the Chester A. Hoadley and the Elizabeth K. Hoadley Irrevocable Trusts, and known as 72 West Parish Road.
24. Report from the City Solicitor in response to a report from the Planning Board in response to a communication from Nicholas Golon, TFM, on behalf of their client, Public Service Company of New Hampshire (PSNH) recommending that the City

Manager be authorized to execute a release of an existing right of way easement deed across land owned by PSNH in Concord, tax map 122, block 2, lot 28, easterly of Farnwood Road. (8-11) (11-23) *(Pulled from consent and referred to Planning and Legal Department at the November 12, 2013 Council meeting) (Pulled from the consent agenda by Councilor McClure)*

Action: Item removed from the consent agenda for discussion.

25. Report from the Recreation and Parks Advisory Committee in response to a communication from Bob Hatch asking that City Council consider renaming the courts at Keach Park, Hatch Courts, in memory of his father Paul O. Hatch. (8-9)
26. Report from the Zoning Administrator on behalf of the Zoning Board of Adjustment requesting that the City review its existing sign regulations, Article 28-7, to address whether it is appropriate to amend the current regulations as they pertain to "scroller" signs.

Consent Resolutions

27. Resolution in recognition of the services of Elizabeth Blanchard. *(For presentation in February) (Revised resolution submitted) (Revised resolution submitted)*
28. Resolution in recognition of the services of Michael Dellolacono. *(For presentation in February)*
29. Resolution in recognition of the services of Jennifer Kretovic. *(For presentation in February)*
30. Resolution in recognition of the services of Richard Patten. *(For presentation in February)*
31. Resolution authorizing the City Manager to accept a gift of 12.507 acres of land from Public Service of New Hampshire for conservation purposes and to merge properties; together with report from the Assistant City Planner.
32. Resolution authorizing the City Manager to apply for up to \$45,000 to the New Hampshire Department of Environmental Services for Household Hazardous Waste Collection and Special Project Grants; together with report from the General Services Director.
33. Resolution authorizing the City Manager, by way of the Human Resources Department, to submit an application to the New England ADA Center to become the recipient of a hand's on field-based training day for up to 20 participants and a \$1,000 grant toward improving accessibility under the Americans with Disability Act (ADA); together with report from the Human Resources Departments Safety and Training Coordinator.

Consent Communications

Appointments

34. City Manager's proposed reappointment to the Board of Trustees of Trust Funds.
Jeffrey L. Schindler

From the Mayor

35. City Council committee appointments.

*****End of Consent Agenda*****

36. January 13, 2014 Public Hearings

- A. Resolution authorizing the transfer of \$618,788.14 from Committed Fund Balance to Assigned Fund Balance; and to authorize the transfer of \$1,553,788.14 from Assigned Fund Balance to the General Fund Operating Budget; and to appropriate \$545,000 as a transfer to Trust Fund Reserves; and to authorizing the use of \$1,008,788.14 as allowance for abatements; all for the purposes listed herein, funding for this appropriation shall be entirely from the FY2013 General Fund Assigned Fund Balance; together with report from the Deputy City Manager – Finance. (12-10)

Action: There being no Council objection, public hearing items A, B and C were read together.

City Manager Tom Aspell provided a brief overview of items A, B and C.

Councilor Keach asked what would happen once these transfers are made of the \$1.5 million and there are abatements that are allowed by court; would they come back to Council for approval or is it automatic. Brian Lebrun, Deputy City Manager-Finance, explained that once the Council appropriates the money there is a portion, the \$1,008,788.14, which is allocated towards allowance for abatements. He noted that it does not come back to Council again.

Councilor Herschlag asked if he was correct in understanding that \$1 million of those dollars goes back to the mall for an abatement that's been contested for some time. Mr. LeBrun responded that the settlement with the mall was \$1.6 million and the payment of \$1 million that was paid immediately and there is another \$600,000 that would be paid at the end of this fiscal year; that \$600,000 would be coming out of this portion of money that would be put towards those allowances for abatements. Councilor Herschlag asked if staff could explain how the city ended up owing that \$1.6 million and whether there are any steps that can be taken in the future that would lessen the possibility of this happening again. City Solicitor Jim Kennedy indicated that the \$1.6 million, as was reported in the

paper last week, was a result of a settlement for four tax years of litigation involving the Steeplegate Mall. He explained that much of the reason for the abatement was that the mall, for those tax years, was determined to be overvalued and as a result the city determined that a settlement was the appropriate manner to resolve the matter outside a judicial proceeding. He stated that as a part of this settlement it's important to note that the city will be receiving the financial information from the Steeplegate Mall prior to setting the assessed value for the mall going forward for future years. He noted that this will be very helpful for the city in determining the proper assessed value as of April 1st of each tax year.

Mayor Bouley opened the public hearings for items A, B and C. There being no public testimony, the Mayor closed the hearings.

- B. Resolution appropriating \$55,000 as a supplemental appropriation to the City's General Capital Improvement Fund for the purpose of HVAC improvements at the City's Fire Stations, CIP #325, funding for this appropriation shall be entirely from the Building Improvements Reserve Account. (12-11)

Action: Public hearing for this item taken with public hearing item A.

- C. Resolution appropriating \$90,000 from Trust Fund Reserves as a supplemental appropriation to the City's General Fund for the purposes of equipment replacement and education and training, and to transfer \$1,056.39 from the 53rd Week and Revaluation Reserves to the Highway Reserve, funding for these purposes shall be entirely from Trust Fund Reserve Accounts. (12-12)

Action: Public hearing for this item taken with public hearing item A.

- D. Resolution authorizing the City Manager to submit an application in an amount of up to \$500,000 and to accept and appropriate grant proceeds of up to \$500,000 in Community Development Block Grant Funds of behalf of the National Alliance on Mental Illness New Hampshire, (NAMI NH); together with a report from the Director of Redevelopment, Downtown Services, & Special Projects. (12-13)

Action: There being no Council objection, public hearing items D and E were read together.

City Manager Tom Aspell provided a brief overview of items D and E.

Matt Walsh, Director of Redevelopment, Downtown Services & Special Projects, in regards to the public hearing on proposed NAMI expansion CDBG application, explained that Community Development Block Grant funds are available to municipalities through the NH Community Development Finance Authority. Up to \$500,000 annually is available on a competitive basis for economic

development, up to \$500,000 for public facility and housing projects and up to \$500,000 for emergency activities that directly benefit low and moderate income persons. Up to \$12,000 is available for feasibility study grants. All projects must primarily benefit low and moderate income persons. The purpose of this public hearing is a proposed application to the Community Development Finance Authority for up to \$500,000 for the National Alliance on Mental Illness (NAMI), located at 85 North State Street, Concord, to make improvements to their facility, including renovating the garage into a meeting room. The majority of the persons served by NAMI are of low and moderate incomes. This project conforms with Concord's Housing and Community Development Plan's Goal of: Continue to provide rehabilitation assistance to social service agencies directly serving low and moderate income clients, to upgrade facilities, to correct code violations, to improve handicapped accessibility and to improve energy conservation.

Mr. Walsh, in regards to the public hearing on the Residential Antidisplacement and Relocation Assistance Plan, explained that although this project does not involve any displacement or relocation of persons or businesses, if the City were to undertake a CDBG project which involved displacement or relocation they would follow this plan. The plan outlines the measures they would take to find comparable, suitable housing for persons (or businesses) displaced or relocated.

Mayor Bouley opened the public hearings for items D and E.

Public Testimony

Dick Chevrefils, volunteer vice president of NAMI NH, thanked the Council for considering their application for the Community Development Block Grant. He indicated that they are hoping to establish an accessible community education space to support families and individuals who are challenged with mental illness.

Councilor Coen inquired as to how many people NAMI serves in the Concord community. Susan Sterns, NAMI staff, responded that last year statewide they served over 12,000 individuals. She noted that their facility is located at 85 North State Street and one of the things that they have seen since moving to that site eighteen months ago is a significant increase in the number of drop ins. She added that they do have support groups in Concord that would benefit and could be expanded upon through this project.

There being no further public testimony, the Mayor closed the hearings for items D and E.

- E. Resolution readopting the City's Displacement and Relocation Policy Statement and Procedures. (12-14)

Action: Public hearing for this item taken with public hearing item D.

January 13, 2014 Public Hearing Action

37. Resolution authorizing the transfer of \$618,788.14 from Committed Fund Balance to Assigned Fund Balance; and to authorize the transfer of \$1,553,788.14 from Assigned Fund Balance to the General Fund Operating Budget; and to appropriate \$545,000 as a transfer to Trust Fund Reserves; and to authorizing the use of \$1,008,788.14 as allowance for abatements; all for the purposes listed herein, funding for this appropriation shall be entirely from the FY2013 General Fund Assigned Fund Balance; together with report from the Deputy City Manager – Finance. (12-10)

Action: Councilor Coen moved approval. The motion was duly seconded and passed with no dissenting votes.

38. Resolution appropriating \$55,000 as a supplemental appropriation to the City's General Capital Improvement Fund for the purpose of HVAC improvements at the City's Fire Stations, CIP #325, funding for this appropriation shall be entirely from the Building Improvements Reserve Account. (12-11)

Action: Councilor Nyhan moved approval. The motion was duly seconded and passed with no dissenting votes.

39. Resolution appropriating \$90,000 from Trust Fund Reserves as a supplemental appropriation to the City's General Fund for the purposes of equipment replacement and education and training, and to transfer \$1,056.39 from the 53rd Week and Revaluation Reserves to the Highway Reserve, funding for these purposes shall be entirely from Trust Fund Reserve Accounts. (12-12)

Action: Councilor Nyhan moved approval. The motion was duly seconded and passed with no dissenting votes.

40. Resolution authorizing the City Manager to submit an application in an amount of up to \$500,000 and to accept and appropriate grant proceeds of up to \$500,000 in Community Development Block Grant Funds of behalf of the National Alliance on Mental Illness New Hampshire, (NAMI NH); together with a report from the Director of Redevelopment, Downtown Services, & Special Projects. (12-13)

Action: Councilor Grady Sexton moved approval. The motion was duly seconded and passed with no dissenting votes.

41. Resolution readopting the City's Displacement and Relocation Policy Statement and Procedures. (12-14)

Action: Councilor Nyhan moved approval. The motion was duly seconded and passed with no dissenting votes.

Appointments by the Mayor

Reports

New Business

Unfinished Business

42. Resolution amending the official map so as to establish the mapped lines of a future street for a new street from the intersection of Storrs and Theatre Streets southerly to Langdon Avenue; together with report from the Assistant City Planner. (1-16) (2-33I; 2-42) (3-39) (4-37) (5-58) (6-53) (7-40) (8-65) (9-37) (10-36) (11-40) (12-37) (*Action on this item tabled following a February 2013 public hearing*)

Action: No action taken. This item remains on the table.

43. Ordinance amending the Code of Ordinances, Title III, Building and Housing Codes; Chapter 27, Housing Maintenance and Occupancy Code; Article 27-1, Housing Maintenance and Occupancy Code, Section 27-1-5, Amendments to the International Property Maintenance Code/2009; together with report from Code Administration. (8-14)(9-26C; 9-29) (10-37) (11-41) (12-38) (*Action on this item was tabled after a public hearing was held on September 9, 2013.*)

Action: No action taken. This item remains on the table.

Comments, Requests by Mayor, City Councilors

Councilor Nyhan noted that Raymonds Barber Shop has closed after over 51 years of business. He wished them great success and happiness in retirement.

Councilor Bennett suggested that the Council recycle their agenda envelopes back to the City Clerk's Office to be reused.

City Manager Tom Aspell noted that he is working with the City Clerk on a proposal to bring forward as to how they are potentially going to a paperless agenda system.

Councilor Keach reminded everyone of the Black Ice Hockey Tournament coming up on January 24th and 25th. He noted that this is a great community event whether or not you like hockey.

Councilor Champlin highlighted the upcoming White Park Winter Festival being held on Saturday, January 18th.

Councilor Todd announced that the Concord 250 second public forum is being held on Wednesday, January 22nd at 6:00 p.m. in Council Chambers. He explained that this is the group that are helping to coordinate activities associated with Concord's 250th birthday, which is the adoption of the city charter, to be held on Sunday, June 7, 2015.

Mayor Bouley indicated that he still has a little work left on the City Council appointments to boards and committees and hopes to have those completed soon.

Comments, Requests by the City Manager

Consideration of items pulled from the consent agenda for discussion

Item 24 has been pulled from the consent agenda for discussion.

24. Report from the City Solicitor in response to a report from the Planning Board in response to a communication from Nicholas Golon, TFM, on behalf of their client, Public Service Company of New Hampshire (PSNH) recommending that the City Manager be authorized to execute a release of an existing right of way easement deed across land owned by PSNH in Concord, tax map 122, block 2, lot 28, easterly of Farmwood Road. (8-11) (11-23) *(Pulled from consent and referred to Planning and Legal Department at the November 12, 2013 Council meeting)*

Action: Councilor McClure indicated that she doesn't have any problem with release of the easement; it's more to do with the policy stated within the report. She stated that she wants to make sure that they will be evaluating, according to the Solicitor's memo, each request individually. She wants to ensure that they will be approaching each easement individually and doing what's best for the city without it being based upon what happened in the past.

City Solicitor Jim Kennedy noted that his memo does recommend a policy for the city to adopt, at the administrative level, to review any release of an easement that the city may have to determine whether or not the city purchased that easement or if there was any consideration made with respect to that easement when the city acquired it or if there were any improvements made to the easement that the city may be entitled to for release of such easement. He pointed out that none of these occurred with respect to the release of this easement, however going forward that administration require that when the city does release the easement that the party benefitting from the release of the easement draft the necessary instruments and pay the recording fee at the registry to make that easement properly released.

Councilor Herschlag thanked Councilor McClure for bringing this up noting that this was an issue that came up during phase two of Langley Parkway and trying to place a value on the right of way before it was turned over to St. Paul's School. He also

thanked the City Solicitor for working on creating a policy for establishing a value for a future right of way.

City Manager Tom Aspell explained that only City Council can accept or release easements and feels that everyone brought to the Council should have an analysis of any improvements that have been made, how it was acquired, associated costs and give an analysis to determine whether or not there should be some compensation; any money that would be received that would be a sale or a release of an easement would go to the general fund to help offset taxes. He noted that Council can decide whether or not, based on the purpose of a release, there needs to be compensation.

Councilor Coen asked if this was something they can do. Mr. Aspell responded that this is what his policy is going forward.

Councilor McClure moved to accept the report. The motion was duly seconded and passed with no dissenting votes.

Consideration of Suspense Items

Adjournment

The time being 7:42 p.m., Councilor St. Hilaire moved to adjourn the meeting. The motion was duly seconded and passed with no dissenting votes.

CITY OF CONCORD

In the year of our Lord two thousand and fourteen

RESOLUTION IN RECOGNITION OF THE SERVICES OF ELIZABETH BLANCHARD

WHEREAS, Elizabeth Blanchard faithfully served the City of Concord, New Hampshire as a member of its City Council from January 1, 2002 through December 31, 2013; and

WHEREAS, during said period she has devoted innumerable hours and unending efforts in service to the citizens of Concord encouraging democratic involvement and participation in local government decision-making by assuring that all voices were heard and treated with respect and courtesy; and

WHEREAS, she made many significant contributions to the improvement of the municipality championing the city's less privileged and fighting against improper development, earning a reputation as a straight-talking leader; and

WHEREAS, Elizabeth Blanchard performed diligently on behalf of the City of Concord serving on seventeen boards and committees during her tenure as a City Councilor, most recently serving on the Community Development Advisory Committee, the Rules Committee, the Solid Waste Advisory Committee and the Tax Exemption Policy Committee; and

WHEREAS, she has distinguished herself during City Council deliberations by her integrity and passion for the citizens of the City of Concord; and

WHEREAS, she has earned the respect and confidence of her many friends and associates in the city government who have been privileged to know and work with her.

NOW, THEREFORE, BE IT RESOLVED that we, the members of the Concord City Council, the citizens of the City of Concord as well as members of city staff do hereby record our appreciation for her years of service and commitment to the City of Concord promoting the community's welfare, our esteem for her abilities and our respect for her high character.



CITY OF CONCORD

In the year of our Lord two thousand and fourteen

RESOLUTION IN RECOGNITION OF THE SERVICES OF MICHAEL DELLOIACONO

WHEREAS, Michael DelloIacono faithfully served the City of Concord, New Hampshire as a member of its City Council from January 1, 2010 through December 31, 2013; and

WHEREAS, during said period he has devoted innumerable hours and unending efforts in service to the citizens of Concord encouraging democratic involvement and participation in local government decision-making by assuring that all voices were heard and treated with respect and courtesy; and

WHEREAS, he made many significant contributions to the improvement of the municipality championing the city's less privileged and fighting against improper development, earning a reputation as a straight-talking leader; and

WHEREAS, Michael DelloIacono performed diligently on behalf of the City of Concord serving on eight boards and committees during his tenure as a City Councilor, most recently serving on the Energy and Environment Advisory Committee and the Solid Waste Advisory Committee; and

WHEREAS, he has distinguished himself during City Council deliberations by his integrity and passion for the citizens of the City of Concord; and

WHEREAS, he has earned the respect and confidence of his many friends and associates in the city government who have been privileged to know and work with him.

NOW, THEREFORE, BE IT RESOLVED that we, the members of the Concord City Council, the citizens of the City of Concord as well as members of city staff do hereby record our appreciation for his years of service and commitment to the City of Concord promoting the community's welfare, our esteem for his abilities and our respect for his high character.



1-29
2-8

CITY OF CONCORD

In the year of our Lord two thousand and fourteen

RESOLUTION IN RECOGNITION OF THE SERVICES OF JENNIFER KRETOVIC

WHEREAS, Jennifer Kretovic faithfully served the City of Concord, New Hampshire as a member of its City Council from January 1, 2012 through December 31, 2013; and

WHEREAS, during said period she has devoted innumerable hours and unending efforts in service to the citizens of Concord encouraging democratic involvement and participation in local government decision-making by assuring that all voices were heard and treated with respect and courtesy; and

WHEREAS, she made many significant contributions to the improvement of the municipality championing the city's less privileged and fighting against improper development, earning a reputation as a straight-talking leader; and

WHEREAS, Jennifer Kretovic performed diligently on behalf of the City of Concord serving on seven boards and committees during her tenure as a City Councilor serving on the Community Development Advisory Committee, the Facilities Naming Committee, the Golf Course Advisory Committee, the Parking Committee, the Public Safety Board, the Transportation Policy Advisory Committee and the Public Transportation Sub Committee; and

WHEREAS, she has distinguished herself during City Council deliberations by her integrity and passion for the citizens of the City of Concord; and

WHEREAS, she has earned the respect and confidence of her many friends and associates in the city government who have been privileged to know and work with her.

NOW, THEREFORE, BE IT RESOLVED that we, the members of the Concord City Council, the citizens of the City of Concord as well as members of city staff do hereby record our appreciation for her years of service and commitment to the City of Concord promoting the community's welfare, our esteem for her abilities and our respect for her high character.



CITY OF CONCORD

In the year of our Lord two thousand and fourteen

RESOLUTION IN RECOGNITION OF THE SERVICES OF RICHARD PATTEN

WHEREAS, Richard Patten faithfully served the City of Concord, New Hampshire as a member of its City Council from January 1, 2008 through December 31, 2013; and

WHEREAS, during said period he has devoted innumerable hours and unending efforts in service to the citizens of Concord encouraging democratic involvement and participation in local government decision-making by assuring that all voices were heard and treated with respect and courtesy; and

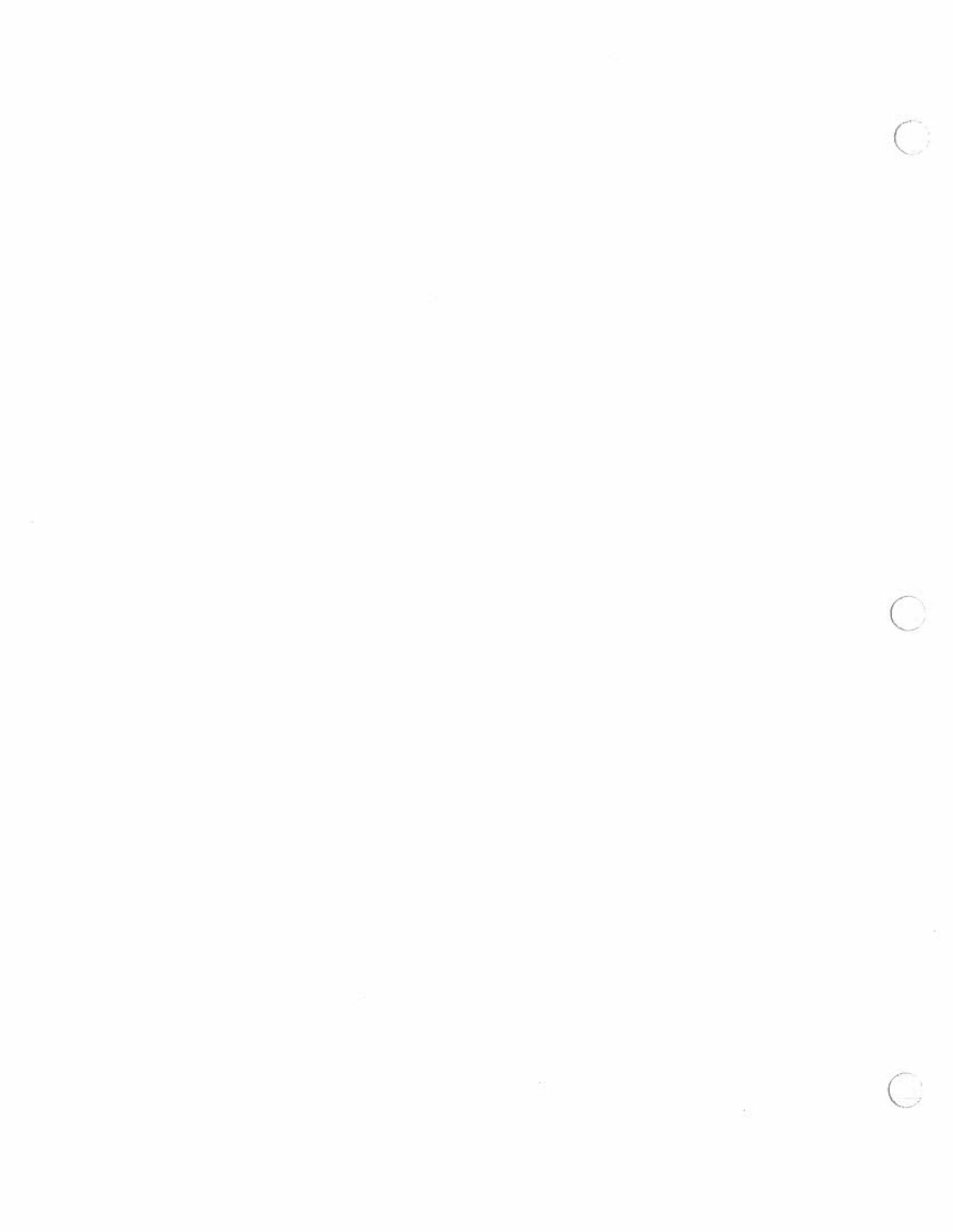
WHEREAS, he made many significant contributions to the improvement of the municipality championing the city's less privileged and fighting against improper development, earning a reputation as a straight-talking leader; and

WHEREAS, Richard Patten performed diligently on behalf of the City of Concord serving on seven boards and committees during his tenure as a City Councilor, most recently serving on the Airport Advisory Committee, the Public Safety Board, the Tax Exemption Policy Committee and the Utility Appeals Board; and

WHEREAS, he has distinguished himself during City Council deliberations by his integrity and passion for the citizens of the City of Concord; and

WHEREAS, he has earned the respect and confidence of his many friends and associates in the city government who have been privileged to know and work with him.

NOW, THEREFORE, BE IT RESOLVED that we, the members of the Concord City Council, the citizens of the City of Concord as well as members of city staff do hereby record our appreciation for his years of service and commitment to the City of Concord promoting the community's welfare, our esteem for his abilities and our respect for his high character.



Bonenfant, Janice

2-11

From: Allan Herschlag <allan4council@gmail.com>
Sent: Thursday, January 30, 2014 8:23 PM
To: Bonenfant, Janice
Subject: Fwd: New England Real Estate Journal Advertisement by the Town of Franklin, NH
Attachments: CCE01302014_0000.pdf

Janice,

This was sent to me by David Rauseo as an example of a proactive community advertising real estate.

I don't know if this is something the city does or is interested in doing, but it may be worthwhile to have it referred to one of the city's committees.

Can you put this on the February agenda to be referred to the appropriate committee. Maybe EDAC, but I'll let you make the call.

Thanks - Allan Herschlag

Begin forwarded message:

From: "David S. Rauseo" <drauseo@comcast.net>
Subject: New England Real Estate Journal Advertisement by the Town of Franklin, NH
Date: January 30, 2014 at 8:05:03 PM EST
To: "Allan Herschlag" <allan4council@gmail.com>
Cc: <laurie@rauseo.net>

Allan,

I thought you might like to see the inside rear cover from a recent (January 24-30, 2014) issue of the New England Real Estate Journal, self-proclaimed "Largest Weekly Commercial/Investment Newspaper in the World." We would be interested in sharing the cost of advertising industrial development land in this way.

David

David S. Rauseo
Concord Crossing / Morrill Mill Pond LLC
2 Whitney Road
Concord, NH 03301
www.ConcordCrossing.com
603-783-0400 (office)
603-491-1103 (cell)

FRANKLIN MASSACHUSETTS

The Town of Franklin is a growth community with a pro-business environment, a low stable single tax rate, streamlined permitting processes, modernized infrastructure, excellent municipal services, well educated work force, diverse housing opportunities and a great quality of life. Franklin is truly the complete package.

INDUSTRIAL PARKS

Franklin's industrial and office parks house a substantial number of research and development and manufacturing businesses in a wide range of industries, including metal fabrication, food processing, data storage equipment, electronics, measurement devices, nanotechnology, medical devices, bio-storage and biotechnology, metalized paper, and specialty materials.



Forge Park



360 acre master-planned office and industrial park containing a wide range of office, research and development, and manufacturing companies, an MBTA Commuter Rail Station, Marriott Residence Inn, and YMCA fitness center.



Franklin Industrial Park



300+ acre master-planned industrial and office park containing a substantial number of manufacturing companies, including EMC, Franklin's largest employer.



Grove Street Business Corridor



Industrial business corridor including the Grove Street Business Park, Kenwood Industrial Park, Beaulieu Business Park, Franklin Oaks Office Park, and Financial Way Business Park.



ECONOMIC OPPORTUNITY AREAS

The majority of Franklin's industrial properties are within six recently established multi-parcel economic opportunity areas. Businesses looking to expand in these areas can negotiate a property tax exemption through a Tax Increment Finance (TIF) agreement.

Looking to expand or relocate? We want your business.



Contact Bryan Taberner,
Director of Planning and Community Development
at 508-520-4907
or btaberner@franklin.ma.us



Many opportunities await your business, employees and their families.

CITY OF CONCORD

In the year of our Lord two thousand and fourteen

RESOLUTION ACCEPTING AND APPROPRIATING THE SUM OF THIRTY FOUR THOUSAND THREE HUNDRED TWENTY-THREE DOLLARS (\$34,323) FROM BINDERY REDEVELOPMENT, LLC FOR THE CONSTRUCTION OF SIDEWALK IMPROVEMENTS ALONG SOUTH MAIN STREET IN CONJUNCTION WITH THE DOWNTOWN COMPLETE STREETS IMPROVEMENT PROJECT (CIP #460).

The City of Concord resolves as follows:

WHEREAS, the Bindery Redevelopment project agreed to make a one-time payment to the City in lieu of completing plaza and sidewalk improvements along its project frontage at 43-45 South Main Street so that the finished improvements could match the sidewalk improvements associated with the Main Street project; and

WHEREAS, on January 21, 2014, the City received and deposited such payment associated with the improvements required; and

WHEREAS, the City Engineer has determined that the improvements are needed along the property frontage and will be completed as part of the Main Street improvement project; and

WHEREAS, this appropriation is for a purpose not included in the adopted budget, therefore section 37 of the City Charter requires a two-thirds vote of the City Council.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Concord that:

- 1. The sum of\$34,323
be and is hereby appropriated as follows:

General Capital Projects Fund
 Engineering Services Division
 FY 2014 Downtown Complete Streets Improvement Project CIP #460\$34,323

- 2. Said revenue shall be available as follows:

General Capital Projects Fund
 Engineering Services Division
 Bindery Redevelopment, LLC Donation FY2014\$34,323

- 3. Sums as appropriated shall be expended under the direction of the City Manager.

- 4. This resolution shall take effect upon its passage.



CITY OF CONCORD

12A

REPORT TO THE MAYOR AND CITY COUNCIL

FROM: Ed Roberge, City Engineer
Rebecca Hebert, Senior Planner

DATE: January 23, 2014

SUBJECT: Resolution accepting and appropriating the sum of thirty four thousand three hundred twenty-three dollars (\$34,323) from Bindery Redevelopment, LLC for the construction of sidewalk improvements along South Main Street in conjunction with the Downtown Complete Streets Improvement Project (CIP# 460)

Recommendation

Adopt the proposed Resolution accepting and appropriating the sum of thirty four thousand three hundred twenty-three dollars (\$34,323) from Bindery Redevelopment, LLC for the construction of sidewalk improvements along South Main Street in conjunction with the Downtown Complete Streets Improvement Project (CIP# 460)

Background

On October 5, 2011, the Planning Board granted conditional Site Plan approval for the construction of the Bindery redevelopment project at 42-43 South Main Street. As a condition of the Planning Board approval the sidewalk along the frontage of the property was to be reconstructed. The improvements also included the construction of plaza space, bump-out, crosswalk and the reconfiguration of the on-street parking. These improvements were designed prior to the development of plans for the Downtown Complete Streets Improvement Project, which also includes the reconstruction of the sidewalk and plaza space along the frontage of the new building.

In lieu of constructing the required sidewalk improvements that would later be reconstructed as part of the Downtown Complete Streets Improvement Project, the Bindery Redevelopment has agreed to make a one-time payment towards the Main Street improvement project.

Discussion

The amount of \$34,323 represents the cost of constructing the sidewalk improvements required as part of the Site Plan approval. The cost estimate was reviewed and approved by the City Engineer. If the Main Street improvement project is not constructed as anticipated, the money would be returned to the Bindery Redevelopment, LLC and the sidewalk improvements as shown on the approved Site Plan would be constructed.

Em 1-24-14
2-13

CITY OF CONCORD

In the year of our Lord two thousand and fourteen

RESOLUTION REPURPOSING FIVE THOUSAND FOUR HUNDRED THIRTY SEVEN DOLLARS AND SEVENTY SIX CENTS (\$5,437.76) FROM COMPLETED AND UNEXPENDED LOBBY/SCOREBOARD REPLACEMENT PROJECT (CIP #64) TO SUPPORT THE REPLACEMENT OF TWO HEATERS AT THE ARENA (CIP #64).

The City of Concord resolves as follows:

- WHEREAS,** the failure of two heaters at the arena necessitate their replacement to afford the proper operation of the facility, and
- WHEREAS,** the Lobby/Scoreboard Project (CIP #64) is complete, which makes the balance of the funds available for the necessary replacement of two heaters at the Arena; and
- WHEREAS,** the anticipated cost of the heater replacement project is \$6,200, of which \$5,437.76 will be supported from the repurposing of the remaining Lobby/Scoreboard Project (CIP #64), and the remaining amount of \$762.24 shall be expensed from the FY14 Arena operating budget current appropriations; and
- WHEREAS,** the Director has identified the need to begin work on this project; and
- WHEREAS,** RSA 33:3 Use of Bond proceeds mandates that a two-thirds vote of all members of the City Council is required to repurpose the use of bond proceeds.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Concord that:

- 1) The sum of\$5,437.76
be and is hereby repurposed as follows:

 - Arena Fund
 - General Services
 - Replace Arena Heaters(CIP #64)\$5,437.76

- 2) Funding for the project is available as follows:

 - Arena Fund
 - General Services
 - Repurpose unspent Lobby/Scoreboard Replacement (CIP #64).....\$5,437.76

- 3) Sums as repurposed shall be expended under the direction of the City Manager.

- 4) This resolution shall take effect upon its passage.



CITY OF CONCORD

CA

REPORT TO MAYOR AND THE CITY COUNCIL

FROM: Philip H. Bilodeau, P.E., Deputy Director General Services Department

DATE: January 20, 2014

SUBJECT: Resolution repurposing dollars from the 2012 Arena Lobby & Scoreboard Replacement Project (CIP 64) for replacement of a building heater and maintenance shop heater at the arena.

Recommendation

The Department recommends acceptance of this report.

Background

The Everett Arena was originally designed with four gas fired ceiling mounted heaters in the main function area of the facility. The heaters provide a level of comfort for the non-ice season events and protection of the facility during sub-zero weather seasons. Presently two of the units are inoperable and are unable to be repaired. The remaining two units have been used exclusively to maintain barely adequate protection.

The maintenance shop area of the facility as designed has a dedicated heater that recently ran to failure. Parts are unavailable for repair and space heaters are presently providing minimum heat supply for safety and to prevent freeze up in the maintenance area.

The fuel supply at the arena is natural gas offering the most economical alternative.

Discussion

The lobby refurbishment was completed in August 2012. Work was completed with City staff and was accomplished under budget. The scoreboard was acquired through the City vendor's contract terms with the Coca-Cola Corporation. The City hired D L King to place the scoreboard into service.

The amount of \$5,437.76 remains in the project account and will be used to replace two of the three failed heaters at the arena. The total anticipated cost of replacing the heaters is \$6,200. The difference shall be expended from the Arena operating budget funds already appropriated.

CITY OF CONCORD

In the two thousand fourteenth year of our Lord

RESOLUTION Authorizing Annual Appraisal of Real Estate at Market Value per RSA 75:8-b

The City of Concord resolves as follows:

WHEREAS, the legislature has in RSA 75:8-b authorized any municipality with a population over 10,000 to annually appraise real estate at market value; and

WHEREAS, the legislature has established in RSA 75:8-b that the governing body shall hold two public hearings regarding the annual appraisal process at least 15 days, but not more than 60 days, prior to the governing body's authorization vote; and

WHEREAS, the City Council recognizes that assessments are constantly changing by neighborhood, type of property, and economic forces in varying amounts and that without annual adjustments to real estate assessments these changes may result in inequitable and unfair property taxation based upon the under or over assessment of properties when compared to market value; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of Concord that:

- 1.) The annual appraisal of real estate at market value pursuant to the provisions of RSA 75:8-b is hereby authorized.
- 2.) This resolution takes effect April 1, 2014.





CITY OF CONCORD

TAA

REPORT TO MAYOR AND THE CITY COUNCIL

From: Kathryn H. Temchack, Director of Real Estate Assessments

Date: January 28, 2014

Subject: Authorization of Annual Appraisal at Market Value

Recommendation

Accept this report and set for public hearings in March and April, with a May vote, the proposed resolution authorizing the Assessing Department to proceed with valuing all real estate at market value as of April 1, 2014.

Background

RSA 75:8-b requires municipalities with populations of over 10,000 who desire to appraise the municipality's real estate at market value, to receive authorization by a majority vote of the governing body. Prior to the governing body's vote, 2 public hearings must be held. The statute also requires the municipality to provide notification of changes to the assessed value prior to the issuance of the final tax bill. The notification may be an individual notice to the property owners, by public notice in a newspaper of general circulation, or by any other means deemed appropriate by the governing body. The City Council has voted to authorize the annual valuation of assessments since 2005.

Discussion

Since 2004, the Assessing Office has been assessing properties annually at market value.

Valuing properties at market value ensures equitable and fair assessments to all taxpayers so that all are paying only their fair share of the tax burden. Market values are constantly changing, and do not rise or fall at the same level for each city neighborhood (the Heights vs. Penacook vs. the South End), or type of property (residential vs. commercial vs. condominiums), the appropriate adjustments need to be made each year to the property assessments to maintain them at market value.

Upon completion of the assessments each year the Department of Revenue (DRA) obtains the assessments and information from the Assessing Department to review and in determine the level of assessment (ratio) and the equity of the assessment coefficient of dispersion (COD) which measures the consistency among property values. The acceptable ranges for assessment level for all property types is 90-110% and the COD is less than 20% for commercial properties, less than 15 for residential properties and less than 25 for vacant land. The assessment level and the overall COD for the past several years:

Year	Assessment Level	COD
2012	100.5%	6.87%
2011	100.1%	7.00%
2010	99.7%	6.70%
2009	100.9%	6.80%
2008	100.3%	6.20%

Should any of you want or need more detailed information relative to the assessing process, please call (603-225-8550) to set up time where I can provide you with what you request.

Boy 1/23/14

2-15

CITY OF CONCORD

In the year of our Lord two thousand and fourteen

RESOLUTION ACCEPTING AND APPROPRIATING THE SUM OF SEVENTEEN THOUSAND DOLLARS (\$17,000) FROM THE CENTRAL NEW HAMPSHIRE BICYCLE COALITION FOR BIKE LANE STRIPING AND DIRECTIONAL SIGNAGE THROUGHOUT THE CITY (CIP #35).

The City of Concord resolves as follows:

WHEREAS, on December 17, 2013 the City received notification from the Central NH Bicycle Coalition of a grant award in the amount of \$17,000 to stripe bike lanes within the Route 3 North Corridor and install twelve "wrong way ride with traffic" signs throughout the City; and

WHEREAS, the City has determined that additional pavement markings and safety signage is beneficial to the public; and

WHEREAS, this appropriation is for a purpose not included in the adopted budget, therefore section 37 of the City Charter requires a two-thirds vote of the City Council.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Concord that:

- 1) The sum of ... \$17,000
be and is hereby appropriated as follows:

General Capital Projects Fund
 Engineering Services Division
 FY 2014 US Route 3N – Phase 5 CIP #35\$17,000

- 2) Revenue is available as follows:

General Capital Projects Fund
 Engineering Services Division
 Central New Hampshire Bicycle Coalition Donation FY2014.....\$17,000

- 3) Sums as appropriated shall be expended under the direction of the City Manager.

- 4) This resolution shall take effect upon its passage.



CITY OF CONCORD

REPORT TO MAYOR AND THE CITY COUNCIL

FROM: Ed Roberge, P.E., City Engineer
DATE: January 21, 2014
SUBJECT: FY 2014 Central New Hampshire Bicycle Coalition Grant

Recommendations:

- Accept the following report; and,
- Set the attach resolution accepting and appropriating the sum of \$17,000 from the Central New Hampshire Bicycle Coalition for public hearing on March 10, 2014.

Background:

On December 17, 2013, the City Administration received notification from the Central NH Bicycle Coalition that Concord had been awarded \$17,000 in unmatched grant funds.

Discussion:

In an effort to enhance bicycle rider mobility and safety throughout the city, the Central NH Bicycle Coalition elected to donate \$10,000 from a grant the coalition received from the New Hampshire Bicycle and Pedestrian Grant program, along with \$7,000 of their own monies to the city for the purposes of marking the bike lane through the Route 3 North corridor in conjunction with the CIP35 roadway improvement project and to install twelve (12) "Wrong Way Ride With Traffic" signs throughout the city.

City Administration recommends using these funds for the stated reasons as a means of encouraging more residents to use the bicycle facilities provided along the Route 3 North corridor and the rest of the city.

This project will be managed by the Engineering Services Division of the Community Development Department.

CITY OF CONCORD

In the year of our Lord two thousand and fourteen

AN ORDINANCE amending the CODE OF ORDINANCES, Title IV, Zoning Code; Chapter 28, Zoning Ordinance, Article 28-6 Sign Regulations and Glossary

The City of Concord ordains as follows:

SECTION I: Amend the CODE OF ORDINANCES, Title IV, Zoning Code; Chapter 28, Zoning Ordinance, Article 28-6 Sign Regulations, Section 28-6-7, Signs Prohibited Under This Ordinance, Paragraphs (a), (h) and (s) as follows:

28-6-7 Signs Prohibited Under This Ordinance.

All signs not expressly permitted under Sections 28-6-8 and 28-6-9 of this ordinance, or signs not expressly exempt from permit requirements under Section 28-6-3 of this ordinance, are prohibited in the City of Concord. Such signs include but are not limited to the following:

- (a) *Programmed or environmentally activated* [S]signs which physically or visually move, rotate or create an illusion of movement, or which have parts or surfaces that physically or visually move, rotate or create the illusion of movement or which emit audible sound or noise.
- (h) Signs which *are or appear to be* animated or projected, or which are intermittently or intensely illuminated or [e] *have* a traveling, tracing, scrolling, *automated*, or sequential light type, or signs which contain or are illuminated by animated or flashing light
- (s) *Mechanical scrolling signs which change more than four times in a twenty-four hour time period.*

SECTION II: Amend the CODE OF ORDINANCES, Title IV, Zoning Code; Chapter 28, Zoning Ordinance, Glossary, by adding Sign definitions for Electronic Message Center, Environmentally Activated, Programmed and Mechanical Scrolling, and renumbering as follows:

- (5) *Sign, Electronic Message Center. A sign or portion of a sign, that displays an electronic image or video, which may include text, including any sign or portion of a sign that uses lights or similar form of electronic display such as LED to form a sign message or messages with text and or images wherein the sequence of messages or the rate of change is electronically programmed or can be modified by electronic*

processes. This definition includes without limitation television screens, plasma screens, digital screens, flat screens, LED displays, video boards, and holographic displays.

(6) Sign, Environmentally Activated. An animated sign or device motivated by wind, thermal changes, or other natural environmental input. Includes spinners, pinwheels, pennant strings, and/or other devices or displays that respond to naturally occurring external motivation.

(57) Sign, Freestanding. A self-supporting sign, the supports of which are permanently anchored in the ground and are independent from any building.

(68) Sign, Marquee. Any sign attached to or in any manner made part of a permanent roof-like structure projecting beyond the wall of a building.

(79) Sign, Mechanical Scrolling. A sign which utilizes track or roller mounted copy that is changed by mechanically-driven means and is non-digital.

(810) Sign, Monument. A type of freestanding sign for which the sign, its supports, and base are a monolithic structure.

(911). Sign, Pennant. Any lightweight plastic, fabric or similar material, whether or not containing a message of any kind, suspended from a rope, wire, or other material, usually in a series, designed to move in the wind.

(12) Sign, Portable. Any sign not permanently attached to the ground or other permanent structure, or a sign designed to be transported.

(1013) Sign, Programmed: A sign capable of displaying changing content without the need for direct and immediate manual input.

(1114) Sign, Projecting. Any sign affixed to a building with the plane of the sign at an angle to the plane of the wall of the building.

(1215) Sign, Roof. Any sign erected and constructed wholly on and over the roof of a building and supported by the roof structure.

(1316) Sign, Temporary. A sign that is used in connection with a circumstance, situation, or event that is designed, intended, or expected to take place or to be completed within a reasonably short or definite period of time after the erection of the sign; or a sign that is intended to remain on the location where it is erected or placed for a reasonably short or definite period of time after the erection of the sign. If the sign display area is permanent but the message displayed is subject to periodic changes, that sign shall not be regarded as a temporary sign.

(1417) Sign, Wall. A sign attached to, or erected against the wall of a building with the face of the sign in a parallel plane to the plane of the building wall, and projecting no more than fourteen (14) inches from the building wall.

(18) Sign, Window. Any sign that is placed inside or upon the window panes or glass, and that is visible from the exterior of the building or structure.

SECTION III: This ordinance shall take effect upon its passage.

Explanation: Matter added to the current ordinance appears in *bold italics*.

Matter removed from the current ordinance appears [~~in brackets and struck through~~].





CITY OF CONCORD

TJA

REPORT TO MAYOR AND THE CITY COUNCIL

FROM: Craig Walker, Zoning Administrator
DATE: February 3, 2014
SUBJECT: Sign Regulation Ordinance Amendments

Recommendation

Accept this report and set the attached ordinance amendments for public hearing in March.

Background

The City's Sign Regulations are intended to encourage and promote the effective use of signs as a means of communication while maintaining and enhancing the aesthetic environment of the City, as well as ensuring that the signs do not have an adverse effect on pedestrian and traffic safety. The New Hampshire Supreme Court and the United States First Circuit Court of Appeals have upheld the constitutionality of the City's Sign Regulations.

The Zoning Board of Adjustment (ZBA) received a request for a variance to allow a "scroller" type sign for fuel price display on a freestanding sign at a motor vehicle fuel filling station within the City of Concord. A "scroller" is a type of sign that contains a vinyl scroll that can scroll up or down to display a specific image in the display window. In the case of the fuel price display, there are numbers on the vinyl scroll that can be changed to show the current price. These signs are not currently permitted under the City's Sign Regulations. The ZBA determined that it was unable to grant the request for a variance to allow a "scroller" sign because the Sign Regulations as applied to the property did not interfere with the reasonable use of the property, as is required for a finding of hardship.

The ZBA did request the City review its existing Sign Regulations, Article 28-7, to address whether it is appropriate to amend the current regulations as they pertain to "scroller" signs. A consent report on this issue was submitted to City Council for its January 13, 2014 meeting.

The Zoning Administrator is also seeking to amend the glossary to add definitions for the following types of signs: (1) electronic message centers; (2) environmentally activated; (3) programmed; and (4) mechanical scrolling.

Discussion

A proposed ordinance is being submitted to allow mechanical scrolling signs. These signs are not limited to the use of fuel stations, and therefore, any business would be allowed to utilize this type of sign. The mechanical scrolling signs operate using a track mounted system and the copy (numbers, characters and symbols) is changed mechanically. These signs are permissible so long as the message does not change more than four times in a twenty-four hour period. It should be noted that the proposed ordinance is less strict than the original variance request received by the fuel station, which asked for permission to change the price only two times in a twenty-four hour period.

A proposed ordinance is also being submitted to add definitions for “environmentally activated” and “programmed” signs. Both of these types of signs are currently prohibited under the ordinance, and the definitions are intended to provide clarification. An “environmentally activated” sign is defined in part as a sign which uses wind, thermal changes and other environmentally-activated input to change. A “programmed” sign is defined as a sign which does not require direct and immediate input for changes to be made, *i.e.*, a pre-programmed message.

Lastly, a proposed ordinance is also being submitted to add a definition for “electronic message center.” The City did not previously define this term, and instead relied on the definition set forth in the International Code Council’s 2009 International Zoning Code. The proposed definition is intended to provide clarification.

The proposed ordinance is scheduled for review and recommendation by the Planning Board at its February 19th meeting.

CITY OF CONCORD

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2-17

In the year of our Lord two thousand and fourteen

RESOLUTION ACCEPTING AND APPROPRIATING THE SUM OF FOUR HUNDRED SEVENTY-FIVE THOUSAND DOLLARS (\$475,000) IN UNMATCHED FUNDS FROM THE STATE OF NEW HAMPSHIRE'S OIL DISCHARGE, DISPOSAL AND CLEANUP FUND ("ODD FUND") FOR ENVIRONMENTAL REMEDIATION OF CITY OWNED PROPERTY LOCATED AT 5, 11, 27, 31, AND 35 CANAL STREET, PENACOOK KNOWN AS THE FORMER AMAZON REALTY AND ALLIED LEATHER TANNERY SITES, CIP #508.

Page 1 of 2

The City of Concord resolves as follows:

- WHEREAS,** the City owns certain properties located at 5 and 11 Canal Street, formerly known as the Amazon Realty L.L.C. site; and
- WHEREAS,** the City also owns certain properties located at 27, 31, and 35 Canal Street, known as the former Allied Leather Tannery site; and
- WHEREAS,** said properties are contaminated with petroleum products and require environmental cleanup in order to facilitate future redevelopment; and
- WHEREAS,** costs associated with remediation of petroleum contaminated products is eligible for reimbursement under the State of New Hampshire's Oil Discharge, Disposal and Cleanup Fund ("ODD Fund"); and
- WHEREAS,** no matching funds are required under the ODD Fund Program; and
- WHEREAS,** on August 12, 2013 the City Council approved Resolution #8695 which accepted and appropriated up to \$275,000 in unmatched grant funds from the ODD Fund Program; and
- WHEREAS,** the scope of petroleum related environmental cleanup will exceed the amount of ODD Fund moneys previously accepted by Resolution #8695 by approximately \$475,000; and
- WHEREAS,** this is a purpose for which funds are not included in the adopted budget of the City, Section 37 of the City Charter provides for this appropriation to be approved by a two-thirds majority of the City Council.

CITY OF CONCORD

In the year of our Lord two thousand and fourteen

RESOLUTION ACCEPTING AND APPROPRIATING THE SUM OF FOUR HUNDRED SEVENTY-FIVE THOUSAND DOLLARS (\$475,000) IN UNMATCHED FUNDS FROM THE STATE OF NEW HAMPSHIRE'S OIL DISCHARGE, DISPOSAL AND CLEANUP FUND ("ODD FUND") FOR ENVIRONMENTAL REMEDIATION OF CITY OWNED PROPERTY LOCATED AT 5, 11, 27, 31, AND 35 CANAL STREET, PENACOOK KNOWN AS THE FORMER AMAZON REALTY AND ALLIED LEATHER TANNERY SITES, CIP #508.

Page 2 of 2

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Concord that:

- 1) The sum of\$475,000
be and is hereby appropriated as follows:

General Capital Project Fund

City Administration

Allied Leather Tannery & Amazon Realty ODD Fund\$475,000

- 2) The sum of\$475,000
be and is hereby made available as follows:

General Capital Project Fund

City Administration

Allied Leather Tannery & Amazon Realty NHDES ODD Fund Grant\$475,000

- 3) These funds shall be available for any purpose associated with the environmental cleanup and redevelopment of the former Allied Leather Tannery Complex located at 27, 31, and 35 Canal Street, as well as the former Amazon Realty Lots at 5 and 11 Canal Street in order to prepare said parcels for future redevelopment.
- 4) These funds shall be expended under the direction of the City Manager.
- 5) This resolution shall take effect upon its passage.



CITY OF CONCORD

TA

REPORT TO MAYOR AND THE CITY COUNCIL

FROM: Matthew R. Walsh, Assistant for Special Projects

DATE: January 24, 2014

SUBJECT: CIP #508 Former Allied Leather Tannery: Acceptance of Additional ODD Funds from the State of New Hampshire

Recommendation:

- Accept the following report; and,
- Set the attached resolution accepting and appropriating the sum of up to \$475,000 in additional unmatched funds from the State of New Hampshire's Oil Discharge, Disposal and Cleanup Fund (ODD Fund) for cleanup of city owned property located at 5, 11, 27, 31, and 35 Canal Street known as the former Allied Leather Tannery and Amazon Realty properties, CIP #508.

Background:

The ODD Fund is a State program administered by the Department of Environmental Services. The Program is essentially a state-wide self-insurance program to assist property owners with the cost of environmental cleanup associated with petroleum contamination. The Program is capitalized by surcharges on the sale of heating oil and gasoline.

On August 12, 2013 the City Council approved Resolution #8695 which accepted and appropriated up to \$275,000 in unmatched funds from the ODD Fund for cleanup of the former Allied Leather Tannery and Amazon Realty sites. These moneys were intended to finance the removal of petroleum contaminated soils at these sites, as well as all related ancillary activities associated therewith.

Discussion:

When cleanup of the Allied Leather Tannery / Amazon Realty sites was bid this past fall, the City anticipated the cost of remediating known petroleum contamination at these sites would cost approximately \$175,000. Based upon this estimate, the City Administration sought approval of Resolution 8695 in the amount of \$275,000 to cover this amount, as well as provide some contingency in the event petroleum issues exceed initial estimates.

Cleanup activities at the property commenced on November 4, 2013. As cleanup has progressed, the scope of petroleum contamination at the property proved more extensive than initially anticipated. Specifically, an additional 1,000 - 1,500 tons of petroleum contaminated soils were recently discovered beneath former building foundations at the property. In addition, with foundation removal still underway, the potential exists that to discover more petroleum contamination. Because of these circumstances, the cost of petroleum remediation will likely exceed the original \$275,000 appropriation set forth in Resolution 8695.

Under the ODD Fund's current rules, the Program has the ability to invest up to \$1.5 million into the Allied and Amazon Realty sites, respectively. In 2013, the ODD Fund Program reimbursed the City \$120,225 for previous costs incurred by the City at the Allied Site from 2002-2012. Therefore, the Allied site remains eligible for up to \$1.38M +/- in State funds, if required (including this revised appropriation). No ODD Fund moneys have yet been expended at the Amazon Realty Site.

Because of the potential to exceed the amount of ODD Fund moneys previously approved by the City Council, the City Administration is seeking the City Council's approval to accept up to an additional \$475,000 in ODD Fund moneys. This additional amount would expand potential total ODD Fund appropriations to \$750,000. This figure includes a sizable contingency, which will hopefully prove sufficient to address any other petroleum issues that might yet be uncovered at the site. It is important to note that the ODD Fund will only reimburse the City for actual costs incurred to address petroleum contamination.

Again, ODD Fund moneys are unmatched grant funds from the State of New Hampshire. No matching funds are required from the City for these moneys, nor is there any cost to the City for accepting these funds.

Weather permitting, cleanup work is expected to continue through the winter and be completed this summer.

CITY OF CONCORD

In the year of our Lord two thousand and fourteen

RESOLUTION ACCEPTING AND APPROPRIATING THE SUM OF TEN THOUSAND SIX HUNDRED TWELVE DOLLARS (\$10,612) FROM THE NEW HAMPSHIRE DEPARTMENT OF TRANSPORTATION (NHDOT) FOR A PORTION OF THE DESIGN OF THE MUNICIPAL WATER MAIN RELOCATION ACROSS THE EXIT 12 BRIDGE OVER I-93.

The City of Concord resolves as follows:

WHEREAS, the state project number for this project is Bow-Concord 13742A; and

WHEREAS, the total estimated costs for the design are \$20,663 of which \$10,051 is the city portion, through current operating budget appropriations and \$10,612 is to be paid to the City's engineering consultant; and

WHEREAS, the city portion of the design will be expensed out of the FY2014 operating budget's wages and labor account; and

WHEREAS, design costs will be reimbursed 100% by NHDOT; and

WHEREAS, project construction is anticipated to commence in the summer 2014; and

WHEREAS, this appropriation is for a purpose not included in the FY14 adopted budget, therefore section 37 of the City Charter requires a two-thirds vote of the City Council.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Concord that:

1. The sum of\$10,612
be and is hereby appropriated as follows:

General Fund
Community Development Engineering Services
Professional and Technical Services.....\$10,612

2. Said revenue shall be available as follows:

General Fund
NHDOT FY2014\$10,612

3. Sums as appropriated shall be expended under the direction of the City Manager.

4. This resolution shall take effect upon its passage.



CITY OF CONCORD

TA

REPORT TO MAYOR AND THE CITY COUNCIL

FROM: Martha Drukker, Associate Engineer

DATE: January 23, 2014

SUBJECT: Bow-Concord 13742A – I-93 Exit 12 Bridge Replacements Project
Municipal Water Main Relocation Design

Recommendation:

- Authorize the City Manager to enter into an agreement with the New Hampshire Department of Transportation (NHDOT) for the reimbursement of the force account design and construction administration of the relocated water main on South Main Street.
- Set the attached resolution accepting and appropriating the sum of \$10,612 for McFarland Johnson's portion of the water main design from the State of New Hampshire Department of Transportation for February 10, 2014.

Background:

The State of New Hampshire Department of Transportation is replacing the Exit 12 Bridge over I-93 on South Main Street. The existing municipal water main on South Main Street will need to be relocated to the new bridge. The NHDOT has requested the assistance of the city in the design and contract administration of the relocation of the city water main.

Discussion:

The city will team with McFarland Johnson to complete the design plans, bid quantities and technical specifications. The city's effort will focus on the design of the main on South Main Street and McFarland Johnson will concentrate of the design elements of the main across the new bridge. The total estimate for the design is \$20,663 of which \$10,051 is the city portion and \$10,612 is McFarland Johnson's effort. These costs will be reimbursed 100% by NHDOT.

Construction is scheduled to commence in early summer 2014. The water main relocation is not scheduled until after the new bridge is built which is scheduled for summer 2015. An additional resolution will be presented to City Council at that time requesting the appropriation of funds for construction inspection and administration by city staff of the water main relocation. This work will also be reimbursed 100% by the NHDOT.

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2-19

CITY OF CONCORD

In the year of our Lord two thousand and fourteen

RESOLUTION APPROPRIATING THE SUM OF TEN MILLION ONE THOUSAND EIGHTY DOLLARS (\$10,001,080) FOR THE PURPOSES OF CONSTRUCTION FOR THE SEWALLS FALLS BRIDGE REPLACEMENT PROJECT (CIP #22), INCLUDING ACCEPTING AND APPROPRIATING EIGHT MILLION DOLLARS (\$8,000,000) IN U.S. DEPARTMENT OF TRANSPORTATION, FEDERAL HIGHWAY ADMINISTRATION BRIDGE AID FUNDS, AND AUTHORIZING THE ISSUANCE OF BONDS AND NOTES IN THE AMOUNT OF ONE MILLION NINE HUNDRED FORTY THOUSAND (\$1,940,000), AND UTILIZING SIXTY-ONE THOUSAND EIGHTY DOLLARS (\$61,080) FROM IMPACT FEE FUNDS .

Page 1 of 2

The City of Concord resolves as follows:

- WHEREAS,** the 2014-2023 Capital Improvement Plan (CIP) includes a capital project to replace the Sewalls Falls Bridge (070/117) over the Merrimack River; and
- WHEREAS,** the FY 2014 work plan identifies this project as CIP #22, which includes the project administration, and construction of a new bridge structure over the Merrimack River; and
- WHEREAS,** the amount of \$10,001,080 was proposed in the FY 2014 capital budget including \$8,000,000 in Federal Bridge Aid funds, \$61,080 in Traffic Impact Fee funds, and \$1,940,000 in general obligation bonds; and
- WHEREAS,** this project is part of the State of New Hampshire Department of Transportation (NHDOT) Municipal Bridge Aid Program and is included in FY 2014 of the State's 10-Year Plan and has been identified as project BRF-X-5099(021), Concord 12004, which includes the project administration, and construction of a new bridge structure over the Merrimack River; and
- WHEREAS,** the City Council passed Resolution No. 8452 on April 11, 2011 authorizing the City Manager to enter into a municipal agreement with the NH Department of Transportation (NHDOT) for participation in the Municipal Bridge Aid Program; and
- WHEREAS,** the City Engineer has identified the need to commence construction of these improvements; and
- WHEREAS,** RSA 33:9 mandates that a two-thirds vote of all members of the City Council is required to pass a bond resolution.

CITY OF CONCORD

In the year of our Lord two thousand and fourteen

RESOLUTION APPROPRIATING THE SUM OF TEN MILLION ONE THOUSAND EIGHTY DOLLARS (\$10,001,080) FOR THE PURPOSES OF CONSTRUCTION FOR THE SEWALLS FALLS BRIDGE REPLACEMENT PROJECT (CIP #22), INCLUDING ACCEPTING AND APPROPRIATING EIGHT MILLION DOLLARS (\$8,000,000) IN U.S. DEPARTMENT OF TRANSPORTATION, FEDERAL HIGHWAY ADMINISTRATION BRIDGE AID FUNDS, AND AUTHORIZING THE ISSUANCE OF BONDS AND NOTES IN THE AMOUNT OF ONE MILLION NINE HUNDRED FORTY THOUSAND (\$1,940,000), AND UTILIZING SIXTY-ONE THOUSAND EIGHTY DOLLARS (\$61,080) FROM IMPACT FEE FUNDS .

Page 2 of 2

NOW, THEREFORE, BE IT RESOLVED by the City Council of Concord that:

- 1) The sum of ... \$10,001,080
be and is hereby appropriated as follows:

General Capital Projects Fund
Engineering Services Division
FY 2014 Sewalls Falls Bridge Construction CIP #22\$10,001,080

- 2) Revenue is available as follows:

General Capital Projects Fund
Engineering Services Division
FHWA/NHDOT Municipal Bridge Aid Program Grant\$ 8,000,000
FY 2014 Bonds and Notes\$ 1,940,000
FY2014 Traffic Impact Fee Funds – District 1 Share.....\$ 23,780
FY2014 Traffic Impact Fee Funds – District 2 Share.....\$ 37,300

- 3) Sums as appropriated shall be expended under the direction of the City Manager.
- 4) The discretion of the fixing of dates, maturities, rates of interest, form and other details of such bonds and notes, and providing for their sale, is hereby delegated to the City Treasurer.
- 5) Sums as appropriated shall be expended under the direction of the City Manager.
- 6) The useful life of the improvements is expected to be in excess of twenty (20) years.
- 7) This resolution shall take effect upon its passage.



CITY OF CONCORD

1/29

REPORT TO THE MAYOR AND CITY COUNCIL

FROM: Edward L. Roberge, PE, City Engineer

DATE: January 29, 2014

SUBJECT: Resolution appropriating \$10,001,080 for the purpose of construction for the Sewalls Falls Bridge Replacement Project (CIP22); including \$8,000,000 in US Department of Transportation, Federal Highway Administration Bridge Aid Funds, \$1,940,000 by authorizing the issuance of bonds and notes, and \$61,080 from impact fee funds.

Recommendation

Accept this report and approve the accompanying appropriation resolution for the construction of the Sewalls Falls Bridge Replacement project (CIP22).

Background

On April 11, 2011, City Council passed Resolution No. 8452 authorizing the City Manager to enter into a municipal agreement with NH Department of Transportation (NH DOT) for participation in the Municipal Bridge Aid Program to replace the Sewalls Falls Bridge. The project program includes project administration, design, permitting, acquisition of right-of-way, and construction of a new bridge structure over the Merrimack River.

On October 11, 2011, the City Council passed Resolution No. 8507 appropriating funds for project administration, design, permitting, and right-of-way acquisition required to replace the Sewalls Falls Bridge. Preliminary design review has resulted in the development of a bridge type, size, and location study (see attached) where bridge alternatives were evaluated and specific recommendations are made.

Discussion

The FY2014 CIP work plan identifies this project as CIP #22 which includes project administration and construction of a new bridge structure over the Merrimack River. Preliminary design and permitting began in 2012 and includes the development of a bridge type, size, and location study. The study was developed by McFarland-Johnson, Inc., the consultant design team selected to complete the bridge project design, for the purpose of evaluating bridge replacement alternatives to replace the existing Sewalls Falls Bridge.

The report evaluates several bridge replacement alternatives, including span arrangements, construction duration, constructability, long-term maintenance, utility impacts, visual aesthetics, and costs, for four distinct bridge types. The following bridge types were evaluated for the proposed replacement structure:

- Structural Steel Girders
- Prestressed Concrete Girders
- Steel Through Truss
- Steel Through Arch

The structural steel girder alternative is recommended based on a lower construction cost, reduced long-term maintenance costs, reduced construction duration, and improved constructability. The recommended replacement bridge consists of an overall length of 400' in a three-span arrangement. Total cost for the structural steel girder bridge is estimated at \$11,200,000.

In addition to funds previously appropriated for design and permitting, it is recommended that City Council accept this report and approve the accompanying resolution appropriating the sum of \$10,001,080 including \$8,000,000 in US Department of Transportation, Federal Highway Administration Bridge Aid Funds, \$1,940,000 by authorizing the issuance of bonds and notes, and \$61,080 from impact fee funds for the construction of the Sewalls Falls Bridge.

/elr

Enclosure: Bridge Type, Size, and Location Study
Sewalls Falls Road over the Merrimack River
Bridge No. 070/117
Concord, NH
McFarland-Johnson, Inc.
January 15, 2014

cc: Tom Aspell, City Manager
Carlos Baía, Deputy City Manager - Development
Brian LeBrun, Deputy City Manager - Finance
Nancy Mayville, NHDOT
Tom Jameson, NHDOT
Gene McCarthy, McFarland-Johnson, Inc.

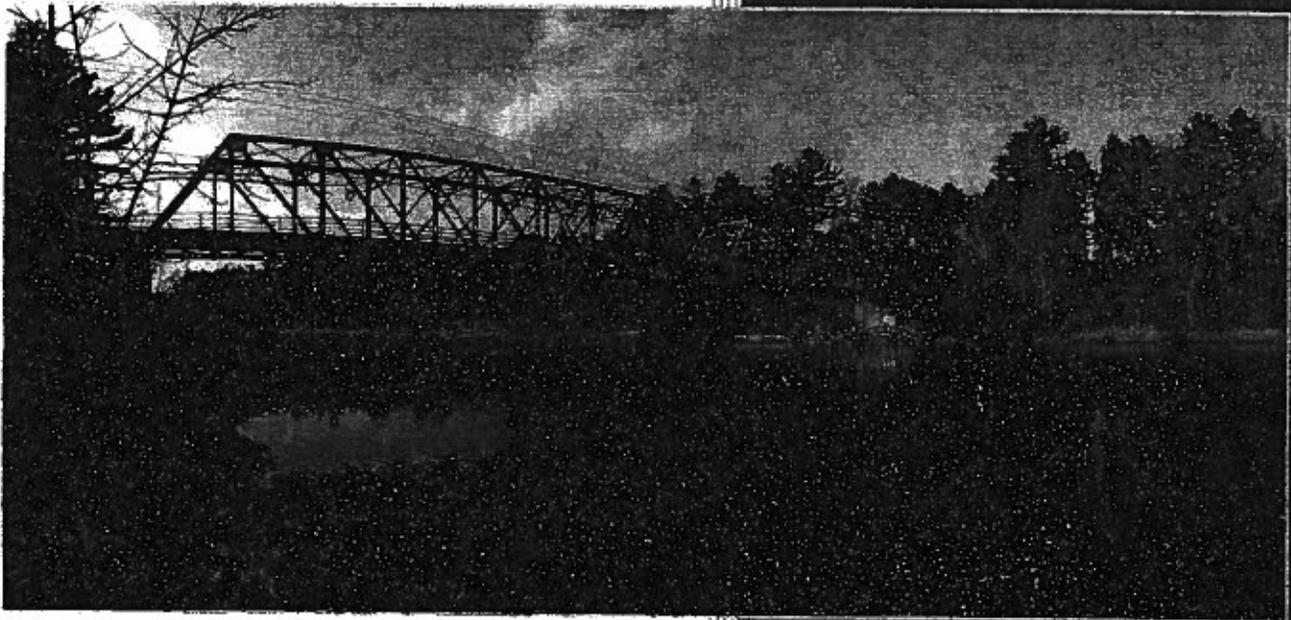
Prepared For:



Sewalls Falls Road over the Merrimack River

Bridge No. 070/117
Concord, NH

Bridge Type, Size, and Location Study



Prepared By:



McFarland Johnson

53 Regional Drive • Concord, NH 03301

State Project No. 12004

January 15, 2014

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EXECUTIVE SUMMARY

The purpose of this Type, Size and Location Study report is to evaluate bridge replacement alternatives to replace the existing Bridge No. 070/117, which carries Sewalls Falls Road over the Merrimack River in Concord, New Hampshire.

The existing bridge was constructed in 1915 and consists of a two span steel Pratt truss and steel beam approach spans. The bridge was designed by John Storrs, a former five term Mayor of Concord and has historic significance. The bridge is on the State's Red List and is considered structurally deficient due to the deteriorated truss spans and westerly approach spans. The bridge is also functionally obsolete due the narrow width of the bridge; the bridge currently operates with one-way alternating traffic.

The report evaluates several bridge replacement alternatives, including two separate span arrangements and four distinct bridge types. The following bridge types were evaluated for the replacement structure:

- Structural Steel Girders
- Prestressed Concrete Girders
- Steel Through Truss
- Steel Through Arch

The structural steel girder alternative is recommended based on lower construction costs, reduced long-term maintenance, reduced construction duration, and improved constructability. The recommended replacement bridge consists of an overall length of 400 feet in a three span arrangement.

SUMMARY OF PROPOSED BRIDGE REPLACEMENT	
Bridge Recommendation:	Structural Steel Girder Alternative
Construction Duration:	18 Months
Construction Cost Estimate (Roadway & Bridge):	\$9,300,000
Utility Impacts:	Gas and Sewer relocations, and new waterline crossing on the bridge
Property Impacts:	Anticipated permanent slope easements, temporary construction easements
Foundation Type:	Reinforced Concrete Cantilevered Abutments Drilled Shaft Piers

PROJECT OVERVIEW

The Sewalls Falls Road bridge replacement project will replace the existing truss bridge with a modern bridge structure. The existing truss structure is structurally deficient with deteriorated members and a load rating below the legal load. The existing structure is also functionally obsolete with a narrow bridge width requiring one-way alternating traffic (see Figure 2).

This is an important connection across the Merrimack River between the Penacook area and East Concord (see Figure 1). Specific language has been taken from previous reports to help document existing conditions and project history. This has been done in an effort to minimize duplication of work and to provide overall consistency. The following was taken from the draft Alternatives Analysis Report prepared by CHA Consulting, dated July 19, 2013.

This project was initiated in 1994 by the New Hampshire Department of Transportation (NHDOT). In 1999, NHDOT retained the services of Clough, Harbour and Associates LLP, now CHA Consulting, Inc. (CHA), to perform the design engineering evaluations for the replacement of the Sewalls Falls Bridge under the Part A, Preliminary Engineering Services Phase of the project. Initial engineering evaluations focused on roadway alignment alternatives and associated impacts to cultural and natural resources. Through the public engagement process and meetings with stakeholders, design alternatives also included means of preserving and rehabilitating the existing bridge to carry legal highway loads. At the end of the NHDOT initiated Part A, the Preferred Alternative was to rehabilitate the existing Sewalls Falls Road Bridge to carry one lane of northbound traffic and construct a new single lane, steel beam bridge just upstream of the existing bridge to carry a single lane of southbound traffic. Both structures would be placed on a new cast-in-place concrete substructure. This was identified as the Proposed Action in the Final Environmental Study and Programmatic Section 4(f) Evaluation¹ that was prepared by NHDOT in 2010 (2010 Studies).

At the conclusion of the Part A Preliminary Engineering Phase, NHDOT turned the project over to the City of Concord to complete the final design and construction as a Municipally Managed Project under the Department's Bridge Aid Program. One of the first steps that the City undertook was to perform a detailed structural inspection and load rating analysis of the existing bridge to determine the extent of rehabilitation required, as this had not been performed under the NHDOT Part A Phase of the project. The results of the inspection and load rating determined that, while the bridge could be rehabilitated to carry legal highway loads, the extent of rehabilitation was substantial and included either strengthening or replacing the majority of the structural members. As a result of these findings, the City of Concord decided to reevaluate previously investigated alternatives to determine which alternative would best meet the near-term and long-term needs of the City and best serve the public safety.

The aforementioned Alternatives Analysis Report further documents the various bridge rehabilitation/replacement alternatives evaluated previously, and should be referenced accordingly. The Alternatives Analysis Report along with numerous other project documents can be accessed on the newly created project website at www.sewallsfallsbridge.com.

EXISTING CONDITIONS

The following narrative was also taken from the draft Alternatives Analysis Report prepared by CHA Consulting, dated July 19, 2013.

The Sewalls Falls Road Bridge over the Merrimack River (070/117) in the City of Concord is a 2-span steel Pratt Truss built in 1915. A multi-span steel approach was constructed on the westerly side in 1939 after the 1938 flood, to allow for floodwater storage. The bridge is supported by a cast-in-place concrete abutment on the west, a cut stone center pier and a cut stone pier on the west which also supports the east end of the steel approach structure which is further supported by a series of steel pile bents. The bridge was evaluated according to the National Register of Historic Places criteria. Based on this survey, the bridge is eligible for the National Register as an early example of a steel High Pratt Truss bridge. It retains a high level of integrity, location, design, setting, materials, workmanship, feeling and association.

The existing bridge is 338 feet long and just under 18 feet wide with a vertical clearance dictated by the existing portal geometry of 15.33 feet. It has one travel lane on an open steel grid deck that allows alternate one-way traffic flow, eastbound and westbound, with no sidewalks. This roadway provides local access to both the east and the west sides of the Merrimack River in the north part of the City of Concord, without the need to access Interstate-93. Since the bridge is limited to one lane of traffic, this necessitates alternating travel directions and the need for vehicles to stop to wait for oncoming traffic to cross the bridge. The current posted speed is 30 mph with the recommended speed being 20 mph due to one-way alternating traffic and the presence of poor sight distance approaching the bridge from the northeast and exiting the bridge from the southwest. The existing sight distance around the curve at the north end of the bridge is approximately 200 feet. The minimum stopping sight distance per AASHTO guidelines for the 30 mph posted speed limit is 200 feet. The cut slope embankment and vegetation on the inside of the curve is what controls the available sight distance.

The existing bridge and steel approach spans are in very poor condition and have been on the Municipal Red List for a number of years. Over the years the weight load has been downgraded from 14 tons to 10 tons, preventing the use of this bridge by City of Concord Emergency Vehicles. At a July 8, 2013 City Council Meeting, the City Council concurred with City Staff that the bridge be further down-posted to 3 tons and limited to passenger cars only. It has two steel spans with a single granite pier in the Merrimack River.

The steel trusses are in poor condition and need repair and repainting. Both abutments have extensive cracking and spalling of the concrete and there have been significant problems with the cut granite pier. A considerable number of stones have cracked, shifted, and/or fallen into the river, thereby compromising the overall integrity of the pier. Although NHDOT Bridge Maintenance forces have performed repairs, these are not considered as permanently addressing concerns with the pier. The existing substructure elements are founded on spread footings placed on original soil at the excavated depths. Piles supporting the substructure were not utilized making the bridge susceptible to scour. NHDOT recently placed riprap around the center pier to help correct scour at the pier.

BRIDGE REPLACEMENT ALTERNATIVES

Bridge Location

The proposed bridge is an on-line replacement based on the preferred alternative from the Alternatives Analysis Report prepared previously, and accepted by the City of Concord. The proposed roadway alignment is located at the centerline of the existing west approach roadway. The existing truss spans are offset slightly from the approach roadway, and therefore, the center of the existing bridge is not located on the centerline of the existing approach roadway. The proposed bridge will be centered on the proposed roadway alignment and widened in each direction to accommodate the proposed roadway width.

The proposed roadway profile was recently developed and approved by City staff (see Figure 3). The proposed profile will consist of a 2.59% grade across the bridge. The existing profile grade is approximately 0.3%. Additionally, the proposed roadway elevation at the existing west abutment will be approximately 3 feet higher than the existing elevation. The elevation increase combined with the increase in grade results in an increase in elevation at the existing east abutment of approximately 10 feet. The increased height of the proposed profile is a compromise between limiting the height of proposed east abutment and maximizing the roadway geometry at the east approach.

Bridge Size

The existing bridge consists of two truss spans over the river totaling approximately 340 feet in length and seven approach spans on the west side totaling approximately 320 feet. The proposed bridge length was established at 400 feet from centerline of abutment bearing to centerline of abutment bearing (see Figure 5). Each proposed abutment will be located approximately 30 feet behind the existing abutments of the truss spans. On the east side of the river, the proposed abutment is located further up the slope behind the existing abutment to minimize the total abutment height and the need for in-stream construction within cofferdams. On the west side of the river, the proposed abutment is also located approximately 30 feet behind the existing abutment to accommodate access for the existing heritage trail. The trail currently crosses from the Fish and Game parking lot and below Sewalls Falls Road, via the existing westerly approach spans, to the Conservation Property to the north. In addition to accommodating the recreation trail crossing, the 30 foot offset is also provided for wildlife passage, which was an important consideration resulting from previous coordination with natural resource agencies.

The proposed 400 foot bridge length also matches very closely with requirements of the New Hampshire Stream Crossing Rules. These rules require that a new, or replacement, bridge over a Tier 3 river (or greater) span 1.2 times the bank-full width of the stream crossed. The Merrimack River is a tier 3 river and qualifies under these rules. The bank-full width is the estimated width of the stream crossing assuming the flow is at the top of the banks. The bankfull width of the Merrimack River at this location is approximately 330 feet, resulting in a required bridge width of $330' \times 1.2 =$

396 feet. The existing westerly approach spans will be removed and the area west of the proposed abutments will be re-constructed with fill material.

The proposed bridge width is 40'-6" out-to-out. The cross section includes two 11'-0" travel lanes, two 5'-0" shoulders, one 5'-6" sidewalk, one 1'-6" rail support, and one 1'-6" rail support curb. This bridge section meets the City of Concord's roadway design standards, and also meets NHDOT and AASHTO roadway standards for this classification of roadway.

Bridge Type

There are a variety of traditional, non-traditional, and signature bridge types and span arrangements that could be used at this location. At 400 feet in total length, the proposed bridge length is at a known transition point where two-span bridges and three-span bridges can both be cost competitive, depending on site-specific soil conditions and foundation support considerations.

A two-span bridge alternative was initially considered for this location, but ultimately eliminated due to higher costs, less desirable aesthetics, and significantly more complicated and lengthy girder erection. Each span length would need to be 200 feet for the two-span option in order to meet the bridge length requirements established previously. At these span lengths, steel plate girders and prestressed concrete girders become less efficient, and deeper, heavier sections are required to meet the design requirements. One advantage of the two-span option is that a single pier is required within the river. This can be an important consideration for some projects, but was not considered to be critical for this bridge since the total waterway opening will be increased for the design flood events due to the proposed abutment setback on the east side of the river.

During the evaluation of the two-span option, we compared the reduced pier cost to the additional girder costs for the longer span and the results showed that the two-span bridge has slightly higher construction costs over three-span alternatives due to the heavier girder elements and complicated erection sequence.

The list of potential bridge types and span arrangements was then narrowed, and the four bridge types formally evaluated include:

- Three-Span Structural Steel Girder
- Three-Span Prestressed Concrete Girder
- Steel Through-Truss Main Span with Girder Approach Spans
- Steel Through-Arch Main Span with Girder Approach Spans

The three-span steel and concrete girders systems are very similar in all facets except for the type of girder. These are traditional type bridges that are very economical and common throughout New England. The steel through-truss bridge represents a non-traditional structure alternative, and although it is more costly to construct and maintain, this alternative closely matches the appearance of the existing historic bridge. The

through-arch option was evaluated at the request of the City in order to see if a signature bridge span could also meet the project goals, while providing a unique and visually appealing bridge crossing at this popular local recreational destination.

Aesthetics: The local community has expressed a desire for an attractive replacement structure that is visually different than a typical utilitarian interstate highway bridge. There are many architectural details and aesthetic treatments that can be used to enhance the general appearance of bridges, and some potential elements considered for the proposed bridge include:

- Concrete form liner treatments on exposed abutments and wingwalls
- Ornamental bridge and roadway lighting
- Ornamental bridge railing (crash tested)
- River overlooks on bridge (deck bump-outs)
- Overhead gateway arch at each end of the bridge
- Haunched girders (steel plate girder bridge option)

The costs of these elements vary depending on specific treatments selected, and an architectural allowance line item has been included in the individual construction cost estimates for budgetary purposes.

Bridge Foundations: Each of the bridge alternatives listed previously would have similar foundation types. Based on the two preliminary soil borings completed to date, bedrock is roughly at elevation 200 which is approximately 30 feet below the river bed elevation and 40 feet below the elevation of the Fish and Game parking lot. The borings indicate the subsurface soils to be primarily glacial till. The abutments for all four alternatives are anticipated to be concrete spread footings founded on piles. The piles are anticipated to be required for scour protection, however, a scour analysis may determine that piles are not required at one or both abutments.

The proposed piers will consist of two drilled shafts supporting two concrete columns and a concrete pier cap. The drilled shafts will be drilled into the bedrock to provide adequate support and scour protection. The only significant difference in the foundations between the various bridge alternatives will be the size of the drilled shafts and corresponding column and cap elements. The traditional bridge alternatives will have smaller diameter (and therefore less expensive) drilled shafts because the middle span is shorter than the non-traditional alternatives. The non-traditional alternatives have a longer middle span and will therefore require larger diameter drilled shafts as more weight is distributed to the piers.

Solid stem wall piers founded on piles were also considered as pier options. These types of piers may provide slightly better hydraulic properties but are not recommended for two important reasons, cost and schedule. A cost analysis was completed comparing drilled shaft construction and solid stem pier construction on piles, and the solid stem pier cost was roughly 15% (or \$100,000) more expensive. The other important difference between the pier types is construction schedule. The drilled shafts

are constructed by drilling out the earth and rock and installing steel reinforcement and concrete within a steel casing pipe. This construction requires specialized equipment, but is accomplished with limited environmental impact and without the need for dewatering. The solid stem pier option requires cofferdams to be installed, and a deep tremie seal to complete the pier construction in the dry. This will have significantly higher environmental impacts and schedule impacts as compared to the drilled shaft option.

A temporary construction access trestle will be required for each bridge type alternative to assist with existing bridge demolition, drilled shaft construction, and superstructure erection. The temporary trestle will be designed by the Contractor, but is anticipated, due to existing aerial utilities, to be located on the north (upstream) side of the bridge and be approximately 30 feet wide (see Figure 4). It is anticipated the trestle will be constructed from the west river bank and extend across the river as needed to install the proposed piers. The temporary trestle will not be allowed to span the entire width of the river as a minimum width of river will be required to remain open to accommodate recreational boating. Access to construct the trestle from the east river bank is impractical due to the steep grade and limited work space. The existing western approach bridge spans will need to be removed to allow construction of, and access to, the temporary trestle.

Structural Steel Girder Alternative

Steel plate girders are an economical and versatile bridge type system commonly used throughout the State. Steel can be easily fabricated to a variety of plate thicknesses and shapes that allow designs to be optimized to specific locations, span arrangements, and aesthetic appearances (including haunching of girders at pier locations). This bridge alternative uses four (4) steel plate girders in a three span arrangement to cross the Merrimack River (see Figures 6 & 7). A continuous girder system will be used to minimize the number of bridge joints required and to optimize the girder sections through moment distribution. This span arrangement would limit the number of joints to one expansion joint and one fixed joint.

Unpainted weathering steel is recommended for this location. Weathering steel utilizes a protective coating of rust (iron oxide) to guard against future corrosion. Weathering steel, unlike painted steel, continues to provide protection against corrosion without requiring costly maintenance of the paint system. The iron oxide coating provides a relatively uniform finish that is brown in color.

A reinforced concrete deck, acting compositely with the girder would be used for this alternative. An option would be included in the plans for the Contractor to use partial-depth precast deck panels, which can often speed up the construction process and reduce overall costs. This location is ideal for the use of partial-depth precast concrete deck panels as access to the bridge for installation of deck formwork is limited by the river.

The estimated time of construction for the steel girder alternative is 18 months. This estimate assumes construction begins April 2015 and is completed in October 2016. The construction schedule includes a complete winter shutdown period from December 1, 2015 through March 31, 2016. The October completion date allows for approximately two months of construction float for weather, utility, or other delays, before the December 2016 winter shutdown.

The traditional three span girder alternatives have the least long term maintenance costs. The maintenance recommendations are routine and can be performed by City personnel. Maintenance recommendations include annual pressure washing of deck and sidewalks, annual cleaning of deck joints, application of water repellent, sealing of deck asphalt cracks, removal of debris from water channel, and replacement of asphaltic plug joints (assume 7 year recurrence). The maintenance items have been annualized to annual costs based on a 20 year period for comparison purposes.

Prestressed Concrete Girder Alternative

The concrete girder alternative consists of precast, prestressed concrete North East Bulb Tee (NEBT) girders in a three span arrangement. Concrete girders are an economical bridge type system commonly used throughout the Country, though used less frequently in New Hampshire. This bridge alternative uses five (5) concrete girders in a three span arrangement to cross the Merrimack River (see Figures 8 & 9). The proposed span arrangement is the same span arrangement proposed for the steel plate alternative. The concrete girders would be field spliced and connected with cast-in-place closure pours and longitudinal post-tensioning to provide a continuous girder system. Continuous girders minimize the number of bridge joints required and optimize the girder sections through moment distribution. This span arrangement would limit the number of joints to one expansion joint and one fixed joint.

As with the steel girder alternative, a reinforced concrete deck, acting compositely with the Bulb Tee girder would be used for this alternative. An option would be included in the plans for the Contractor to use partial-depth precast deck panels, which can often speed up the construction process and reduce overall costs.

The concrete girder erection will be complicated with heavy girder picks, several field splices, and post-tensioning. The complexity of the girder erection may reduce local Contractors ability to utilize their own equipment, potentially driving up costs or preventing them from submitting bids.

The estimated time of construction for the Bulb Tee girder alternative is also 18 months. This estimate assumes construction begins April 2015 and is completed in October 2016. The construction schedule includes a complete winter shutdown period from December 1, 2015 through March 31, 2016. The October completion date allows for approximately two months of construction float for weather, utility, or other delays, before the December 2016 winter shutdown.

The traditional three span girder alternatives have the least long term maintenance costs. The maintenance recommendations are routine and can be performed by City personnel. Maintenance recommendations include annual pressure washing of deck and sidewalks, annual cleaning of deck joints, application of water repellent, sealing of deck asphalt cracks, removal of debris from water channel, and replacement of asphaltic plug joints (assume 7 year recurrence). The maintenance items have been annualized to annual costs based on a 20 year period for comparison purposes.

Steel Through-Truss Alternative

The steel through-truss alternative is a non-traditional bridge type that is not commonly used for bridges of this relatively short total length. This bridge type is included as an alternative for this location given the historic characteristics of the existing Sewall Falls truss bridge. The proposed span arrangement consists of a 250-foot main truss span with two, 75-foot girder approach spans (see Figure 10). The main truss span will be a Pratt Truss type consistent with the existing bridge truss type. The main truss span, as are all trusses, would be a fracture critical structure. This span arrangement would require four bridge deck joints, two expansion joints and two fixed joints.

A reinforced concrete deck would be used for this alternative that acts compositely with the stringers and floorbeams. Due to the floorbeam-stringer floor structure, precast deck panels would not be a viable option. The inability to utilize precast deck panels will add cost and time to the overall deck construction.

Based on the proposed span arrangement, the temporary trestle required for the truss bridge construction will extend from the west bank to the proposed eastern pier, or extend from each bank with an open middle. Extension of the temporary trestle from the west bank only may reduce the open water (width of river open for recreational boating) available to an unacceptable width. Extension of the temporary trestle from the east bank will be difficult and costly due to the steep grade of the bank and the limited available lay down area. Temporary shoring towers will likely be required to erect the truss span. The shoring towers will add cost, time, and environmental impact to the project.

The estimated time of construction for the steel through-truss alternative is 20 months. This estimate assumes construction begins April 2015 and is completed in December 2016. The construction schedule includes a complete winter shutdown period from December 1, 2015 through March 31, 2016. The December completion date does not allow for any construction float for weather, utility, or other delays, before the December 2016 winter shutdown.

The steel through-truss bridge has higher long term maintenance costs when compared to the traditional three-span steel and concrete girder alternatives, and not all of the maintenance recommendations are routine and can be performed by City personnel. Additional maintenance items including bearing cleaning and lubrication, and touch up of truss coating are recommended. The cleaning and lubricating of the bearing is

recommended every 5 years to ensure proper operation of the expansion bearings; this task would involve jacking of the truss and would likely not be performed by City personnel. The touch up of the truss coating (whether painted, galvanized, or metalized) is recommended every 10 years for the bottom chord panel points. This would require cleaning and application of touch up material and would likely not be performed by City personnel. The annualized maintenance costs for the truss bridge alternative are estimated to be three times the annualized maintenance costs associated with the traditional three-span steel and concrete girder alternatives.

Steel Through-Arch Alternative

The steel through-arch alternative is a non-traditional bridge type typically used as a gateway or signature span. This bridge type is included as an alternative to represent a signature span to replace the existing historic truss. The proposed span arrangement consists of a 250-foot main arch span with two, 75-foot approach spans (see Figure 11). The main arch span would be a tied arch consisting of either vertical or slanted arch rib segments. This span arrangement would require four bridge deck joints, two expansion joints and two fixed joints.

A 'tied' arch utilizes a bottom chord to resist the large thrust forces associated with an arch type structure. A true arch would require large foundation blocks (preferably founded on rock) to resist the thrust forces. Considering the depth to bedrock, a tied arch is a more economical structure type for this location. Although a tied arch is a fairly common signature type bridge, the bottom chord arch tie is a fracture-critical element.

A reinforced concrete deck would be used for this alternative that acts compositely with the stringers and floorbeams. Due to the floorbeam-stringer floor structure, precast deck panels would not be a viable option. The inability to utilize precast deck panels will add cost and time to the overall deck construction.

The temporary trestle for the arch bridge would be similar to that required for the truss bridge discussed previously. Temporary shoring towers would also be required to erect the arch span. The shoring towers will add cost, time, and environmental impact to the project. The complexity of erection and unfamiliarity associated with the bridge type may reduce local Contractors ability to utilize their own equipment, potentially driving up costs or preventing them from submitting bids.

The estimated time of construction for the steel through-arch alternative is 24 months. This estimate assumes construction begins April 2015 and is completed in the Spring of 2017. The construction schedule includes a complete winter shutdown period from December 1, 2015 through March 31, 2016 and December 1, 2016 through March 31, 2017. It may be possible to complete the project in the Fall of 2016, but this would require mandatory work during the winter shutdown periods, which would likely increase costs.

The steel through-arch bridge has higher long term maintenance costs when compared to the traditional three-span steel and concrete girder alternatives, and not all of the maintenance recommendations are routine and can be performed by City personnel. The same maintenance recommendations apply for the truss bridge, however, additional maintenance items including bearing cleaning and lubrication, touch up of arch coating, and adjustment of tension cables are recommended. The cleaning and lubricating of the bearing is recommended to every 5 years to ensure proper operation of the expansion bearings; this task would involve jacking of the arch and would likely not be performed by City personnel. The touch up of the arch coating (whether painted, galvanized, or metalized) is recommended every 10 years for the bottom chord panel points. This would require cleaning and application of touch up material and would likely not be performed by City personnel. The adjustment of the tension cables are performed to provide consistent load distribution and would be completed by a specialized Contractor. The annualized maintenance costs for the arch bridge alternative are similar to the through-truss bridge and are also estimated to be three times the annualized maintenance costs associated with the traditional three-span steel and concrete girder alternatives.

UTILITIES

The existing bridge carries an 8" gas main on the south fascia and a 12" sewer main on the north fascia. There are existing pole supported aerial lines to the south of the existing bridge. The aerial utilities consist of electric, telephone, and fire alarm and are located within an easement on the adjacent Fish & Game property. The underground utilities will need to be relocated during construction and incorporated into the final bridge. Additionally, the City is proposing to install a new 16" water main on the new bridge.

The existing 8" gas main provides service across the Merrimack River to Penacook to the west and up Mountain Road to the east. This is a redundant system and service can be provided to customers from each side of the river. It has been determined through coordination with gas utility that the existing gas main across the river can be removed from service for the duration of the bridge construction.

The existing 12" sewer main provides service across the Merrimack River to the Concord Monitor facility and one residential property. The bridge construction must accommodate the sewer to the two users noted. Several options were evaluated including:

- Construction of a temporary utility bridge across the Merrimack River
- Providing storage tanks and pumping as required to meet demand
- On-site treatment located on Concord Monitor property
- Phased construction utilizing the existing structure to carry the sewer

Considerations were given to overall cost of each option and impact to construction operations. The on-site treatment option was expensive and determined to be

impractical due to excessive permitting requirements. The temporary utility bridge and use of phased construction options were expensive and had significant impacts to construction operations. The option of providing storage tanks was the least expensive (based on historical usage of the Concord Monitor facility) and had the least impact to construction operations, and therefore, is the recommended option to accommodate the sewer during construction.

The existing aerial lines south of the bridge are not anticipated to impact the construction of traditional bridge types. The aerial lines could impact the construction of non-traditional bridge types where the bridge structure is widened and extends above the bridge deck. If one of these non-traditional bridge types are selected, relocation of the aerial lines may be necessary, and would add significant cost to the project.

CONCLUSIONS & RECOMMENDATIONS

A decision matrix has been developed on the following page that compares and summarizes each of the bridge type alternatives relative to several key considerations.

From a cost perspective, the traditional bridge types (structural steel girders or prestressed concrete girders) provide the most economical solutions to the bridge replacement. These alternatives have the lowest total project costs, lowest annual maintenance costs, shortest construction duration and least impact to utilities. For the above reasons, a traditional bridge alternative is recommended. The aesthetics of the traditional bridge types can be significantly improved with the inclusion of architectural details and elements as previously discussed.

The steel through-arch alternative is not recommended due to the significantly higher total project costs, fracture critical elements, increased long-term maintenance costs, longer and more complex construction duration, and impact to aerial utilities. This bridge alternative does provide an aesthetically pleasing and unique signature span, but based on the project location, the cost-benefit ratio of this alternative is not desirable.

The steel-through truss is also not recommended due to modestly higher total project costs, increased long-term maintenance costs, fracture critical elements, longer and more complex construction duration, and impact to aerial utilities. However, the construction cost of this alternative is within the allotted budget, and could be given additional consideration if there was overwhelming community support for this bridge type.

Finally, considering the two traditional bridge types, the structural steel girder alternative is recommended over the prestressed concrete girder alternative. The structural steel girder alternative provides more versatility for enhancement of aesthetic value through haunching of girders. The structural steel girder alternative also utilizes more standard girder erection methods thereby promoting better local Contractor turnout and associated competitive construction costs.

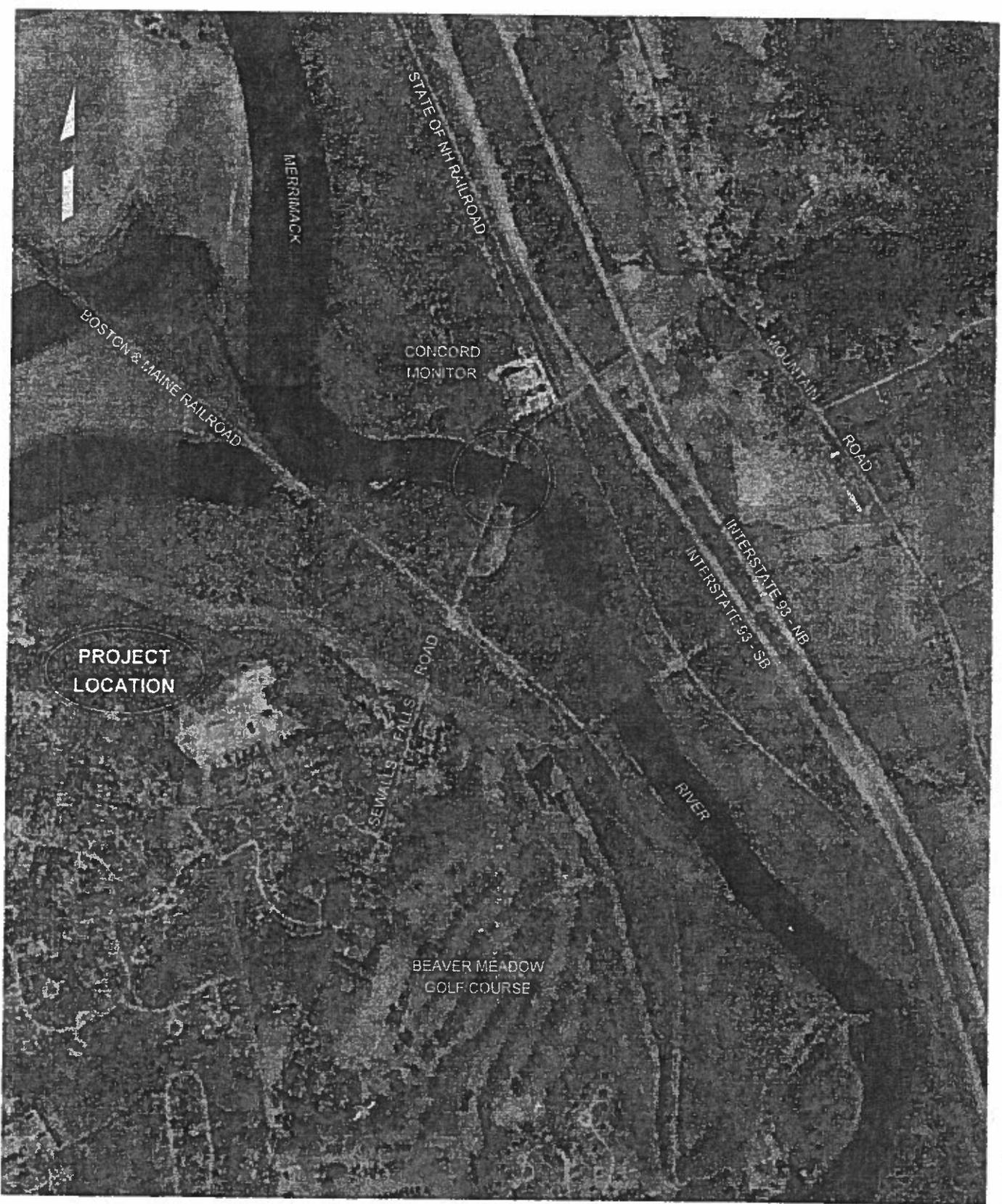
SEWALLS FALLS ROAD OVER MERRIMACK RIVER

Bridge Alternatives Decision Matrix

CONSIDERATIONS	BRIDGE REPLACEMENT ALTERNATIVES			
	ALTERNATIVE A Structural Steel Girder	ALTERNATIVE B Posttensioned Concrete Girder	ALTERNATIVE C Steel Through-Girder	ALTERNATIVE D Steel Through Arch
Span Arrangement	125' - 150' - 125'	125' - 150' - 125'	75' - 250' - 75'	75' - 250' - 75'
Construction Duration	18 Months	18 Months	20 Months	24 Months
Constructability	Average	Average	Moderately Complex	Complex
Long-Term Maintenance	<ul style="list-style-type: none"> • Routine Maintenance • Routine Inspection 	<ul style="list-style-type: none"> • Routine Maintenance • Routine Inspection 	<ul style="list-style-type: none"> • Advanced Maintenance • Advanced Inspection 	<ul style="list-style-type: none"> • Specialized Maintenance • Specialized Inspection
Utility Impacts	Gas and Sewer Relocation	Gas and Sewer Relocation	Gas and Sewer Relocation • Aerial Utility Conflict	Gas and Sewer Relocation • Aerial Utility Conflict
Visual Aesthetics	Traditional	Traditional	Truss Span	Signature Span
Estimated Project Costs	Bridge Construction = \$6.3M* Roadway Construction = \$3.0M Aerial Utility Relocations = \$0.0M Right of Way & Mitigation = \$0.3M Engineering & Permits (10%) = \$1.0M Construction Admin. (6%) = \$0.6M Total Project Costs = \$11.2M**	Bridge Construction = \$6.5M* Roadway Construction = \$3.0M Aerial Utility Relocations = \$0.0M Right of Way & Mitigation = \$0.3M Engineering & Permits (10%) = \$1.0M Construction Admin. (6%) = \$0.6M Total Project Costs = \$11.4M**	Bridge Construction = \$7.8M* Roadway Construction = \$3.0M Aerial Utility Relocations = \$0.4M Right of Way & Mitigation = \$0.3M Engineering & Permits (11%) = \$1.2M Construction Admin. (7%) = \$0.8M Total Project Costs = \$13.5M**	Bridge Construction = \$9.3M Roadway Construction = \$3.0M Aerial Utility Relocations = \$0.4M Right of Way & Mitigation = \$0.3M Engineering & Permits (11%) = \$1.4M Construction Admin. (7%) = \$0.9M Total Project Costs = \$15.3M**

* Includes Allowance for Architectural Bridge Treatments
** Does not include Non-Participating Utility Work

FIGURES



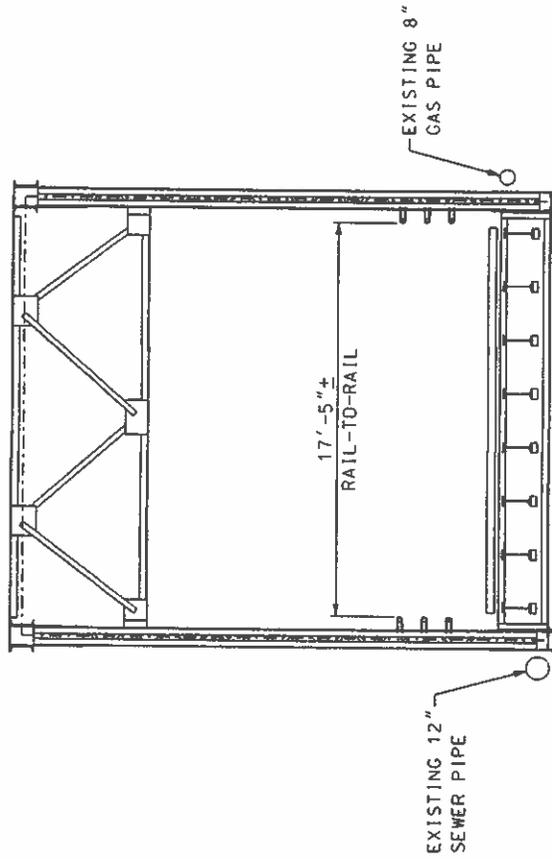
PLAN

SCALE: 1" = 1000'

FIGURE 1

SEWALLS FALLS BRIDGE OVER MERRIMACK RIVER

PROJECT LOCATION PLAN



TYPICAL BRIDGE SECTION
 SCALE: $\frac{3}{16}'' = 1'-0''$

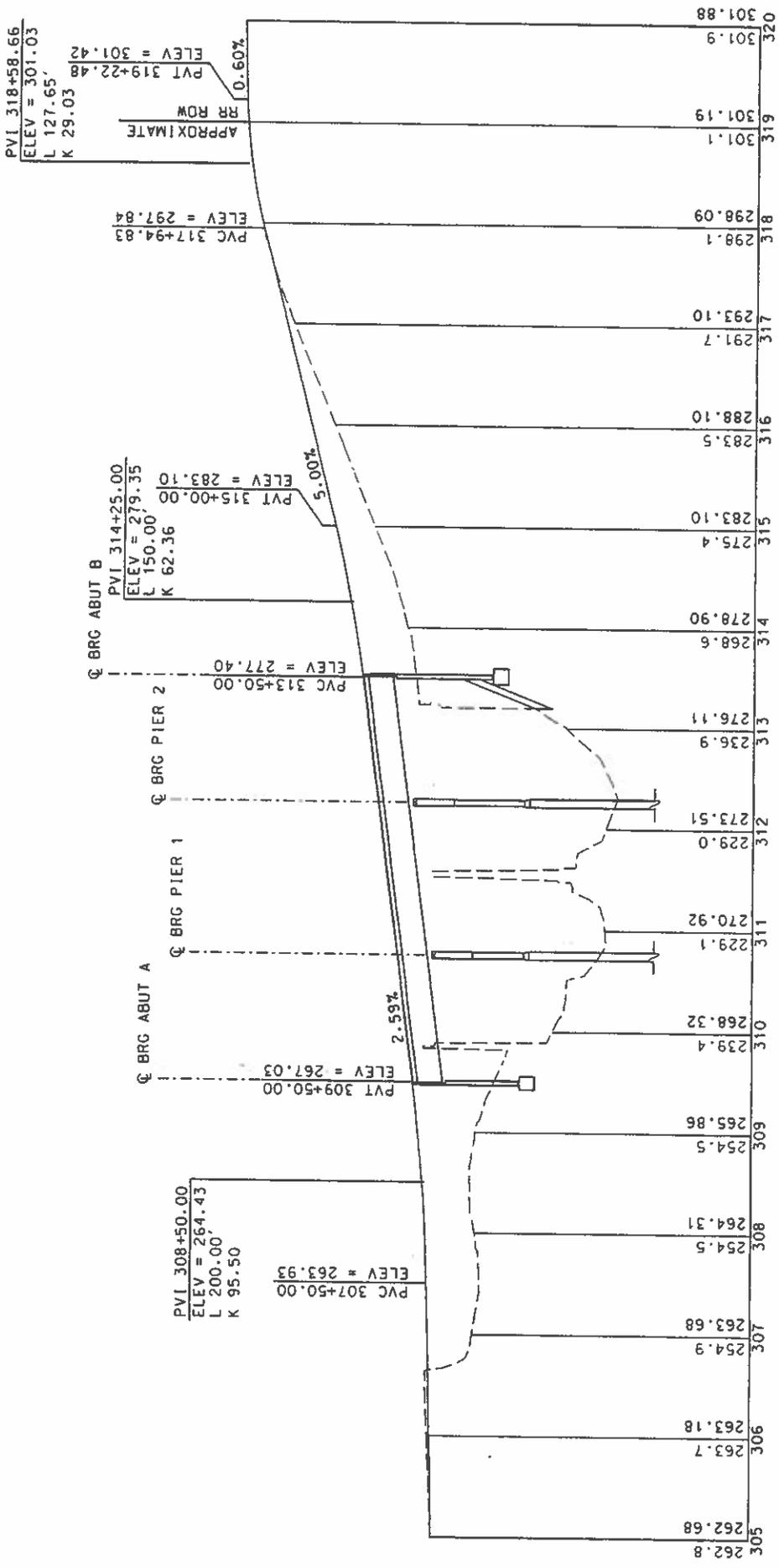
FIGURE 2

SEWALLS FALLS BRIDGE OVER MERRIMACK RIVER

EXISTING BRIDGE



McFarland Johnson



PROFILE

SCALE: 1" = 100' HORIZONTAL
1" = 20' VERTICAL

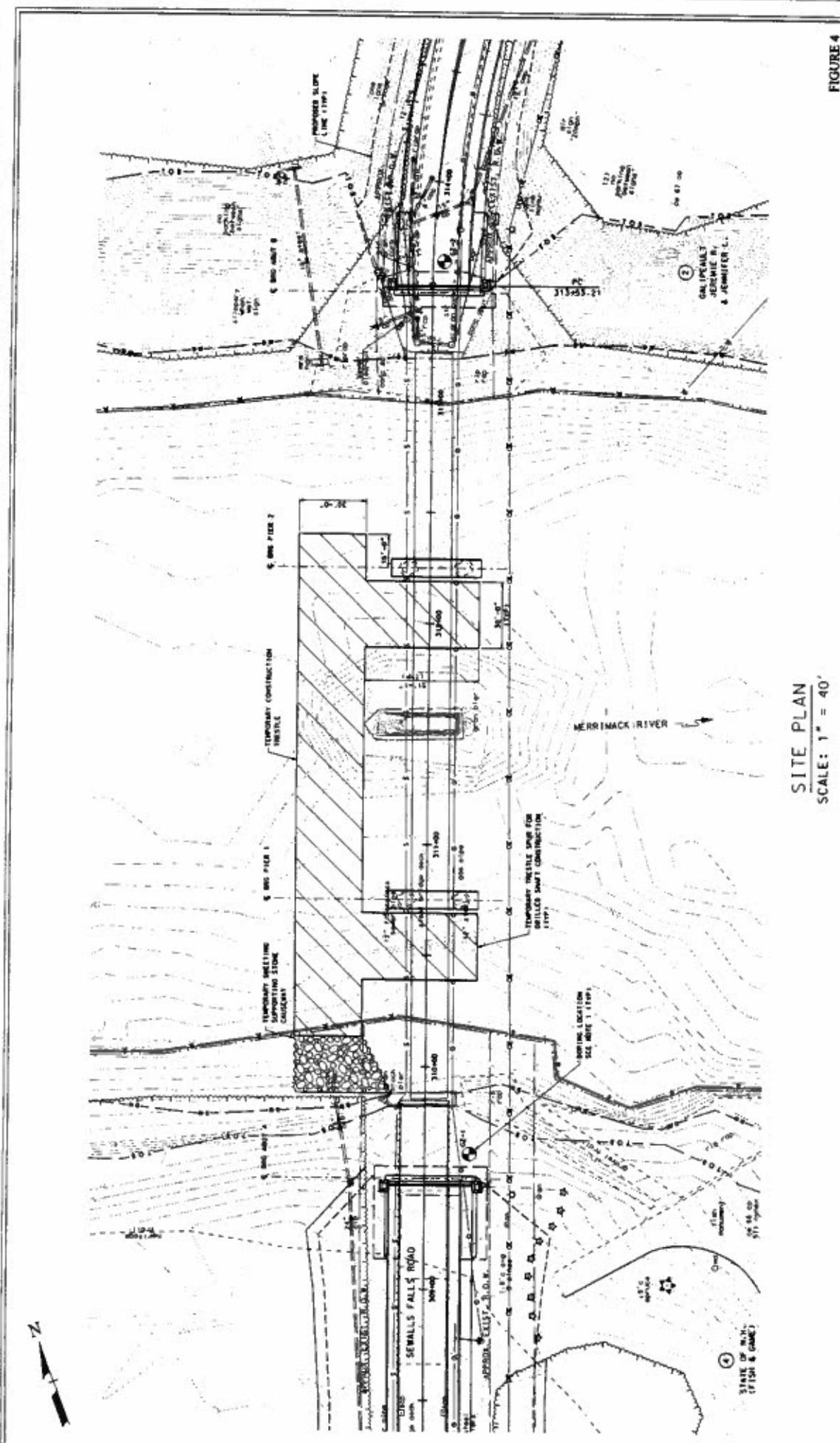
FIGURE 3

SEWALLS FALLS BRIDGE OVER MERRIMACK RIVER

PROPOSED PROJECT PROFILE



McFarland Johnson



SITE PLAN
SCALE: 1" = 40'

FIGURE 4

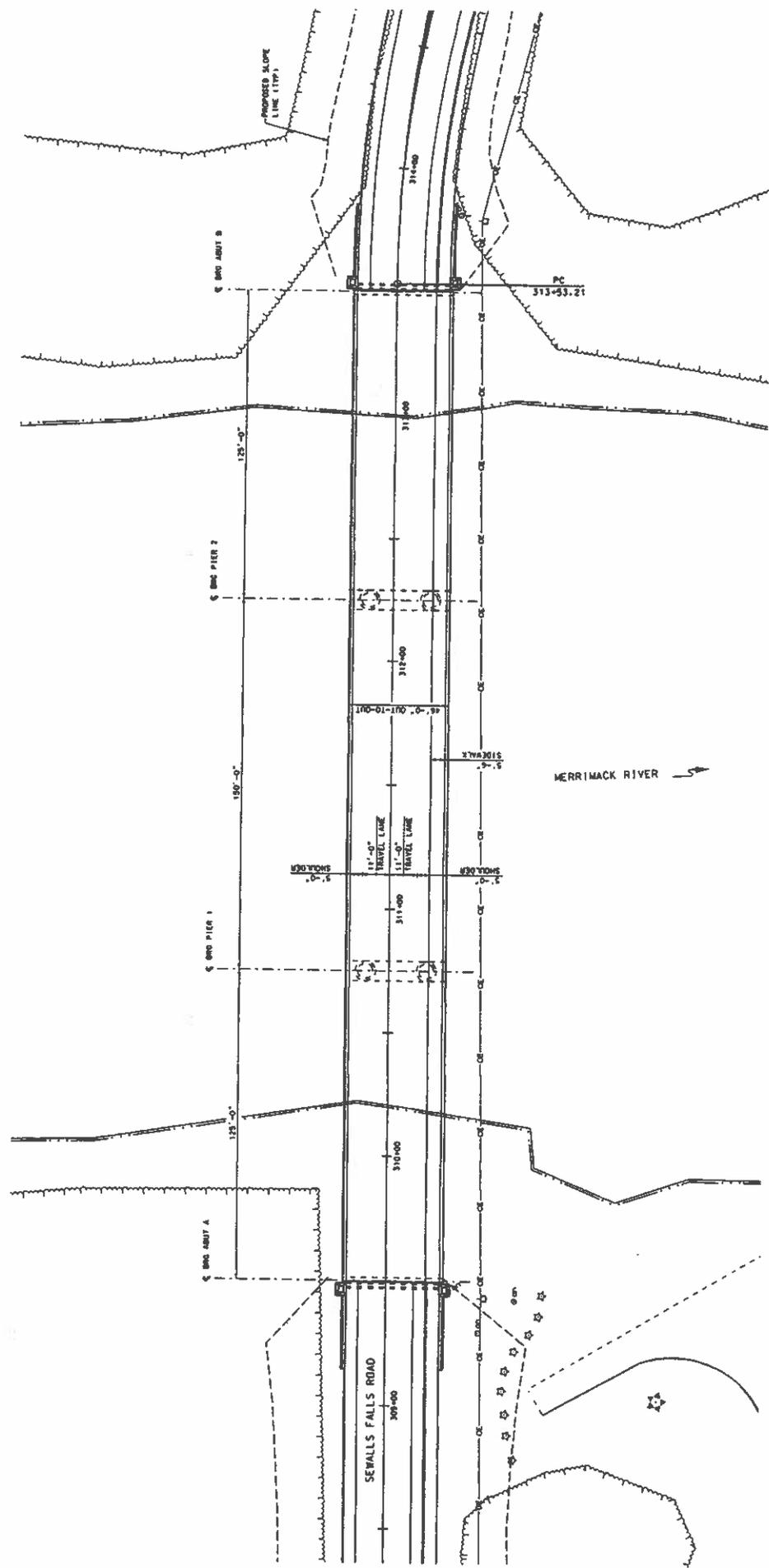
SEWALLS FALLS BRIDGE OVER MERRIMACK RIVER
STRUCTURAL STEEL GIRDER



McFarland Johnson

NOTE

1. SEE APPENDIX C FOR OBSERVATION NOTES.



GENERAL PLAN
SCALE: 1" = 40'

FIGURE 5

SEWALLS FALLS BRIDGE OVER MERRIMACK RIVER
STRUCTURAL STEEL GIRDER



 McFarland Johnson



STRAIGHT GIRDER ELEVATION
SCALE: 1" = 40'



HAUNCHED GIRDER ELEVATION
SCALE: 1" = 40'

FIGURE 6

SEWALLS FALLS BRIDGE OVER MERRIMACK RIVER

STRUCTURAL STEEL GIRDER



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BRIDGE ELEVATION
SCALE: 1" = 40'

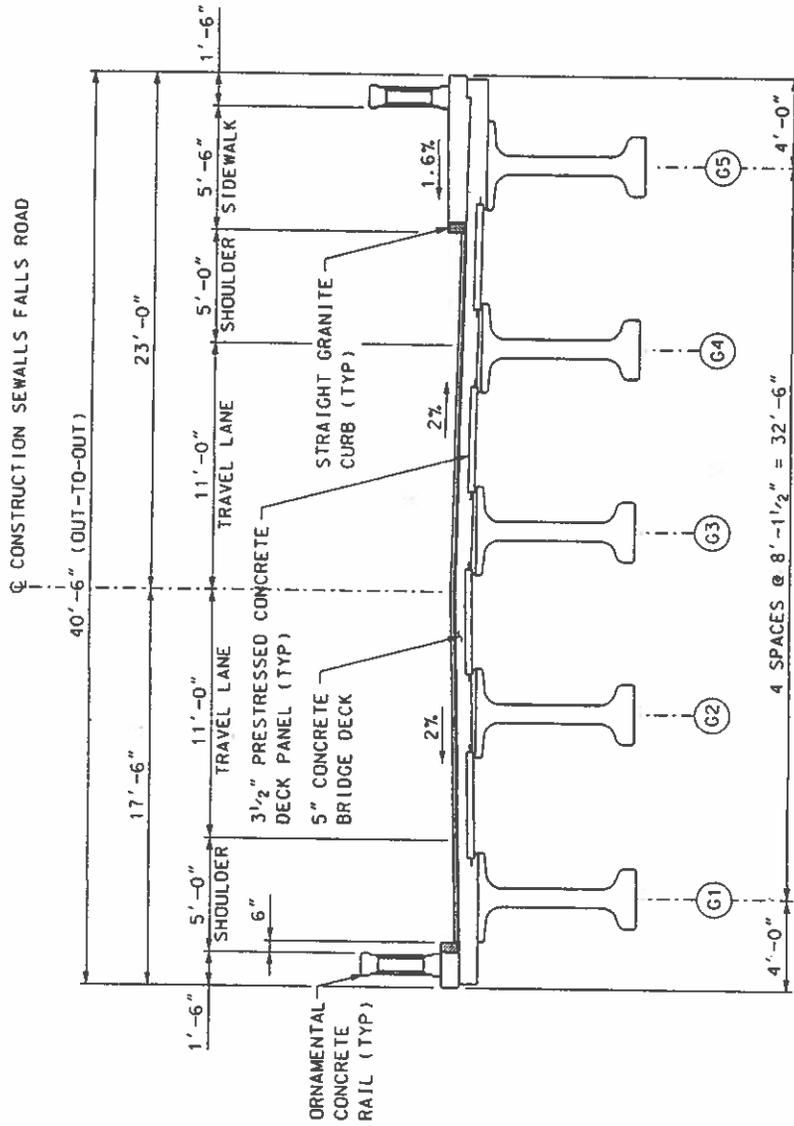
FIGURE 8

SEWALLS FALLS BRIDGE OVER MERRIMACK RIVER

PRESTRESSED CONCRETE GIRDER



 **McFarland Johnson**



TYPICAL BRIDGE SECTION
 SCALE: $\frac{3}{16}" = 1'-0"$

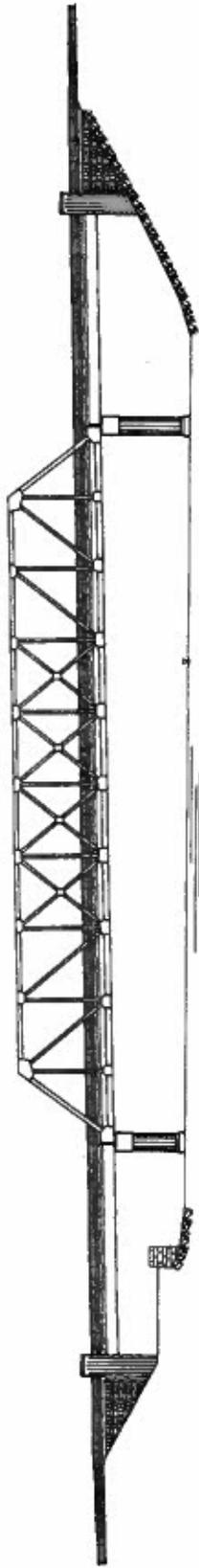
FIGURE 9

SEWALLS FALLS BRIDGE OVER MERRIMACK RIVER

PRESTRESSED CONCRETE GIRDER



Mcfarland Johnson



BRIDGE ELEVATION
SCALE: 1" = 40'

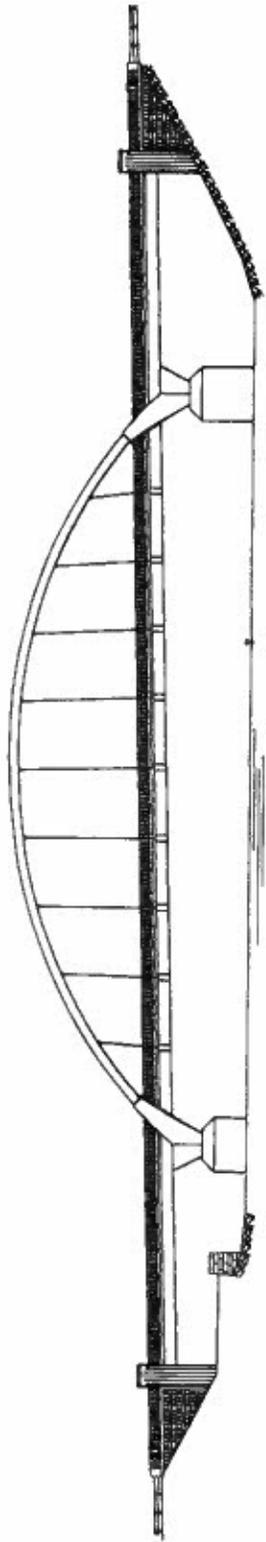
FIGURE 10

SEWALLS FALLS BRIDGE OVER MERRIMACK RIVER

STEEL THROUGH-TRUSS



 McFarland Johnson



BRIDGE ELEVATION
SCALE: 1" = 40'

FIGURE 11

SEWALLS FALLS BRIDGE OVER MERRIMACK RIVER

STEEL THROUGH ARCH



McFarland Johnson

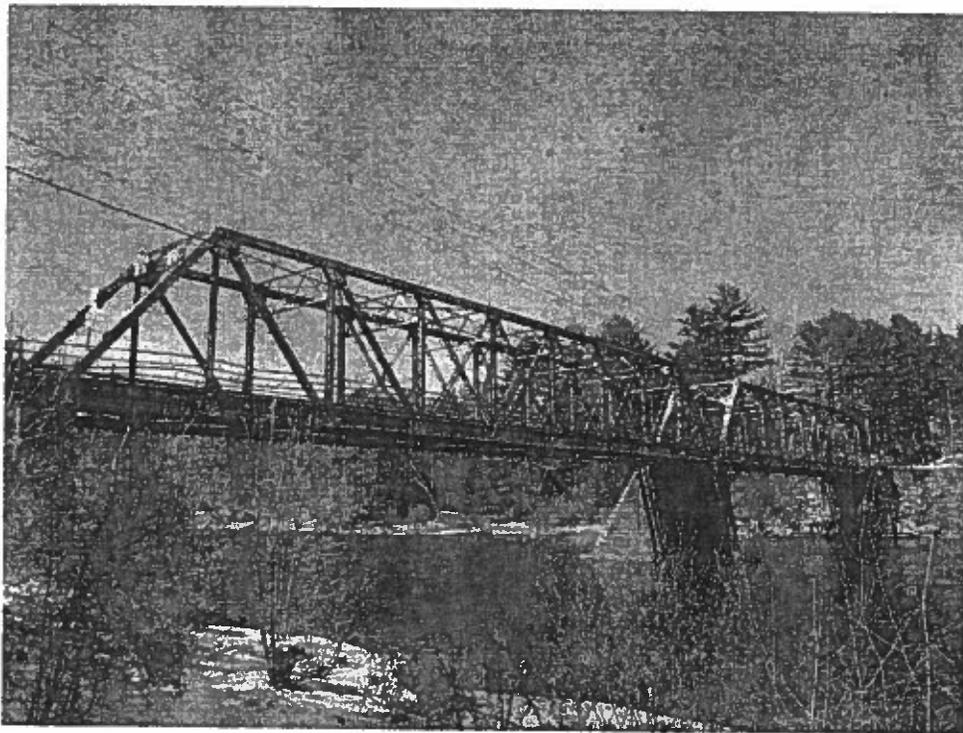
PHOTOGRAPHS

APPENDIX A

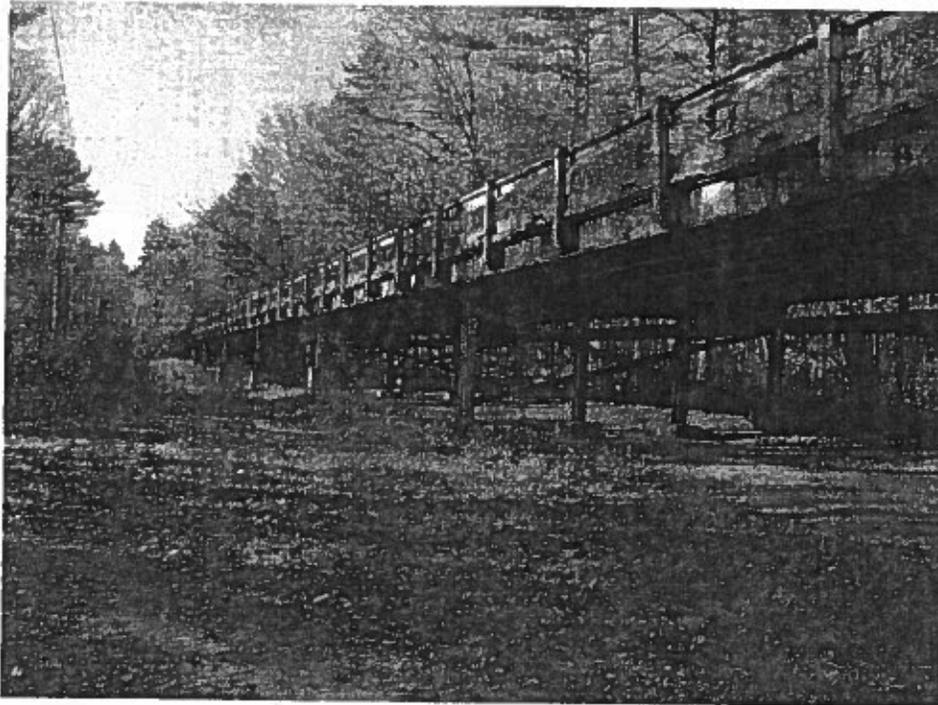




Photograph No. 1: Upstream Structure Elevation



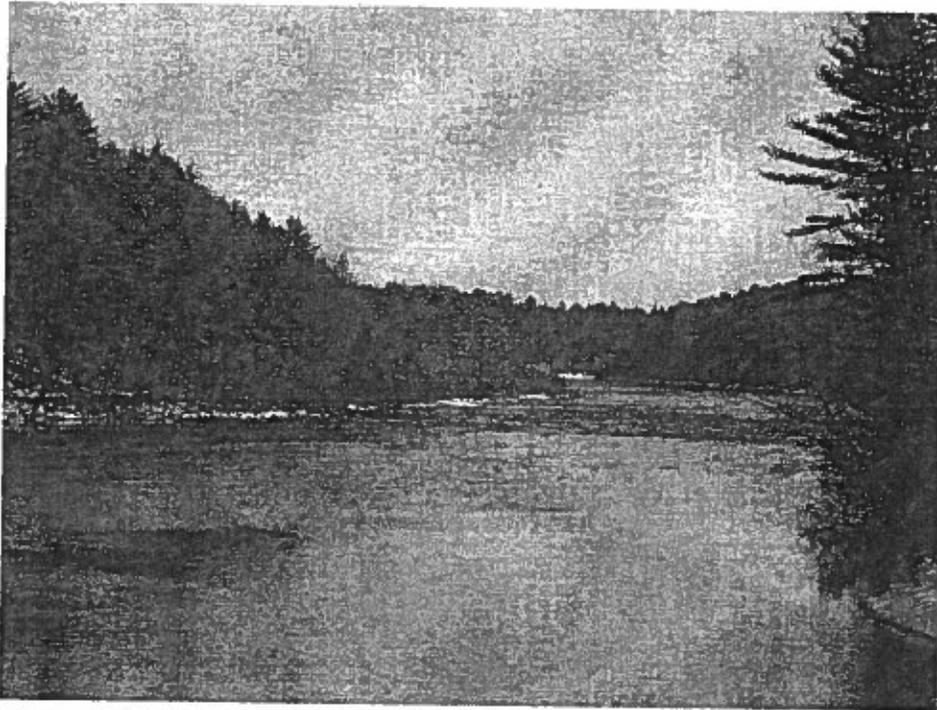
Photograph No. 2: Downstream Structure Elevation



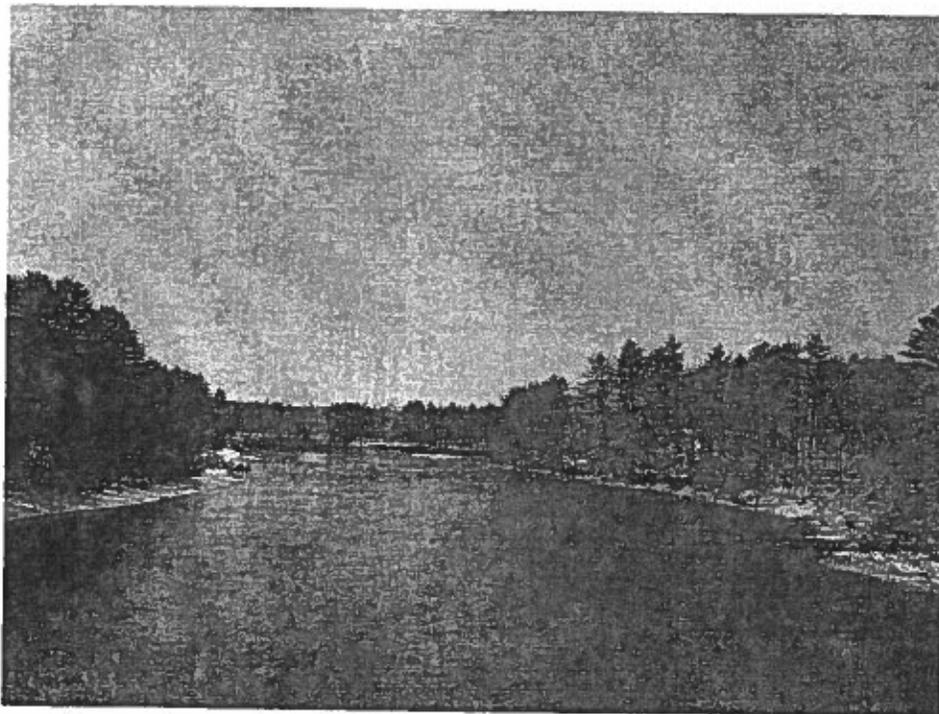
Photograph No. 3: Western Approach Spans



Photograph No. 4: Western Approach Spans



Photograph No. 5: View Looking Downstream of Bridge



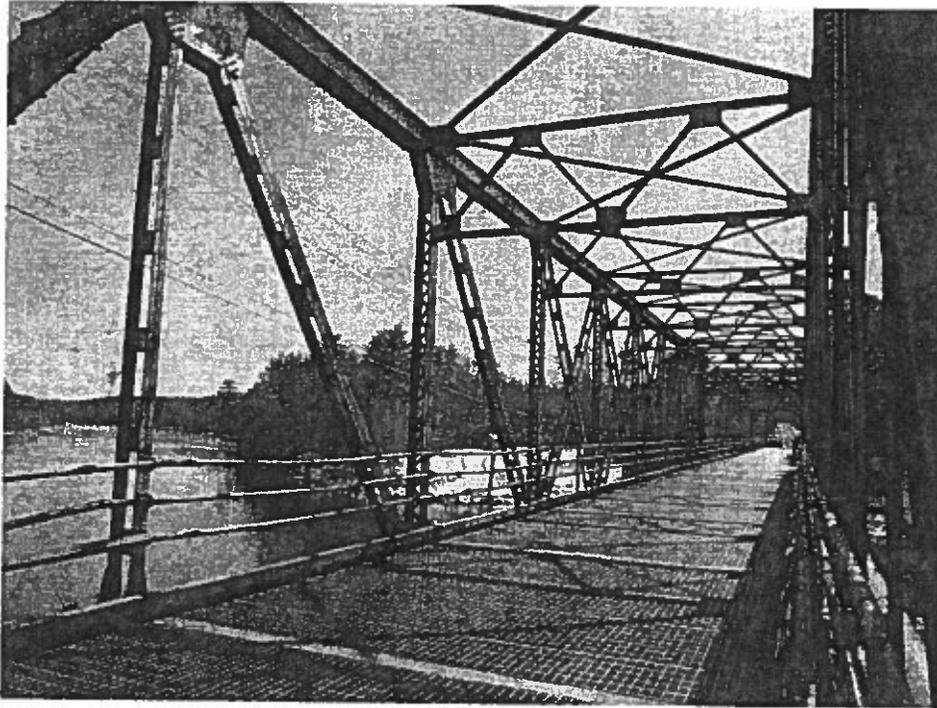
Photograph No. 6: View Looking Upstream of Bridge



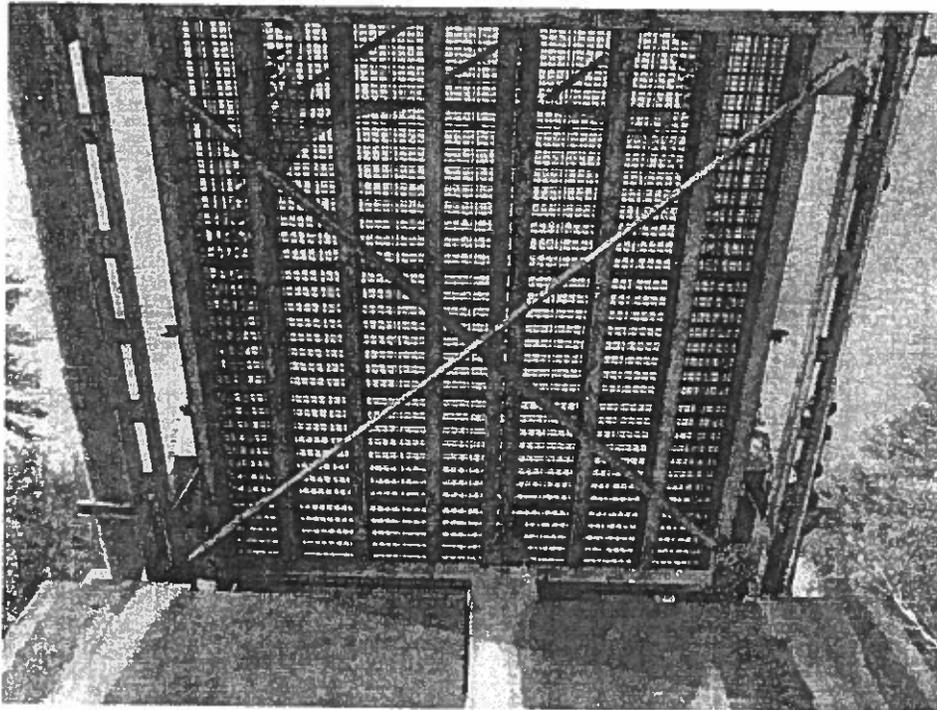
Photograph No. 7: Western Bridge Approach



Photograph No. 8: Eastern Bridge Approach



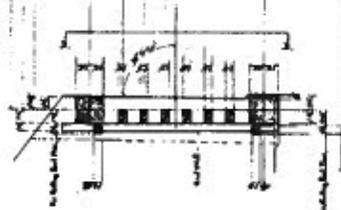
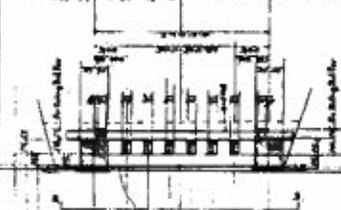
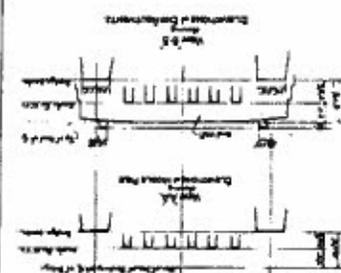
Photograph No. 9: View Through Bridge



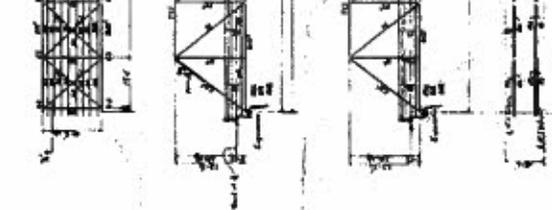
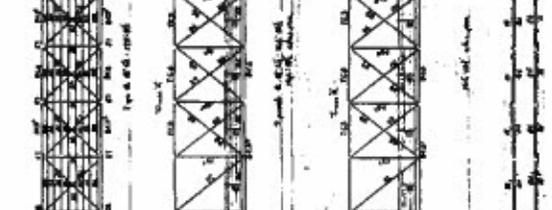
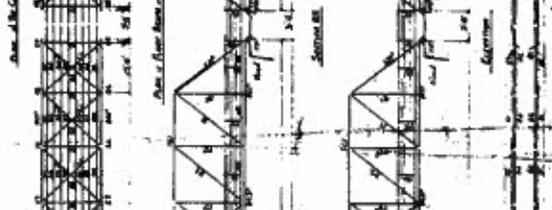
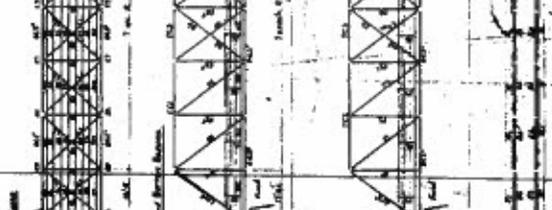
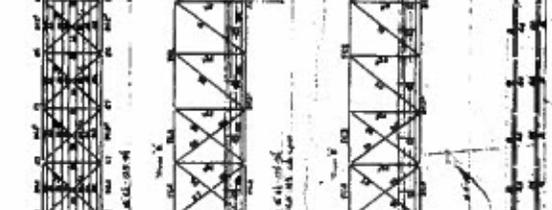
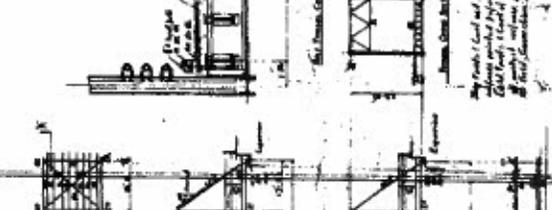
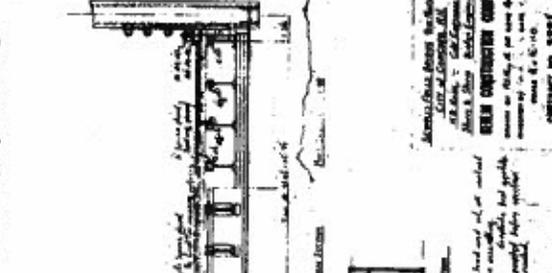
Photograph No. 10: Typical Underside of Deck

EXISTING BRIDGE PLANS

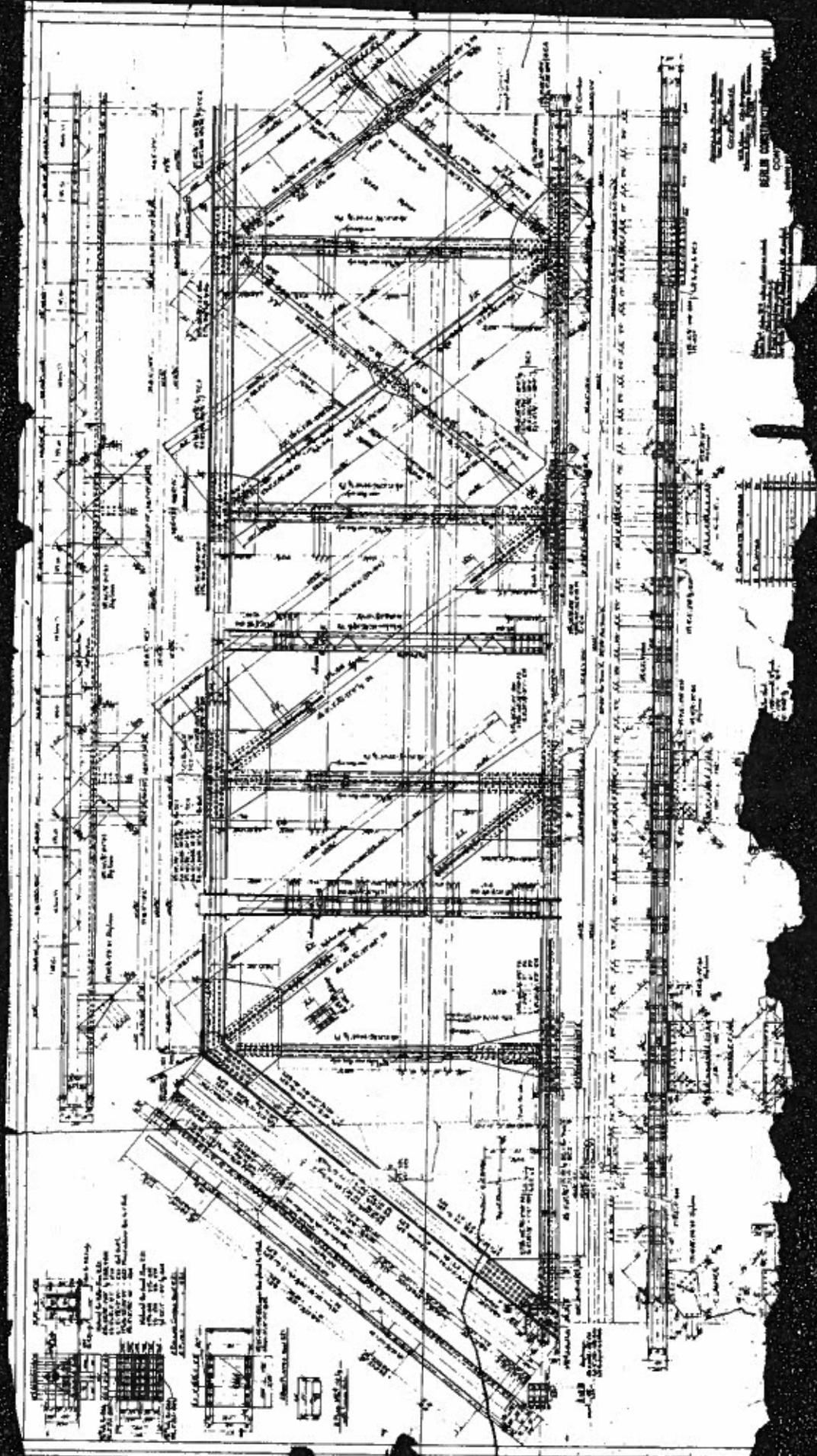
APPENDIX B



Notes regarding structural details and materials.



Architectural details and specifications.



BEHLER CONTRACTING COMPANY
CHICAGO, ILL.

No.	Description	Quantity
1
2
3
4
5
6
7
8
9
10



GEOTECHNICAL BORINGS

(See Site Plan, Figure 4, for Locations)

APPENDIX C

TEST BORING LOG



GZA
GeoEnvironmental, Inc.
Engineers and Scientists

McFarland-Johnson, Inc.
 Concord BRF-X-5099 (021), 12004
 Sewalls Falls Road
 Concord, New Hampshire

EXPLORATION NO.: GZ-1
SHEET: 1 of 2
PROJECT NO: 04.0029949.00
REVIEWED BY: D. Lamothe

Logged By: M. Alihodzic
Drilling Co.: New Hampshire Boring, Inc.
Foreman: M. Misiaszek

Type of Rig: Morooka Track Boring Location: See Plan
Rig Model: B-53 **Ground Surface Elev. (ft.):** 250.0
Drilling Method: Drive-and-Wash **Final Boring Depth (ft.):** 48
Date Start - Finish: 11/11/2013 - 11/11/2013
H. Datum: NAD83
V. Datum: NAVD88

Hammer Type: Safety Hammer
Hammer Weight (lb.): 140
Hammer Fall (in.): 30
Auger or Casing O.D./I.D Dia (in.): 4"

Sampler Type: SS
Sampler O.D. (in.): 2.0
Sampler Length (in.): 24
Rock Core Size: NX

Groundwater Depth (ft.)

Date	Time	Water Depth	Stab. Time
11/11/2013	1407	8.7	10 min.
11/11/2013	1457	9.0	1 hour

Depth (ft)	Casing Blows/ Core Rate	Sample					SPT Value	Sample Description and Identification (Modified Burmister Procedure)	Remark	Field Test Data	Depth (ft.)	Stratum Description	Elev. (ft.)
		No.	Depth (ft.)	Pen. (in)	Rec. (in)	Blows (per 6 in.)							
		S-1	0-2	24	16	8 12 12 10	24	S-1: 2 inches of Topsoil, over Medium dense, brown, fine to coarse SAND, little Silt, trace Gravel.			0.18	TOPSOIL	248.8
5		S-2	4-6	24	14	17 6 7 6	13	S-2: Medium dense, gray, fine to medium SAND, some Silt.				SAND	
10		S-3	9-11	24	10	4 10 11 10	21	S-3: Medium dense, gray, fine to medium SAND, some Silt.					
15		S-4	14-15.2	14	6	35 54 50/2"	R	S-4: Very dense, gray, fine to coarse SAND, some Gravel, little Silt.	1		13.7	COBBLES	238.1
20		S-5	19-20.8	20	20	24 33 51 50/4"	84	S-5: Very dense, gray, fine to medium SAND, some Silt, trace Gravel.				GLACIAL TILL	
25		S-6	24-24.6	7	7	39 50/1"	R	S-6: Very dense, gray, fine to medium SAND, some Silt, trace Gravel.					
30		S-7	29-31	24	15	30 35 44 67	79	S-7: Very dense, gray, fine to medium SAND, some Silt, trace Gravel.	2				
35													

REMARKS

1 - Cobbles encountered at 13.7 to 14 feet below ground surface.
 2 - Occasional cobbles and boulders encountered from 31 to 35 feet below ground surface based on drill action.

See Log Key for exploration of sample description and identification procedures. Stratification lines represent approximate boundaries between soil and bedrock types. Actual transitions may be gradual. Water level readings have been made at the times and under the conditions stated. Fluctuations of groundwater may occur due to other factors than those present at the times the measurements were made.

Exploration No.:
GZ-1

GZA TEMPLATE TEST BORING: 11/13/2013; 5:08:03 PM

TEST BORING LOG



GZA
GeoEnvironmental, Inc.
Engineers and Scientists

McFarland-Johnson, Inc.
Concord BRF-X-5099 (021), 12004
Sewalls Falls Road
Concord, New Hampshire

EXPLORATION NO.: GZ-1
SHEET: 2 of 2
PROJECT NO: 04.0029949.00
REVIEWED BY: D. Lamothe

Logged By: M. Alihodzic
Drilling Co.: New Hampshire Boring, Inc.
Foreman: M. Misiaszek

Type of Rig: Morooka Track
Rig Model: B-53
Drilling Method: Drive-and-Wash
Boring Location: See Plan
Ground Surface Elev. (ft.): 250.0
Final Boring Depth (ft.): 48
Date Start - Finish: 11/11/2013 - 11/11/2013

H. Datum: NAD83
V. Datum: NAVD88

Hammer Type: Safety Hammer
Hammer Weight (lb.): 140
Hammer Fall (in.): 30
Auger or Casing O.D./I.D Dia (in.): 4"

Sampler Type: SS
Sampler O.D. (in.): 2.0
Sampler Length (in.): 24
Rock Core Size: NX

Groundwater Depth (ft.)

Date	Time	Water Depth	Stab. Time
11/11/2013	1407	8.7	10 min.
11/11/2013	1457	9.0	1 hour

Depth (ft)	Casing Blows/ Core Rate	Sample					SPT Value	Sample Description and Identification (Modified Burmister Procedure)	Remark	Field Test Data	Depth (ft.)	Stratum Description	Elev. (ft.)
		No.	Depth (ft.)	Pen. (in)	Rec. (in)	Blows (per 6 in.)							
40		S-8	39-41	24	24	25 35 50 45	85	S-8: Very dense, gray, fine to medium SAND, some Silt, trace Gravel.			42	GLACIAL TILL	206.0
45	8 7 8 6 7	C-1	43-48	60	57			C-1: Very hard, fresh to very slightly weathered, fine to medium grained, gray-white, GRANITE, with close to very very close, moderately dipping to vertical, stained joints/fractures. RQD=41%/68%.	3		48	BEDROCK	202.0
50								End of exploration at 48 feet.					

REMARKS
3 - Top of bedrock at approximately 42 feet below ground surface based on drill action. Advanced roller bit to 43 feet below ground surface and began coring.

See Log Key for exploration of sample description and identification procedures. Stratification lines represent approximate boundaries between soil and bedrock types. Actual transitions may be gradual. Water level readings have been made at the times and under the conditions stated. Fluctuations of groundwater may occur due to other factors than those present at the times the measurements were made.

Exploration No.:
GZ-1

TEST BORING LOG



GZA
GeoEnvironmental, Inc.
Engineers and Scientists

McFarland-Johnson, Inc.
Concord BRF-X-5099 (021), 12004
Sewalls Falls Road
Concord, New Hampshire

EXPLORATION NO.: GZ-2
SHEET: 1 of 2
PROJECT NO.: 04.0029949.00
REVIEWED BY: D. Lamothe

Logged By: M. Alihodzic
Drilling Co.: New Hampshire Boring, Inc.
Foreman: M. Misiaszek

Type of Rig: Morooka Track
Rig Model: B-53
Drilling Method: Drive-and-Wash
Boring Location: See Plan
Ground Surface Elev. (ft.): 266.5
Final Boring Depth (ft.): 69
Date Start - Finish: 11/12/2013 - 11/12/2013

H. Datum: NAD83
V. Datum: NAVD88

Hammer Type: Safety Hammer
Hammer Weight (lb.): 140
Hammer Fall (in.): 30
Auger or Casing O.D./I.D Dia (in.): 4"

Sampler Type: SS
Sampler O.D. (in.): 2.0
Sampler Length (in.): 24
Rock Core Size:

Groundwater Depth (ft.)

Date	Time	Water Depth	Stab. Time
11/12/2013	1356	6.8	5 min.
11/12/2013	1435	17.3	39 min

Depth (ft)	Casing Blows/ Core Rate	Sample				Blows (per 6 in.)	SPT Value	Sample Description and Identification (Modified Burmister Procedure)	Remark	Field Test Data	Depth (ft.)	Stratum Description	Elev. (ft.)
		No.	Depth (ft.)	Pen. (in)	Rec. (in)								
5		S-1	0.5-2.5	24	12	27 17 15 10	32	6 inches of Asphalt. S-1: Dense, brown, fine to coarse SAND, trace Gravel, trace Silt.			0.5	ASPHALT	266.0
		S-2	4-6	24	11	11 15 16 20	31	S-2: Dense, brown, fine to coarse SAND, trace Gravel, trace Silt.					
		S-3	9-11	24	10	14 13 13 12	26	S-3: Medium dense, brown, fine to coarse SAND, trace Gravel, trace Silt.					
		S-4	14-16	24	20	11 60 43 51	>100	S-4: Very dense, gray, fine to medium SAND and Silt, little Gravel.	1		12.2		254.3
		S-5	19-21	24	24	20 24 30 35	54	S-5: Very dense, gray, fine to medium SAND and Silt, little Gravel.	2				
		S-6	29-30.3	15	15	30 46 50/3"	R	S-6: Very dense, gray, fine to medium SAND and Silt, trace Gravel.					
35													

REMARKS
1 - Soil stratum change observed at approximately 12.2 feet below ground surface based on color change in wash water.
2 - Occasional cobbles and boulders encountered from 16 to 66 feet below ground surface based on drill action.

See Log Key for exploration of sample description and identification procedures. Stratification lines represent approximate boundaries between soil and bedrock types. Actual transitions may be gradual. Water level readings have been made at the times and under the conditions stated. Fluctuations of groundwater may occur due to other factors than those present at the times the measurements were made.

Exploration No.:
GZ-2

TEST BORING LOG



GZA
GeoEnvironmental, Inc.
Engineers and Scientists

McFarland-Johnson, Inc.
Concord BRF-X-5099 (021), 12004
Sewalls Falls Road
Concord, New Hampshire

EXPLORATION NO.: GZ-2
SHEET: 2 of 2
PROJECT NO: 04.0029949.00
REVIEWED BY: D. Lamothe

Logged By: M. Alihodzic
Drilling Co.: New Hampshire Boring, Inc.
Foreman: M. Misiaszek

Type of Rig: Morooka Track Boring Location: See Plan
Rig Model: B-53 Ground Surface Elev. (ft.): 266.5
Drilling Method: Drive-and-Wash Final Boring Depth (ft.): 69
Date Start - Finish: 11/12/2013 - 11/12/2013

H. Datum: NAD83
V. Datum: NAVD88

Hammer Type: Safety Hammer
Hammer Weight (lb.): 140
Hammer Fall (in.): 30
Auger or Casing O.D./I.D Dia (in.): 4"

Sampler Type: SS
Sampler O.D. (in.): 2.0
Sampler Length (in.): 24
Rock Core Size:

Groundwater Depth (ft.)

Date	Time	Water Depth	Stab. Time
11/12/2013	1356	6.8	5 min.
11/12/2013	1435	17.3	39 min

Depth (ft)	Casing Blows/ Core Rate	Sample					SPT Value	Sample Description and Identification (Modified Burmister Procedure)	Remark	Field Test Data	Depth (ft.)	Stratum Description	Elev. (ft.)
		No.	Depth (ft.)	Pen. (in)	Rec. (in)	Blows (per 6 in.)							
40		S-7	39-41	24	24	19 23 28 28	51	S-7: Very dense, gray, fine to medium SAND and Silt, trace Gravel.					
45												GLACIAL TILL	
50		S-8	49-50.6	19	19	27 35 48 50/1"	83	S-8: Very dense, gray, fine to medium SAND, some Silt, trace Gravel.			50.8		215.9
55													
60		S-9	59-59.8	9	8	54 50/3"	R	S-9: Very dense, gray, fine to coarse SAND, little Silt, trace Gravel.					
65													
66									3		66		200.5
67												PROBABLE BEDROCK	
68											68		197.5
70								End of exploration at 69 feet.					

REMARKS
3 - Top of probable bedrock at approximately 66 feet below ground surface based on drill action. Advanced roller bit into probable bedrock to 69 feet below ground surface.

See Log Key for exploration of sample description and identification procedures. Stratification lines represent approximate boundaries between soil and bedrock types. Actual transitions may be gradual. Water level readings have been made at the times and under the conditions stated. Fluctuations of groundwater may occur due to other factors than those present at the times the measurements were made.

Exploration No.:
GZ-2

GZA TEMPLATE TEST BORING, 11/13/2013, 5:08:04 PM

CONSTRUCTION COST ESTIMATES

APPENDIX D

STRUCTURAL STEEL GIRDER ALTERNATIVE

City of Concord, New Hampshire

Bridge No. 070/117

SEWALLS FALLS ROAD OVER THE MERRIMACK RIVER

ITEM NO.	ITEM DESCRIPTION	UNIT	QTY.	UNIT PRICE	TOTAL COST
209.201	GRANULAR BACKFILL (BRIDGE) (F)	CY	1,100	\$45.00	\$49,500.00
403.911	HOT BITUMINOUS BRIDGE PAVEMENT, 1" BASE COURSE (F)	TON	80	\$175.00	\$14,000.00
500.02	ACCESS FOR BRIDGE CONSTRUCTION	U	1	\$500,000.00	\$500,000.00
502.101	REMOVAL OF EXISTING BRIDGE STRUCTURE	U	1	\$550,000.00	\$550,000.00
504.1	COMMON BRIDGE EXCAVATION (F)	CY	1,800	\$25.00	\$45,000.00
504.2	ROCK BRIDGE EXCAVATION	CY	200	\$125.00	\$25,000.00
508	STRUCTURAL FILL	CY	140	\$40.00	\$5,600.00
509.1	MOBILIZATION AND DEMOBIL OF DRILLED SHAFT DRILLING EQUIPMENT	U	1	\$125,000.00	\$125,000.00
509.2	DRILLED SHAFT	LF	225	\$2,200.00	\$495,000.00
509.3	OBSTRUCTION REMOVAL	LF	35	\$1,500.00	\$52,500.00
509.4	ROCK SOCKET EXCAVATION	LF	50	\$5,000.00	\$250,000.00
509.501	CROSSHOLE SONIC LOGGING (CSL) TESTS	EA	4	\$1,500.00	\$6,000.00
510.1	PILE DRIVING EQUIPMENT	U	1	\$50,000.00	\$50,000.00
510.61	FURNISHING & DRIVING STEEL BEARING PILES	LB	185,800	\$1.00	\$185,800.00
510.65	DRIVING-POINTS FOR STEEL BEARING PILES	EA	74	\$175.00	\$12,950.00
510.9	PILE SPLICES	EA	78	\$8.00	\$624.00
520.02	CONCRETE CLASS AA, ABOVE FOOTINGS (F)	CY	170	\$900.00	\$153,000.00
520.0302	CONCRETE CLASS AA APPROACH SLABS (QC/QA) (F)	CY	80	\$350.00	\$28,000.00
520.12	CONCRETE CLASS A, ABOVE FOOTINGS (F)	CY	390	\$600.00	\$234,000.00
520.213	CONCRETE CLASS B, FOOTINGS (ON SOIL) (F)	CY	335	\$300.00	\$100,500.00
520.7002	CONCRETE BRIDGE DECK (QC/QA) (F)	CY	465	\$650.00	\$302,250.00
528.51	PRESTRESSED CONCRETE DECK PANELS (F)	SF	11,850	\$18.00	\$213,300.00
538.6	BARRIER MEMBRANE, HEAT WELDED - MACHINE METHOD (F)	SY	1,425	\$25.00	\$35,625.00
544	REINFORCING STEEL (F)	LB	82,000	\$1.00	\$82,000.00
544.2	REINFORCING STEEL, EPOXY COATED (F)	LB	125,000	\$1.25	\$156,250.00
547	SHEAR CONNECTORS (F)	EA	9,612	\$5.00	\$48,060.00
548.21	ELASTOMERIC BEARING ASSEMBLIES (F)	EA	16	\$2,500.00	\$40,000.00
550.1	STRUCTURAL STEEL (F)	LB	648,000	\$1.55	\$1,004,400.00
560.101	PREFABRICATED COMPRESSION SEAL EXPANSION JOINT (F)	LF	41	\$500.00	\$20,250.00
563.23	BRIDGE RAIL T3	LF	465	\$170.00	\$79,050.00
563.24	BRIDGE RAIL T4	LF	465	\$200.00	\$93,000.00
565.232	BRIDGE APPROACH RAIL T3 (STEEL POSTS)	U	2	\$4,500.00	\$9,000.00
565.242	BRIDGE APPROACH RAIL T4 (STEEL POSTS)	U	2	\$5,800.00	\$11,600.00
585.21	STONE FILL, CLASS B (BRIDGE)	CY	550	\$50.00	\$27,500.00
SUBTOTAL =					\$5,004,759
Mobilization (5%)=					\$250,238
Minor Items & Contingency (10%) =					\$500,476
Architectural Treatments =					\$500,000
TOTAL =					\$6,255,473
SAY =					\$6,300,000

PRESTRESSED CONCRETE GIRDER ALTERNATIVE

City of Concord, New Hampshire

Bridge No. 070/117

SEWALLS FALLS ROAD OVER THE MERRIMACK RIVER

ITEM NO.	ITEM DESCRIPTION	UNIT	QTY.	UNIT PRICE	TOTAL COST
209.201	GRANULAR BACKFILL (BRIDGE) (F)	CY	1,100	\$45.00	\$49,500.00
403.911	HOT BITUMINOUS BRIDGE PAVEMENT, 1" BASE COURSE (F)	TON	80	\$175.00	\$14,000.00
500.02	ACCESS FOR BRIDGE CONSTRUCTION	U	1	\$500,000.00	\$500,000.00
502.101	REMOVAL OF EXISTING BRIDGE STRUCTURE	U	1	\$550,000.00	\$550,000.00
504.1	COMMON BRIDGE EXCAVATION (F)	CY	1,800	\$25.00	\$45,000.00
504.2	ROCK BRIDGE EXCAVATION	CY	200	\$125.00	\$25,000.00
508	STRUCTURAL FILL	CY	140	\$40.00	\$5,600.00
509.1	MOBILIZATION AND DEMOBIL OF DRILLED SHAFT DRILLING EQUIPMENT	U	1	\$125,000.00	\$125,000.00
509.2	DRILLED SHAFT	LF	225	\$2,200.00	\$495,000.00
509.3	OBSTRUCTION REMOVAL	LF	35	\$1,500.00	\$52,500.00
509.4	ROCK SOCKET EXCAVATION	LF	50	\$5,000.00	\$250,000.00
509.501	CROSSHOLE SONIC LOGGING (CSL) TESTS	EA	4	\$1,500.00	\$6,000.00
510.1	PILE DRIVING EQUIPMENT	U	1	\$50,000.00	\$50,000.00
510.61	FURNISHING & DRIVING STEEL BEARING PILES	LB	185,800	\$1.00	\$185,800.00
510.65	DRIVING-POINTS FOR STEEL BEARING PILES	EA	74	\$175.00	\$12,950.00
510.9	PILE SPLICES	EA	78	\$8.00	\$624.00
520.02	CONCRETE CLASS AA, ABOVE FOOTINGS (F)	CY	170	\$900.00	\$153,000.00
520.0302	CONCRETE CLASS AA APPROACH SLABS (QC/QA) (F)	CY	80	\$350.00	\$28,000.00
520.12	CONCRETE CLASS A, ABOVE FOOTINGS (F)	CY	390	\$600.00	\$234,000.00
520.213	CONCRETE CLASS B, FOOTINGS (ON SOIL) (F)	CY	335	\$300.00	\$100,500.00
520.7002	CONCRETE BRIDGE DECK (QC/QA) (F)	CY	545	\$650.00	\$354,250.00
528.1120	PRESTRESSED CONCRETE GIRDERS, CUSTOM NEBT 84 (F)	LF	2,010	\$600.00	\$1,206,000.00
528.51	PRESTRESSED CONCRETE DECK PANELS (F)	SF	7,350	\$18.00	\$132,300.00
538.6	BARRIER MEMBRANE, HEAT WELDED - MACHINE METHOD (F)	SY	1,425	\$25.00	\$35,625.00
544	REINFORCING STEEL (F)	LB	82,000	\$1.00	\$82,000.00
544.2	REINFORCING STEEL, EPOXY COATED (F)	LB	145,000	\$1.25	\$181,250.00
548.21	ELASTOMERIC BEARING ASSEMBLIES (F)	EA	20	\$2,500.00	\$50,000.00
560.101	PREFABRICATED COMPRESSION SEAL EXPANSION JOINT (F)	LF	41	\$500.00	\$20,250.00
563.23	BRIDGE RAIL T3	LF	465	\$170.00	\$79,050.00
563.24	BRIDGE RAIL T4	LF	465	\$200.00	\$93,000.00
565.232	BRIDGE APPROACH RAIL T3 (STEEL POSTS)	U	4	\$4,500.00	\$18,000.00
565.242	BRIDGE APPROACH RAIL T4 (STEEL POSTS)	U	4	\$5,800.00	\$23,200.00
585.21	STONE FILL, CLASS B (BRIDGE)	CY	550	\$50.00	\$27,500.00

SUBTOTAL =	\$5,184,899
Mobilization (5%) =	\$259,245
Minor Items & Contingency (10%) =	\$518,490
Architectural Treatments =	\$500,000
TOTAL =	\$6,462,634
SAY =	\$6,500,000

CONCEPTUAL BRIDGE COST ESTIMATE

STEEL THROUGH-TRUSS ALTERNATIVE

Description:

Develop conceptual-level square foot unit cost for new bridge construction (superstructure & substructure) based on comparable past projects. Sample projects will include both Truss and steel plate girder construction.

Comparison: Bethel, VT - Truss

250 foot main span truss with total of 70 feet of approach spans. No piers in the river. Large river crossing. Drilled shaft pier costs would be ~ \$1,000,000 additional for 2 piers.

Bridge Costs	\$5,350,000	(bridge pay items only + \$1,000,000 for piers)
Bridge Width	38 ft	
Bridge Length	320 ft	
Bridge Area	12,160	Sq. Ft.
Bridge Unit Costs	\$440	(July 2011 Advertisement)

Proposed Bridge Costs - Sewalls Falls

Use \$440/sf based on above comparison project

Complete Bridge Replacement Alternative

Bridge Width	41 ft
Bridge Length	400 ft
Bridge Area	16400 Sq. Ft.
Bridge Costs	\$7.3 M
Line Item	\$0.5 M Architectural Upgrades

TOTAL= \$7.8 M

CONCEPTUAL BRIDGE COST ESTIMATE

STEEL THROUGH-ARCH ALTERNATIVE

Description:

Develop conceptual-level square foot unit cost for new bridge construction (superstructure & substructure) based on comparable past projects. Sample project is a tied steel arch. (See article "Engineering Innovation in Arch Design")

Comparison #1: I-94 over Telegraph Road, Detroit, Michigan
246 foot main span Arch.

Arch Rib Costs	\$3.0 M (Total structure costs from Figure 16)	based on ~ 250' arch
Deck Costs	\$0.1 M (half of Fig 16 cost)	
Transverse Beams	\$1.3 M (half of Fig 16 cost)	
Hangers	\$0.4 M	
Bracing	\$0.3 M	
Thrust Block	\$0.5 M (half of Fig 16 cost)	
Abutment	\$0.9 M (half of Fig 16 cost)	
Piers	\$1.0 M	
	Added based on drilled shaft pier costs	
	\$7.4 M	

Approach Span Bridge Costs

Use \$300/sf based on steel girder SF costs
300 \$/SF

Bridge Width	41 ft	
Bridge Length	150 ft	(two 75' span lengths)
Bridge Area	6150 Sq. Ft.	
Bridge Costs	\$1.8 M	

TOTAL= **\$9.3 M**

2-20
TJA



CITY OF CONCORD

REPORT TO MAYOR AND THE CITY COUNCIL

DATE: January 29, 2014
FROM: Thomas J. Aspell, Jr., City Manager
SUBJECT: Citizen Comments

Recommendation:

Recommend City Council accept this report.

Background:

Attached for your information are citizen comments received during the past month.

/ss

Attachments

19 Chestnut Court
Concord, NH 03301

January 26, 2014

Daniel Andrus, Fire Chief
Concord Fire Department
24 Horseshoe Pond Lane
Concord, NH 03301

Dear Mr. Andrus,

I write to commend and compliment the Fire Department's Lift Assist program. Twice this past fall I called the Fire Department to help my husband, Victor Montana, who increasingly was unable to navigate on his own. The first time the firemen helped Victor from our car and up the steps into the house, following a doctor's appointment. The second time occurred when Victor had fallen in the house, and although he and I tried mightily, we were unable to get him up.

In both instances, the firemen not only came immediately and righted Victor, they did so with kindness as well as competence. As you know, it is embarrassing for an adult when he or she no longer has the strength to go up stairs, or can no longer get up off the floor without massive assistance. The firemen who provided the assistance were thoroughly professional, but not in the least patronizing. In each instance, after righting Victor, they asked if there were anything else they could do to be helpful. Amazing. I came to think of them as the gentle giants.

Thank you for providing this service. Thank you for creating a culture where the young and strong firemen help those neither young nor strong with grace as well as strength.

Sincerely,

Pat Vasbinder

Patricia Vasbinder

Duval, Carrie

From: Duval, Carrie
Sent: Thursday, January 09, 2014 12:15 PM
To: Kahrs, Clifford; Zbehlik, John; Osgood, Bradley; Mitchell, Keith
Cc: Crane, Eric
Subject: Compliment for Eric Crane

Importance: High

Kelley Desmarais called at Noon to compliment MPO Eric Crane. She said her car broke down today at the intersection of 393 and Main. She said a Merrimack County Sherriff employee stopped but had to leave because he had a prisoner to transport. He then found Eric Crane on Main Street and sent Eric to her location.

She said she was cold (as it's about 12 degrees outside and she had no heat because her car wouldn't run). MPO Crane had her get in his cruiser to warm up and then he transported her to her job.

She was very appreciative and wanted his supervisors and the Chief to know how much of a help he was to her and how pleasant he was.

Carrie R. Duval
Administrative Assistant - Chief's Office
Concord Police Dept.
35 Green St.
Concord, NH 03301
603-230-3730
603-225-8519 (fax)
E-mail: cduval@concordpolice.com

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OFFICER DANNA J. DEXTER,

This is just a short
note thanking you
and the other personnel
involved in my
 ordeal of a lost passport
To some this seems trivial
but to me it was a very
scary happening. You
sir put me at ease with
the way you handled
my problem. Right down
in the police report and
my extra call at the
hotel with a follow

Phone number. My
border crossing went
smoothly with the
report you prepared
Once again thank you
very much.

B. Owen

P.S I just received my
new passport.

B. OWEN
4552 Bellerive Ave
RAWDON, Que.
J0K1S0
CANADA

FOR
Officer Dana Dexter

RECEIVED

JAN 14 2014

CITY MANAGER'S OFFICE
CONCORD, NH

From: mimimed@aol.com [mailto:mimimed@aol.com]

Sent: Sunday, January 12, 2014 6:38 PM

To: Gill, David

Cc: McDaniel, Jill

Subject: Cemetery Administrator

Mr. Gill,

I am taking a moment to write you regarding recent interaction with Ms. Jill McDaniel at Blossom Hill Cemetery. Let me say firstly, that Ms. McDaniel is one of the most professional and kindest people I have had dealings with in a very long time. From the very first phone inquiry I made (to help a friend on my husband's) up to and including two office visits, I have left feeling that she represents the City of Concord and the best of what an outstanding employee should put forth each and everyday..

Additionally, when we were assisted by the workers at the cemetery to locate a plot, they were patient and tireless..despite horrible weather conditions in getting us the guidance we needed.

I don't often get a chance to write (or take the time to want to comment) but in this case it was necessary.

My husband and I left the same feelings that we were treated so well that someone needed to recognize Ms. McDaniel and her efforts.

It is comforting to know that someone has a solid work ethic and compassion for others.

You and the City are fortunate she does what she does as Cemetery Administrator.

Sincerely,

Mary and Carl Demers

Ps. Because of Jill and her advocacy we are going to participate in the adopt a grave program..outstanding!!!!!!

-----Original Message-----

From: Jessica [mailto:jessicaforbes@comcast.net]

Sent: Monday, January 13, 2014 10:53 PM

To: Alexander, Donna

Subject: Thank You!!!

Donna,

I want to express my sincerest thanks for assisting me with my sidewalk concern, and forwarding it along to the right person. I would also like to thank whoever was in charge or responsible for clearing the sidewalk -- they did a really wonderful job!!! Could you tell me who I would contact directly to express my gratitude? I know the saying goes, 'the squeaky wheel gets the oil', but it's just not in my nature...I hate making waves and coming off as a complainer or 'problem child' so to speak, so I would just like to let whoever took care of it, know that I AM very appreciative, and not just a crab apple. (smile)

Thank you again! Take care, have a wonderful week!

Truly,

Jessica

Sent from my iPad

-----Original Message-----

From: Alexander, Donna

Sent: Tuesday, January 14, 2014 7:18 AM

To: 'Jessica'

Cc: Major, James; Chesley, Chip; Demers, Kevin

Subject: RE: Thank You!!!

Hi Jessica, the Highway Systems Supervisor is Kevin Demers kdemers@concordnh.gov Again - you could enter that directly into our report a concern - just use the same category and the "other field". That would go directly to the correct people as well. I have made copies of this e-mail and given it to the bosses as well as taped it above the time clock where all can see.

Thank you for noticing the fine work that we try to do here at General Services

Ryan Rambeau

James Rogers [jimrogers08@gmail.com]

Sent: Wednesday, January 08, 2014 4:25 PM

To: * City Manager Office

Mr. Aspell, Some weeks ago a strong windstorm caused a tree adjacent to our house on 19 Farnwood Road to blow down being supported only by branches of a nearby tree. I knew it was only a matter of time before the supporting tree would give way resulting in the top portion of the tree to fall into the road jeopardizing any vehicles/passers byes who might be caught in the way. I called the General Services Department and was put in touch with Mr. Rambeau. I tried to reach him but our schedules made it difficult to connect. My wife was fortunate enough to contact him and explain the issue. Mr. Rambeau told my wife when the proper equipment was available he would address the tree issue.

A few days later on a cold, windy, and rainy day the equipment arrived, and in a few hours the tree was down, no longer a risk to life or property. I cannot stress enough to you our appreciation for Mr. Rambeau and his crews work under the worst of conditions. They are a credit to the community. Another good reason to live in Concord.

Sincerely, Jim and Denise Rogers

Results based on total surveys received for December 2013

City of Concord – City Clerk’s Office

Customer Service Survey

I received services related to (circle all that apply): (Total surveys completed: (3)

City Council	Elections	Vital Records	Dog Licensing
(1)	()	(1)	()

Voter Registration	UCC Filings	Other: <u>General Information</u>
()	()	(1) Marriage License

Were you greeted promptly and friendly?

(Worst)	1	2	3	4	5	6	7	(Best)
	()	()	()	()	()	()	(3)	

Was your wait for service reasonable?

(Worst)	1	2	3	4	5	6	7	(Best)
	()	()	()	()	()	()	(3)	

Was the staff person knowledgeable?

(Worst)	1	2	3	4	5	6	7	(Best)
	()	()	()	()	()	()	(3)	

Was your transaction complete and accurate?

(Worst)	1	2	3	4	5	6	7	(Best)
	()	()	()	()	()	()	(3)	

Comments and suggestion

“Very friendly and knowledgeable. Great customer service skills.”

“Hire more people like Colette! No suggestions, Colette was wonderful!”

**City of Concord – Collections Department
Customer Comment Cards Survey**

Results based on total comment cards received for January 2014

I received services related (circle all that apply): Total comment cards completed:

Motor Vehicle (2)	Property Taxes (0)	Utility Payments (0)	Misc. Billing (0)
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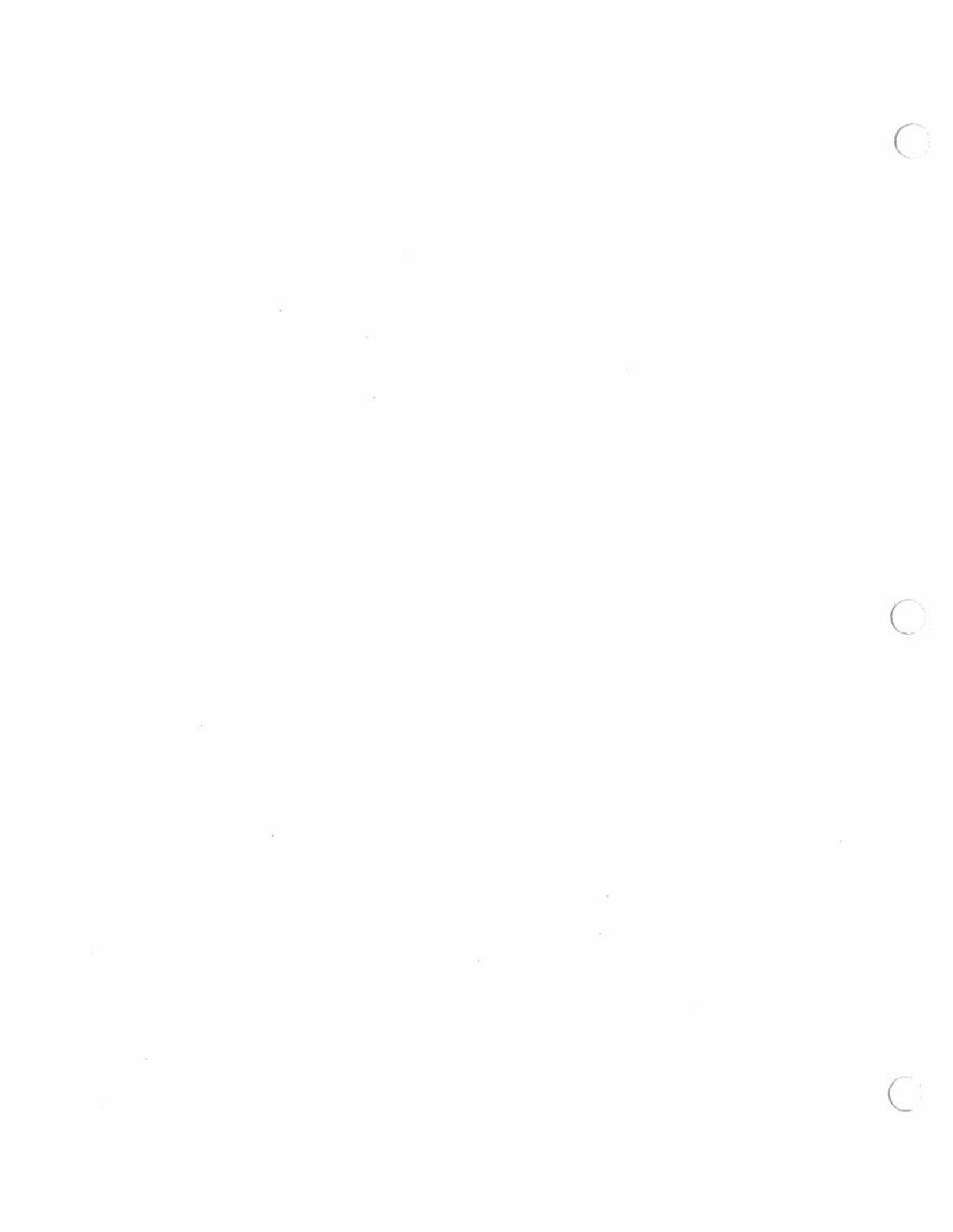
Our staff was:	courteous (1)	knowledgeable (1)	professional (2)
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Our service was:	courteous (1)	knowledgeable (1)	professional (2)
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Other: Amazing

Comments and suggestions:

- 1) Donna was super amazing and friendly and patient! This place is consistently awesome.
- 2) Parking is not good at all.





City of Concord, New Hampshire
CONCORD PUBLIC LIBRARY
45 GREEN STREET • 03301-4257

2-21

AA

PATRICIA A. IMMEN
LIBRARY DIRECTOR
603-225-8670

TO: Honorable Mayor and City Council
FROM: Patricia A. Immen, Library Director
RE: Authorization to Accept Monetary Gifts Totaling \$1,848.40 as
Provided for Under the Preauthorization Granted by City Council
DATE: January 28, 2014

Recommendation

It is recommended that City Council approve the acceptance and expenditure of the gifts to the Concord Public Library cited below for the purpose indicated:

Donor	Amount	Purpose
Concord Public Library Patrons	\$520.50	Fees paid by patrons to replace lost and damaged library materials from 12/27/2013 through 01/26/2014
Concord Public Library Book Sale	\$1,102.90	Revenue from sale of used and donated books, audio materials and videos from 12/27/2013 through 01/26/2014
City of Concord Department Heads	\$225.00	Purchase Library materials in honor of retiring Library Director Patricia Immen's 40 years of service to the Concord Public Library
TOTAL	\$1,848.40	

Background

1. Funds are requested to be expended under the authority established pursuant to Resolution #8120, adopted December 10, 2007.
2. The purpose of the gifts listed above is consistent with, and presents no conflict or obstacle to, the accomplishment of City Council goals, the Code of Ordinances, or the operating functions of the Concord Public Library.
3. No City match is required.
4. Funds have been received by the City of Concord, except as noted.
5. A letter of thanks on behalf of the City Council and the citizens of the City of Concord has been sent to donors listed above.

Discussion

Upon the City Council's approval of this report the materials indicated above will be ordered and placed in the Library's collection.

Cc: City Manager
Deputy City Manager for Finance
Controller
City Clerk



CITY OF CONCORD

2-22

T/A

REPORT TO MAYOR AND THE CITY COUNCIL

FROM: Donna Frederick, Safety and Training Coordinator

DATE: January 16, 2014

SUBJECT: Authorization to Accept Grant Monies in the Amount of \$1000 from the New England ADA Center Field Based Training Day Grant

Recommendation

It is recommended that the City Council accept this report and allow for the expenditure of the above cited grant monies.

Background

In a report dated December 31, 2013 to City Council, the City sought approval from Council to apply for the 2014 New England ADA Center Field Based Training award. That approval was granted during the January Council meeting as part of the consent agenda and subsequently the grant was awarded to the City of Concord from the New England ADA Center.

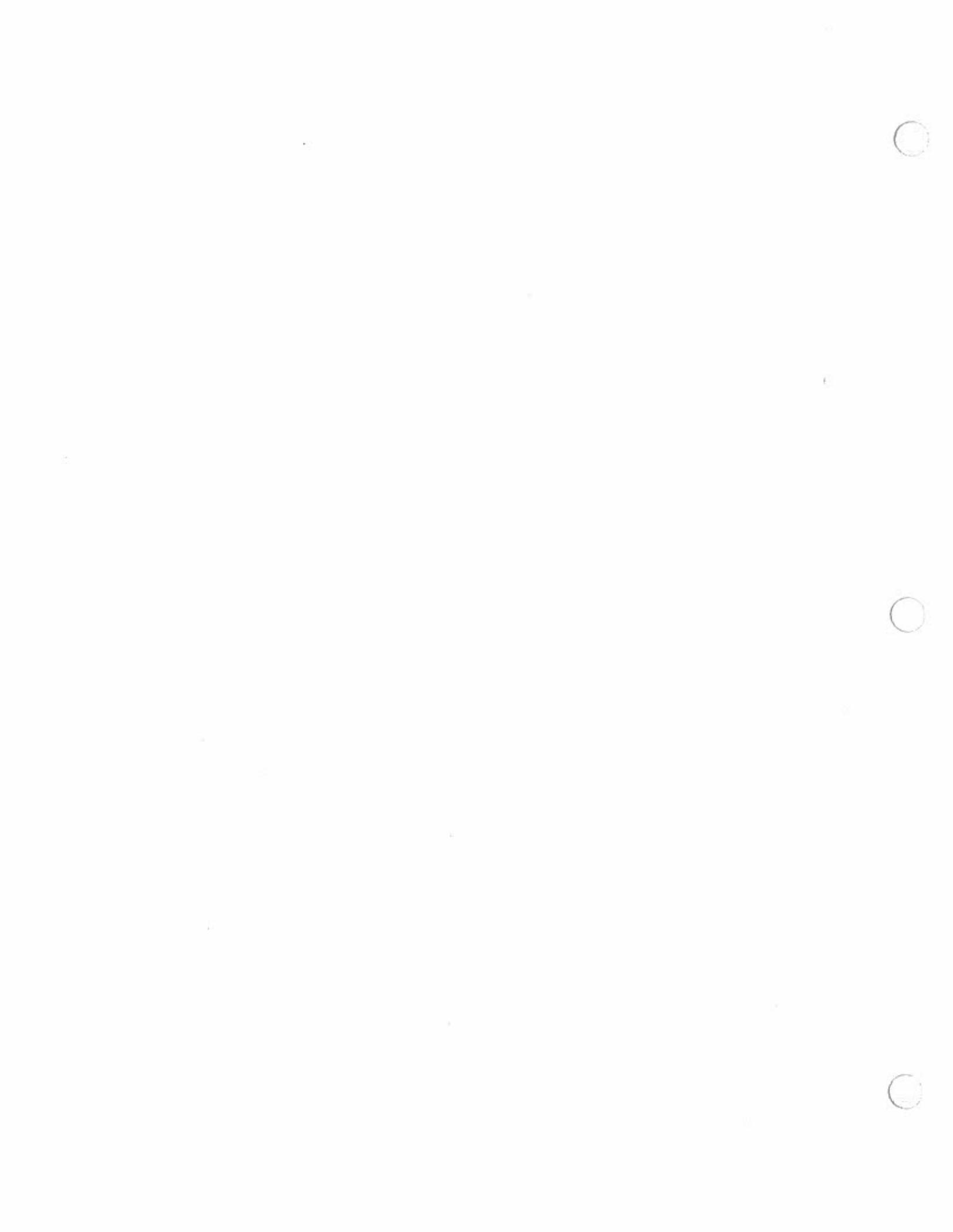
Funds are requested to be expended under the authority established pursuant to resolution number 8120 adopted December 10, 2007. The purpose of this gift, donation or grant as stated above are a condition of the grantor or benefactor and is consistent with and presents no conflict or obstacle to the accomplishment of city council goals, the code of ordinances or the operating function of the department. A copy of this communication has been sent to the grantor or benefactor for their information and with the thanks of the City Council and the citizens of the City of Concord.

Discussion

The City of Concord has been granted a \$1000 grant from the New England ADA Center as well as a field based training day for up to 20 participants. The participants will be trained on how to conduct an existing facilities review and identify operational solutions that would improve accessibility under the Americans with Disabilities Act. The grant money would then be used to achieve that outcome. We very much appreciate the decision to award the grant to the City of Concord as it allows us to improve access to Council Chambers for all parties.

Respectfully Submitted,


Donna Frederick
Safety and Training Coordinator



2-23
TJA



CITY OF CONCORD

REPORT TO THE MAYOR AND CITY COUNCIL

FROM: Robert J. Mack, PE, PTOE, Traffic Engineer

DATE: January 24, 2014

SUBJECT: Report from the Traffic Operations Committee in response to a referral from City Council to investigate traffic operation at the intersection of Regional Drive and Chenell Drive.

Recommendation

Accept this report.

Background

On July 17, 2013, City Council referred to the Traffic Operations Committee (TOC) a request by the Deputy City Manager-Development to examine the performance of the Regional/Chenell intersection. The request is based on recent concerns by several nearby business owners regarding intersection safety, particularly with regard to truck traffic in the corridor. Pursuant to this request, Engineering Services performed a comprehensive engineering study of intersection traffic operations with findings reported herein. This referral and report were reviewed by the Traffic Operations Committee on January 21, 2014 and by the Transportation Policy Advisory Committee (TPAC) on January 23, 2014, with both committees concurring on findings as reported.

TOC has reviewed traffic operations and safety at this intersection on several occasions since the opening of Regional Drive in November 2004. The primary concern reported to staff by employees of businesses in the intersection vicinity has been long traffic delays during peak traffic periods for vehicles approaching the intersection from the southern leg of Chenell Drive (the cul-de-sac end) and attempting to turn onto or cross heavy traffic flows along Regional Drive. A TOC study in September 2007 found that traffic conditions did not meet minimum warrants for signalization or multi-way STOP control. TOC again reviewed intersection operations in November 2010 pursuant to additional public concerns on difficult peak-period egress from the south leg of Chenell Drive. Increasingly-restrictive sight lines were found due to private landscaping vegetation and the property owner cooperated with General Services in facilitating low-branch trimming. In FY2012, CIP 541 was initiated to include implementation of future intersection improvements to better facilitate turning traffic and reduce side-street delays. CIP 541 is currently programmed for design and construction in FY20-21.

Discussion

Regional Drive is classified as a Major Collector street and provides for east-west traffic movement through the commercial/industrial area of the Heights generally between I-93 Exit 13 to the west and NH Route 106 to the east. It is marked with two 12-foot travel lanes and wide shoulders for a total paved width of about 38 feet. The posted speed is 30 mph. Chenell Drive is a north-south local street providing access to local businesses to the south as well as a connection to Pembroke Road to the north. North of the intersection, Chenell Drive is about 34 ft wide and provides one travel lane in each direction. The southerly leg of Chenell Drive is about 42 ft wide and provides one very wide travel lane in each direction; the 21 ft width approaching the intersection northbound is sufficiently wide so that traffic tends to operate in two informal 'lanes' (albeit unmarked), one to freely turn right and one for left/through traffic movement. Regional Drive is the non-stopping through street and both Chenell Drive approaches are controlled by STOP signs. Pavement condition at the intersection is very good. Sidewalk is located along the northerly side of Regional Drive with a crosswalk located on the north leg of Chenell Drive. Street lighting is located on the southwest corner.

Staff conducted traffic volume and speed counts at the intersection location for a 48-hour weekday period in September, 2013. Regional Drive has about 9,800 vehicles per day (vpd) west of the intersection and about 8,050 vpd to the east. Chenell Drive has about 2,100 vpd and 1,650 vpd to the north and south of the intersection, respectively. Recorded traffic speeds along Regional Drive east and west of the intersection indicated average speeds ranging from 29 to 35 mph and 85th percentile speeds ranging from 37 to 38 mph. The posted speed limit on Regional Drive is 30 mph.

Intersection traffic peaks during the 4:00 to 5:00 PM afternoon commuter peak period when peak hourly flows along Regional Drive also coincide with peak flows exiting local businesses on Chenell Drive. Supplemental traffic counts conducted by staff in November 2013 indicate about 1,150 vehicles per hour using the intersection at this time. About 56 percent of this peak flow represents through traffic along Regional Drive, with the remaining 44 percent turning to/from Chenell Drive; this is indicative of a high percentage of cross-street traffic. A substantial volume of truck traffic also utilizes Regional Drive to access the many industrial/commercial uses in the area. During the PM peak hour, about 27 large trucks were counted traveling through the intersection along Regional Drive; only a handful of trucks were observed coming out of Chenell Drive (south) at this time. Higher volumes of truck typically occur during off-peak hours when overall traffic flows are substantially less.

Concord Police Department crash reports for the five-year period from January 2009 to December 2013 indicate 10 reported crashes, or an average of about two crashes per year. 90 percent of the crashes occurred during dry roadway conditions and 80 percent occurred during daytime. The predominant crash-type is Chenell Drive traffic failing to yield to Regional Drive traffic resulting in a right-angle crash; crashes are evenly split between the northbound and southbound Chenell Drive approaches. As an intersection crash rate of five or more per year typically justifies further engineering investigation, the current rate of about two per year is not indicative of significant crash history.

Staff observed traffic operations at the intersection on a number of occasions. Overall intersection operation appears reasonable, particularly for traffic traveling along regional Drive. Adequate shoulder space allows through traffic to bypass vehicles momentarily slowing or stopping to turn left onto Chenell Drive. Traffic movements from the Chenell

Drive approaches operate reasonably and with low delays for most hours, although delays can become long during the lunchtime and afternoon commuter peaks when increased left turns and crossing movements from Chenell Drive need to wait for limited gaps in heavier through flows along Regional Drive. The most profound delays appear to be the Chenell Drive northbound left/through movement, which during peak times is the heaviest side-street crossing movement at the intersection, generally concurrent with employee release times at local businesses south of the intersection. Queues of up to six vehicles waiting at the stop sign were observed on a number of occasions, although all vehicles were able to clear the intersection in the course of a few minutes. Although some risk-taking by several drivers was observed, most drivers turning out of Chenell Drive were observed to turn appropriately.

Operational analysis of afternoon peak-hour traffic conditions using Synchro traffic analysis software provides computational results consistent with staff observations. Good traffic level of service and low delays are computed for all movements approaching the intersection along Regional Drive. The Chenell Drive southbound approach operates with moderate delay averaging less than 30 seconds per vehicle. The Chenell Drive northbound approach, however, operates with computed long delays and at poor levels of service (average delays in excess of two minutes and 95th percentile queues nearing nine vehicles). Long delays are associated with the northbound left/through movement; the wide approach width allows right-turns to bypass queued left turns with low delays averaging about 10 seconds.

Current intersection traffic volumes continue to fall below the minimum thresholds for consideration of traffic signalization, a finding similarly reported by TOC in 2007. Current volumes are also below thresholds for multi-way stop control, although such control would be inappropriate (per city policy) on a major collector such as Regional Drive.

Traffic growth along the Regional Drive corridor has increased substantially over the years and is a testament to the success of the Regional Drive project. Since some further corridor growth is anticipated, delays for turns from Chenell Drive may get progressively longer during peaks without more advanced intersection traffic control. One option is to widen the intersection for turn lanes and install traffic signals when and if traffic levels increase to minimum threshold values for signalization. Another option would be construction of a roundabout; this would provide the least delay to vehicles, would not need to be predicated by established traffic-volume thresholds, and can reduce the need for turn-lane construction. Of the two options, both TOC and TPAC concurred that a roundabout would be more appropriate.

Although current intersection operation appears safe, growing side-street traffic delays are a consideration. Staff concurs with the need to consider a future upgrade to the intersection and supports CIP 541 which would implement such improvements. Staff notes, however, that both TOC and TPAC have in the past recommended CIP 541 as a 'medium priority' intersection improvement, with 'higher priorities' recommended for needed safety projects such as CIP 24 (Exit 16/Mountain Road roundabout) and CIP 31 (McKee Square improvements). CIP 541 is currently programmed in FY 2020-21 and reflects the realities of fiscal constraint as well as prioritization based on safety needs and public benefit. Staff will continue to monitor traffic operations at this intersection.

RJM/rjm

cc: Traffic Operations Committee





CITY OF CONCORD

REPORT TO THE MAYOR AND CITY COUNCIL

FROM: Thomas J. Aspell, Jr., City Manager

TJA

DATE: January 29, 2014

SUBJECT: 2012 – 2013 City Council Priorities

Recommendation

Accept this report as to the current status of the City Council Priorities established on January 23, 2012.

Background

Members of the City Council met on January 23, 2012 to discuss and set priorities for the remainder of Calendar Year 2012, as well as Calendar Year 2013.

Discussion

Listed below, in ranked order, are the accepted priorities, projects and ongoing initiatives; and their respective statuses.

GOAL 1. BALANCED BUDGET ISSUES

a) Retirement Costs

Status: The City is part of the NH Retirement System (NHRS) and is mandated to follow the statutory employee and employer rate structures established by the NHRS Board of Trustees.

Currently, the actuarial assumed rate of return for the NHRS is 7.75%. Prior to July 1, 2011, it was 8.5%. While the pre-July 1, 2011 retirement board took action in May 2011 to increase employer rates for July 1, 2011, to reflect the new assumed rate of return, the subsequent new board voted to only increase employer rates as of July 1, 2013. The impact to the City is approximately \$1.025 million, of which \$960,000 was absorbed by the General Fund.

By way of update to the legal challenges to the NHRS, on August 31, 2012, the New Hampshire Supreme Court denied a municipality, school district and county coalition challenging the State law which increased mandatory employer contribution rates to the NHRS for police, fire and teachers. The Supreme Court held that the increased contribution rates do not violate Article 28-a of the New Hampshire Constitution.

There are four additional lawsuits pending at the NH Supreme Court and NH Superior Court levels challenging various legislative changes to certain definitions under the Retirement System statute, as well as the increase to the employee contribution rates for NHRS applicable wages. The Legal Department is tracking these cases. At this juncture, the overall effect of these cases to municipalities is uncertain.

b) Grant Writing

Status: Since January 2012, the City has secured the following grants:

- \$125,000 in additional US EPA Brownfields Sub-Grant funds from the Capital Regional Development Council (CRDC) for the Allied Leather Tannery Site;
- \$390,000 of Community Development Block Grant (CDBG) funds for the Children's Center and Community Action Program Head Start facilities;
- \$700,000 in tax credits for the Downtown Complete Streets Project;
- \$4.71 million for the Downtown Complete Streets Project;
- \$200,000 of US EPA Brownfields Sub-Grant funds from the CRDC for cleanup of the Allied Leather / Amazon Realty sites;
- \$500,000 of CDBG funds for construction of the new Friendly Kitchen facility;
- \$500,000 for renovation and expansion of the Concord Boys & Girls Club;
- \$10,000 for removal of petroleum-contaminated soils at 6-9 South Commercial Street (former Agway);
- \$365,000 from the Justice Assistance Grant (JAG) Program for Police personnel, cruisers, and equipment;
- \$12,000 of CDBG funds for a needs assessment study of the Merrimack Valley Day Care Services facility on North Fruit Street;
- \$30,000 for development of a "village zoning district" in Penacook;
- \$39,704 in multiple grants from the NH Charitable Foundation for miscellaneous improvements to the City's neighborhoods; and
- \$48,315 for swift water rescue equipment from the NH Department of Safety.

In addition, the Police Department currently manages three grants through the COPS Program, which provides funding for four police officer positions. These awards fund each of these positions for a period of three years each. The Department is responsible for assuming funding of each of these positions for 12 months following the conclusion of the grant funding. The Police Department participates in the Ballistic Vest Partnership Program, which provides 50% of funding for the Department's purchase of ballistic vests. The Department also receives funding through the NH Highway Safety Agency to conduct initiatives designed to keep the City's roadways safer. These initiatives include enhanced enforcement patrols on Loudon Road, downtown pedestrian safety patrols, school bus safety patrols, DWI patrols, DWI checkpoints, and seatbelt enforcement patrols.

The Police Department also received \$27,717 from the 2013 Justice Assistance Grant (JAG) Program to fund equipment needed to forensically examine electronic devices including tablet computers and smart phones, an electronic optical positioning instrument designed to map accident scenes and crime scenes, and defensive tactics training equipment. The Department has purchased and received the electronic optical positioning instrument and undergone training in its use provided by the vendor.

The City Council has approved the Police Department's acceptance of a grant from the Office of Domestic Preparedness – State Homeland Security Program and Law Enforcement Terrorism Prevention Program. This grant will provide for the purchase of a specialized response/rescue vehicle. This vehicle has been ordered and has an anticipated delivery date by the end of June 2014.

The Police Department has also submitted grant applications to the NH Highway Safety Agency to fund initiatives aimed at removing impaired drivers from the City's roadways and for additional enforcement activities targeting aggressive driving and pedestrian safety.

The Police Department has also been approved for a grant provided through the State of NH Homeland Security and Emergency Management Exercise and Evaluation Program to fund an active shooter exercise in conjunction with the Concord Hospital. This funding is currently pending City Council approval. If approved, this exercise will be conducted at the end of March 2014.

The Fire Department submitted a grant request for \$478,860 through the Assistance to Firefighters grant program for the replacement of its inventory of self-contained breathing apparatus.

The Human Resources Department has submitted a grant application to the New England Americans with Disabilities Act (ADA) Center. The grant would provide a field-based training day to demonstrate to participants how to conduct an existing facilities review under the ADA Title II for up to 20 participants and would include a \$1,000 stipend to improve accessibility.

The City signed an agreement with eCivis for a grant writing system that will provide staff the ability to quickly access applicable grants and easily apply for them. This program is being shared amongst several City Departments and is expected to provide significant return on investment in the form of additional grant dollars.

c) Collective Bargaining / Contract Negotiations

Status: The City recently reached agreement with the Concord Police Supervisors Association (CPSA) and the American Federation of State, County, and Municipal Employees (AFSCME) with agreements that contain a cost sharing article for health insurance where the City will provide 90% of the cost of certain medical and dental plans and the union members will pay the remaining cost.

The City is currently in negotiations with the Concord Police Patrolman's Association (CPPA) and the United Automobile, Aerospace, and Agricultural Implement Workers of America (UAW).

Below are the most recent cost of living increases provided for all City bargaining units.

Bargaining Unit	CY/FY10	CY/FY11	CY/FY12	CY/FY13	CY/FY14	CY/FY15	Contract Exp.
AFSCME (CY)	2.00%	0.00%	0.50%	0.50%	2.50%	2.50%	12/31/2016
CPPA (CY)	2.00%	0.00%	0.50%	1.50%			12/31/2013
CPSA (CY)	2.00%	0.00%	0.50%	2.25%	2.50%	2.50%	12/31/2015
IAFF 1045 (FY)	2.43%	2.00%	0.00%	0.00%	0.00%		6/30/2014
CFOA 3195 (FY)	2.43%	2.00%	2.00%	0.00%	1.50%	1.50%	6/30/2015
UAW (CY)	0.00%	0.50%	0.50%	0.50%			12/31/2013

d) **Strategic Financial Planning**

Status: The City has many of the tools in place to plan and project the City's finances. There are fiscal goals (with a request from the City's Fiscal Policy Advisory Committee [FPAC] to propose a substantial update and consolidation), multi-year Capital Improvement Program budgeting, proformas for all funds, and monthly/quarterly financial reporting for ongoing operations. A strong strategic financial plan will bring all of these issues together. FPAC reviewed a revised plan in February 2013. FPAC is holding this plan in committee for possible continued future discussion.

GOAL 2. COMMUNITY-WIDE TAX BASE EXPANSION

Status:

- New Convenient MD on Loudon Road opened in October 2013.
- The City was recognized as the #1 micropolitan economy in the United States in 2012 per the Policom Research Corporation.
- A new Mexican restaurant, El Rodeo, occupying the former Outback Steakhouse space on Loudon Road, opened in September 2013.
- City Council approved a zoning amendment to allow Northeast Delta Dental to develop a conference center across from their corporate headquarters.
- City Council approved a zoning amendment on Integra Drive that will facilitate industrial development.
- Ocean State Job Lot occupied the former Linens N' Things retail space, ending over two years of vacancy.
- Men's Wearhouse, Great Clips and Sprint stores were built on D'Amante Drive.
- Planning Division staff has drafted and presented to the Planning Board a revision to the City's Cluster Development/Open Space ordinance with the goal to ease onerous development restrictions and streamline conservation efforts.
- Buffalo Wild Wings restaurant was completed at 8 Loudon Road.
- The Concord Nissan dealership was renovated, and the Concord Kia dealership is proposed for renovation.
- The re-built Burger King and new CVS on Loudon Road have opened.
- A development and purchase and sales agreement for a 31,000 SF retail center with a 5,000 SF fast food/casual restaurant on City and State property near the Steeplegate Mall received City Council approval in May 2013. A Planning Board public hearing on the site plan for this project is scheduled for February 2014.

GOAL 3. INFORMATION TECHNOLOGY

a) Website Development

Status: The new City website was launched on February 14, 2013, and continues to be adapted and modified as we match our business processes with the demand for online services from the citizens. The Request Tracker system has been a success in communicating with citizens with regards to their concerns and inquiries, with about 2,100 requests received, almost 88% of which are related to the General Services Department. Departments will begin tailoring long-term plans for a web presence and how best to utilize this tool to interact with citizens.

b) Social Media

Status: Several City departments continue to pursue social media as productivity and promotional tools for their services. We have developed Facebook pages for the main City site, Library, Parking, Parks and Recreation, Beaver Meadow Golf Course, and Police and Fire; as well as other media integrations, such as Twitter feeds and media posting to YouTube. Social media portals have also been developed for the Downtown Complete Streets Project. The expansion of social media services is being designed to maximize the potential of the new website, along with promoting City services. To date, the City's combined Facebook pages have attracted over 5,000 people.

c) City Council Agenda

Status: The Fiscal Policy Advisory Committee has reviewed using surplus funds to pursue a dedicated electronic Agenda and Minutes software package. City Council approved the requested funding at the January 2013 Council Meeting. The City Clerk has reviewed the submissions and is awaiting implementation contingent upon approval from City Administration and City Council's review of usage policies and ongoing funding.

GOAL 4. REDEVELOPMENT ASSISTANCE / HISTORIC PRESERVATION

Status: Staff drafted proposed amendments to RSA 79-E, designed to provide additional property tax relief incentives for historic preservation. The Mayor is working with City Administration to have the proposed changes reviewed by local property owners and developers, as well as the Heritage Commission, in anticipation of possibly submitting the amendments for consideration by the State. In March 2012, the City Council approved two RSA 79-E applications to support redevelopment of the Endicott Hotel into 24 units of market rate housing.

In late 2013, City Council approved an exemption to the assessment of "change of use" transportation impact fees for ground floor commercial spaces in the Central Business Performance Districts of downtown Concord and Penacook. At that same meeting, Council authorized the creation of an impact fee waiver provision for market rate upper story residential development in the Central Business Performance Districts of downtown Concord and Penacook. This waiver, if awarded, would preclude eligible projects from the assessment of transportation and school impact fees.

GOAL 5. MAINTAIN CORE SERVICES / EMPLOYEE TRAINING INITIATIVES

Status:

Fire Department: The State of New Hampshire received an unprecedented grant in the amount of \$4.4 million to augment training and certification levels of the State's first responders. Fire Department staff members have taken classes in several special rescue disciplines, including water rescue, rope rescue, confined space operations, and trench rescue, as well as hazardous materials and incident command and safety classes.

The Department made a commitment to train all of its members in the nationally recognized Fireground Survival Program. Department members completed an online course followed by a classroom presentation on responding to emergency scene risks. All participants then completed several practical scenarios to practice their skills. Concord is the first city in the state to have all of its frontline personnel complete this course.

The State of New Hampshire published new emergency care and treatment protocols in January 2013 and all members completed a protocol rollout training session and online examination.

All members received an orientation to the new ladder truck, which was delivered in April and went into service in May 2013.

Emergency Medical Services training continued under the direction of Concord Hospital physicians and staff, with a special session on the Boston Marathon bombing taught by Dr. David Hirsch. Dr. Hirsch was working in the medical tent at the finish line and was one of the first on the scene of the bombing. He delivered an excellent "lessons learned" session on effective response to mass casualty incidents. Regular training consisted of a review of ground ladders and aerial large stream operations. The Department's paramedics reviewed cardiac monitors from two different vendors to aid in the decision of what equipment would work best for their patients.

The Fire Department also developed and deployed a competitive promotional process for the position of Fire Captain to establish an eligibility roster for two years. A written exam covered several resources on technical and supervisory practices and a multi-stage assessment center tested candidates' ability in emergency incident management, situational problem solving and organization and presentation capability.

The Fire Department acquired ten new LifePak 15 cardiac monitors through CIP #527. These monitors have capabilities for 3, 4 and 12 lead EKG monitoring; defibrillation, pacing, and cardioversion; heart rate, blood pressure, and oxygen saturation monitoring; and waveform capnography. The new monitors were implemented in conjunction with Toughpad computers for patient care reporting. Training was conducted for all members on these new devices. Patient care reporting has been streamlined and all patient data is now available when Fire Department units finish transferring care to hospital personnel.

Fire Department members trained at the vacant buildings formerly occupied by Destiny Christian Church on Mountain Road. Training included practice in forcible entry, hose line advancement, and search and rescue drills.

Seven (7) paramedics completed a six day refresher course taught by Concord Hospital staff and utilizing the facilities of the McKerley Simulation and Education Center. The course included recertification modules for advanced cardiac life support, pediatric advanced life support, and rapid sequence induction. Participants also completed about two dozen simulations of medical emergencies, including major trauma and cardiac and medical crises. Video equipment allowed the simulations to be reviewed and critiqued by instructors. Refresher training for the Department's emergency medical technicians also continued under the direction of Concord Hospital and the EMS and Professional Standards Bureau Chief.

Fire Department members continue to train on duty in several technical rescue disciplines to maintain the skills that were taught in the 2012 grant funded training initiative. Other training initiatives included boat familiarization and master stream operations in the first quarter of the fiscal year. The second quarter included three modules of the emergency medical technician refresher program, a review of winter driving operations, a swiftwater operations awareness course, and the completion of the self-contained breathing apparatus confidence course by all members of the Suppression/EMS, Administration and Fire Prevention Bureaus.

Human Resources: The Department is planning to continue with its initiative to provide a variety of supervisory, leadership, and risk management training programs to City staff. In FY 2014, the Department plans to develop such programs as the Globally Harmonized System of Classification and Labeling of Chemicals. The Department also plans to provide training regarding City policies in areas such as leave procedures and recognition, along with other targeted training utilizing both in-house and outside resources. Some examples include:

- Locating additional training resources for the ADA Committee.
- Offering American Heart Association Heartsaver/First Aid classes for non-uniformed staff members – currently being conducted once per month by the Safety and Training Coordinator. Since this initiative began, over 50 employees have received this training, which continues to be offered monthly. Additionally, 15 employees received AED familiarization and “hands on” CPR training.
- Development of training to launch the new employee recruitment software. Staff is currently becoming familiar with the software. Training is currently being provided through an on-the-job training format as needed.
- Targeted safety training based on policy updates and revisions – ongoing throughout FY 2013 and FY 2014. The Safety and Training Coordinator has developed and has begun training employees on the Globally Harmonized System of Classification and Labeling of Chemicals. This program is designed to orient City employees on the newly revised standards regarding Safety Data Sheets and chemical labeling adopted by OSHA. Over 40 employees have received this training.
- Other targeted reoccurring safety training in FY 2013 included Confined Space, Basic Fire Safety & Crowd Management training, Stevens Advanced Driver Training, Communicable Disease Exposure & Environmental Controls, and Flagger Certification.
- An Employee Assistance Program (EAP) Supervisory refresher training was held in July and September 2013, with over 20 supervisors attending.

- The Safety and Training Coordinator also arranged for City supervisors to attend programs to include: “Difficult Conversations at Work: Transforming Conflict into Collaboration”, Primex Supervisory Academy, “A Supervisors Role in Discipline and Termination”, and “Creating Organizational Alignment.” Over 28 supervisors received training through one of these programs.

Police Department: The Department recently had one employee complete the Polygraph Examiner Training course at Fort Indiantown Gap in Annville, PA. This 12-week intensive course provided training on the administration of polygraph exams. The Department utilizes polygraph exams for hiring purposes and criminal investigations. The Department currently has two examiners who are trained to administer exams and they conduct between 30 and 45 exams every year. This officer was the first officer to receive polygraph training since 2006. Grant funding was utilized to cover the costs of sending the officer to this training.

On September 29, 2012, the Concord Police Department, in conjunction with the Central NH Special Operations Unit, the Concord Fire Department, and other agencies, participated in an Active Shooter Full Scale Exercise. This exercise was conducted at the Merrimack Valley High School and involved an active shooter scenario at the school. The purpose of this exercise was to test several tiers of operability to include the Police Department’s initial response to an active shooter, the Fire Department’s response to a mass casualty incident, the Mutual Aid response both for law enforcement and EMS, and SWAT response to a hostage situation. In addition, the drill allowed for the evaluation of communications and interoperability, as well as the implementation of an incident command. Approximately 25 members of the Police Department participated in the exercise, which was fully funded through a grant from the U.S. Department of Homeland Security.

During the fall of 2012, five officers attended the NH Attorney General’s Domestic Violence and Sexual Assault Conference. The Department also created a Domestic Violence Unit with the first officer being assigned to the unit in December 2012. This officer has been maintaining data on all domestic violence related calls for service and then follows up with victims to assist in the coordination of any services which may be helpful to the victim. This officer works closely with domestic violence service providers in the community, as well as with victim advocates at the Concord District Court. The Domestic Violence Unit officer has also made several presentations to various community groups that address the problem of domestic violence in the community and that provide information about available resources to help those in domestic violence situations.

The Department conducted extensive research to develop a plan to improve capabilities in handling calls for service involving people in mental health crisis. Following this research, the Department established a “Memphis Model” Crisis Intervention Team. Critical in developing the Department’s strategies was input from key stakeholders in the community including Riverbend, the New Hampshire Hospital, Community Bridges, and NAMI.

In January 2013, the Department hosted a Crisis Intervention Team training course. This training occurred at Primex and was attended by officers from communities around the state, in addition to Police Department personnel. The Department’s Crisis Intervention Team currently consists of six officers and one sergeant. The Department is in the process

of implementing methods of tracking team activity, as well as documenting successes and shortcomings that may need to be addressed.

During spring 2013, the Department reactivated its Police Motorcycle Unit. The Department has been without police motorcycles for over 20 years. The Department currently has one Harley Davidson Ultra Glide police motorcycle and has trained four officers to operate it. During its short tenure with the Department, the motorcycle has received overwhelming support and positive feedback. The motorcycle is used primarily to address traffic related concerns and safety issues and has been highly effective in doing so. The motorcycle has also been used as a community policing tool participating in many community events and assisting in parades and road races. Grant funding provided by the NH Highway Safety Agency has helped cover some of the costs associated with the lease of the police motorcycle.

The Department has also actively used its bicycle unit to target and prevent criminal activity within the City. All of the Department's bicycle officers received enhanced training during the spring and the bicycle officers have been utilized extensively throughout the city. The Department is utilizing a data driven approach in deploying police bicycles and has received extensive community support. Officers on bicycles have also increased community interaction with the police. These officers are able to interact more frequently and effectively with members of the community when on bicycle and, thus, are able to better provide police services and foster a positive relationship between the public and the Police Department.

The Department has trained an officer as an instructor for the Rape Aggression Defense (RAD) Program. This officer will offer the RAD class to members of the community. The program is centered on providing a basic level of self-defense skills to women, children and men in order that they may effectively and safely deal with a physical aggressor.

Members of the Department have also assisted the Concord Hospital in providing active shooter training to all of its staff members. In addition, the Department has been approved for grant funding to conduct an active shooter exercise in conjunction with Concord Hospital, which will assess the response of both Concord Police Department personnel, as well as Concord Hospital staff.

GOAL 6. CREATE / EXPAND PARTNERSHIPS (particularly in regard to Economic Development and Recreation)

Status:

Economic Development:

- 1) The City's Revolving Loan Fund Program loaned \$150,000 to CATCH for renovation of the Endicott Hotel Building, located at 105 South Main Street.
- 2) The City's Revolving Loan Fund Program partnered with the Capital Regional Development Council to make a \$325,000 loan to support the Bindery Redevelopment Project. The City's share of the loan, which has been fully repaid, was \$175,000.
- 3) The City, working with the NH Department of Employment Security, has issued a Request for Proposals seeking a buyer to purchase and redevelop the soon to be surplus property at 32 South Main Street. Proposals were received in May 2013. Discussions with interested developers are ongoing.

- 4) Staff is working with Dartmouth-Hitchcock to determine the future of State-owned property at 247-249 Pleasant Street.
- 5) In 2012, City Council tentatively selected a development partner for the remaining portion of the former Allied Leather Tannery site. However, this developer withdrew from the project in 2013.
- 6) Working with the Greater Concord Chamber of Commerce, the City was awarded \$700,000 in tax credits from the NH Community Development Finance Authority to support the Downtown Complete Streets Project.

Recreation:

- 1) The City continues in its multiyear agreement with the Black Ice Pond Hockey Committee, with the goal of this partnership being to expand and enhance outdoor skating in Concord.
- 2) H.L. Turner Group is working on the design for the new multipurpose building at White Park. They are doing this pro bono with a value of \$40,000. Plans were presented to the City Council at their January 2013 meeting. City staff will continue to work with the community to develop a final plan for the new facility.
- 3) The Parks and Recreation Department continues its relationship with the Concord Crush Lacrosse League, handling all registrations for the league. The Department also handled registration for Concord Babe Ruth Baseball for the 2013 season.

PROJECT 1. OPPORTUNITY CORRIDOR ECONOMIC DEVELOPMENT

a) **South Main Street**

Status: The Bindery Project, now known as the "Love Thy Neighbor" building, has been completed and opened in September 2013. Since 2007, approximately 360,000 SF of new construction has occurred in the South Main Street corridor. This figure includes the Capital Commons Office Building, the SMILE Building, Mennino Place Apartments, the "Love Your Neighbor" Building, as well as renovation of the Endicott Hotel and Concord Food Cooperative.

In addition, the City is currently working with the State of New Hampshire to redevelop the NH Employment Security property at 32-34 South Main Street. Development proposals were received in May 2013 and negotiations with interested parties are ongoing.

b) **Penacook Village**

Status: Work continued on Utility Infrastructure Improvements (relocation of aerial utilities in Penacook Village). Work was also completed on the Village Street bridge. The Phase 5 streetscape improvement plans will be bid in late January for 2014 construction.

c) **Downtown 2nd / 3rd Floor Development**

Status: In spring 2012, the City Council approved two RSA 79-E tax abatements for renovation of the Endicott Hotel by CATCH Neighborhood Housing. The project involved renovation of the fire damaged building into 25 market rate residential units, as well as commercial retail space on the ground floors. The residential

portion of the building received a five-year RSA 79-E abatement for residential portions, while commercial portions received an abatement for three years. In addition, the City's Revolving Loan Fund Program loaned \$150,000 to CATCH to support redevelopment of the property. The new development opened in August 2013.

In late 2013, City Council authorized the creation of an impact fee waiver provision for market rate upper story residential development in the Central Business Performance Districts of downtown Concord and Penacook. This waiver, if awarded, would preclude eligible projects from the assessment of transportation and school impact fees. This would be a significant financial incentive to the redevelopment of the upper stories.

d) **North Central Corridor / Storrs Street Connection**

Status: On June 8, 2012, the City acquired property at 6-9 South Commercial Street, known as the former Agway property. Demolition of the buildings was completed in November 2012. The City's total investment in the property is approximately \$560,000. In addition, the City has negotiated a purchase and sales agreement to acquire a 4.04 acre property from Tsunis Holdings. This agreement was submitted to the City Council on January 13, 2014 for public hearing in February. With these purchases, the City now has control of all real estate envisioned to be required to facilitate construction of the Storrs Street North Extension.

PROJECT 2. CITYWIDE MULTI-GENERATIONAL COMMUNITY CENTER

Status: The City took ownership of the old Dame School in January 2013, and the Parks and Recreation Department moved their offices from White Park to the new Heights Community Center in March. The Department renovated several bathrooms and classrooms for community use and began running programs at the facility in April. Many of their 2013 summer camps were located in the new space as well. The FY 2014 budget includes \$130,000 to begin refining concepts included in the 2011 feasibility study. A Request for Proposals (RFP) for design services was issued in November 2013. Proposals were received on January 9, 2014. It is anticipated that a design team will be on board in February.

ON-GOING INITIATIVE 1. NORTH STATE ST./FISHERVILLE RD./VILLAGE ST. IMPROVEMENTS

Status: Phase 4 was completed with the application of the final wearing course and striping in October 2013. Utility relocation and bridge work continues in Penacook. Review of the Phase 5 design is currently underway. Both the utility infrastructure and the bridge improvements are expected to be completed by the end of this construction season. The Phase 5 streetscape improvement plans will be advertised in late 2013 for 2014 construction.

ON-GOING INITIATIVE 2. LANGLEY PARKWAY – NEXT PHASE

Status: Informational meetings with stakeholders were held in October 2013 as part of the traffic and environmental feasibility study underway to determine the project-related impacts of the Langley Parkway – Phase 3 project. An additional citywide public meeting was held on November 21, 2013. The study report is expected to be delivered to City Council in early 2014. It is anticipated that this project will be reviewed as part of the Capital Budget process with City Council.

ON-GOING INITIATIVE 3. PENACOOK VILLAGE REDEVELOPMENT

Status: On April 26, 2012, the City acquired property at 5-11 Canal Street. This 0.38 acre site has approximately 250 linear footage of frontage on the Contoocook River and will become a new riverfront park once redevelopment of the remaining portion of the Allied Leather Tannery site moves forward.

On June 11, 2012, the City Council accepted a \$200,000 Brownfields Cleanup Sub-Grant from the Capital Regional Development Council, and appropriated the required 20% match. With this additional grant, the total cleanup budget for the remaining portion of the Allied Leather Complex, as well as the Amazon Realty parcels, is \$1.1 million. Cleanup will begin in October 2013.

On October 5, 2012, the City received development proposals for the site. On November 13, 2012, the City Council designated Weston Solutions as the “preferred developer” for the site and authorized the City Administration to enter into a six-month due diligence and negotiating period with Weston, which was subsequently extended by the City Council for four additional months. Weston proposed developing a 50-unit assisted living facility at the property. To support Weston’s efforts, the City issued an RFP for design services to convert one of the former Tannery buildings into a new Branch Library, as well as creation of a riverfront park. Proposals were received and a design team selected. Ultimately, Weston Solutions withdrew from the project in August 2013 as they were unable to find partners for their development.

On December 12, 2012, the Allied Leather site was enrolled in the NH Department of Environmental Services ODD Program. This will allow the City to access up to \$1.5 million for cleanup of residual petroleum contamination at the property. In addition, the City Administration submitted an application seeking reimbursement for \$172,000 spent on petroleum issues at the property since 2002, as these costs should have been paid by the NHDES ODD Fund Program. Ultimately, the State agreed to reimburse the City \$120,225 for historical petroleum related expenses at the site. These funds were received in September 2013.

The City issued a bid package for final cleanup of the property in August 2013. Bids were received on September 26, 2013. All bids exceeded available funds. Consequently, the City rejected all bids and entered into negotiations with D.L. King of Nashua, NH. These negotiations were successful and the City has engaged D.L. King for the project. The total cost of this phase of environmental cleanup (including related design and engineering) is \$1.346 million, with the City directly providing \$297,000 (or 22%) of the total cost. Cleanup work began on November 4, 2013 and will be completed in mid-summer 2014.

Once cleanup activities are further along, the City will resume efforts to find a developer for the property. Environmental cleanup activities will be substantially completed in mid-summer 2015.

With respect to the US Route 3 Corridor Project (CIP #35), improvements to the Village Street bridge were completed in late 2013. Utility work continues. Plans for Phase 5 of the project will go out to bid in late January 2014 with construction from the Boscawen town line to Stark Street expected for the 2014 construction season.

City Administration has provided extensive assistance to the Merrimack Valley School District relative to divestment of the Summer Street School. City assistance has included crafting a redevelopment plan, assistance with valuing the property (including updating the property's assessment), and aid with preparing a Request for Proposals (RFP) package for the site. The RFP was issued in 2012 and no proposals were received. Presently, the Merrimack Valley School District has the property on the open market with an asking price of \$199,900. The City has fielded inquiries from potential buyers; however, no formal development projects have been brought forward.

ON-GOING INITIATIVE 4. CITY HALL CAMPUS/PUBLIC BUILDING IMPROVEMENTS

Status: On October 15, 2011, the City acquired property at 10 Prince Street. Subsequently, on June 11, 2012, the City Council approved a series of agreements with the Concord Housing Development Corporation (CHDC) whereby the CHDC shall lease 10 Prince Street for up to ten years, as well as secure ownership of 16 and 18 Prince Street (pending negotiations with current owners). The City will then have the right to acquire 16 and 18 Prince Street in the future if so required for expansion of the City Hall campus. CHDC acquired 18 Prince Street on June 14, 2012.

On August 15, 2012, the City entered into a 10-year lease for 6,145 square feet of office space located at 28 Commercial Street to house the Human Services Department and the Prosecutor's Office. The space was renovated to suit the City's unique needs. Renovation costs were approximately \$128,000. The City took occupancy of the space on October 22, 2012. A total projected lease cost for the next 10 years is approximately \$1,230,000, excluding certain utility and maintenance expenses.

A reorganization of City Hall offices, which shall include the relocation of the City's accounting functions from the COMF to the 2nd Floor of City Hall, and the combining of the Planning and Engineering Divisions on the 3rd Floor, is planned for the first quarter of 2014. It is expected that these moves will increase service delivery efficiencies.

ON-GOING INITIATIVE 5. SEWALLS FALLS BRIDGE

Status: Final design and engineering of the replacement bridge project is underway. It is anticipated that the project will be released for bidding in November 2014 with construction to start in 2015.

ON-GOING INITIATIVE 6. EXPAND STREET REHABILITATION PROGRAM

Status: To maintain our local roadway network of 220 miles of streets, the General Services Department has established programmatic level estimates for three paving cycles:

- 20-Year Paving Cycle: \$3.2 million
- 25-Year Paving Cycle: \$2.6 million
- 30-Year Paving Cycle: \$2.2 million

The FY 2014 Budget includes \$1.1 million for paving. The current Capital Improvement Program projects increasing the annual funding level over time to \$3 million by FY 2023.

ON-GOING INITIATIVE 7. HALL ST. WASTEWATER TREATMENT PLANT ODOR CONTROL PROGRAM

Status: Construction bids were received and publicly opened on July 26, 2012, for the next phase of the odor control program. The planned improvements include installing a cover over the active bio-tower and influent pumping area and constructing an in-ground bio-filter control unit to mitigate odors. The City awarded the contract on September 28, 2012 to T. Buck Construction of Auburn, Maine. Construction has proceeded on schedule and the system was placed in service on November 15, 2013. Biorem, the odor control system media manufacturer, is scheduled to be on site in February to perform initial performance testing, and a second round of performance testing is required during the summer of 2014. T. Buck Construction has punch list items that remain to be completed and some will not be able to be addressed until spring of 2014. The subsequent phase of odor control is currently scheduled to be designed in FY 2015 and to be constructed in FY 2016. This next project includes full surface covers of the primary clarifiers and expansion of the in-ground bio-filter to accommodate additional airflow. The General Services Department has implemented a pilot odor monitoring program where it installs a remote device at various locations to monitor hydrogen sulfide during the non-winter period.

ON-GOING INITIATIVE 8. ADVANCE CREATIVE ECONOMY WORK

Status: City staff had worked with the Greater Concord Chamber of Commerce and Creative Concord to explore the feasibility of a community-led effort to include Abbott-Downing coaches as exhibits on Main Street. At this point, the developer of the SMILE and Love Your Neighbor Buildings is still contemplating the installation of a structure between his buildings that could possibly house a Concord Coach.

Creative Concord has volunteered to coordinate the public art process for the reconstructed Main Street.

City Council implemented a policy allowing for the limited serving of alcohol on City rights of way and properties that are envisioned to increase participation at a number of cultural/artistic/sporting/recreational events in the community.

ON-GOING INITIATIVE 9. LOUDON ROAD IMPROVEMENTS

Status: Following notice in April 2012 by NHDOT and FHWA that the Loudon Road Corridor Project was determined to be eligible for Highway Safety Improvement Program (HSIP) funding (90% Federal/10% Local), staff worked closely with the City Manager's Office to reach out to Loudon Road business leaders to inform them of the pending project. A public meeting was held in December 2013. A report summarizing the project and public input will be submitted to City Council in January 2014, for public hearing in February, seeking to accept and appropriate the grant funds. If the funds are accepted and appropriated, construction would begin in the spring of 2015.

ON-GOING INITIATIVE 10. LIBRARY OPPORTUNITIES

Status: On November 13, 2012, the City Council, as part of the selection of a developer for the former Allied Leather Tannery site, authorized the City Administration to undertake due diligence and preliminary design concerning potential renovation of the "former waterproofing" building at the site into a new Branch Library for Penacook Village. A Request for Proposals for design services was issued in early February 2013. Proposals were received on March 5, 2013. Although a consultant was selected, the project was put on hold indefinitely due to the withdrawal of Weston Solutions (the City's selected developer for redevelopment of the property) from the project in late August 2013.

On November 13, 2012, the City Council also instructed the City Administration to draft the forthcoming Developer Request for Proposals (RFP) package to include the possibility of a public/private partnership to facilitate the construction of a new Main Library at the NH Employment Security property located at 32-34 South Main Street. The Developer RFP was issued in January 2013. Proposals were received in May 2013. Two proposals were received which offered the possibility of a library at the property. After review of these proposals and the costs associated with development and operation of a new library, the City Council chose not to pursue a library at the NHES site and negotiations with interested developers are ongoing.





CITY OF CONCORD

17A

REPORT TO MAYOR AND THE CITY COUNCIL

FROM: David Gill, Parks and Recreation Director

DATE: January 29, 2014

SUBJECT: Bus lane removal at White Park.

Recommendation

Review and accept this report.

Discussion:

At their January meeting the Parks and Recreation Advisory Committee discussed the referral regarding the Friends of White Park request for the City of Concord to look at removing the bus/drop off lane at White Park.

The Recreation and Parks Advisory Board would like the City Engineering Division to track bus usage in the parking lot via electronic measures for the month of May and July. In addition they request the Parks and Recreation Staff work with Engineering and other Departments as needed to look at possible impact of removing the bus lane at the park. Such as: a new location for buses to unload and load, any safety issues, estimated costs to remove and possible issues related to new skate house.

Once this information is obtained the Parks and Recreation Advisory Board will review and make a formal recommendation.



MA



CITY OF CONCORD

REPORT TO THE MAYOR AND CITY COUNCIL

FROM: Robert J. Mack, PE, PTOE, Traffic Engineer

DATE: January 24, 2014

SUBJECT: Report from the Traffic Operations Committee in response to a referral from City Council regarding a resident request to install a STOP sign to slow traffic on Governors Way at Peterson Circle.

Recommendation

Accept this report.

Background

On January 13, 2014, City Council referred a request to the Traffic Operations Committee (TOC) regarding a resident request to install a STOP sign to slow traffic on Governors Way at Peterson Circle. TOC considered this request at its January 21, 2014 meeting and also sought additional feedback from the Transportation Policy Advisory Committee (TPAC) at its January 23, 2014 meeting. Both committees endorsed the findings of this report.

Discussion

The Governors Way/Peterson Circle intersection provides local access within a small cul-de-sac neighborhood northwest of Sewalls Falls Road near Beaver Meadow School. Traffic volumes are limited to neighborhood traffic (minimal through traffic) and are very light. Short street segments and some curved alignment promote low travel speed and sight lines at intersections are ample. The Governors Way/Peterson Circle intersection is configured as a plus-intersection, with Governors Way and the northeasterly section of Peterson Circle being the 'straight-through' street and the westerly and easterly legs of Peterson Circle being the stopping cross streets. The easterly and westerly legs of Peterson Circle have stop signs and stop lines. There are no reported crashes at this intersection back to the 2004 limit of the Police Department's crash database. Furthermore, there have been no prior-reported concerns regarding excessive traffic speed in the area.

Per city policy, installation of new stop signs are subject to an engineering study of need, and are not to be installed solely for purpose of 'speed control.' The two existing stop signs on Peterson circle are appropriate and required to assign right-of-way at the intersection; in this case Governors Way and the northeast leg of Peterson Circle have the indicated right-of-way. Addition of stop signs to make a multi-way stop condition needs to meet Federally-

established thresholds of traffic volume or crash history, neither of which would be met at this location. TOC concurs that the current intersection configuration and traffic control is reasonable for the neighborhood area and that the addition of new stop signs is neither justified nor appropriate. Regarding perception of excessive speeds in any local-only neighborhood area, it would not be atypical to expect a few inconsiderate drivers to drive carelessly and with apparent disregard of others, regardless of signage or other controls. This appropriately becomes an enforcement issue for which the Concord Police Department encourages descriptions of offending vehicles or times of day to assist in enforcement efforts.

RJM/rjm

cc: Traffic Operations Committee

2-27

1/28



CITY OF CONCORD

REPORT TO MAYOR AND THE CITY COUNCIL

FROM: Katie Graff, Assistant Finance Director
DATE: January 28, 2014
SUBJECT: FY2013 Comprehensive Annual Financial Report

Recommendation

Accept the attached Comprehensive Annual Financial Report for the Fiscal Year Ended June 30, 2013.

Background

Each year the City contracts for and receives an independent audit of its financial records. The resulting Comprehensive Annual Financial Report (CAFR) is made available to the City Council and the public. Scott McIntire from Melanson Heath and Company, PC presented the CAFR for the Fiscal Year Ended June 30, 2013 to the Fiscal Policy Advisory Committee (FPAC) at its January 16, 2014 regularly scheduled meeting. The Independent Auditors' Report on the City's financial statements begins on page 13 of the CAFR.

Cc: City Manager
Deputy City Manager – Finance
City Clerk





CITY OF CONCORD

Report to Council

FROM: Michael Jache, City Treasurer
DATE: January 27, 2014
SUBJECT: June 30, 2013 Trust Reports / MS - 9 and MS - 10

Recommendation

It is recommended that the City Council accept these reports for information purposes.

Background

The attached reports provide detailed trust fund information for the period ending June 30, 2013.

Discussion

The MS-9 and MS-10 are reports required to be completed annually by the City and transmitted to the Attorney General Charitable Trust Division and the Department of Revenue Administration. These reports detail the beginning and ending balances by specific trust purpose, as well as the holdings of the Trustees at year-end.

cc: City Manager



MS 9 - REPORT OF THE TRUST FUNDS OF THE CITY OF CONCORD ON JUNE 30, 2013

Date of Creation	NAME OF TRUST FUND	PURPOSE OF TRUST FUND	HOW INVESTED	%	PRINCIPAL				INCOME				TOTAL		
					Balance Beginning Year	Additional/ New Funds Created	Withdrawals	Gains or (Losses) on Sale of Securities	Balance End Year	Emitted During Year	Fees	Expended During Year		Balance End Year	Principal & Income
2009	33 C-NE Son, Sylvia Bridges	Care & Preservation	Stocks & Bonds	0.03%	2,204.82			71.13	2,275.95	65.71	(8.12)		3,472.91	5,748.86	
	34 C-NE Judge Elvin Dube	Cemetary Care	Stocks & Bonds	0.01%	727.50			22.66	725.16	20.94	(2.91)		636.38	1,363.54	
	35 C-NE Alvin P. Dunbar	Monument Care	Stocks & Bonds	0.00%	221.70			7.35	235.04	6.79	(0.94)		285.54	590.56	
	36 C-NE Curdell Dufford	Monument Care	Stocks & Bonds	0.35%	25,814.96			772.02	26,441.35	783.45	(105.96)		34,217.60	80,858.95	
	37 C-NE Thompson Monument	Musoleum	Stocks & Bonds	0.06%	23,928.80			772.02	24,701.82	713.22	(98.99)		32,554.24	32,554.24	
	38 C-NE Alvin P. Dunbar	Flowers	Stocks & Bonds	0.00%	4,359.12			140.96	4,510.08	130.22	(0.00)		440.34	4,950.42	
	39 C-NE Marj Enclosure	Cem City	Stocks & Bonds	0.00%	0.00	13,580.88		0.00	13,580.88	20,441.25	0.00		34,022.13	34,022.13	
	39 C-NE Imp. & Ornamentation	Cemetary	Stocks & Bonds	0.00%	0.00	10,152.87		0.00	10,152.87	6,082.25	0.00		16,215.12	16,215.12	
	Non-Expendable Library														
	38 L-NE Auball Walker	Schools	Stocks & Bonds	0.03%	1,928.24			62.21	1,990.45	57.47	(7.98)		0.00	1,990.45	1,990.45
	39 L-NE David Oggood	David Oggood	Stocks & Bonds	0.01%	474.80			15.32	490.12	14.15	(1.96)		0.00	490.12	490.12
	40 L-NE Stephen Abbot	Stephen Abbot	Stocks & Bonds	0.03%	2,374.02			76.59	2,450.61	70.76	(9.82)		25.86	2,576.88	2,576.88
	41 L-NE William Chase	William Chase	Stocks & Bonds	0.04%	2,430.92			78.43	2,509.35	72.45	(10.08)		133.00	2,642.35	2,642.35
	42 L-NE Cogswell Coll.	Cogswell Coll.	Stocks & Bonds	0.08%	5,436.07			175.38	5,611.45	162.02	(22.49)		285.86	5,907.33	5,907.33
	43 L-NE C.R. Covey	C.R. Covey	Stocks & Bonds	0.89%	47,223.05			1,523.50	48,746.55	1,497.47	(185.34)		2,565.40	51,271.95	51,271.95
	44 L-NE Joe Hazelline	Joe Hazelline	Stocks & Bonds	0.11%	7,833.82			252.73	8,086.55	233.49	(32.41)		426.54	8,513.09	8,513.09
	45 L-NE G.P. Lynn	G.P. Lynn	Stocks & Bonds	0.03%	2,374.02			76.59	2,450.61	70.76	(9.82)		129.27	2,579.88	2,579.88
	46 L-NE Franklin Pierce	Franklin Pierce	Stocks & Bonds	0.02%	1,177.27			37.88	1,215.25	35.09	(4.87)		64.85	1,279.90	1,279.90
	47 L-NE Thomas Valpey	Thomas Valpey	Stocks & Bonds	0.00%	175.24			5.69	181.92	5.23	(0.73)		9.76	191.68	191.68
	48 L-NE Sarah Eastman	Sarah Eastman	Stocks & Bonds	0.05%	3,804.47			116.29	3,920.76	107.43	(14.91)		196.27	3,917.03	3,917.03
	49 L-NE Seth K. Jones	Seth K. Jones	Stocks & Bonds	0.03%	2,450.61			76.59	2,527.20	70.76	(9.82)		129.27	2,656.47	2,656.47
	50 L-NE Charles Parker Bancroft	Charles Parker Bancroft	Stocks & Bonds	0.23%	16,959.53			547.15	17,506.68	505.48	(70.15)		1,709.27	19,215.95	19,215.95
	51 L-NE G. Blanchard	G. Blanchard	Stocks & Bonds	2.13%	145,555.02			4,695.87	150,250.89	4,338.24	(802.10)		8,659.83	158,910.72	158,910.72
	52 L-NE Charles Corning	Charles Corning	Stocks & Bonds	0.85%	44,547.68			1,440.42	46,088.09	3,327.79	(184.69)		4,732.82	50,820.91	50,820.91
	53 L-NE S.G. Eastman	S.G. Eastman	Stocks & Bonds	1.53%	104,116.21			3,359.98	107,476.19	3,103.16	(430.66)		5,983.40	113,459.59	113,459.59
	54 L-NE Dr. M. Alchison Estate	Dr. M. Alchison Estate	Stocks & Bonds	0.03%	204,541.06			69.04	204,610.10	60.96	(8.65)		190.69	204,800.79	204,800.79
	55 L-NE Arthur Campbell	Arthur Campbell	Stocks & Bonds	3.00%	175,213.17			6,562.70	181,775.87	6,096.31	(846.10)		14,129.38	200,905.15	200,905.15
	57 L-NE Marie Colbert	Marie Colbert	Stocks & Bonds	2.57%	3,576.96			115.40	3,692.36	106.81	(14.80)		4,338.03	8,030.39	8,030.39
	58 O-NE Rollins Trust	Rollins Trust	Stocks & Bonds	0.07%	4,728.63			152.55	4,881.18	140.94	(19.56)		0.00	4,881.18	4,881.18
	59 O-NE Countess of Rumford	Countess of Rumford	Stocks & Bonds	0.02%	1,064.54			34.34	1,098.88	31.73	(4.40)		1,655.81	2,754.70	2,754.70
	80 O-NE Eastman Association	Eastman Association	Stocks & Bonds	0.43%	29,445.72			948.97	30,394.69	877.62	(121.80)		(10.00)	30,384.69	30,384.69
	81 O-NE J-Health	J-Health	Stocks & Bonds	100.00%	6,826,948.73	57,239.75	(50,395.69)	220,249.84	7,074,042.63	229,979.34	(28,240.13)		392,019.43	7,466,062.06	7,466,062.06
	Total Fund C														
	CAPITAL RESERVE FUNDS														
	68 Self-insurance	Self-insurance	Cash Equivalents	Cash Equivalents	19.24%	616,990.10			0.00	796,197.10	881.80			163,575.23	969,772.33
	69 Landfill Closure	Landfill Closure	Cash Equivalents	Cash Equivalents	0.00%	0.00			0.00	0.00	8.76			9,659.38	9,659.38
	70 Dargin Block	Dargin Block	Cash Equivalents	Cash Equivalents	8.73%	370,224.65			0.00	377,980.85	383.30			46,726.18	424,706.81
	71 Highway	Highway	Cash Equivalents	Cash Equivalents	32.73%	1,368,699.96	10,500.00	(12,744.00)	0.00	1,046,904.96	1,341.83			247,777.61	1,294,682.58
	72 Economic Development	Economic Development	Cash Equivalents	Cash Equivalents	4.82%	195,987.41	778,015.00	(1,100,000.00)	0.00	325,987.41	273.24			22,465.09	348,452.50
73 Reclamation	Reclamation	Cash Equivalents	Cash Equivalents	0.00%	(0.00)	150,000.00	(20,000.00)	0.00	(0.00)	0.00			4.05	3.45	
74 53rd Week	53rd Week	Cash Equivalents	Cash Equivalents	0.00%	0.00			0.00	0.00	0.00			1,052.58	1,052.58	
75 Equipment	Equipment	Cash Equivalents	Cash Equivalents	6.20%	263,124.27	155,000.00	(80,000.00)	0.00	338,124.27	0.94			339,940.23	339,940.23	
76 Mountain Green	Mountain Green	Cash Equivalents	Cash Equivalents	9.23%	394,188.58	18,000.36	0.00	412,188.94	284.82	6.20%			1,815.06	452,296.17	
77 Fire Apparatus Replacement	Fire Apparatus Replacement	Cash Equivalents	Cash Equivalents	4.83%	204,929.05	2,840.14	(160,000.00)	0.00	47,669.19	76.44			5,805.75	53,474.95	
78 Downtown Economic Dev	Downtown Economic Dev	Cash Equivalents	Cash Equivalents	0.00%	0.00			0.00	0.00	9.98			11,057.91	11,057.91	
79 Education & Training	Education & Training	Cash Equivalents	Cash Equivalents	0.55%	23,900.22			0.00	24,252.46	6.46			4.03	2,429.19	
80 Building Improvements	Building Improvements	Cash Equivalents	Cash Equivalents	1.94%	82,262.48			0.00	12,262.48	24.24			92.33	12,354.81	
81 Parks and Grounds	Parks and Grounds	Cash Equivalents	Cash Equivalents	0.71%	30,000.00			0.00	20,000.00	40.01			56.65	20,056.65	
82 Water Fund Fuel Reserve	Water Fund Fuel Reserve	Cash Equivalents	Cash Equivalents	2.35%	100,000.00			0.00	100,000.00	90.80			108.42	100,108.42	
83 SVMS Protect	SVMS Protect	Cash Equivalents	Cash Equivalents	0.79%	33,487.15			0.00	19,887.15	24.81			6,314.56	26,001.71	
84 Water Investment Fee	Water Investment Fee	Cash Equivalents	Cash Equivalents	3.98%	168,930.25	20,489.19	(140,000.00)	0.00	49,419.44	32.35			34.38	49,453.82	
85 Wastewater Investment Fee	Wastewater Investment Fee	Cash Equivalents	Cash Equivalents	4.48%	190,188.05	54,307.94	(170,000.00)	0.00	74,495.99	25.72			28.01	74,524.00	
86 ERIP	ERIP	Cash Equivalents	Cash Equivalents	0.00%	0.00	289,000.00	(169,000.00)	0.00	130,000.00	88.79			88.79	130,088.79	
TOTAL CAPITAL RESERVE FUNDS															
					100.00%	4,242,402.56	1,482,429.81	(1,971,489.24)	0.00	3,753,343.15	3,969.53	0.00	556,715.42	4,310,058.57	
TOTAL OF ALL FUNDS					13,866,542.89	1,889,524.82	(2,221,903.50)	299,512.22	13,829,676.43	339,383.12	(39,281.19)	(217,653.92)	1,279,448.80	15,103,125.23	

MS 10 - REPORT OF THE TRUST FUND INVESTMENTS OF THE CITY OF CONCORD, NH ON JUNE 30, 2013

HOW INVESTED		PRINCIPAL					INCOME					TOTAL		
# Shares or Units	DESCRIPTION OF INVESTMENT (Names of Banks, Stocks, Bonds, etc.)	Balance Beginning Year	Additional Purchases	Capital Gains (Losses)	Proceeds From Sales	Balance End Year	Balance Beginning Year	Income During Year	Expanded During Year	Balance End Year	Principal & Income	Beginning of Year Fair Market Value	Unrealized Gain/Loss	End of Year Fair Market Value
	CITY OF CONCORD FUND C - #3055001194													
150,000	Federal Home Loan Bank	151,057.50				151,057.50	0.00	6,937.50	(6,937.50)	0.00	151,057.50	167,532.00	(5,440.50)	162,091.50
150,000	Federal Farm Credit Bank	148,231.50				148,231.50	0.00	7,500.00	(7,500.00)	0.00	148,231.50	178,173.00	(7,608.00)	172,173.00
50,000	Federal Home Loan Bank	50,162.00		(1,937.50)	100,000.00	50,162.00	0.00	505.55	(505.55)	0.00	50,162.00	0.00	(3,522.50)	46,639.50
0	US Treasury Note	101,937.50				102,423.00	0.00	2,187.50	(2,187.50)	0.00	102,423.00	100,512.00	(1,911.00)	100,601.00
100,000	Bank of America FDG Corp	104,465.50				104,465.50	0.00	5,650.00	(5,650.00)	0.00	104,465.50	106,929.00	4,169.00	111,098.00
100,000	Boeing Company	154,466.50				154,466.50	0.00	7,312.50	(7,312.50)	0.00	154,466.50	179,962.00	17,122.00	171,222.00
100,000	El Du Pont & Co.	100,000.00				100,000.00	0.00	3,250.00	(3,250.00)	0.00	100,000.00	106,367.00	(2,347.00)	104,020.00
100,000	Goldman Sachs Group	99,541.00				99,541.00	0.00	6,125.00	(6,125.00)	0.00	99,541.00	103,982.00	(2,756.00)	101,234.00
100,000	Hewlett Packard Co.	100,360.00				100,360.00	0.00	6,125.00	(6,125.00)	0.00	100,360.00	107,334.00	(3,948.00)	103,386.00
100,000	Intel Corp	100,171.00				100,171.00	0.00	5,150.00	(5,150.00)	0.00	100,171.00	103,633.00	(1,075.00)	102,558.00
100,000	JPMorgan Chase & Co.	102,540.00				102,540.00	0.00	5,150.00	(5,150.00)	0.00	102,540.00	107,307.00	(7,355.00)	108,042.00
90,000	Shell International	92,983.50				92,983.50	0.00	2,925.00	(2,925.00)	0.00	92,983.50	96,584.40	(1,584.90)	94,999.50
50,000	Toshiba Mfr. Crd Corp	51,399.00				51,399.00	0.00	585.76	(585.76)	0.00	51,399.00	0.00	(1,572.90)	49,826.50
100,000	US Bancorp	100,349.00				100,349.00	0.00	1,016.11	(1,016.11)	0.00	100,349.00	0.00	(7,584.00)	92,765.00
0	Wells Fargo & Co.	101,410.00		(1,410.00)	100,000.00	100,000.00	0.00	2,582.50	(2,582.50)	0.00	100,000.00	100,696.00	(696.00)	99,000.00
0	3M Company	35,061.22				35,061.22	0.00	351.95	(351.95)	0.00	35,061.22	53,312.00	(1,035.71)	52,276.50
1,085	Abbott Laboratories	52,816.07	4,895.87	7,019.87	33,188.00	31,562.81	0.00	1,004.05	(1,004.05)	0.00	31,562.81	85,759.40	(339.07)	37,147.20
515	Abbvie Inc.	0.00	13,873.45			13,873.45	0.00	412.00	(412.00)	0.00	13,873.45	0.00	7,416.65	21,290.10
525	Accenture PLC Ireland	0.00	40,421.22			40,421.22	0.00	340.20	(340.20)	0.00	40,421.22	0.00	(2,642.22)	37,779.00
1,156	Accurat Corp	33,909.82				33,909.82	0.00	46.20	(46.20)	0.00	33,909.82	31,369.60	6,710.65	38,680.35
489	Affiliated Managers Group Inc.	42,283.30				42,283.30	0.00	46.20	(46.20)	0.00	42,283.30	54,815.55	27,180.51	81,006.06
587	Air Products and Chemicals, Inc.	26,919.82				26,919.82	0.00	1,543.81	(1,543.81)	0.00	26,919.82	47,388.51	6,383.08	53,751.58
620	Allergan, Inc.	34,984.14				34,984.14	0.00	291.60	(291.60)	0.00	34,984.14	40,427.10	10,967.40	51,394.50
1,215	Ametek Inc.	41,114.92				41,114.92	0.00	854.50	(854.50)	0.00	41,114.92	41,923.25	14,806.25	56,729.50
0	Anadarko Petroleum Corp	30,777.26		(155.33)	30,621.93	0.00	101.25	(101.25)	0.00	0.00	28,874.55	24,825.00	5,796.83	26,688.20
955	Apartment Inv't & Mgmt. Co.	25,463.45				25,463.45	0.00	840.40	(840.40)	0.00	25,463.45	25,813.65	2,874.55	28,688.20
253	Apple Computer Inc.	51,443.78	25,252.22			76,696.01	0.00	2,361.65	(2,361.65)	0.00	76,696.01	116,800.00	(41,730.13)	100,322.08
1,310	AT & T Inc.	42,014.67				42,014.67	0.00	2,331.80	(2,331.80)	0.00	42,014.67	46,714.60	(340.60)	46,374.00
6,145	Bank of America Corporation	70,293.98				70,293.98	0.00	1,229.90	(1,229.90)	0.00	70,293.98	8,730.72	8,730.72	8,730.72
365	Bard CR Inc	39,006.79				39,006.79	0.00	39,006.79	0.00	39,006.79	0.00	659.41	39,666.20	
1,550	BB&T Corp	36,032.85				36,032.85	0.00	1,643.00	(1,643.00)	0.00	36,032.85	47,817.50	4,696.50	52,514.00
870	Boeing Company	50,951.52				50,951.52	0.00	1,609.50	(1,609.50)	0.00	50,951.52	84,641.00	24,481.80	89,122.80
0	Capital One Financial Corp	34,530.10		9,689.90	44,220.00	0.00	120.00	(120.00)	0.00	0.00	43,728.00	502.00	502.00	0.00
1,025	Chevron Corp	40,066.84				40,066.84	0.00	3,792.50	(3,792.50)	0.00	40,066.84	106,137.50	13,181.00	121,286.50
810	Chubb Corp	46,566.90				46,566.90	0.00	1,260.85	(1,260.85)	0.00	46,566.90	54,979.10	8,931.65	63,910.75
840	Cintas Corporation	30,648.73				30,648.73	0.00	32.40	(32.40)	0.00	30,648.73	35,640.00	23,076.90	58,716.80
1,565	Cisco Systems	34,981.22				34,981.22	0.00	537.60	(537.60)	0.00	34,981.22	0.00	3,282.38	38,263.60
1,915	Citigroup Inc.	38,906.33				38,906.33	0.00	76.60	(76.60)	0.00	38,906.33	52,480.15	38,372.40	37,840.83
1,368	Coca-Cola Company	68,037.83				68,037.83	0.00	1,985.46	(1,985.46)	0.00	68,037.83	86,712.71	(667.24)	54,870.48
730	Conducat-Palmolive Co.	30,399.53				30,399.53	0.00	927.10	(927.10)	0.00	30,399.53	37,986.50	3,825.20	41,821.70
945	ConocoPhillips	55,561.37				55,561.37	0.00	2,494.80	(2,494.80)	0.00	55,561.37	52,806.60	4,365.90	57,172.50
880	CVS/Carrefour Corporation	31,812.97				31,812.97	0.00	682.00	(682.00)	0.00	31,812.97	41,122.40	9,196.00	50,318.40
565	Daheer Corp	35,205.18				35,205.18	0.00	14.13	(14.13)	0.00	35,205.18	0.00	559.32	35,764.50
750	Dr Pepper Snapple Inc.	38,229.89				38,229.89	0.00	397.80	(397.80)	0.00	38,229.89	0.00	(1,782.48)	34,447.50
520	Duke Energy Corp New	38,235.86				38,235.86	0.00	0.00	0.00	0.00	38,235.86	0.00	(3,135.86)	35,100.00
1,000	Ebay Inc.	41,386.30				41,386.30	0.00	0.00	0.00	0.00	41,386.30	42,010.00	9,710.00	51,720.00
1,595	EMC Corp Mass	33,688.88				33,688.88	0.00	0.00	0.00	0.00	33,688.88	66,363.95	(3,785.11)	37,673.90
635	Edison International	31,287.03				31,287.03	0.00	1,106.38	(1,106.38)	0.00	31,287.03	38,577.00	1,636.60	40,213.60
1,315	Exxon Mobil Corp	60,182.08				60,182.08	0.00	3,077.10	(3,077.10)	0.00	60,182.08	112,534.55	6,295.70	118,810.25
2,815	Ford Motor Co.	37,425.57				37,425.57	0.00	281.50	(281.50)	0.00	37,425.57	0.00	6,122.48	43,548.05
1,110	Gap, Inc.	35,372.59				35,372.59	0.00	166.50	(166.50)	0.00	35,372.59	0.00	10,947.71	46,320.30
4,035	General Electric Co.	84,286.71				84,286.71	0.00	2,905.20	(2,905.20)	0.00	84,286.71	84,089.40	8,482.25	93,571.65
4,000	Genworth Fin Inc Cl A	37,013.68				37,013.68	0.00	0.00	0.00	0.00	37,013.68	0.00	8,826.32	45,840.00
1,033	Google Inc.	60,325.72				60,325.72	0.00	248.00	(248.00)	0.00	60,325.72	59,747.21	90,990.90	60,678.11
1,240	Hanesbrands Inc.	41,755.02				41,755.02	0.00	0.00	0.00	0.00	41,755.02	0.00	22,000.78	33,760.80
400	Hershey Company	14,235.20				14,235.20	0.00	656.00	(656.00)	0.00	14,235.20	28,812.00	6,900.00	35,712.00
0	Intel Corp.	16,437.50				0.00	0.00	1,350.00	(1,350.00)	0.00	0.00	53,300.00	6,900.00	35,712.00
268	International Business Machines	37,592.62				37,592.62	0.00	2,450.00	(2,450.00)	0.00	37,592.62	136,906.00	2,007.46	51,217.48
0	Jabil Circuit Inc.	47,334.17				0.00	0.00	155.60	(155.60)	0.00	0.00	36,541.85	(2,762.16)	0.00
750	Johnson & Johnson	34,110.01	17,527.08	6,915.06	17,893.96	40,688.19	0.00	1,528.10	(1,528.10)	0.00	40,688.19	54,723.60	10,008.28	64,395.00

MS 10 - REPORT OF THE TRUST FUND INVESTMENTS OF THE CITY OF CONCORD, NH ON JUNE 30, 2013

# Shares or Units	DESCRIPTION OF INVESTMENT (Names of Banks, Stocks, Bonds, etc.)	PRINCIPAL										INCOME				TOTAL Principal & Income
		Balance Beginning Year	Additional Purchases	Capital Gains (Losses)	Proceeds From Sales	Balance End Year	Balance Beginning Year	Income During Year	Expended During Year	Balance End Year	Beginning of Year Fair Market Value	Unrealized Gain/Loss	End of Year Fair Market Value			
1,775	Lowes Companies	44,265.75				44,265.75	0.00	1,136.00	(1,136.00)	0.00	0.00	22,116.50	72,597.50			
890	Merriott Int'l Inc. New Class A	32,076.76				32,076.76	0.00	496.40	(496.40)	0.00	0.00	1,041.30	35,828.30			
0	McGraw-Hill, Inc.	34,692.88		(2,084.31)		32,608.57	0.00	2,227.40	(2,227.40)	0.00	(891.33)	0.00	0.00			
0	Merck & Co. Inc. New	52,570.62		13,013.97		65,584.59	0.00	2,524.50	(2,524.50)	0.00	3,585.84	0.00	0.00			
2,100	Microsoft Corp	100,998.24		(5,500.87)		44,846.51	0.00	2,213.30	(2,213.30)	0.00	(15,611)	72,544.50	0.00			
645	Monsanto Co. New	48,244.74		14,930.12		65,578.98	0.00	919.14	(919.14)	0.00	10,332.80	65,726.00	0.00			
850	Motorola Solutions Inc.	0.00		47,148.77		47,148.77	0.00	483.60	(483.60)	0.00	6,540.13	53,688.90	0.00			
650	Noranda Energy Inc. Com	38,853.76		13,706.93		47,166.20	0.00	1,638.00	(1,638.00)	0.00	8,235.50	52,960.00	0.00			
0	Norstrom Inc.	33,459.27		3,423.35		28,624.21	0.00	730.80	(730.80)	0.00	3,935.90	0.00	0.00			
0	Norfolk Southern Corp	25,200.86		0.00		25,200.86	0.00	225.00	(225.00)	0.00	(3,872.28)	0.00	0.00			
1,659	Oracle Systems Corp	21,105.39		16,524.61		37,111.69	0.00	437.70	(437.70)	0.00	519.28	50,947.89	0.00			
2,270	Pfizer Inc	27,867.34		3,666.81		27,867.34	0.00	1,536.91	(1,536.91)	0.00	7,846.85	57,661.95	0.00			
705	PepsiCo	62,115.71		3,069.12		28,430.84	0.00	1,314.20	(1,314.20)	0.00	11,394.78	63,582.70	0.00			
505	PNC Financial Services Group	51,231.81		5,656.19		47,074.30	0.00	696.00	(696.00)	0.00	7,084.59	36,824.60	0.00			
85	Procter & Gamble Co.	36,454.89		617.39		44,370.28	0.00	1,566.52	(1,566.52)	0.00	6,659.25	53,733.55	0.00			
632	Procter & Gamble Co.	27,433.24		(7,541.22)		27,201.29	0.00	0.00	0.00	0.00	11,868.72	48,657.68	0.00			
755	Qualcomm Corp	40,517.18		33,484.93		44,370.28	0.00	696.00	(696.00)	0.00	1,902.73	46,122.95	0.00			
0	Quanta Svcs Inc.	0.00		0.00		0.00	0.00	0.00	0.00	0.00	817.39	0.00	0.00			
0	Schlumberger Ltd.	40,517.18		33,484.93		44,370.28	0.00	696.00	(696.00)	0.00	1,902.73	46,122.95	0.00			
500	State Street Corp	45,725.68		35,773.85		45,725.68	0.00	325.12	(325.12)	0.00	10,265.90	32,605.00	0.00			
0	Stryker Corp	0.00		46,837.09		46,837.09	0.00	123.30	(123.30)	0.00	111.85	0.00	0.00			
0	Sunwest Banks, Inc.	0.00		111.85		111.85	0.00	173.75	(173.75)	0.00	69.11	46,906.20	0.00			
1,050	TE Connectivity LTD	0.00		46,837.09		46,837.09	0.00	173.75	(173.75)	0.00	69.11	46,906.20	0.00			
650	Thermo Fisher Scientific Inc.	28,737.75		39,751.99		39,751.99	0.00	195.00	(195.00)	0.00	15,267.51	55,009.50	0.00			
1,050	TJX Companies New	28,125.64		(5,861.45)		28,125.64	0.00	504.70	(504.70)	0.00	7,343.80	51,581.80	0.00			
545	United Technologies Corp	0.00		111.85		111.85	0.00	1,166.32	(1,166.32)	0.00	9,488.45	50,652.30	0.00			
1,045	Verizon Communications	28,125.64		(8,901.38)		25,987.37	0.00	1,523.54	(1,523.54)	0.00	111.58	84,603.50	0.00			
4,225	Via Inc.	37,400.72		15,150.84		41,576.21	0.00	514.25	(514.25)	0.00	15,267.51	55,009.50	0.00			
876	Wal-Mart Stores	44,530.58		18,116.82		41,576.21	0.00	1,519.86	(1,519.86)	0.00	25,126.00	77,888.75	0.00			
0	Walt Disney Co.	0.00		8,476.04		8,476.04	0.00	0.00	0.00	0.00	4,176.52	65,253.24	0.00			
2,050	Wells Fargo & Co. New	30,405.50		18,116.82		41,576.21	0.00	1,075.00	(1,075.00)	0.00	3,481.54	0.00	0.00			
0	Yum Brands Inc.	52,040.54		6,519.28		52,040.54	0.00	2,028.50	(2,028.50)	0.00	16,051.50	84,603.50	0.00			
15,000.00	Shares Gold TR	116,772.48		7,966.87		117,349.20	0.00	506.15	(506.15)	0.00	111.58	0.00	0.00			
1,005.00	Shares DJ US Oil Equip & Svcs	61,469.58		(8,109.35)		57,400.76	0.00	405.76	(405.76)	0.00	178,830.00	178,830.00	0.00			
5,800.00	Shares MSCI Emerging Mkts	251,521.00		88,187.14		251,521.00	0.00	1,631.71	(1,631.71)	0.00	4,541.36	66,983.50	0.00			
5,000.00	Shares S&P 500 Growth Index Fd.	348,679.55		0.00		348,679.55	0.00	5,703.36	(5,703.36)	0.00	(3,746.50)	227,150.00	0.00			
375.00	Shares TR NASDAQ Bio Inx	39,871.12		9,471.24		49,283.96	0.00	137.37	(137.37)	0.00	15,447.71	420,050.00	0.00			
14,106.30	Pfincd Funds Total Return Int'l #35	154,726.03		3,700.01		158,426.04	0.00	6,143.46	(6,143.46)	0.00	(3,936.92)	151,783.77	0.00			
1,135.00	Select Sector SPDR Malls	62,416.33		15,556.71		34,189.67	0.00	1,809.81	(1,809.81)	0.00	10,902.10	43,521.58	0.00			
3,307.00	SPDR S&P Midcap 400 EFT TR	468,721.97		235,905.85		468,721.97	0.00	7,386.46	(7,386.46)	0.00	126,311.60	684,800.70	0.00			
2,200.00	SPDR S&P 500 EFT TR	235,905.85		256.60		235,905.85	0.00	7,003.17	(7,003.17)	0.00	53,483.00	352,924.00	0.00			
17,093.88	Templeton Institutional Foreign Equity Series	364,668.33		1,413.51		364,668.33	0.00	9,827.30	(9,827.30)	0.00	46,114.24	339,980.38	0.00			
8,369.87	Templeton Global Bond Advisor #818	103,568.33		22,538.28		104,979.84	0.00	1,186.50	(1,186.50)	0.00	2,206.18	107,725.78	0.00			
9,308.40	T Rowe Price Small Cap Stock Fd #85	288,552.02		5,229.96		321,381.30	0.00	1,034.23	(1,034.23)	0.00	69,050.73	366,564.63	0.00			
38,185.51	Vanguard Admiral GNMA Fund #536	409,185.77		15,000.00		399,390.73	0.00	10,671.50	(10,671.50)	0.00	(18,586.72)	410,665.20	0.00			
43,015.78	Vanguard Intermediate Term Bond Index SS #1350	116,434.97		149,055.45		482,001.15	0.00	15,193.87	(15,193.87)	0.00	505,525.34	468,938.62	0.00			
	Cash & Cash Equivalents	7,307,592.35		220,236.90		7,515,622.07	(4,484.03)	203,475.84	(208,147.71)	(9,155.90)	709,738.84	9,222,292.74	0.00			
	TOTAL CITY OF CONCORD TRUST FUND #963901184	7,307,592.35	1,422,932.08	220,236.90	1,335,141.26	7,515,622.07	(4,484.03)	203,475.84	(208,147.71)	(9,155.90)	7,606,486.17	9,222,292.74	0.00			

MS 10 - REPORT OF THE TRUST FUND INVESTMENTS OF THE CITY OF CONCORD, NH ON JUNE 30, 2013

# Shares or Units	DESCRIPTION OF INVESTMENT (Names of Banks, Stocks, Bonds, etc.)	HOW INVESTED				PRINCIPAL				INCOME				TOTAL Principal & Income	Beginning of Year Fair Market Value	Unrealized Gain/Loss	End of Year Fair Market Value
		Balance Beginning Year	Additional/ Purchases	Capital Gains (Losses)	Proceeds From Sales	Balance End Year	Balance Beginning Year	Income During Year	Expended During Year	Balance End Year							
	CITY OF CONCORD FUND B - #3053001201																
	Cash & Cash Equivalents	126,512.21	(39,802.69)			86,709.52	(39,318.10)	79.64	(2,450.61)	(40,668.07)				46,020.45	0.00	46,020.45	
0	3M Company	6,187.27		3,037.96	9,225.23	0.00	0.00	61.95	(61.95)	0.00	0.00	0.00	0.00	9,408.00	(18,633.23)	0.00	
175	Abbott Laboratories	9,559.57	706.50	1,098.32	5,811.30	5,252.09	0.00	169.00	(169.00)	0.00	0.00	0.00	0.00	11,282.25	26.55	6,104.00	
85	Abbvie Inc	2,364.84	0.00			2,364.84	0.00	68.00	(68.00)	0.00	0.00	0.00	0.00	1,149.06	1,149.06	3,513.90	
85	Accutane PLC Ireland	0.00	6,544.39			6,544.39	0.00	55.08	(55.08)	0.00	0.00	0.00	0.00	0.00	(427.79)	6,116.60	
195	Accurant Corp	5,725.16				5,725.16	0.00	7.80	(7.80)	0.00	0.00	0.00	0.00	5,296.20	1,132.95	6,429.15	
88	Affiliated Managers Group Inc.	7,334.30				7,334.30	0.00			0.00	0.00	0.00	0.00	9,831.60	4,795.12	14,626.72	
105	Allergan	0.00	11,236.61			11,236.61	0.00	3.50	(3.50)	0.00	0.00	0.00	0.00	0.00	(2,381.41)	8,845.20	
210	Amtek Inc.	6,045.64				6,045.64	0.00	50.40	(50.40)	0.00	0.00	0.00	0.00	6,987.40	1,895.60	8,883.00	
95	Amgen Inc.	6,792.90		(26.93)	5,207.80	6,792.90	0.00	157.70	(157.70)	0.00	0.00	0.00	0.00	6,926.45	2,446.25	9,372.70	
0	Anadarko Petroleum Corp	5,334.73				5,334.73	0.00	17.55	(17.55)	0.00	0.00	0.00	0.00	4,595.10	511.70	5,106.80	
170	Amgen Int'l & Mgmt Co.	4,532.76				4,532.76	0.00	388.40	(388.40)	0.00	0.00	0.00	0.00	19,886.00	(7,013.40)	16,854.26	
42	Apple Computer Inc.	8,402.35	3,811.66			12,214.01	0.00	395.16	(395.16)	0.00	0.00	0.00	0.00	7,916.52	7,958.80	0.00	
222	A1 & T Inc.	7,782.92				7,782.92	0.00	20.30	(20.30)	0.00	0.00	0.00	0.00	0.00	1,448.32	13,052.90	
1,015	Bank of America Corporation	0.00	11,604.58			11,604.58	0.00	89.60	(89.60)	0.00	0.00	0.00	0.00	0.00	108.39	6,520.80	
60	Bard CR Inc.	0.00	6,412.41			6,412.41	0.00	280.90	(280.90)	0.00	0.00	0.00	0.00	8,175.25	802.95	8,978.20	
265	B&T Corp	6,160.46				6,160.46	0.00	296.00	(296.00)	0.00	0.00	0.00	0.00	11,888.00	4,502.40	16,390.40	
180	Boeing Co.	9,437.82		1,897.57	7,740.25	9,437.82	0.00	21.00	(21.00)	0.00	0.00	0.00	0.00	7,652.40	87.85	0.00	
0	Capital One Financial Corp	6,042.68				6,042.68	0.00	647.50	(647.50)	0.00	0.00	0.00	0.00	18,482.50	2,247.00	20,709.50	
175	Chertron Corp	13,991.62				13,991.62	0.00	225.45	(225.45)	0.00	0.00	0.00	0.00	9,630.70	1,597.05	11,427.75	
135	Chubb Corp.	8,826.34				8,826.34	0.00	5.60	(5.60)	0.00	0.00	0.00	0.00	6,160.00	3,868.60	10,146.60	
140	Cigna	5,296.08				5,296.08	0.00	89.60	(89.60)	0.00	0.00	0.00	0.00	0.00	0.00	6,375.60	
140	Cintas Corporation	0.00	5,826.87			5,826.87	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	178.14	6,004.94	
260	Cisco Systems	0.00	6,505.24			6,505.24	0.00	13.00	(13.00)	0.00	0.00	0.00	0.00	11,726.90	1,726.90	15,590.25	
325	Citigroup Inc.	11,726.90				11,726.90	0.00	336.17	(336.17)	0.00	0.00	0.00	0.00	14,686.72	6,682.00	21,368.72	
226	Coca-Cola Company	11,753.84		812.43	5,501.46	7,064.61	0.00	165.10	(165.10)	0.00	0.00	0.00	0.00	7,665.50	681.20	7,447.70	
130	Colgate-Palmolive Co.	5,408.31				5,408.31	0.00	422.40	(422.40)	0.00	0.00	0.00	0.00	8,940.80	739.20	9,680.00	
160	ConocoPhillips	9,428.48				9,428.48	0.00	127.88	(127.88)	0.00	0.00	0.00	0.00	7,710.45	1,724.25	9,434.70	
165	CVS/Carmark Corporation	5,964.93				5,964.93	0.00	2.38	(2.38)	0.00	0.00	0.00	0.00	0.00	64.05	6,013.50	
95	Danaher Corp	5,919.45				5,919.45	0.00	65.03	(65.03)	0.00	0.00	0.00	0.00	0.00	(297.06)	5,741.25	
125	Dr Pepper Snapple Inc.	8,038.33				8,038.33	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(512.58)	5,737.50	
85	Duke Energy Corp	6,250.08				6,250.08	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,252.00	(695.72)	6,258.30	
285	EMC Corp Mass	5,074.98		1,874.17	3,386.98	3,362.17	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7,141.70	1,650.70	8,792.40	
170	Elbay Inc.	7,035.67				7,035.67	0.00	205.38	(205.38)	0.00	0.00	0.00	0.00	7,035.67	303.80	7,464.60	
155	Edison International	5,807.77				5,807.77	0.00	528.84	(528.84)	0.00	0.00	0.00	0.00	19,336.82	1,080.28	20,419.10	
226	Exxon Mobil Corp	19,285.31				19,285.31	0.00	46.50	(46.50)	0.00	0.00	0.00	0.00	0.00	1,011.35	7,183.55	
465	Ford Motor Co.	6,182.20				6,182.20	0.00	27.75	(27.75)	0.00	0.00	0.00	0.00	1,824.62	7,270.05	0.00	
185	Gap, Inc.	5,895.43				5,895.43	0.00	496.80	(496.80)	0.00	0.00	0.00	0.00	14,376.60	1,821.50	16,001.10	
690	General Electric Co.	15,057.88				15,057.88	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,423.34	7,530.60	
660	Genworth Fin Inc Cl A	0.00	6,107.26			6,107.26	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,441.26	5,405.40	15,846.66	
18	Google Inc.	10,511.40				10,511.40	0.00	41.00	(41.00)	0.00	0.00	0.00	0.00	0.00	3,638.05	10,541.10	
205	Hanesbrands Inc.	6,903.05				6,903.05	0.00	147.60	(147.60)	0.00	0.00	0.00	0.00	6,482.70	1,552.50	6,035.20	
90	Hershey Company	3,192.24				3,192.24	0.00	271.13	(271.13)	0.00	0.00	0.00	0.00	11,992.50	(2,546.46)	0.00	
0	Intel Corp	8,400.49		1,045.55	9,446.04	(0.00)	0.00	297.50	(297.50)	0.00	0.00	0.00	0.00	16,624.30	107.53	8,408.84	
44	International Business Machines	10,155.64		3,424.38	8,322.98	5,257.03	0.00	27.80	(27.80)	0.00	0.00	0.00	0.00	7,013.85	(469.65)	0.00	
0	Jabil Circuit Inc.	7,331.77		(807.87)	6,523.90	6.00	0.00	257.85	(257.85)	0.00	0.00	0.00	0.00	9,786.20	1,847.87	10,732.50	
125	Johnson & Johnson	8,495.38		177.97	3,778.91	8,959.88	0.00	222.00	(222.00)	0.00	0.00	0.00	0.00	6,510.05	3,156.10	9,766.15	
185	JPMorgan Chase & Co.	8,658.08				8,658.08	0.00	211.20	(211.20)	0.00	0.00	0.00	0.00	9,385.20	4,111.80	13,497.00	
330	Lowes Companies Inc.	8,236.05				8,236.05	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,880.00	175.50	6,055.50	
150	Marrriott Int'l Inc. New Class A	5,406.20				5,406.20	0.00	376.26	(376.26)	0.00	0.00	0.00	0.00	5,625.00	(116.78)	0.00	
0	McGraw-Hill, Inc.	5,660.30		(352.08)	5,508.22	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	11,043.75	639.89	0.00	
0	Merck & C. Inc. New	9,363.61		2,340.03	11,703.64	10,596.89	0.00	371.75	(371.75)	0.00	0.00	0.00	0.00	17,263.35	(35.08)	0.00	
1,398	Microsoft Corp	16,003.23		(421.55)	7,650.88	10,596.89	0.00	158.75	(158.75)	0.00	0.00	0.00	0.00	9,105.80	1,762.20	10,868.00	
110	Monsanto Co. New	7,869.65				7,869.65	0.00	80.60	(80.60)	0.00	0.00	0.00	0.00	0.00	1,090.02	8,948.15	
155	Motorola Solutions Inc.	0.00	7,858.13			7,858.13	0.00	277.20	(277.20)	0.00	0.00	0.00	0.00	7,569.10	1,393.70	8,962.80	
110	Nextera Energy Inc. Com	6,575.25				6,575.25	0.00	134.40	(134.40)	0.00	0.00	0.00	0.00	7,950.40	723.84	0.00	
0	Nordstrom Inc.	6,153.42		2,520.82	8,674.24	0.00	0.00	42.50	(42.50)	0.00	0.00	0.00	0.00	6,100.45	(693.85)	0.00	
0	Norfolk Southern Corp.	4,760.16		646.64	5,406.80	0.00	0.00	73.50	(73.50)	0.00	0.00	0.00	0.00	5,940.00	104.30	6,445.25	
275	Oracle Systems Corp.	3,935.64				3,935.64	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6,274.80	2,092.50	8,367.30	
45	Panera Bread Co. Cl A	2,860.03				2,860.03	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7,419.30	1,168.65	8,587.95	
105	Papsto Inc.	7,514.85				7,514.85	0.00	228.91	(228.91)	0.00	0.00	0.00	0.00	7,514.85		0.00	

MS 10 - REPORT OF THE TRUST FUND INVESTMENTS OF THE CITY OF CONCORD, NH ON JUNE 30, 2013

# Shares or Units	DESCRIPTION OF INVESTMENT (Names of Banks, Stocks, Bonds, etc.)	HOW INVESTED										PRINCIPAL				INCOME				TOTAL Principal & Income	Beginning of Year Fair Market Value	Unrealized Gain/Loss Year	End of Year Fair Market Value
		Balance Beginning Year	Additional Purchases	Capital Gains (Losses)	Proceeds From Sales	Balance End Year	Balance Beginning Year	Income During Year	Expanded During Year	Balance End Year	Income During Year	Expanded During Year	Balance End Year	Income During Year	Expanded During Year	Balance End Year	Income During Year	Expanded During Year					
300	Pfizer Inc	5,479.72				5,479.72				0.00	276.00	(276.00)	0.00	5,479.72				8,800.00	1,505.00	8,403.00			
85	Pfizer Financial Services Group	8,776.61		507.75	4,471.38	4,812.88				0.00	223.40	(223.40)	0.00	4,812.88				9,472.05	1,187.53	6,196.20			
10	Pfizer Corp Inc	0.00	7,242.20			7,242.20				0.00	0.00	0.00	0.00	7,242.20				0.00	0.00	7,242.20			
107	Procter & Gamble Company	10,492.47		125.85	3,467.40	7,150.92				0.00	272.85	(272.85)	0.00	7,150.92				9,818.25	2,089.08	6,237.83			
125	Qualcomm Corp	4,758.83	2,558.53			7,315.36				0.00	117.50	(117.50)	0.00	7,315.36				4,732.80	346.92	7,536.25			
0	Quantia Svcs Inc.	0.00	5,681.26	102.50		5,783.76				0.00	0.00	0.00	0.00	5,783.76				0.00	102.50	5,783.76			
0	Schlumberger Ltd.	0.00	5,751.62	(1,315.33)		4,436.29				0.00	85.33	(85.33)	0.00	4,436.29				4,688.25	885.37	5,523.62			
0	Styria Corp	8,368.68		(1,071.28)	7,295.41	7,295.41				0.00	59.50	(59.50)	0.00	7,295.41				7,714.00	(418.59)	7,295.41			
0	Sunnost Banks, Inc.	0.00	6,005.79	16.78		6,022.57				0.00	20.70	(20.70)	0.00	6,022.57				0.00	0.00	6,022.57			
175	TE Connectivity Ltd	0.00	7,983.70			7,983.70				0.00	28.75	(28.75)	0.00	7,983.70				0.00	18.78	7,983.70			
110	Thermo Fisher Scientific Inc.	0.00	6,727.26			6,727.26				0.00	33.00	(33.00)	0.00	6,727.26				0.00	2,592.04	9,309.30			
180	TJX Companies New	5,196.89				5,196.89				0.00	88.20	(88.20)	0.00	5,196.89				7,727.40	1,283.40	9,010.80			
93	United Technologies Corp	6,675.16		(1,483.56)	4,331.23	5,158.70				0.00	189.04	(189.04)	0.00	5,158.70				7,024.28	1,619.13	8,643.42			
0	Verizon Inc.	0.00	5,814.79			5,814.79				0.00	0.00	0.00	0.00	5,814.79				0.00	(1,483.56)	4,331.23			
175	Verizon Communications	4,611.14				4,611.14				0.00	285.85	(285.85)	0.00	4,611.14				5,777.20	159.67	8,898.50			
75	Via Inc.	6,800.13				6,800.13				0.00	90.78	(90.78)	0.00	6,800.13				9,272.25	4,854.00	13,706.25			
157	Wal-Mart Stores	4,387.56		2,869.87	7,237.43	7,237.43				0.00	272.40	(272.40)	0.00	7,237.43				10,946.04	748.89	11,694.93			
0	Walt Disney Co.	9,880.87				9,880.87				0.00	346.50	(346.50)	0.00	9,880.87				7,517.50	(260.07)	7,257.43			
350	Wells Fargo & Co. New	4,971.35				4,971.35				0.00	0.00	0.00	0.00	4,971.35				11,704.00	2,740.50	14,444.50			
0	Yum Brands Inc.	10,523.11	14,503.88	(1,112.87)	14,176.28	14,176.28				0.00	90.74	(90.74)	0.00	14,176.28				8,119.90	20.00	14,196.90			
170	iShares DJ US Oil Equip & Svcs	0.00	9,737.84			9,737.84				0.00	67.45	(67.45)	0.00	9,737.84				8,554.40	757.00	9,339.00			
400	iShares DJ US Real Estate Index Fd	24,591.96				24,591.96				0.00	759.20	(759.20)	0.00	24,591.96				35,374.00	998.00	26,572.00			
1,350	iShares MSCI Emerging Mkts	41,469.42	15,048.50			56,517.92				0.00	278.56	(278.56)	0.00	56,517.92				29,135.00	(2,208.50)	51,975.00			
650	iShares S&P 500 Growth Index Fd.	45,187.85				45,187.85				0.00	741.44	(741.44)	0.00	45,187.85				47,781.50	6,825.00	54,606.50			
1,400	iShares TR MSCI EAFE Index	76,345.05	10,488.25			86,833.30				0.00	746.66	(746.66)	0.00	86,833.30				61,201.00	8,520.75	80,220.00			
50	iShares TR NASDAQ Bio Indx	6,421.31				6,421.31				0.00	(22.16)	(22.16)	0.00	6,421.31				6,497.75	2,196.25	8,694.00			
14,694	Pimco Funds Total Return Inst #35	136,117.92	25,000.00	3,269.71	9,947.09	164,397.63				0.00	5,586.68	(5,586.68)	0.00	164,397.63				137,611.06	(4,504.05)	158,107.01			
192	Select Sector SPDR Metals	11,333.77	1,995.24	2,474.30	9,947.09	9,947.09				0.00	301.87	(301.87)	0.00	9,947.09				13,480.78	1,833.31	7,362.24			
675	SPDR S&P 500 ETF Trst.	91,408.16				91,408.16				0.00	2,148.71	(2,148.71)	0.00	91,408.16				81,870.87	16,412.63	108,283.50			
475	SPDR S&P Midcap 400 EFT TR	54,432.05	15,545.50			69,977.55				0.00	893.43	(893.43)	0.00	69,977.55				68,520.00	15,712.00	98,787.50			
1,280	T Rowe Price Small-Cap Stock Fd #65	41,059.23		3,141.04		44,200.27				0.00	142.24	(142.24)	0.00	44,200.27				40,611.46	9,466.40	50,412.82			
6,142	Templeton Global Bond Advisor #616	76,125.37	1,040.47			77,165.84				0.00	4,553.79	(4,553.79)	0.00	77,165.84				77,671.46	1,823.94	79,295.40			
7,799.64	Vanguard Admiral GNMA Fund #536	82,346.08	798.49			83,144.57				0.00	2,108.20	(2,108.20)	0.00	83,144.57				85,378.86	(3,659.83)	81,740.23			
39,470.20	Vanguard Intermediate Term Bond Index Signal Shares #1350	421,919.19	9,732.34			431,651.53				0.00	13,941.47	(13,941.47)	0.00	431,651.53				463,857.38	(17,054.89)	446,802.69			
TOTAL	CITY OF CONCORD FUND B	1,697,158.63	201,249.66	37,132.02	178,592.21	1,756,948.10	(38,318.10)			44,151.78	(48,522.75)		(40,889.07)	1,716,259.03				1,787,864.74	97,815.46	1,924,517.14			
CITY OF CONCORD FUND A - #3053001210																							
0	Cash & Cash Equivalents	59,351.88	(2,419.84)	723.32	2,198.48	58,832.04	1,810.26			80.64	(1,027.42)		863.48	57,795.52				61,162.14	(0.00)	57,795.52			
0	3M Company	1,473.16		248.39	1,313.82	2,351.39	0.00			14.75	(14.75)		0.00	2,351.39				2,240.00	(43.52)	2,296.52			
75	Abbott Laboratories	2,401.27	1,017.35	248.39	1,313.82	4,428.63	0.00			49.70	(49.70)		0.00	4,428.63				2,901.15	11.12	2,616.00			
45	Abbvie Inc.	0.00	3,079.71			3,079.71	0.00			28.00	(28.00)		0.00	3,079.71				0.00	431.67	1,860.30			
40	Accura PLC Ireland	0.00	3,079.71			3,079.71	0.00			25.92	(25.92)		0.00	3,079.71				0.00	(201.31)	2,878.40			
95	Acuant Corp	1,814.77	1,205.60			3,020.37	0.00			2.20	(2.20)		0.00	3,020.37				1,493.80	432.75	3,132.15			
42	Affiliated Managers Group Inc.	1,833.97				1,833.97	0.00			0.00	0.00		0.00	1,833.97				2,407.90	1,198.78	3,606.68			
45	Allergan, Inc.	0.00	4,815.69			4,815.69	0.00			1.50	(1.50)		0.00	4,815.69				0.00	(1,024.89)	3,790.80			
92	Amestek Inc.	1,511.66	1,682.00	1.14	15.54	3,179.28	0.00			17.28	(17.28)		0.00	3,179.28				1,748.85	478.28	3,891.60			
45	Amgen Inc.	1,787.61	1,821.40			3,609.01	0.00			50.80	(50.80)		0.00	3,609.01				1,822.75	795.55	4,438.70			
0	Asiatic Petroleum Corp.	1,231.09		(6.22)	1,224.87	1,224.87	0.00			4.05	(4.05)		0.00	1,224.87				993.00	231.87	1,224.87			
85	Aparium Inv't & Mgmt Co.	1,199.85	1,184.80			2,384.65	0.00			48.20	(48.20)		0.00	2,384.65				1,216.35	152.25	2,538.60			
11	Apple Computer Inc.	2,412.78	476.46			2,889.24	0.00			113.05	(113.05)		0.00	2,889.24				5,640.00	(1,954.83)	4,361.83			
102	AT & T Inc.	2,259.05	5,304.07			7,563.12	0.00			7.40	(7.40)		0.00	7,563.12				2,210.92	(34.92)	3,610.80			
465	Bank of America Corporation	0.00	1,814.77			1,814.77	0.00			0.00	0.00		0.00	1,814.77				0.00	675.83	5,976.90			
25	Bard CR Inc.	1,627.28	1,216.00			2,843.28	0.00			63.40	(63.40)		0.00	2,843.28				0.00	45.16	2,711.84			
110	BB&T Corp.	2,383.50	2,319.30			4,702.80	0.00			88.55	(88.55)		0.00	4,702.80				2,159.50	351.30	3,726.80			
0	Boeing Company	1,510.54		424.53	1,935.07	1,935.07	0.00			5.25	(5.25)		0.00	1,935.07				2,972.00	1,878.50	7,170.80			
0	Capital One Financial Corp	3,671.31	4,688.80			8,360.11	0.00			206.50	(206.50)		0.00	8,360.11				1,913.10	21.97	8,405.08			
85	Chertron Corp.	2,158.96	2,532.90			4,691.86	0.00			71.65	(71.65)		0.00	4,691.86				2,548.70	420.65	5,502.25			
65	Chubb Corp	1,324.52	1,769.70			3,094.22	0.00			25.60	(25.60)		0.00	3,094.22				1,540.00	1,402.15	4,711.85			
65	Cigna	2,978.42	2,978.42			5,956.84	0.00			0.00	0.00												

MS 10 - REPORT OF THE TRUST FUND INVESTMENTS OF THE CITY OF CONCORD, NH ON JUNE 30, 2013

# Shares or Units	DESCRIPTION OF INVESTMENT (Names of Banks, Stocks, Bonds, etc.)	HOW INVESTED										PRINCIPAL										INCOME										TOTAL Principal & Income	Unrealized Gain/Loss	Beginning of Year Fair Market Value	End of Year Fair Market Value
		Balance Beginning Year	Additions/Purchases	Capital Gains (Losses)	Proceeds From Sales	Balance End Year	Balance Beginning Year	Income During Year	Expended During Year	Balance End Year	Income During Year	Balance End Year	Balance Beginning Year	Income During Year	Expended During Year	Balance End Year	Balance Beginning Year	Income During Year	Expended During Year	Balance End Year	Balance Beginning Year	Income During Year	Expended During Year	Balance End Year	Balance Beginning Year	Income During Year	Expended During Year	Balance End Year							
80	Coca-Cola Company	2,184.87	1,540.80	368.67	1,100.29	3,004.05	0.00	96.85	(96.85)	3,004.05	0.00	0.00	0.00	0.00	3,004.05	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,518.55	61.94	4,011.00									
15	Colgate-Palmolive Co.	1,246.36				1,246.36	0.00			1,246.36	0.00			1,246.36	0.00					0.00				1,561.50	157.20	1,718.70									
85	ConocoPhillips	2,877.37	2,318.40		849.45	4,895.17	0.00	145.20	(145.20)	4,895.17	0.00	145.20		5,140.37	0.00	145.20				0.00				2,514.60	306.50	5,142.50									
70	CVS/Caremark Corporation	1,446.04	1,533.40		2,984.44	2,984.44	0.00	37.75	(37.75)	2,984.44	0.00	37.75		3,022.19	0.00	37.75				0.00				1,869.20	595.00	4,002.60									
40	Danaher Corp.	0.00	2,492.40		2,492.40	2,492.40	0.00	1.00	(1.00)	2,492.40	0.00	1.00		2,493.40	0.00	1.00				0.00				0.00	39.60	2,532.00									
55	Dr Pepper Snapple Inc.	0.00	2,656.87		2,656.87	2,656.87	0.00	0.00	0.00	2,656.87	0.00	0.00		2,656.87	0.00	0.00				0.00				0.00	(130.72)	2,526.15									
40	Duke Energy Corp New	0.00	2,941.22		2,941.22	2,941.22	0.00	30.60	(30.60)	2,941.22	0.00	30.60		2,971.82	0.00	30.60				0.00				3,084.00	86.14	3,170.14									
101	E.I. DuPont de Nemours & Co.	3,014.62	1,906.60		4,921.22	4,921.22	0.00	124.14	(124.14)	4,921.22	0.00	124.14		5,045.36	0.00	124.14				0.00				3,084.00	86.14	3,170.14									
110	EMC Corp Miss	1,579.81	932.80	684.76	1,378.88	1,817.48	0.00	0.00	0.00	1,817.48	0.00	0.00		1,817.48	0.00	0.00				0.00			3,084.00	86.14	3,170.14										
85	Elguy Inc.	1,862.38	2,182.80		2,832.18	2,832.18	0.00	63.13	(63.13)	2,832.18	0.00	63.13		2,895.31	0.00	63.13				0.00				1,890.45	322.65	4,366.20									
70	Edison International	1,498.78	1,433.40		8,761.22	8,761.22	0.00	167.94	(167.94)	8,761.22	0.00	167.94		8,929.16	0.00	167.94				0.00				1,890.45	322.65	4,366.20									
101	Exxon Mobil Corp	5,174.42	3,596.80		2,946.88	2,946.88	0.00	22.50	(22.50)	2,946.88	0.00	22.50		3,069.38	0.00	22.50				0.00				1,890.45	322.65	4,366.20									
225	Ford Motor Co.	0.00	2,894.56		2,894.56	2,894.56	0.00	13.50	(13.50)	2,894.56	0.00	13.50		2,908.06	0.00	13.50				0.00				1,890.45	322.65	4,366.20									
80	Gap, Inc.	4,191.17	3,053.70		2,779.72	2,779.72	0.00	0.00	0.00	2,779.72	0.00	0.00		2,779.72	0.00	0.00				0.00			3,751.20	384.00	4,135.20										
310	General Electric Co.	2,857.24	3,423.24		3,423.24	3,423.24	0.00	19.00	(19.00)	3,423.24	0.00	19.00		3,442.24	0.00	19.00				0.00				2,800.35	150.89	2,951.24									
310	Genworth Fin Inc Cl A	888.75	1,653.20		2,541.95	2,541.95	0.00	49.40	(49.40)	2,541.95	0.00	49.40		2,591.35	0.00	49.40				0.00				1,800.75	563.65	4,011.00									
95	Hershey's Inc.	2,424.25	1,290.00	(81.04)	3,690.08	3,690.08	0.00	70.20	(70.20)	3,690.08	0.00	70.20		3,760.28	0.00	70.20				0.00				3,038.10	(608.02)	0.00									
0	Intl Corp	2,424.25	1,290.00	(81.04)	3,690.08	3,690.08	0.00	70.20	(70.20)	3,690.08	0.00	70.20		3,760.28	0.00	70.20				0.00				3,038.10	(608.02)	0.00									
0	Jabil Circuit Inc.	1,912.64	2,628.06	(210.75)	1,701.89	1,701.89	0.00	7.20	(7.20)	1,701.89	0.00	7.20		1,709.09	0.00	7.20				0.00				3,911.60	(69.40)	3,822.20									
54	Johnson & Johnson	2,543.82	2,628.06	52.30	1,050.52	4,194.36	0.00	68.91	(68.91)	4,194.36	0.00	68.91		4,263.27	0.00	68.91				0.00				1,829.70	403.16	4,632.86									
84	JPMorgan Chase & Co.	2,004.52	1,968.60		4,387.22	4,387.22	0.00	64.60	(64.60)	4,387.22	0.00	64.60		4,451.82	0.00	64.60				0.00				1,572.12	893.44	4,434.36									
145	Lowes Companies Inc.	2,118.62	2,268.60		4,387.22	4,387.22	0.00	27.50	(27.50)	4,387.22	0.00	27.50		4,414.72	0.00	27.50				0.00				2,417.40	1,244.50	5,930.50									
70	Marnott Int'l Inc. New Class A	1,441.65	1,182.30		1,542.30	1,542.30	0.00	105.36	(105.36)	1,542.30	0.00	105.36		1,647.66	0.00	105.36				0.00				1,568.00	75.60	2,823.60									
0	McGraw-Hill, Inc.	1,640.88	1,723.20		4,858.12	4,858.12	0.00	136.20	(136.20)	4,858.12	0.00	136.20		5,034.32	0.00	136.20				0.00				1,575.00	(32.70)	0.00									
0	Merck & Co. Inc. New	2,474.20	2,565.70		2,147.51	4,667.58	0.00	113.17	(113.17)	4,667.58	0.00	113.17		4,780.75	0.00	113.17				0.00				2,922.50	212.42	0.00									
158	Microsoft Corp	4,342.11	2,013.40	(92.72)	2,147.51	4,667.58	0.00	50.25	(50.25)	4,667.58	0.00	50.25		4,717.83	0.00	50.25				0.00				1,680.37	359.65	5,458.11									
50	Monasanto Co. New	2,159.17	2,013.40		3,888.50	3,888.50	0.00	28.60	(28.60)	3,888.50	0.00	28.60		3,917.10	0.00	28.60				0.00				2,483.40	443.20	4,940.00									
70	Motorola Solutions	0.00	3,888.50		3,888.50	3,888.50	0.00	0.00	0.00	3,888.50	0.00	0.00		3,888.50	0.00	0.00				0.00				1,829.70	403.16	4,632.86									
50	Nextera Energy Inc. Com	1,793.25	1,439.00		3,232.25	3,232.25	0.00	42.60	(42.60)	3,232.25	0.00	42.60		3,274.85	0.00	42.60				0.00				2,084.30	570.70	4,074.00									
0	Norfolk Southern Corp.	1,598.38	1,822.70		3,794.98	3,794.98	0.00	42.60	(42.60)	3,794.98	0.00	42.60		3,837.58	0.00	42.60				0.00				1,867.60	184.68	0.00									
135	Oracle Systems Corp.	1,120.04	2,890.72		1,272.18	3,874.63	0.00	18.50	(18.50)	3,874.63	0.00	18.50		3,893.13	0.00	18.50				0.00				1,435.40	(163.21)	0.00									
10	Panera Bread Co. Cl A	983.91	2,890.72		1,272.18	3,874.63	0.00	18.50	(18.50)	3,874.63	0.00	18.50		3,893.13	0.00	18.50				0.00				1,435.40	(163.21)	0.00									
52	PepsiCo Inc.	2,291.20	1,513.40		835.56	835.56	0.00	81.11	(81.11)	835.56	0.00	81.11		916.67	0.00	81.11				0.00				1,394.40	465.00	1,859.40									
165	Pfizer Inc.	2,547.81	1,646.40		849.45	4,194.26	0.00	118.70	(118.70)	4,194.26	0.00	118.70		4,312.96	0.00	118.70				0.00				2,281.12	478.56	4,253.08									
45	PNC Financial Services Group	2,280.83	1,234.20	102.83	958.15	2,659.71	0.00	67.80	(67.80)	2,659.71	0.00	67.80		2,727.51	0.00	67.80				0.00				3,220.00	604.70	4,521.65									
5	Proline Com Inc.	0.00	3,821.10		3,821.10	3,821.10	0.00	0.00	0.00	3,821.10	0.00	0.00		3,821.10	0.00	0.00				0.00				2,444.40	560.85	3,281.40									
65	Qualcomm Corp	1,119.72	2,935.40		683.48	3,589.01	0.00	88.56	(88.56)	3,589.01	0.00	88.56		3,677.57	0.00	88.56				0.00				2,511.25	574.92	3,926.48									
0	Quanta Svcs Inc.	0.00	2,582.67		2,582.67	2,582.67	0.00	0.00	0.00	2,582.67	0.00	0.00		2,582.67	0.00	0.00				0.00				1,113.60	(78.15)	3,970.85									
0	Schlumberger Ltd.	1,884.52	2,582.67		2,582.67	2,582.67	0.00	0.00	0.00	2,582.67	0.00	0.00		2,582.67	0.00	0.00				0.00				0.00	(21.63)	0.00									
0	Skyler Corp	2,091.68	2,737.56		2,737.56	2,737.56	0.00	5.60	(5.60)	2,737.56	0.00	5.60		2,743.16	0.00	5.60				0.00				1,298.20	235.56	0.00									
0	Suntrust Banks Inc.	0.00	3,324.51		3,324.51	3,324.51	0.00	12.00	(12.00)	3,324.51	0.00	12.00		3,336.51	0.00	12.00				0.00				1,828.50	(104.64)	0.00									
50	Thermo Fisher Scientific Inc.	0.00	3,411.64		3,411.64	3,411.64	0.00	12.50	(12.50)	3,411.64	0.00	12.50		3,424.14	0.00	12.50				0.00				0.00	906.89	4,231.50									
75	TE Connectivity Ltd	0.00	3,411.64		3,411.64	3,411.64	0.00	12.50	(12.50)	3,411.64	0.00	12.50		3,424.14	0.00	12.50				0.00				0.00	906.89	4,231.50									
60	TDX Companies New	1,443.58	1,798.00		3,239.58	3,239.58	0.00	64.22	(64.22)	3,239.58	0.00	64.22		3,303.80	0.00	64.22				0.00															

MS 10 - REPORT OF THE TRUST FUND INVESTMENTS OF THE CITY OF CONCORD, NH ON JUNE 30, 2013

# Shares or Units	DESCRIPTION OF INVESTMENT (Names of Banks, Stocks, Bonds, etc.)	PRINCIPAL										INCOME				TOTAL Principal & Income	Beginning of Year Fair Market Value	Unrealized Gain/Loss	End of Year Fair Market Value
		Balance Beginning Year	Additions/ Purchases	Capital Gains (Losses)	Proceeds From Sales	Balance End Year	Balance Beginning Year	Income During Year	Expended During Year	Balance End Year	Income During Year								
85	Select Sector SPDR Metals	3,042.74	3,417.04	692.38	4,262.27	2,689.89	0.00	84.38	(94.38)	0.00	0.00	2,689.89	3,528.00	575.56	3,259.33				
235	SPDR S&P MidCap 400 EFT TR	35,018.14				35,019.14	0.00	333.23	(333.23)	0.00	0.00	35,019.14	40,265.50	9,118.00	49,373.50				
674,804	T Rowe Price Small-Cap Stock Fd #65	21,399.51		1,655.71		23,055.22	0.00	266.65	(266.65)	0.00	0.00	23,055.22	21,588.03	5,005.75	26,573.76				
7,883,839	Templeton Global Bond Advisor #616	98,388.22		1,352.45		99,750.67	0.00	5,919.21	(5,918.21)	0.00	0.00	99,750.67	100,960.49	2,110.87	103,071.36				
21,251,405	Vanguard Admiral GNMA Fund #536	89,803.63		883.49		90,487.12	0.00	2,338.42	(2,338.42)	0.00	0.00	90,487.12	94,702.71	(4,035.69)	90,666.72				
47,321,558	Vanguard Intermediate Term Bond Index Signal Shares #1350	547,810.70		17,047.27		514,734.32	0.00	17,318.97	(17,318.97)	0.00	0.00	514,734.32	605,591.39	(19,787.69)	535,680.05				
	TOTAL CITY OF CONCORD FUND A	1,628,428.98	249,744.11	38,130.36	154,595.19	1,961,907.87	1,810.26	45,293.65	(46,240.43)	863.48	1,562,571.35	1,535,468.81	18,896.48	1,648,567.35					
	LANDFILL CLOSURE (Capital Reserve)																		
	Cash & Cash Equivalents	(2,114.85)				(2,114.85)	11,765.47	8.76		11,774.23	9,659.38	9,650.82	0.00	9,659.38					
	TOTAL LANDFILL CLOSURE	(2,114.85)				(2,114.85)	11,765.47	8.76		11,774.23	9,659.38	9,650.82	0.00	9,659.38					
	SELF INSURANCE (Capital Reserve)																		
	Cash & Cash Equivalents	807,398.16	(12,177.81)			795,220.37	165,863.16	681.80		166,744.96	961,965.33	973,261.34	0.00	961,965.33					
	TOTAL SELF-INSURANCE	807,398.16	(12,177.81)			795,220.37	165,863.16	681.80		166,744.96	961,965.33	973,261.34	0.00	961,965.33					
	CAPITAL RESERVE FUNDS																		
	Durham Block	368,068.31	7,756.00			375,824.31	48,499.20	363.30		48,862.50	424,706.81	416,587.51	0.00	424,706.81					
	Highway	1,387,889.96	(320,865.00)			1,046,904.96	246,435.79	1,341.83		247,777.62	1,294,682.58	1,614,305.75	0.00	1,294,682.58					
	Economic Development	85,728.30	130,000.00			215,728.30	132,450.96	273.24		132,724.20	348,452.50	218,179.26	0.00	348,452.50					
	Revaluation	(13,234.75)				(13,234.75)	13,238.20	0.00		13,238.20	3.45	3.45	0.00	3.45					
	53rd Week	0.00				0.00	1,051.64	0.94		1,052.58	1,052.58	1,051.64	0.00	1,052.58					
	Equipment	248,833.26	75,000.00			323,833.26	15,972.05	284.92		18,256.97	339,940.23	284,855.31	0.00	339,940.23					
	Mountain Green	392,835.46	19,000.36			410,835.82	41,203.73	396.81		41,600.34	452,236.16	433,898.19	0.00	452,236.16					
	Fire Apparatus Replacement	226,943.89	(182,330.32)			44,613.57	5,844.79	78.44		6,021.23	50,634.80	232,888.68	0.00	50,634.80					
	Downtown Economic Dev	0.00				0.00	11,047.93	9.98		11,057.91	11,057.91	11,047.93	0.00	11,057.91					
	Education & Training	0.00				0.00	1.37	6.46	(3.80)	4.03	4.03	1.37	0.00	4.03					
	Building Improvements	82,282.48	(70,000.00)			12,282.48	68.09	24.24		92.33	12,354.81	82,330.57	0.00	12,354.81					
	Parks and Grounds	30,000.00	(10,000.00)			20,000.00	40.01	18.94		58.95	20,058.95	30,040.01	0.00	20,058.95					
	Water Fund Fuel Reserve	100,000.00				100,000.00	17.82	90.60		108.42	100,108.42	100,017.82	(0.00)	100,108.42					
	SWMS Project	33,487.15	(13,800.00)			19,687.15	6,269.95	24.61		6,314.56	26,001.71	39,777.10	0.00	26,001.71					
	Water Investment Fee	168,930.25	(140,000.00)			28,930.25	2.03	32.35		34.38	29,964.63	186,932.28	0.00	29,964.63					
	Wastewater Investment Fee	190,188.05	(170,000.00)			20,188.05	2.29	25.72		28.01	20,216.06	190,190.34	(0.00)	20,216.06					
	ERIP	0.00	130,000.00			130,000.00	0.00	88.79		88.79	130,088.79	0.00	0.00	130,088.79					
	TOTAL CAPITAL RESERVE FUND	2,922,444.08	(546,338.96)	0.00	0.00	2,805,227.42	522,281.53	3,078.97	(3.80)	525,341.02	3,260,564.44	3,803,828.23	0.00	3,260,564.44					
	TOTAL CAPITAL RESERVE FUNDS	3,727,727.41	(558,516.77)	0.00	0.00	3,398,328.42	699,690.16	3,969.53	(3.80)	703,860.21	4,232,189.15	4,786,740.19	0.00	4,232,189.15					
	TOTAL ALL FUNDS	14,160,906.96	1,215,409.08	285,501.28	1,666,328.66	14,332,646.98	656,898.28	296,890.80	(300,914.69)	654,876.72	15,117,485.70	16,539,508.69	826,550.80	17,027,566.38					



CITY OF CONCORD

REPORT TO MAYOR AND THE CITY COUNCIL

Date: January 15, 2014

To: Conservation Commission,
Christopher Morgan, Chair

From: Kathryn H. Temchack
Director of Real Estate Assessments

RE: Current use change tax quarterly update

4th Quarter 2013

Property owners who have 10 or more acres left in its natural state as forest land, unproductive land, wetlands, and farm land may apply for current use taxation. Property approved under current use is valued for property taxes as farm and forest land and not at market value. When the land is developed or falls below the 10 acres minimum, a one-time penalty of 10% of the market value of the land no longer in current use is assessed and billed to the property owner. The penalty is in addition to their regular property taxes. The money collected from the current penalties, per an earlier city council vote, is split 50/50 between the Conservation Trust Fund and the Highway Fund.

Three (3) current use penalties for a total of \$14,200 were mailed during the 4th quarter of 2013.

\$89,230 in current use penalties was collected between January 1st and December 31, 2013.

Attached is an updated list of the outstanding accounts and the bill payments during the past quarter.

CC: Mayor and Council
Brian LeBrun, Finance Director
Mike Jache, Treasurer
Steve Henninger, Staff Liaison to Conservation Commission

CURRENT USE REPORT - 4TH QUARTER 2013

<u>OWNER</u>	<u>M/B/L LOCATION</u>	<u>BEGINNING 4th QTR</u>	<u>4th QTR PAYMENTS</u>	<u>BALANCE END OF 4th QTR</u>
Lynn Keach 11 Concord Street Concord, NH 03301	84A/1/15/1 20 S. Meadow St.	13,500.00	13,500.00	0.00
James & Ruth Bidwell 184 Elm Street Penacook, NH 03303	15P/22 (P11/3/12)	300.00	300.00	0.00
George R. Rickley Trust Evelyn L. Rickley Trust 82 Currier Road Concord, NH 03301-7905	99/2/2 82 Currier Rd	400.00	400.00	0.00
Brook Shire Crossing LLC PO Box 476 Manchester, NH 03108-0476	123/1/7/2 179 Holt Road	6,670.00	0.00	6,670.00
Brook Shire Crossing LLC PO Box 476 Manchester, NH 03108-0476	123/1/7/1 183 Holt Road	6,670.00	0.00	6,670.00
		<hr/> 27,540.00	14,200.00	13,340.00

CITY OF CONCORD

REPORT TO THE MAYOR AND CITY COUNCIL



FROM: Carlos P. Baía, Deputy City Manager – Development

DATE: January 27, 2013

SUBJECT: Request to move the submittal of the annual Overall Economic Development Performance (OEDP) report to March on a permanent basis

Recommendation

Due to the challenges of obtaining comprehensive year-end data and completing field market surveys in January, it is recommended that the annual OEDP report submittal date be changed to March permanently.

Background

Each year the annual Overall Economic Development Performance (OEDP) report is expected for Council's review at its February meeting. This report draws from a multitude of data sources and incorporates field surveys.

Discussion

One of the challenges with preparing the OEDP is acquiring the necessary year-end data. Submitting the OEDP in February requires this information to be available, compiled and analyzed by late January which over the last two years has proven to be untenable. Therefore, staff is recommending that the report submittal date be permanently changed to March which should provide sufficient time for the City to obtain the required information.



2-31
TJA



CITY OF CONCORD

REPORT TO MAYOR AND THE CITY COUNCIL

FROM: Earle M. Chesley, P.E., General Services Director
DATE: January 21, 2014
SUBJECT: FY 2014 Semi-Annual Report on Contracted Solid Waste and Recycling Services

Recommendation

Accept this report regarding the performance of the City's solid waste and recycling collection vendor for the period of July 1, 2013 through December 31, 2013. The department maintains a monthly accounting of the metrics contained in this report.

Background

This is the first of two semi-annual reports for FY 2014 to the Mayor and City Council regarding the level of service provided by Casella / Bestway Disposal Services performing our solid waste and recycle collection programs. You may recall, in February 2013, the City rolled out an updated website that allowed residents to report a concern such as a missed trash or recycling pick-up, problems with containers, or illegal dumping, through the City's website using a tool called the Citizen Request Tracker™. This report reflects the service metrics with the categories from which residents can select in the Citizen Request Tracker™. The Department continues to track requests for service on a daily basis, which allows us to better respond to the concerns of Concord residents and to follow-up as necessary.

Discussion

Municipal Solid Waste and Recycling Collection

This report covers the period from July 1, 2013 to December 31, 2013. There were 205 requests for service in 132 collection days. Detailed entries in the customer service database for this period are available upon request.

The calls are summarized as follows:

Request for Service Categories	New requests this reporting period	Closed requests this reporting period	Average Requests Received Per Day	Average Requests Closed Per Day
Blue Bag Program¹	5	5	.027	.027
Dumpster(s)	15	14	.082	.076
Illegal Dumping	68	65	.37	.353
IPhone	1	1	.005	.005
Other	1	1	.005	.005
Recycling	63	57	.342	.342
Spring Yard Waste	1	1	.005	.005
Trash	51	48	.277	.261
Totals	205	192	1.114	1.043

¹ Two residents have met the requirements outlined in the Blue Bag Program and been provided bags to pick up orphaned trash on City property.

Cc: Jeff Hoadley, Business Manager
Adam Clark, Solid Waste Manager



CITY OF CONCORD

REPORT TO CITY MANAGER, FINANCIAL STATEMENTS

FROM: Brian LeBrun – Deputy City Manager Finance
DATE: January 15, 2014
SUBJECT: December Fiscal Year to Date 2014 Financial Statements

The attached financial statements for the period ending December 31, 2013 represent 50% of the elapsed Fiscal Year 2014. The highlights of the City's financial status for this time period are represented by fund or groups of funds below. Comparisons are being made to the FY14 adopted budget or previous year FY13 same period results.

General Fund

Revenues:

- 1) Year-to-date, most revenue and expense lines are on track and as trends develop, they will be identified as early as possible. Notable items are listed below.
- 2) Finance
 - a. MV Registration and Title: Six months into the fiscal year, this line is just slightly short of target at 48% compared to budget and behind of FY13 same time period by only \$7,200. It is important to note that in July 2012 \$115,100 was deferred from FY12 and recorded as revenue for FY13. A similar deferral did not occur from FY13 to FY14.
 - b. Insurance Distributions and Credits: Again for FY14, the City received a premium holiday from Primex for worker's compensation insurance. The amount increased to \$327,700 or \$12,600 more than the amount received in FY13. While this credit was a reduction of the net bill submitted to the City of Concord, it was for premiums paid in previous years and recorded as revenue for FY14. \$300,000 of this amount was used as estimated revenue for the TY13 tax rate setting in order to increase the amount of overlay. Therefore, only \$27,700 will be a factor in surplus at the end of Fiscal Year 2014.

- 3) Police
 - a. Special Police Duty Services and Cruiser Rental Fees: Six months into the fiscal year, these lines have received 90% and 163% of their budgeted revenue. The offset is that Police Department's overtime line is ahead of budget for this time of year.
- 4) Fire
 - a. US Dep of Homeland Security/FEMA: collected \$17,200 as reimbursement for the deployment of a Concord Fire Officer. This is offset through wage and benefit payments of a similar amount.
 - b. Ambulance Service Charge: this line is 51% collected midway through the year and \$7,700 behind FY13.
- 5) CD
 - a. Building, Electrical, Mechanical and Plumbing permits collectively are 83% collected as of December 31, 2013 and \$274,200 ahead of last year, same time period. This includes a \$61,200 deferral from FY13.
 - b. Review Fee – Site Plans: this line is 114% collected and \$17,800 ahead of Fiscal Year 2013.
- 6) Recreation
 - a. Miscellaneous Services: this line is 39% collected and \$18,800 behind Fiscal Year 2013.
 - b. Building Lease Rental or Use: this line is 32% collected and \$16,000 behind Fiscal Year 2013.

Expenses:

1. Most expense items are on track with budget. It is important to recognize when reading these financial statements that FY14 has 52 pay periods. December represents 25 of 52 payrolls elapsed or 48%. This is the ratio that is important to use to compare wage lines to budget. Other notable items are listed below.
2. Leaves with Fringe – please note that this line in the General Services, Community Development and Parks and Recreation Departments have a zero budget with year to date expenses reported. This is part of the overall change eliminating the Leaves with Fringe account and showing all wage and benefits expenses in the regular wage and benefits lines. The adjustment of actual expenses will be made for the January financial statements.
3. General Liability Insurance – please note that general liability insurance has been charged for the full year in July. This is a change in practice from previous years and is now the same as how auto and property insurances are charged.
4. Legal
 - a. Prof & Tech Serv – Tax & Assessing: this line is 105% spent year-to-date or \$28,200 due to the number and complexity of appeals the department is working on and is expected to increase further as the year progresses.
5. Assessing
 - a. Prof & Tech Serv – Tax & Assessing: this line is 93% spent year-to-date or \$18,600 and with a higher number of appeals the department is working on, it is anticipated that this amount will increase as the fiscal year progresses.

6. Police

- a. Overtime: Six months into the fiscal year, this line is 90% spent. The offset is that the Police Department's revenue lines for Special Duty Services and Cruiser Rental Fee are ahead of revenue projections year-to-date.

7. General Services

- a. Snow and Ice Control cost center – As of December 31, overtime is 41% spent and \$45,200 more than Fiscal Year 2013 same time period. Overall this cost center is 53% spent year to date and \$73,200 more than last year. This cost center will be closely monitored as the winter season progresses.

Major Enterprise and Special Revenue Funds:

Engineering Inspections Fund

No significant issues to discuss at this time.

Parking Fund

No significant issues to discuss at this time.

Airport Fund

No significant issues to discuss at this time.

Golf Course Fund

Six months into the new fiscal year, the Golf Fund is reporting small gains compared to the same time period in fiscal year 2013. Notable operating revenue items are ahead of FY13 in several categories; Daily Fees ahead by \$15,200, Cart Rental ahead by \$10,900, Driving Range ahead by \$2,100 and Pro-shop Sales & Rentals (new revenue) \$73,200. Additionally, Wages and benefits are ahead of FY13 by \$72,900, Prof & Tech Services are down by \$30,800 and Cost of Goods Sold (new cost) is \$35,800.

Arena Fund

No significant issues to discuss at this time.

Solid Waste Fund

No significant issues to discuss at this time.

Water Fund

No significant issues to discuss at this time.

Sewer Fund

No significant issues to discuss at this time.

All departments do a great job of monitoring their individual divisions and departments. These statements, which as provided in this format on a monthly basis, will help articulate how the City

is doing overall as the fiscal year progresses. Please give me a call if there are any questions or if you simply want to discuss the statements in general.

General Fund Budget by Account Class Report

Through 12/31/13
 Prior Fiscal Year Activity Included
 Summary Listing

Account Classification	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	Encumbrances	YTD Transactions	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year YTD
Fund 11 - Gen Fund										
REVENUE										
Property Taxes	33,713,830.00	(301,667.00)	33,412,163.00	.00	.00	33,430,108.06	(17,945.06)	100	32,719,180.83	
Other Taxes	6,120,619.00	1,354.00	6,121,973.00	511,115.42	.00	3,205,399.45	2,916,573.55	52	3,140,710.03	
Franchise Fee	730,000.00	.00	730,000.00	.00	.00	372,498.01	357,501.99	51	364,019.37	
Intergovernmental-Federal	120,000.00	.00	120,000.00	13,055.06	.00	77,183.84	42,816.16	64	70,996.44	
Intergovernmental-State	2,810,430.00	313.00	2,810,743.00	1,896,673.14	.00	2,510,337.22	300,405.78	89	2,512,565.29	
Intergovernmental-Local	678,180.00	.00	678,180.00	.00	.00	419,730.44	258,449.56	62	404,698.90	
Programs, Services & Products	2,945,236.00	.00	2,945,236.00	184,806.51	.00	1,593,829.81	1,351,406.19	54	1,499,996.21	
Rents, Leases & Use	288,500.00	.00	288,500.00	18,955.09	.00	185,476.69	103,023.31	64	172,249.68	
Applications, Reviews & Recording Fees	75,032.00	.00	75,032.00	14,928.70	.00	63,089.70	11,942.30	84	46,260.90	
Reports, Prints & Copies	38,350.00	.00	38,350.00	3,021.50	.00	17,089.60	21,260.40	45	17,334.91	
Fines, Penalties & Costs	661,200.00	.00	661,200.00	55,419.07	.00	260,257.81	400,942.19	39	260,685.82	
Licenses and Permits	882,715.00	.00	882,715.00	98,668.84	.00	639,249.51	243,465.49	72	351,661.29	
Investment Income	50,000.00	.00	50,000.00	1,786.25	.00	15,208.96	34,791.04	30	33,252.14	
Donations	1,500.00	.00	1,500.00	.00	.00	236.08	1,263.92	16	3,149.85	
Miscellaneous-Other	1,755,900.00	300,000.00	2,055,900.00	135,083.83	.00	1,151,857.97	904,042.03	56	1,191,688.79	
Transfers-In Trust	503,970.00	.00	503,970.00	.00	.00	335,800.00	168,170.00	67	205,800.00	
Transfers-In Other	2,055,570.00	.00	2,055,570.00	150,662.50	.00	1,186,515.00	869,055.00	58	696,474.90	
Capital Contributions	23,000.00	.00	23,000.00	576.00	.00	8,945.60	14,054.40	39	9,796.76	
Use of Fund Balance/Retained Earnings	.00	.00	.00	.00	.00	.00	.00	+++	.00	
REVENUE TOTALS	\$53,454,032.00	\$0.00	\$53,454,032.00	\$3,084,751.91	\$0.00	\$45,472,813.75	\$7,981,218.25	85%	\$43,700,522.11	
EXPENSE										
Compensation	24,033,535.00	567,157.46	24,600,692.46	2,006,374.34	.00	11,599,322.16	13,001,370.30	47	11,132,916.32	
Fringe Benefits	15,619,468.00	(567,157.46)	15,052,310.54	1,078,501.87	1,080,227.52	7,416,366.26	6,555,716.76	56	7,229,941.89	
Outside Services	2,116,438.00	.00	2,116,438.00	123,099.58	208,261.91	1,018,640.17	889,535.92	58	953,685.77	
Supplies	2,461,715.00	.00	2,461,715.00	198,446.64	473,828.53	929,026.21	1,058,860.26	57	854,442.91	
Utilities	1,209,856.00	.00	1,209,856.00	108,997.88	350.17	500,469.12	709,036.71	41	490,604.55	
Insurance	472,330.00	.00	472,330.00	(692.06)	.00	453,080.28	19,249.72	96	281,973.68	
Capital Outlay	196,600.00	.00	196,600.00	2,065.77	109,505.98	13,154.52	73,939.50	62	8,486.18	
Debt Service	4,980,300.00	.00	4,980,300.00	(3,264.50)	.00	1,521,574.97	3,458,725.03	31	1,528,618.25	
Miscellaneous	1,065,630.00	.00	1,065,630.00	35,082.25	338.02	450,362.43	614,929.55	42	434,369.19	
Allocated Costs	(676,470.00)	.00	(676,470.00)	(56,949.84)	.00	(332,938.04)	(343,531.96)	49	(299,612.00)	
Transfers Out	1,974,630.00	.00	1,974,630.00	105,411.67	.00	872,789.05	1,101,840.95	44	1,027,165.00	
EXPENSE TOTALS	\$53,454,032.00	\$0.00	\$53,454,032.00	\$3,597,073.60	\$1,872,512.13	\$24,441,047.13	\$27,139,672.74	49%	\$23,642,591.74	

General Fund Budget by Account Class Report

Through 12/31/13
Prior Fiscal Year Activity Included
Summary Listing

Account Classification	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year YTD
Fund 11 - Gen Fund Totals									
REVENUE TOTALS	53,454,032.00	.00	53,454,032.00	3,084,751.91	.00	45,472,813.75	7,981,218.25	85	43,700,522.11
EXPENSE TOTALS	53,454,032.00	.00	53,454,032.00	3,597,073.60	1,872,512.13	24,441,847.13	27,139,672.74	49	23,642,591.74
Fund 11 - Gen Fund Totals	\$0.00	\$0.00	\$0.00	(\$512,321.69)	(\$1,872,512.13)	\$21,030,966.62	(\$19,158,454.49)		\$20,057,930.37
Grand Totals									
REVENUE TOTALS	53,454,032.00	.00	53,454,032.00	3,084,751.91	.00	45,472,813.75	7,981,218.25	85	43,700,522.11
EXPENSE TOTALS	53,454,032.00	.00	53,454,032.00	3,597,073.60	1,872,512.13	24,441,847.13	27,139,672.74	49	23,642,591.74
Grand Totals	\$0.00	\$0.00	\$0.00	(\$512,321.69)	(\$1,872,512.13)	\$21,030,966.62	(\$19,158,454.49)		\$20,057,930.37

Engineering Inspections Fund Budget by Account Class Report

Through 12/31/13
Prior Fiscal Year Activity Included

Account Classification	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	Encumbrances	YTD Transactions	YTD Budget - Transactions	% used/ Rec'd	Prior Year YTD
Fund 2100 - Engineering Inspections Fund									
REVENUE									
Programs, Services & Products	165,000.00	.00	165,000.00	10,642.32	.00	56,974.47	108,025.53	35	63,564.62
Fines, Penalties & Costs	150.00	.00	150.00	.00	.00	60.80	89.20	41	73.60
Licenses and Permits	78,000.00	.00	78,000.00	8,870.00	.00	42,535.00	35,465.00	55	39,634.00
Investment Income	500.00	.00	500.00	30.00	.00	188.00	312.00	38	522.00
REVENUE TOTALS	\$243,650.00	\$0.00	\$243,650.00	\$19,542.32	\$0.00	\$99,758.27	\$143,891.73	41%	\$103,794.22
EXPENSE									
Compensation	142,010.00	24,697.00	166,707.00	9,851.01	.00	70,137.11	96,569.89	42	60,883.06
Fringe Benefits	92,470.00	(24,697.00)	67,773.00	5,689.21	.00	39,735.87	28,037.13	59	38,778.98
Outside Services	4,490.00	.00	4,490.00	564.01	.00	2,846.60	1,643.40	63	1,762.29
Supplies	4,100.00	.00	4,100.00	608.17	.00	2,610.55	1,489.45	64	1,274.17
Insurance	.00	.00	.00	.00	.00	.00	.00	+++	693.99
Capital Outlay	.00	.00	.00	.00	.00	.00	.00	+++	.00
Transfers Out	400.00	.00	400.00	33.33	.00	199.98	200.02	50	.00
EXPENSE TOTALS	\$243,470.00	\$0.00	\$243,470.00	\$16,745.73	\$0.00	\$115,530.11	\$127,939.89	47%	\$103,392.49
Fund 2100 - Engineering Inspections Fund Totals									
REVENUE TOTALS	243,650.00	.00	243,650.00	19,542.32	.00	99,758.27	143,891.73	41	103,794.22
EXPENSE TOTALS	243,470.00	.00	243,470.00	16,745.73	.00	115,530.11	127,939.89	47	103,392.49
Grand Totals	\$180.00	\$0.00	\$180.00	\$2,796.59	\$0.00	(\$15,771.84)	\$15,951.84		\$401.73
Grand Totals									
REVENUE TOTALS	243,650.00	.00	243,650.00	19,542.32	.00	99,758.27	143,891.73	41	103,794.22
EXPENSE TOTALS	243,470.00	.00	243,470.00	16,745.73	.00	115,530.11	127,939.89	47	103,392.49
Grand Totals	\$180.00	\$0.00	\$180.00	\$2,796.59	\$0.00	(\$15,771.84)	\$15,951.84		\$401.73

Parking Fund Budget by Account Class Report

Through 12/31/13
Prior Fiscal Year Activity Included
Summary Listing

Account Classification	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year YTD
Fund 2200 - Parking Fund									
REVENUE									
Programs, Services & Products	835,600.00	.00	835,600.00	60,029.41	.00	378,034.54	457,565.46	45	300,674.74
Rents, Leases & Use	477,848.00	.00	477,848.00	124,543.50	.00	399,018.96	78,829.04	84	347,850.36
Fines, Penalties & Costs	360,000.00	.00	360,000.00	28,254.98	.00	169,979.73	190,020.27	47	169,422.62
Investment Income	600.00	.00	600.00	9.00	.00	30.00	570.00	5	332.00
Miscellaneous-Other	500.00	.00	500.00	.00	.00	20.00	480.00	4	.00
Transfers-In Trust	132,744.00	.00	132,744.00	.00	.00	132,744.00	.00	100	2,744.00
Transfers-In Other	227,000.00	.00	227,000.00	18,916.67	.00	113,500.02	113,499.98	50	.00
Capital Contributions	10,500.00	.00	10,500.00	.00	.00	.00	10,500.00	0	.00
REVENUE TOTALS	\$2,044,792.00	\$0.00	\$2,044,792.00	\$231,753.56	\$0.00	\$1,193,327.25	\$851,464.75	58%	\$901,023.72
EXPENSE									
Compensation	392,000.00	7,217.00	399,217.00	28,086.67	.00	175,927.47	223,289.53	44	167,104.26
Fringe Benefits	215,770.00	(7,217.00)	208,553.00	14,286.94	.00	89,680.15	118,872.85	43	81,794.27
Outside Services	219,645.00	.00	219,645.00	14,758.56	68,495.17	84,793.16	66,356.67	70	87,790.79
Supplies	44,680.00	.00	44,680.00	2,942.26	9,154.72	20,042.49	15,482.79	65	10,361.60
Utilities	53,710.00	.00	53,710.00	4,653.17	.00	20,591.05	33,118.95	38	19,348.30
Insurance	21,540.00	.00	21,540.00	.00	.00	21,370.00	170.00	99	20,787.75
Capital Outlay	30,000.00	.00	30,000.00	.00	.00	.00	30,000.00	0	.00
Debt Service	888,500.00	.00	888,500.00	.00	.00	496,858.84	391,641.16	56	509,003.03
Miscellaneous	77,260.00	.00	77,260.00	13,432.52	.00	25,651.63	51,608.37	33	18,928.46
Allocated Costs	5,730.00	.00	5,730.00	477.50	.00	2,865.00	2,865.00	50	2,865.00
Transfers Out	167,850.00	.00	167,850.00	19,652.50	.00	84,855.00	82,995.00	51	84,855.00
(Gain) Loss on F/A Disposals	.00	.00	.00	.00	.00	.00	.00	+++	.00
EXPENSE TOTALS	\$2,116,685.00	\$0.00	\$2,116,685.00	\$98,302.12	\$77,649.89	\$1,022,634.79	\$1,016,400.32	52%	\$1,002,838.46
Fund 2200 - Parking Fund Totals									
REVENUE TOTALS	2,044,792.00	.00	2,044,792.00	231,753.56	.00	1,193,327.25	851,464.75	58	901,023.72
EXPENSE TOTALS	2,116,685.00	.00	2,116,685.00	98,302.12	77,649.89	1,022,634.79	1,016,400.32	52	1,002,838.46
Fund 2200 - Parking Fund Totals	(\$71,893.00)	\$0.00	(\$71,893.00)	\$133,451.44	(\$77,649.89)	\$170,692.46	(\$164,935.57)		(\$101,814.74)
Grand Totals									
REVENUE TOTALS	2,044,792.00	.00	2,044,792.00	231,753.56	.00	1,193,327.25	851,464.75	58	901,023.72
EXPENSE TOTALS	2,116,685.00	.00	2,116,685.00	98,302.12	77,649.89	1,022,634.79	1,016,400.32	52	1,002,838.46
Grand Totals	(\$71,893.00)	\$0.00	(\$71,893.00)	\$133,451.44	(\$77,649.89)	\$170,692.46	(\$164,935.57)		(\$101,814.74)



Airport Fund Budget by Account Class Report

Through 12/31/13
Prior Fiscal Year Activity Included
Summary Listing

Account Classification	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	Encumbrances	YTD Transactions	YTD	Budget - YTD Transactions	% used/ Rec'd	Prior Year YTD
Fund 2300 - Airport Fund										
REVENUE										
Intergovernmental-State	2,400.00	.00	2,400.00	.00	.00	.00	.00	2,400.00	0	.00
Programs, Services & Products	12,250.00	.00	12,250.00	560.00	.00	6,349.07	5,900.93	5,900.93	52	7,440.65
Rents, Leases & Use	368,024.00	.00	368,024.00	11,666.22	.00	175,624.08	192,399.92	(11.40)	48	246,916.17
Fines, Penalties & Costs	.00	.00	.00	11.40	.00	11.40	.00	.00	+++	.00
Investment Income	1,400.00	.00	1,400.00	52.00	.00	304.00	1,096.00	.00	22	853.00
Miscellaneous-Other	.00	.00	.00	.00	.00	.00	.00	.00	+++	.00
Transfers-In Other	.00	.00	.00	.00	.00	.00	.00	.00	+++	.00
Use of Fund Balance/Retained Earnings	.00	.00	.00	.00	.00	.00	.00	.00	+++	.00
REVENUE TOTALS	\$384,074.00	\$0.00	\$384,074.00	\$12,289.62	\$0.00	\$182,288.55	\$201,785.45		47%	\$255,209.82
EXPENSE										
Compensation	62,200.00	10,542.00	72,742.00	8,499.28	.00	40,036.83	32,705.17	55	55	25,288.23
Fringe Benefits	44,120.00	(10,542.00)	33,578.00	2,931.56	.00	21,473.33	12,104.67	64	64	18,313.55
Outside Services	83,394.00	.00	83,394.00	6,068.93	23,618.70	39,699.65	20,075.65	76	76	38,329.97
Supplies	44,405.00	.00	44,405.00	137.00	1,534.23	4,984.24	37,886.53	15	15	1,504.25
Utilities	21,952.00	.00	21,952.00	3,560.62	.00	9,129.72	12,822.28	42	42	10,400.36
Insurance	7,670.00	.00	7,670.00	.00	.00	5,140.00	2,530.00	67	67	4,558.12
Debt Service	10,260.00	.00	10,260.00	.00	.00	1,721.47	8,538.53	17	17	1,982.50
Miscellaneous	36,665.00	.00	36,665.00	10,441.40	.00	19,939.61	16,725.39	54	54	18,996.46
Allocated Costs	5,520.00	.00	5,520.00	460.00	.00	2,760.00	2,760.00	50	50	2,760.00
Transfers Out	95,156.00	.00	95,156.00	2,541.67	.00	65,851.02	29,304.98	69	69	40,003.98
EXPENSE TOTALS	\$411,342.00	\$0.00	\$411,342.00	\$34,640.46	\$25,152.93	\$210,735.87	\$175,453.20		57%	\$162,137.42
Fund 2300 - Airport Fund Totals										
REVENUE TOTALS	384,074.00	.00	384,074.00	12,289.62	.00	182,288.55	201,785.45		47	255,209.82
EXPENSE TOTALS	411,342.00	.00	411,342.00	34,640.46	25,152.93	210,735.87	175,453.20		57	162,137.42
Fund 2300 - Airport Fund Totals	(\$27,268.00)	\$0.00	(\$27,268.00)	(\$22,350.84)	(\$25,152.93)	(\$28,447.32)	\$26,332.25			\$93,072.40
Grand Totals										
REVENUE TOTALS	384,074.00	.00	384,074.00	12,289.62	.00	182,288.55	201,785.45		47	255,209.82
EXPENSE TOTALS	411,342.00	.00	411,342.00	34,640.46	25,152.93	210,735.87	175,453.20		57	162,137.42
Grand Totals	(\$27,268.00)	\$0.00	(\$27,268.00)	(\$22,350.84)	(\$25,152.93)	(\$28,447.32)	\$26,332.25			\$93,072.40

Fund 2300 - Airport Fund Totals

REVENUE TOTALS

EXPENSE TOTALS

Fund 2300 - Airport Fund Totals

Grand Totals

REVENUE TOTALS

EXPENSE TOTALS

Grand Totals

CD Conservation Fund Budget by Account Class Report

Through 12/31/13
Prior Fiscal Year Activity Included

Account Classification	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	Encumbrances	YTD Transactions	YTD Budget - YTD Transactions	% used/ Rec'd	Prior Year YTD
Fund 2400 - CD Con Prop Mgmt Fund									
REVENUE									
Rents, Leases & Use	64,510.00	.00	64,510.00	11,125.97	.00	24,607.84	39,902.16	38	17,016.62
Miscellaneous-Other	.00	.00	.00	.00	.00	.00	.00	+++	.00
Transfers-In Trust	6,990.00	.00	6,990.00	.00	.00	6,990.00	.00	100	.00
Use of Fund Balance/Retained Earnings	23,300.00	.00	23,300.00	.00	.00	.00	23,300.00	0	.00
REVENUE TOTALS	\$94,800.00	\$0.00	\$94,800.00	\$11,125.97	\$0.00	\$31,597.84	\$63,202.16	33%	\$17,016.62
EXPENSE									
Compensation	.00	3,250.00	3,250.00	1,125.50	.00	2,797.50	452.50	86	.00
Fringe Benefits	.00	250.00	250.00	9.81	.00	243.77	6.23	98	.00
Outside Services	48,500.00	(3,500.00)	45,000.00	1,783.72	4,410.00	6,872.99	33,717.01	25	15,193.55
Supplies	23,000.00	.00	23,000.00	.00	.00	.00	23,000.00	0	1,872.50
Debt Service	.00	.00	.00	.00	.00	.00	.00	+++	.00
Transfers Out	23,300.00	.00	23,300.00	1,941.67	.00	11,650.02	11,649.98	50	39,124.98
EXPENSE TOTALS	\$94,800.00	\$0.00	\$94,800.00	\$3,847.70	\$4,410.00	\$21,564.28	\$68,825.72	27%	\$56,191.03
Fund 2400 - CD Con Prop Mgmt Fund Totals									
REVENUE TOTALS	94,800.00	.00	94,800.00	11,125.97	.00	31,597.84	63,202.16	33	17,016.62
EXPENSE TOTALS	94,800.00	.00	94,800.00	3,847.70	4,410.00	21,564.28	68,825.72	27	56,191.03
Grand Totals	\$0.00	\$0.00	\$0.00	\$7,278.27	(\$4,410.00)	\$10,033.56	(\$5,623.56)		(\$39,174.41)
Fund 2400 - CD Con Prop Mgmt Fund Totals									
REVENUE TOTALS	94,800.00	.00	94,800.00	11,125.97	.00	31,597.84	63,202.16	33	17,016.62
EXPENSE TOTALS	94,800.00	.00	94,800.00	3,847.70	4,410.00	21,564.28	68,825.72	27	56,191.03
Grand Totals	\$0.00	\$0.00	\$0.00	\$7,278.27	(\$4,410.00)	\$10,033.56	(\$5,623.56)		(\$39,174.41)

Housing Revolving Loan Fund Budget by Account Class Report

Through 12/31/13

Prior Fiscal Year Activity Included

Account Classification	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year YTD
Fund 2701 - Housing Revolv Loan Fd Cons-2008									
REVENUE									
Programs, Services & Products	.00	.00	.00	10,029.77	.00	58,845.56	(58,845.56)	+++	72,150.79
Investment Income	.00	.00	.00	44.00	.00	264.00	(264.00)	+++	464.00
Miscellaneous-Other	.00	.00	.00	.00	.00	.00	.00	+++	.00
Misc-Miscellaneous (Non-lapsing)	.00	.00	.00	.00	.00	.00	.00	+++	35,739.62
REVENUE TOTALS	\$0.00	\$0.00	\$0.00	\$10,073.77	\$0.00	\$59,109.56	(\$59,109.56)	+++	\$108,354.41
EXPENSE									
Compensation	.00	.00	.00	.00	.00	.00	.00	+++	.00
Fringe Benefits	.00	.00	.00	.00	.00	.00	.00	+++	.00
Outside Services	5,550.00	.00	5,550.00	89.13	195.24	351.43	5,003.33	10	209.40
Supplies	500.00	.00	500.00	47.10	408.90	91.10	.00	100	.00
Insurance	.00	.00	.00	.00	.00	.00	.00	+++	.00
Miscellaneous (Non-lapsing)	.00	.00	.00	.00	.00	34,069.20	(34,069.20)	+++	24,324.83
EXPENSE TOTALS	\$6,050.00	\$0.00	\$6,050.00	\$136.23	\$604.14	\$34,511.73	(\$29,065.87)	580%	\$24,534.23
Fund 2701 - Housing Revolv Loan Fd Cons-2008 Totals									
REVENUE TOTALS	.00	.00	.00	10,073.77	.00	59,109.56	(59,109.56)	+++	108,354.41
EXPENSE TOTALS	6,050.00	.00	6,050.00	136.23	604.14	34,511.73	(29,065.87)	580	24,534.23
Fund 2701 - Housing Revolv Loan Fd Cons-2008 Totals	(\$6,050.00)	\$0.00	(\$6,050.00)	\$9,937.54	(\$604.14)	\$24,597.83	(\$30,043.69)	+++	\$83,820.18
Grand Totals									
REVENUE TOTALS	.00	.00	.00	10,073.77	.00	59,109.56	(59,109.56)	+++	108,354.41
EXPENSE TOTALS	6,050.00	.00	6,050.00	136.23	604.14	34,511.73	(29,065.87)	580	24,534.23
Grand Totals	(\$6,050.00)	\$0.00	(\$6,050.00)	\$9,937.54	(\$604.14)	\$24,597.83	(\$30,043.69)	+++	\$83,820.18

NEOCTIF District Fund Budget by Account Class Report

Through 12/31/13
Prior Fiscal Year Activity Included

Account Classification	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	Encumbrances	YTD Transactions	YTD Budget - YTD Transactions	% used/	Prior Year YTD
Fund 4100 - NEOCTIF District Fund									
REVENUE									
Property Taxes	685,130.00	.00	685,130.00	.00	.00	622,727.20	62,402.80	91	687,519.13
Investment Income	800.00	.00	800.00	50.00	.00	416.00	384.00	52	614.00
Miscellaneous-Other	.00	.00	.00	79,031.15	.00	79,031.15	(79,031.15)	+++	.00
Use of Fund Balance/Retained Earnings	.00	.00	.00	.00	.00	.00	.00	+++	.00
REVENUE TOTALS	\$685,930.00	\$0.00	\$685,930.00	\$79,081.15	\$0.00	\$702,174.35	(\$16,244.35)	102%	\$688,133.13
EXPENSE									
Outside Services	14,400.00	.00	14,400.00	.00	.00	.00	14,400.00	0	.00
Debt Service	376,170.00	.00	376,170.00	.00	.00	174,885.00	201,285.00	46	179,791.00
Miscellaneous	.00	.00	.00	.00	.00	15,935.88	(15,935.88)	+++	.00
Transfers Out	125,850.00	.00	125,850.00	10,487.50	.00	62,925.00	62,925.00	50	44,920.02
EXPENSE TOTALS	\$516,420.00	\$0.00	\$516,420.00	\$10,487.50	\$0.00	\$253,745.88	\$262,674.12	49%	\$224,711.02
Fund 4100 - NEOCTIF District Fund Totals									
REVENUE TOTALS	685,930.00	.00	685,930.00	79,081.15	.00	702,174.35	(16,244.35)	102	688,133.13
EXPENSE TOTALS	516,420.00	.00	516,420.00	10,487.50	.00	253,745.88	262,674.12	49	224,711.02
Fund 4100 - NEOCTIF District Fund Totals	\$169,510.00	\$0.00	\$169,510.00	\$68,593.65	\$0.00	\$448,428.47	(\$278,918.47)		\$463,422.11
Grand Totals									
REVENUE TOTALS	685,930.00	.00	685,930.00	79,081.15	.00	702,174.35	(16,244.35)	102	688,133.13
EXPENSE TOTALS	516,420.00	.00	516,420.00	10,487.50	.00	253,745.88	262,674.12	49	224,711.02
Grand Totals	\$169,510.00	\$0.00	\$169,510.00	\$68,593.65	\$0.00	\$448,428.47	(\$278,918.47)		\$463,422.11

Sears Block TIF Fund Budget by Account Class Report

Through 12/31/13
Prior Fiscal Year Activity Included

Account Classification	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	Encumbrances	YTD Transactions	YTD Transactions	Budget - YTD Transactions	% used	Prior Year YTD
Fund 4200 - Sears Block TIF District Fund										
REVENUE										
Property Taxes	709,780.00	.00	709,780.00	.00	.00	567,608.41	142,171.59	80	510,365.34	
Investment Income	200.00	.00	200.00	14.00	.00	152.00	48.00	76	92.00	
Use of Fund Balance/Retained Earnings	.00	.00	.00	.00	.00	.00	.00	+++	.00	
REVENUE TOTALS	\$709,980.00	\$0.00	\$709,980.00	\$14.00	\$0.00	\$567,760.41	\$142,219.59	80%	\$510,457.34	
EXPENSE										
Transfers Out Non-Lapsing	.00	.00	.00	.00	.00	.00	.00	+++	.00	
Outside Services	8,500.00	.00	8,500.00	.00	.00	.00	8,500.00	0	.00	
Debt Service	241,690.00	.00	241,690.00	.00	.00	199,531.99	42,158.01	83	211,751.14	
Transfers Out	514,430.00	.00	514,430.00	42,869.17	.00	257,215.02	257,214.98	50	.00	
EXPENSE TOTALS	\$764,620.00	\$0.00	\$764,620.00	\$42,869.17	\$0.00	\$456,747.01	\$307,872.99	60%	\$211,751.14	
Fund 4200 - Sears Block TIF District Fund Totals										
REVENUE TOTALS	709,980.00	.00	709,980.00	14.00	.00	567,760.41	142,219.59	80	510,457.34	
EXPENSE TOTALS	764,620.00	.00	764,620.00	42,869.17	.00	456,747.01	307,872.99	60	211,751.14	
Grand Totals	(\$54,640.00)	\$0.00	(\$54,640.00)	(\$42,855.17)	\$0.00	\$111,013.40	(\$165,653.40)		\$298,706.20	
Grand Totals										
REVENUE TOTALS	709,980.00	.00	709,980.00	14.00	.00	567,760.41	142,219.59	80	510,457.34	
EXPENSE TOTALS	764,620.00	.00	764,620.00	42,869.17	.00	456,747.01	307,872.99	60	211,751.14	
Grand Totals	(\$54,640.00)	\$0.00	(\$54,640.00)	(\$42,855.17)	\$0.00	\$111,013.40	(\$165,653.40)		\$298,706.20	

Penacook Village TIF Fund Budget by Account Class Report

Through 12/31/13
Prior Fiscal Year Activity Included

Account Classification	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	Encumbrances	YTD Transactions	YTD Transactions	Budget - YTD Transactions	% used/Rec'd	Prior Year YTD
Fund 4300 - Penacook Village TIF										
REVENUE										
Property Taxes	55,800.00	.00	55,800.00	.00	.00	51,045.74	4,754.26	91	49,921.28	
Investment Income	30.00	.00	30.00	6.00	.00	32.00	(2.00)	107	19.00	
Miscellaneous-Other	.00	.00	.00	.00	.00	825.00	(825.00)	+++	.00	
Transfers-In Trust	.00	.00	.00	.00	.00	.00	.00	+++	.00	
Transfers-In Other	.00	.00	.00	.00	.00	.00	.00	+++	.00	
REVENUE TOTALS	\$55,830.00	\$0.00	\$55,830.00	\$6.00	\$0.00	\$51,902.74	\$3,927.26	93%	\$49,940.28	
EXPENSE										
Compensation	.00	.00	.00	.00	.00	.00	.00	+++	.00	
Fringe Benefits	.00	.00	.00	.00	.00	.00	.00	+++	.00	
Outside Services	5,250.00	.00	5,250.00	.00	.00	.00	5,250.00	0	.00	
Supplies	.00	.00	.00	.00	.00	.00	.00	+++	.00	
Insurance	.00	.00	.00	.00	.00	.00	.00	+++	.00	
Capital Outlay	.00	.00	.00	.00	.00	.00	.00	+++	.00	
Debt Service	21,270.00	.00	21,270.00	.00	.00	3,135.50	18,134.50	15	3,212.49	
Transfers Out	1,180.00	.00	1,180.00	98.33	.00	589.98	590.02	50	.00	
EXPENSE TOTALS	\$27,700.00	\$0.00	\$27,700.00	\$98.33	\$0.00	\$3,725.48	\$23,974.52	13%	\$3,212.49	
Fund 4300 - Penacook Village TIF Totals										
REVENUE TOTALS	55,830.00	.00	55,830.00	6.00	.00	51,902.74	3,927.26	93	49,940.28	
EXPENSE TOTALS	27,700.00	.00	27,700.00	98.33	.00	3,725.48	23,974.52	13	3,212.49	
Grand Totals	\$28,130.00	\$0.00	\$28,130.00	(\$92.33)	\$0.00	\$48,177.26	(\$20,047.26)		\$46,727.79	
Grand Totals										
REVENUE TOTALS	55,830.00	.00	55,830.00	6.00	.00	51,902.74	3,927.26	93	49,940.28	
EXPENSE TOTALS	27,700.00	.00	27,700.00	98.33	.00	3,725.48	23,974.52	13	3,212.49	
Grand Totals	\$28,130.00	\$0.00	\$28,130.00	(\$92.33)	\$0.00	\$48,177.26	(\$20,047.26)		\$46,727.79	

Golf Course Fund Budget by Account Class Report

Through 12/31/13
Prior Fiscal Year Activity Included
Summary Listing

Account Classification	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	Encumbrances	YTD Transactions	YTD Budget - YTD Transactions	% used/ Rec'd	Prior Year YTD
Fund 7300 - Golf Course Fund									
REVENUE									
Programs, Services & Products	880,110.00	.00	880,110.00	8,465.00	.00	421,342.96	458,767.04	48	307,971.92
Rents, Leases & Use	.00	.00	.00	.00	.00	.00	.00	+++	.00
Fines, Penalties & Costs	.00	.00	.00	.00	.00	.00	.00	+++	.00
Investment Income	280.00	.00	280.00	.00	.00	30.00	250.00	11	235.00
Miscellaneous-Other	38,000.00	.00	38,000.00	.00	.00	26,090.15	11,909.85	69	23,528.00
Other Financing Sources	.00	.00	.00	.50	.00	(138.91)	138.91	+++	.00
Transfers-In Other	29,100.00	.00	29,100.00	2,425.00	.00	14,550.00	14,550.00	50	2,700.00
REVENUE TOTALS	\$947,490.00	\$0.00	\$947,490.00	\$10,890.50	\$0.00	\$461,874.20	\$485,615.80	49%	\$334,434.92
EXPENSE									
Compensation	336,570.00	23,905.63	360,475.63	11,638.30	.00	195,606.40	164,869.23	54	117,578.66
Fringe Benefits	136,400.00	(23,905.63)	112,494.37	4,410.84	.00	49,206.94	63,287.43	44	54,380.80
Outside Services	85,750.00	.00	85,750.00	6,711.37	3,590.70	59,288.06	22,871.24	73	90,073.67
Supplies	208,840.00	.00	208,840.00	4,958.11	5,233.61	113,273.66	90,332.73	57	59,290.71
Utilities	35,770.00	.00	35,770.00	3,105.73	.00	17,857.62	17,912.38	50	19,655.36
Insurance	4,060.00	.00	4,060.00	.00	.00	3,940.00	120.00	97	3,570.44
Debt Service	56,560.00	.00	56,560.00	.00	.00	4,464.36	52,095.64	8	6,100.00
Miscellaneous	.00	.00	.00	153.53	.00	2,723.03	(2,723.03)	+++	.00
Allocated Costs	.00	.00	.00	.00	.00	.00	.00	+++	.00
Transfers Out	77,950.00	.00	77,950.00	6,245.83	.00	40,474.98	37,475.02	52	40,474.98
(Gain) Loss on Refunding	.00	.00	.00	.00	.00	.00	.00	+++	.00
EXPENSE TOTALS	\$941,900.00	\$0.00	\$941,900.00	\$37,223.71	\$8,824.31	\$486,835.05	\$446,240.64	53%	\$391,124.62
Fund 7300 - Golf Course Fund Totals									
REVENUE TOTALS	947,490.00	.00	947,490.00	10,890.50	.00	461,874.20	485,615.80	49	334,434.92
EXPENSE TOTALS	941,900.00	.00	941,900.00	37,223.71	8,824.31	486,835.05	446,240.64	53	391,124.62
Fund 7300 - Golf Course Fund Totals	\$5,590.00	\$0.00	\$5,590.00	(\$26,333.21)	(\$8,824.31)	(\$24,960.85)	\$39,375.16		(\$56,689.70)
Grand Totals									
REVENUE TOTALS	947,490.00	.00	947,490.00	10,890.50	.00	461,874.20	485,615.80	49	334,434.92
EXPENSE TOTALS	941,900.00	.00	941,900.00	37,223.71	8,824.31	486,835.05	446,240.64	53	391,124.62
Grand Totals	\$5,590.00	\$0.00	\$5,590.00	(\$26,333.21)	(\$8,824.31)	(\$24,960.85)	\$39,375.16		(\$56,689.70)

Arena Fund Budget by Account Class Report

Through 12/31/13
 Prior Fiscal Year Activity Included
 Summary Listing

Account Classification	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year YTD
Fund 7400 - Arena Fund									
REVENUE									
Intergovernmental-Federal Programs, Services & Products	.00	.00	.00	.00	.00	.00	.00	+++	.00
Rents, Leases & Use	20,000.00	.00	20,000.00	.00	.00	.00	20,000.00	0	4,800.00
Fines, Penalties & Costs	517,540.00	.00	517,540.00	74,454.75	.00	195,937.43	321,602.57	38	224,616.20
Investment Income	250.00	.00	250.00	.00	.00	291.49	(41.49)	117	345.41
Miscellaneous-Other	390.00	.00	390.00	11.00	.00	95.00	295.00	24	346.00
Transfers-In Trust	.00	50,000.00	50,000.00	12,186.00	.00	17,075.70	32,924.30	34	371.40
Transfers-In Other	.00	.00	.00	.00	.00	.00	.00	+++	.00
Capital Contributions	16,710.00	.00	16,710.00	1,392.50	.00	8,355.00	8,355.00	50	.00
	.00	.00	.00	.00	.00	.00	.00	+++	.00
REVENUE TOTALS	\$554,890.00	\$50,000.00	\$604,890.00	\$88,044.25	\$0.00	\$221,754.62	\$383,135.38	37%	\$230,479.01
EXPENSE									
Compensation	159,040.00	35,834.00	194,874.00	17,137.13	.00	83,712.44	111,161.56	43	82,678.97
Fringe Benefits	87,030.00	(17,034.00)	69,996.00	6,047.69	.00	41,774.59	28,221.41	60	47,875.51
Outside Services	29,390.00	.00	29,390.00	2,635.74	6,458.35	10,718.79	12,212.86	58	10,470.48
Supplies	19,230.00	20,350.00	39,580.00	3,585.11	3,629.37	19,891.55	16,059.08	59	9,448.16
Utilities	80,018.00	.00	80,018.00	2,486.00	.00	25,998.78	54,019.22	32	28,945.52
Insurance	7,030.00	.00	7,030.00	.00	.00	7,373.00	(343.00)	105	6,175.39
Capital Outlay	.00	3,350.00	3,350.00	405.00	.00	693.17	2,656.83	21	14,944.00
Capital Outlay (Non-lapsing)	.00	.00	.00	.00	.00	.00	.00	+++	.00
Debt Service	95,320.00	.00	95,320.00	.00	.00	38,540.86	56,779.14	40	39,726.70
Allocated Costs	12,870.00	.00	12,870.00	1,072.50	.00	6,435.00	6,435.00	50	6,435.00
Transfers Out	142,260.00	.00	142,260.00	3,563.33	.00	120,879.98	21,380.02	85	20,999.98
(Gain) Loss on Refunding	.00	.00	.00	.00	.00	.00	.00	+++	.00
EXPENSE TOTALS	\$632,188.00	\$42,500.00	\$674,688.00	\$36,932.50	\$10,087.72	\$356,018.16	\$308,582.12	54%	\$267,599.71
Fund 7400 - Arena Fund Totals									
REVENUE TOTALS	554,890.00	50,000.00	604,890.00	88,044.25	.00	221,754.62	383,135.38	37	230,479.01
EXPENSE TOTALS	632,188.00	42,500.00	674,688.00	36,932.50	10,087.72	356,018.16	308,582.12	54	267,599.71
Fund 7400 - Arena Fund Totals	(\$77,298.00)	\$7,500.00	(\$69,798.00)	\$51,111.75	(\$10,087.72)	(\$134,263.54)	\$74,553.26		(\$37,120.70)
Grand Totals									
REVENUE TOTALS	554,890.00	50,000.00	604,890.00	88,044.25	.00	221,754.62	383,135.38	37	230,479.01
EXPENSE TOTALS	632,188.00	42,500.00	674,688.00	36,932.50	10,087.72	356,018.16	308,582.12	54	267,599.71
Grand Totals	(\$77,298.00)	\$7,500.00	(\$69,798.00)	\$51,111.75	(\$10,087.72)	(\$134,263.54)	\$74,553.26		(\$37,120.70)

Solid Waste Fund Budget by Account Class Report

Through 12/31/13
Prior Fiscal Year Activity Included

Account Classification	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	Encumbrances	YTD Transactions	YTD Transactions	Budget - YTD Transactions	% used	Prior Year YTD
Fund 7700 - Solid Waste Fund										
REVENUE										
Intergovernmental-State	.00	.00	.00	.00	.00	.00	.00	.00	+++	.00
Intergovernmental-Local	60,580.00	.00	60,580.00	4,334.40	.00	22,436.75	38,143.25	37	37	30,289.98
Programs, Services & Products	2,842,554.00	.00	2,842,554.00	203,350.63	.00	1,236,087.69	1,606,466.31	43	43	1,294,147.71
Fines, Penalties & Costs	400.00	.00	400.00	57.40	.00	385.42	14.58	96	96	435.00
Licenses and Permits	700.00	.00	700.00	.00	.00	700.00	.00	100	100	300.00
Miscellaneous-Other	.00	.00	.00	.00	.00	175.85	(175.85)	+++	+++	200.00
Transfers-In Trust	13,800.00	.00	13,800.00	.00	.00	13,800.00	.00	100	100	13,800.00
Transfers-In Other	1,219,130.00	.00	1,219,130.00	101,594.17	.00	609,565.02	609,564.98	50	50	619,965.00
REVENUE TOTALS	\$4,137,164.00	\$0.00	\$4,137,164.00	\$309,336.60	\$0.00	\$1,883,150.73	\$2,254,013.27	46%	46%	\$1,959,137.69
EXPENSE										
Compensation	155,330.00	25,298.00	180,628.00	31,234.86	.00	109,335.63	71,292.37	61	61	127,032.11
Fringe Benefits	119,840.00	(25,298.00)	94,542.00	9,122.03	.00	36,492.70	58,049.30	39	39	88,693.91
Outside Services	4,157,159.00	.00	4,157,159.00	310,775.84	2,274,145.84	1,668,840.50	214,172.66	95	95	1,663,876.38
Supplies	.00	.00	.00	.00	.00	.00	.00	+++	+++	.00
Utilities	6,700.00	.00	6,700.00	689.93	.00	3,555.84	3,144.16	53	53	3,483.39
Insurance	140.00	.00	140.00	.00	.00	140.00	.00	100	100	1,578.26
Capital Outlay	.00	.00	.00	.00	.00	.00	.00	+++	+++	.00
Debt Service	41,710.00	.00	41,710.00	.00	.00	5,580.13	36,129.87	13	13	2,815.51
Allocated Costs	3,600.00	.00	3,600.00	300.00	.00	1,800.00	1,800.00	50	50	1,800.00
Transfers Out	.00	.00	.00	.00	.00	.00	.00	+++	+++	20,000.00
EXPENSE TOTALS	\$4,484,479.00	\$0.00	\$4,484,479.00	\$352,122.66	\$2,274,145.84	\$1,825,744.80	\$384,588.36	91%	91%	\$1,909,279.56
Fund 7700 - Solid Waste Fund Totals										
REVENUE TOTALS	4,137,164.00	.00	4,137,164.00	309,336.60	.00	1,883,150.73	2,254,013.27	46	46	1,959,137.69
EXPENSE TOTALS	4,484,479.00	.00	4,484,479.00	352,122.66	2,274,145.84	1,825,744.80	384,588.36	91	91	1,909,279.56
Grand Totals	(\$347,315.00)	\$0.00	(\$347,315.00)	(\$42,786.06)	(\$2,274,145.84)	\$57,405.93	\$1,869,424.91			\$49,858.13
Grand Totals										
REVENUE TOTALS	4,137,164.00	.00	4,137,164.00	309,336.60	.00	1,883,150.73	2,254,013.27	46	46	1,959,137.69
EXPENSE TOTALS	4,484,479.00	.00	4,484,479.00	352,122.66	2,274,145.84	1,825,744.80	384,588.36	91	91	1,909,279.56
Grand Totals	(\$347,315.00)	\$0.00	(\$347,315.00)	(\$42,786.06)	(\$2,274,145.84)	\$57,405.93	\$1,869,424.91			\$49,858.13

Water Fund Budget by Account Class Report

Through 12/31/13
Prior Fiscal Year Activity Included
Summary Listing

Account Classification	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year YTD
Fund 7800 - Water Fund									
REVENUE									
Intergovernmental-State Programs, Services & Products	.00	.00	.00	.00	.00	.00	.00	+++	.00
Fines, Penalties & Costs	5,440,400.00	.00	5,440,400.00	422,496.72	.00	2,850,067.47	2,590,332.53	52	2,875,035.93
Investment Income	24,750.00	.00	24,750.00	2,413.87	.00	13,968.99	10,781.01	56	14,733.08
Miscellaneous-Other	7,000.00	.00	7,000.00	379.00	.00	2,537.00	4,463.00	36	5,058.00
Capital Contributions	53,790.00	.00	53,790.00	5,456.61	.00	26,874.54	26,915.46	50	30,073.82
Use of Fund Balance/Retained Earnings	15,000.00	.00	15,000.00	2,082.00	.00	14,294.00	706.00	95	12,024.19
	.00	.00	.00	.00	.00	.00	.00	+++	.00
REVENUE TOTALS	\$5,540,940.00	\$0.00	\$5,540,940.00	\$432,828.20	\$0.00	\$2,907,742.00	\$2,633,198.00	52%	\$2,936,925.02
EXPENSE									
Compensation	940,980.00	155,196.00	1,096,176.00	77,179.81	.00	504,169.63	592,006.37	46	432,705.64
Fringe Benefits	813,305.00	(155,196.00)	658,109.00	41,372.96	44,787.36	358,448.02	254,873.62	61	377,578.11
Outside Services	151,170.00	.00	151,170.00	13,424.34	21,357.31	54,990.99	74,821.70	51	48,420.28
Supplies	437,100.00	.00	437,100.00	24,095.69	103,415.33	202,214.35	131,470.32	70	189,069.20
Utilities	242,022.00	.00	242,022.00	23,017.61	4,386.20	95,961.08	141,674.72	41	145,566.81
Insurance	38,830.00	.00	38,830.00	.00	.00	38,290.00	540.00	99	36,492.73
Capital Outlay	104,201.00	.00	104,201.00	88.41	.00	22,956.98	81,155.61	22	21,930.91
Capital Outlay (Non-lapsing)	.00	.00	.00	.00	.00	.00	.00	+++	.00
Debt Service	2,215,370.00	.00	2,215,370.00	.00	.00	733,877.01	1,481,492.99	33	737,780.29
Miscellaneous	28,750.00	.00	28,750.00	2,067.00	.00	10,939.00	17,811.00	38	11,073.00
Allocated Costs	330,110.00	.00	330,110.00	27,659.17	.00	185,205.02	164,904.98	50	138,544.98
Transfers Out	715,710.00	.00	715,710.00	36,809.17	.00	479,855.02	235,854.98	67	375,249.98
(Gain) Loss on Refunding	.00	.00	.00	.00	.00	.00	.00	+++	.00
EXPENSE TOTALS	\$6,017,548.00	\$0.00	\$6,017,548.00	\$245,625.75	\$174,034.61	\$2,666,907.10	\$3,176,606.29	47%	\$2,514,411.93
Fund 7800 - Water Fund Totals									
REVENUE TOTALS	5,540,940.00	.00	5,540,940.00	432,828.20	.00	2,907,742.00	2,633,198.00	52	2,936,925.02
EXPENSE TOTALS	6,017,548.00	.00	6,017,548.00	245,625.75	174,034.61	2,666,907.10	3,176,606.29	47	2,514,411.93
Fund 7800 - Water Fund Totals	(\$476,608.00)	\$0.00	(\$476,608.00)	\$187,202.45	(\$174,034.61)	\$240,834.90	(\$543,408.29)		\$422,513.09
Grand Totals									
REVENUE TOTALS	5,540,940.00	.00	5,540,940.00	432,828.20	.00	2,907,742.00	2,633,198.00	52	2,936,925.02
EXPENSE TOTALS	6,017,548.00	.00	6,017,548.00	245,625.75	174,034.61	2,666,907.10	3,176,606.29	47	2,514,411.93
Grand Totals	(\$476,608.00)	\$0.00	(\$476,608.00)	\$187,202.45	(\$174,034.61)	\$240,834.90	(\$543,408.29)		\$422,513.09

Wastewater Fund Budget by Account Class Report

Through 12/31/13
Prior Fiscal Year Activity Included

Account Classification	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year YTD
Fund 7900 - WW Fd									
REVENUE									
Intergovernmental-Federal	.00	.00	.00	.00	.00	.00	.00	.00	.00
Intergovernmental-State	197,450.00	.00	197,450.00	.00	.00	470.24	196,979.76	0	.00
Programs, Services & Products	6,774,320.00	.00	6,774,320.00	539,319.60	.00	3,653,843.11	3,120,476.89	54	3,556,835.27
Fines, Penalties & Costs	24,200.00	.00	24,200.00	2,734.15	.00	16,082.84	8,117.16	66	15,046.87
Licenses and Permits	1,100.00	.00	1,100.00	430.00	.00	585.00	515.00	53	740.00
Investment Income	6,000.00	.00	6,000.00	253.00	.00	1,846.00	4,154.00	31	4,627.00
Miscellaneous-Other	53,790.00	7,000.00	60,790.00	7,628.31	.00	28,877.45	31,912.55	48	34,533.69
Transfers-In Trust	.00	.00	.00	.00	.00	.00	.00	+++	.00
Transfers-In Other	.00	.00	.00	.00	.00	.00	.00	+++	.00
Capital Contributions	40,000.00	.00	40,000.00	2,565.00	.00	23,243.84	16,756.16	58	36,244.67
REVENUE TOTALS	\$7,096,860.00	\$7,000.00	\$7,103,860.00	\$552,930.06	\$0.00	\$3,724,948.48	\$3,378,911.52	52%	\$3,648,027.50
EXPENSE									
Compensation	1,175,840.00	139,111.00	1,314,951.00	101,384.94	.00	563,910.62	751,040.38	43	506,552.23
Fringe Benefits	997,675.00	(139,111.00)	858,564.00	57,070.75	44,787.37	418,472.75	395,303.88	54	433,360.52
Outside Services	480,721.00	7,000.00	487,721.00	33,901.71	178,270.17	172,629.20	136,821.63	72	173,224.47
Supplies	470,692.00	.00	470,692.00	21,674.36	165,818.15	196,450.23	106,423.62	77	197,126.74
Utilities	569,180.00	.00	569,180.00	45,110.18	.00	188,182.47	380,997.53	33	202,881.79
Insurance	58,380.00	.00	58,380.00	.00	.00	57,888.00	492.00	99	48,687.78
Capital Outlay	51,500.00	.00	51,500.00	.00	6,030.00	.00	45,470.00	12	35,152.39
Capital Outlay (Non-lapsing)	.00	.00	.00	.00	.00	.00	.00	+++	.00
Debt Service	2,632,300.00	.00	2,632,300.00	.00	.00	756,053.99	1,876,246.01	29	516,026.47
Miscellaneous	19,930.00	.00	19,930.00	1,391.00	.00	6,878.00	13,052.00	35	8,775.00
Allocated Costs	248,360.00	.00	248,360.00	20,846.67	.00	124,330.02	124,029.98	50	118,060.02
Transfers Out	770,840.00	.00	770,840.00	45,336.67	.00	458,820.02	312,019.98	60	344,399.98
(Gain) Loss on Refunding	.00	.00	.00	.00	.00	.00	.00	+++	.00
EXPENSE TOTALS	\$7,475,418.00	\$7,000.00	\$7,482,418.00	\$326,716.28	\$394,905.69	\$2,943,615.30	\$4,143,897.01	45%	\$2,584,257.39
Fund 7900 - WW Fd Totals									
REVENUE TOTALS	7,096,860.00	7,000.00	7,103,860.00	552,930.06	.00	3,724,948.48	3,378,911.52	52	3,648,027.50
EXPENSE TOTALS	7,475,418.00	7,000.00	7,482,418.00	326,716.28	394,905.69	2,943,615.30	4,143,897.01	45	2,584,257.39
Fund 7900 - WW Fd Totals	(\$378,558.00)	\$0.00	(\$378,558.00)	\$226,213.78	(\$394,905.69)	\$781,333.18	(\$764,985.49)		\$1,063,770.11
Grand Totals									
REVENUE TOTALS	7,096,860.00	7,000.00	7,103,860.00	552,930.06	.00	3,724,948.48	3,378,911.52	52	3,648,027.50
EXPENSE TOTALS	7,475,418.00	7,000.00	7,482,418.00	326,716.28	394,905.69	2,943,615.30	4,143,897.01	45	2,584,257.39
Grand Totals	(\$378,558.00)	\$0.00	(\$378,558.00)	\$226,213.78	(\$394,905.69)	\$781,333.18	(\$764,985.49)		\$1,063,770.11

Trust Fund Budget by Account Class Report

Through 12/31/13
Prior Fiscal Year Activity Included
Summary Listing

Account Classification	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year YTD
Fund 9100 - Trust Fund									
REVENUE									
Investment Income	.00	.00	.00	115,600.55	.00	1,051,256.19	(1,051,256.19)	+++	606,738.71
Transfers-In Trust	.00	.00	.00	.00	.00	.00	.00	+++	.00
Transfers-In Other	.00	.00	.00	.00	.00	190,129.03	(190,129.03)	+++	10,500.00
REVENUE TOTALS	\$0.00	\$0.00	\$0.00	\$115,600.55	\$0.00	\$1,241,385.22	(\$1,241,385.22)	+++	\$617,238.71
EXPENSE									
Transfers Out Non-Lapsing	.00	.00	.00	.00	.00	2,059,734.00	(2,059,734.00)	+++	772,344.00
Miscellaneous	.00	.00	.00	.00	.00	.00	.00	+++	.00
EXPENSE TOTALS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,059,734.00	(\$2,059,734.00)	+++	\$772,344.00
Fund 9100 - Trust Fund Totals									
REVENUE TOTALS	.00	.00	.00	115,600.55	.00	1,241,385.22	(1,241,385.22)	+++	617,238.71
EXPENSE TOTALS	.00	.00	.00	.00	.00	2,059,734.00	(2,059,734.00)	+++	772,344.00
Fund 9100 - Trust Fund Totals	\$0.00	\$0.00	\$0.00	\$115,600.55	\$0.00	(\$818,348.78)	\$818,348.78		(\$155,105.29)
Grand Totals									
REVENUE TOTALS	.00	.00	.00	115,600.55	.00	1,241,385.22	(1,241,385.22)	+++	617,238.71
EXPENSE TOTALS	.00	.00	.00	.00	.00	2,059,734.00	(2,059,734.00)	+++	772,344.00
Grand Totals	\$0.00	\$0.00	\$0.00	\$115,600.55	\$0.00	(\$818,348.78)	\$818,348.78		(\$155,105.29)



REPORT TO MAYOR AND THE CITY COUNCIL

FROM: Jacqueline Whatmough
DATE: January 16, 2014
SUBJECT: Human Services Guidelines

Recommendation

This is a request for the City Council to approve the Concord Human Services Guidelines with one proposed change to authorize persons receiving Old Age Assistance or Aid to the Totally or Permanently Disabled to be eligible to apply for welfare assistance in the City of Concord. A copy of the complete guidelines is on file with the City Clerk. For purposes of this report, only the pages impacted by the proposed changes are included.

Background

The following statement regarding NH RSA 167:27 has previously been included in Concord Human Services guidelines: *No person receiving Old Age Assistance, or FINANCIAL Aid to the Permanently and Totally Disabled, under RSA 167 or RSA 161, shall at the same time be eligible for general assistance, except for emergency medical assistance as defined. RSA 167:27*

This was included because RSA 167:27 stated that the acceptance of relief from a political subdivision of the state by a recipient of Old Age Assistance (OAA) or Aid to the Permanently and Totally Disabled (APTD) would cause revocation of eligibility for OAA or APTD for that recipient. This would mean a loss of cash assistance and Medicaid coverage. Historically, the municipalities contributed financially through the Counties to these programs. However that formula changed in 2007 and cities and towns no longer contributed yet RSA 167:27 remained in effect.

In 2013, RSA 167:27 was amended and now states that a municipality "may" assist someone receiving APTD or OAA and there would be no revocation of their eligibility for these programs.

The NH Local Welfare Association reviewed this new law with the NH Municipal Association. The NHLWAA recommends that municipalities change their guidelines to remove any reference disqualifying or prohibiting APTD or OAA recipients from applying for local welfare assistance and plan for possible budget implications accordingly. NHLWAA further recommends that recipients of APTD and OAA should be treated the same as all other applicants, and be provided an application and evaluated for financial eligibility in accordance with all remaining provisions your guidelines. The City Solicitor, James Kennedy, concurs with the decision to amend the City's guidelines. Therefore, the proposed change is to remove this language from the guidelines which is found under Non-Financial Eligibility Factors, #5, Eligibility for Other Categorical Assistance.

The budget impact is unknown at this time. There are currently 98 open OAA cases and 462 open APTD cases in Concord. It does not mean that every one of these individuals would apply and it does not mean that everyone who applies would be eligible. The income of this group is approximately \$700/month. It is anticipated that there will be an increase in the aid budget but it is not possible to forecast until we have some history which we will closely track for the remaining months of FY 14. Attached to this report are copies of NH RSA 167:27, SB 146, a copy of the relevant page of our current guidelines and a copy of the page as it would read with the proposed change.

C. Non-Financial Eligibility Factors

1. **Age:** Age is not a factor in determining whether or not a person may receive general assistance. However, age may make certain persons ineligible for other kinds of state or federal assistance.
2. **Minors:** Minor applicants shall be referred to Protective Services of the Division of Children, Youth and Families for case management. Minors have the residence of their custodial parent.
3. **Residence:** Residence and residency shall mean a person's place of abode or domicile. The place of abode or domicile is that designated by a person as his/her principal place of physical presence for the indefinite future to the exclusion of all other. Such residence or residency shall not be interrupted or lost by a temporary absence from it if there is an intent to return to such residence or residency as the principal place of physical presence.
RSA 21:60
4. **Support Actions:** No applicant or recipient shall be compelled, as a condition of eligibility or continued receipt of assistance, to take any legal action against any other person. The City of Concord may pursue recovery against legally liable persons or governmental units.
5. **Eligibility for Other Categorical Assistance:** Applicants or recipients who are eligible for any other form of public assistance, must apply for such assistance immediately, but no later than seven (7) days after being advised to do so by the Human Services Official. Failure to do so may render the applicant or recipient ineligible for assistance.
6. **Employment:** A person who is gainfully employed, but whose income and assets are not sufficient to meet necessary family expenses, may be eligible to receive

C. **Non-Financial Eligibility Factors**

1. **Age:** Age is not a factor in determining whether or not a person may receive general assistance. However, age may make certain persons ineligible for other kinds of state or federal assistance.
2. **Minors:** Minor applicants shall be referred to Protective Services of the Division of Children, Youth and Families for case management. Minors have the residence of their custodial parent.
3. **Residence:** Residence and residency shall mean a person's place of abode or domicile. The place of abode or domicile is that designated by a person as his/her principal place of physical presence for the indefinite future to the exclusion of all other. Such residence or residency shall not be interrupted or lost by a temporary absence from it if there is an intent to return to such residence or residency as the principal place of physical presence.
RSA 21:60
4. **Support Actions:** No applicant or recipient shall be compelled, as a condition of eligibility or continued receipt of assistance, to take any legal action against any other person. The City of Concord may pursue recovery against legally liable persons or governmental units.
5. **Eligibility for Other Categorical Assistance:** Applicants or recipients who are eligible for any other form of public assistance, must apply for such assistance immediately, but no later than seven (7) days after being advised to do so by the Human Services Official. Failure to do so may render the applicant or recipient ineligible for assistance. No person receiving Old Age Assistance, or FINANCIAL Aid to the Permanently and Totally Disabled, under RSA 167 or RSA 161, shall at the same time be eligible for general assistance, except for emergency medical assistance as defined.
RSA 167:27
6. **Employment:** A person who is gainfully employed, but whose income and assets are not sufficient to meet necessary family expenses, may be eligible to receive

CHAPTER 183

SB 146-FN-LOCAL - FINAL VERSION

03/14/13 0795s

2013 SESSION

13-0959

05/09

SENATE BILL *146-FN-LOCAL*

AN ACT relative to aid to the permanently and totally disabled and old age assistance.

SPONSORS: Sen. D'Allesandro, Dist 20

COMMITTEE: Public and Municipal Affairs

AMENDED ANALYSIS

This bill allows municipalities to provide local assistance to persons receiving old age assistance or aid to the permanently and totally disabled.

.....

Explanation: Matter added to current law appears in *bold italics*.

Matter removed from current law appears [~~in brackets and struck through~~].

Matter which is either (a) all new or (b) repealed and reenacted appears in regular type.

03/14/13 0795s

13-0959

05/09

STATE OF NEW HAMPSHIRE

In the Year of Our Lord Two Thousand Thirteen

AN ACT relative to aid to the permanently and totally disabled and old age assistance.

Be it Enacted by the Senate and House of Representatives in General Court convened:

183:1 Assistance; Confidentiality. Amend RSA 167:27 to read as follows:

167:27 Eligibility for State and Local Assistance, [~~Exclusive~~] Confidentiality.

I. Except as provided in paragraph II, no person receiving old age assistance or aid to the permanently and totally disabled under this chapter or RSA 161 shall at the same time receive any other relief from the state, or from any political subdivision thereof, except for medical and surgical assistance[.].

II. Notwithstanding paragraph I, a municipality may provide assistance under RSA 165 to a person who is also receiving old age assistance or aid to the permanently and totally disabled if the guidelines adopted by the governing body under RSA 165:1 authorize assistance to such persons, and the acceptance of such relief shall not operate as a revocation of old age assistance or aid to the permanently and totally disabled.

III. The names of persons receiving old age assistance or aid to the permanently and totally disabled under the provisions of this chapter or RSA 161 shall not be printed in any report of the county commissioners or of the commissioner of health and human services nor published in any state, county, or town report.

183:2 Effective Date. This act shall take effect January 1, 2014.

Approved: July 2, 2013

Effective Date: January 1, 2014

TITLE XII

PUBLIC SAFETY AND WELFARE

CHAPTER 167

PUBLIC ASSISTANCE TO BLIND, AGED, OR DISABLED PERSONS, AND TO DEPENDENT CHILDREN

Section 167:27

167:27 Eligibility for State and Local Assistance, Confidentiality. –

I. Except as provided in paragraph II, no person receiving old age assistance or aid to the permanently and totally disabled under this chapter or RSA 161 shall at the same time receive any other relief from the state, or from any political subdivision thereof, except for medical and surgical assistance.

II. Notwithstanding paragraph I, a municipality may provide assistance under RSA 165 to a person who is also receiving old age assistance or aid to the permanently and totally disabled if the guidelines adopted by the governing body under RSA 165:1 authorize assistance to such persons, and the acceptance of such relief shall not operate as a revocation of old age assistance or aid to the permanently and totally disabled.

III. The names of persons receiving old age assistance or aid to the permanently and totally disabled under the provisions of this chapter or RSA 161 shall not be printed in any report of the county commissioners or of the commissioner of health and human services nor published in any state, county, or town report.

Source. 1937, 202:33. RL 126:31. 1951, 90:10. RSA 167:27. 1983, 291:1. 1995, 310:176, eff. Nov. 1, 1995. 2013, 183:1, eff. Jan. 1, 2014.

RSA 167:27 Assistance, Exclusive

167:27 "Assistance, Exclusive. No person receiving old age assistance or **aid to the permanently and totally disabled** under this chapter or RSA 161 shall at the same time receive any other relief from the state, or from any political subdivision thereof, except for medical and surgical assistance, and the acceptance of such relief shall operate as a revocation of old age assistance or aid to the permanently and totally disabled..."



CITY OF CONCORD

TJA

REPORT TO MAYOR AND THE CITY COUNCIL

FROM: Janice Bonenfant
City Clerk

DATE: January 29, 2014

SUBJECT: Automated Agenda Management System

Recommendation

Accept and approve this report as an informational update on the Automated Agenda Management System.

Background

On January 14, 2013, City Council appropriated the requested funding of \$50,000 to be used to pursue a dedicated automated agenda and minute software system. These funds are currently contained within CIP #2.

With the use of these dollars, the City Clerk's Office staff will implement improvements to the current City Council agenda process with the goal of implementing a more automated and open process.

Staff developed a request for proposal with assistance from the IT Director and the Purchasing Manager. Several proposals were received in June 2013 and staff, comprised of the City Clerk, Deputy City Clerk, IT Director and Deputy City Manager-Community Development, interviewed several vendors who offer the automated agenda software product and services. The interview process was conducted during late September and early October 2013. Staff has been diligently reviewing and soliciting feedback from customers of prospective top vendors; staff has also been working with the City Manager and IT Director for system requirements and compatibility with the use of potential devices in conjunction with an automated agenda system.

Discussion

The City Clerk's Office is working to finalize a vendor selection within the upcoming months. With the implementation schedule and training on the new system, staff plans to fully implement a new automated agenda system in the summer or fall 2014.



2-35
1/24



CITY OF CONCORD

REPORT TO THE MAYOR AND CITY COUNCIL

FROM: Transportation Policy Advisory Committee

DATE: January 24, 2014

SUBJECT: Report from the Transportation Policy Advisory Committee highlighting its accomplishments since its April 2008 inception.

Recommendation

Accept this report.

Background

The Transportation Policy Advisory Committee (TPAC) was instated by City Council on April 14, 2008, and with purpose to assist City Council with the development and implementation of transportation policy, long-range multi-modal transportation plans, and prioritization of transportation-related capital improvements. The 14-member committee consists of three city councilors, 10 council-approved members of the public representing transportation-user types and geographic areas of the city, and the City Manager or his designee.

In 2013, TPAC undertook an effort to document and highlight its significant efforts to enhance the city's transportation network for all users and to improve and promote transportation choice. A multi-faceted report summarizing TPAC's accomplishments was approved by TPAC on October 24, 2013, and is appended hereto. This document is currently being refined by staff to be presented in a web format for display on the city's web site.

Discussion

The attached TPAC Accomplishments document has been developed in a three-level hierarchy. The first level provides an introduction to TPAC and an overview of the city's Comprehensive Transportation Policy. Adopted on January 11, 2010, the policy embraces TPAC's overarching philosophy of "complete streets" principles, which guide street design to reasonably accommodate all users: pedestrians, bicyclists, automobiles and public transit. This became New Hampshire's first transportation policy based on complete streets principles.

TPAC's ongoing collaboration with City Council, TPAC subcommittees, volunteers, city staff and regional transportation agencies affords the city a proactive and focused approach to develop, enhance and maintain the quality and choice of transportation for all users. This document is intended to demonstrate TPAC's contribution to making Concord the great place it is in which to live, work, visit and play.

RJM/rjm

Attachment: TPAC Accomplishments

cc: TPAC

City of Concord, New Hampshire Transportation Policy Advisory Committee Accomplishments



- ❖ The Transportation Policy Advisory Committee (TPAC) is pleased to report significant progress on traffic and transportation related matters throughout the City of Concord. The list below represents the efforts accomplished and underway, from TPAC's inception in April 2008.
- ❖ The city's Comprehensive Transportation Policy serves as the single greatest TPAC accomplishment. Development of the policy began in August 2009 with the participation of all members and with guidance and direction from staff. In January 2010, City Council unanimously adopted it as the city's first formal policy regarding transportation. It also became the first municipal transportation policy in New Hampshire based on "complete streets" principles, which guide street design to reasonably accommodate all users: pedestrians, bicyclists, automobiles and public transit.
- ❖ TPAC is pleased that the complete streets policy was a key factor that enabled the city to apply for and eventually receive a \$4.7 million Federal TIGER Grant for a much-needed reconstruction of Main Street.
- ❖ As can be seen from the accomplishments reported below, Concord's Comprehensive Transportation Policy has served the City Council, staff and TPAC itself as the framework around which decisions are made and designs are selected. As such, TPAC believes the Comprehensive Transportation Policy has served residents, businesses and visitors well.
- ❖ TPAC acknowledges the meaningful contributions of the City's professional staff toward the listed accomplishments. TPAC is grateful for the help provided to its subcommittees by Ed Roberge, Rob Mack, Jeff Warner, Laura Albel, and Steve Henninger.
- ❖ TPAC's accomplishments have been structured below according to the paragraph in the adopted policy to which they apply. Within each paragraph is a link that will take you to a list of corresponding accomplishments, and clicking on any accomplishment will take you to a description of the background and/or history. Also acknowledged are the TPAC subcommittees playing a principal role in each accomplishment:
 - TPAC-Ped: [TPAC-Ped](#)
 - TPAC-Bike: [TPAC-Bike](#)
 - TPAC-PT: [TPAC-PT](#)
 - TOC: [Traffic Operations Committee](#)

CITY OF CONCORD

In the year of our Lord two thousand and ten

COMPREHENSIVE TRANSPORTATION POLICY

PREAMBLE: *The overall goal of this comprehensive transportation policy is to plan and promote the development, operation, and maintenance of a complete, multi-modal transportation system serving the community, inclusive of its residents, businesses, employees, and visitors.*

The transportation network serves to accommodate the needs of the community while improving connectivity of Concord's neighborhoods. This is in the context of the overarching goals of economic vitality, enhanced livability, quality of life, and environmental and fiscal sustainability.

In the effort to promote a transportation infrastructure that primarily focuses on quality of life and mobility for Concord residents, proactively assesses traffic operations and safety, and improves the experience of visitors, it shall be the policy of the City of Concord:

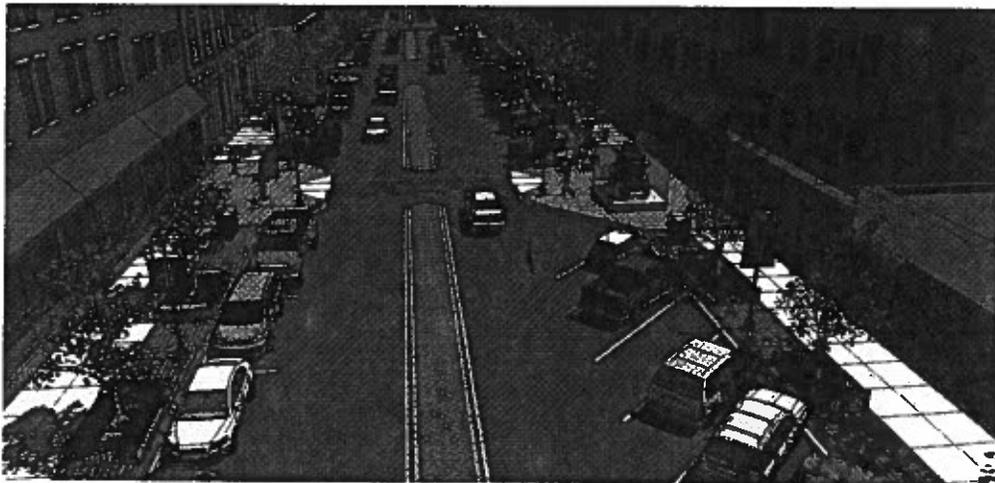
1. To design, build and operate its roads and streets to safely accommodate all users and modes of transportation – the so called "complete streets" initiative by:
 - a. Fully integrating pedestrians into the transportation system with walkable neighborhoods, and to promote improvements to sidewalks and trail systems throughout the community that provide safety and convenience.
 - b. Fully integrating bicyclists into the City's transportation system, via improvements as incidental parts of street building and resurfacing projects as well as separate projects for that specific purpose.
 - c. To develop, implement, and maintain a comprehensive Neighborhood Traffic Management Program that focuses on enhancing livability in residential neighborhoods by lessening the adverse impacts associated with increased traffic volume, cut-through traffic and speeds.
2. To develop, implement, and maintain appropriate measures that encourage through-travel along the collector and arterial street network rather than along residential streets.
3. To promote a comprehensive public transportation system that responds to and serves the needs of the community.
4. To cooperate with state and regional transportation organizations (such as the New Hampshire Department of Transportation and the Central New Hampshire Planning Commission) in projects of state and regional significance that benefit or impact Concord residents.
5. To partner with community programs, the Concord School District, and the Merrimack Valley School District, to improve safety and encourage more children to safely walk and bicycle to school by supporting the initiatives of the National Safe Routes to School Program.

*In City Council
January 11, 2010
Passed*

COMPLETE STREETS ACCOMPLISHMENTS

TPAC developed "complete streets" compliant alternatives for the Main Street Complete Streets Project with recommendations presented to the city's Project Advisory Committee.

TPAC met three times in three weeks, for a total of nearly 10 hours, considering and debating the complete-street merits of 16 alternative street layouts and parking configurations. Each alternative was ranked by TPAC, based on factors indicating how each one would make the street more bicycle friendly, more pedestrian friendly, more transit friendly, and even more motor vehicle friendly. TPAC also evaluated the relative contribution each would make toward "livability." That process distilled the 16 alternatives down to four "TPAC Recommended Alternatives." TPAC presented them to the Main Street Complete Streets Project Advisory Committee (PAC) in written form and at a public meeting. The alternative ultimately recommended by the PAC and chosen for implementation by the City Council was, for all practical purposes, a variation of TPAC's fourth preferred alternative.



Rendering of the approved layout of Main Street based on an alternative recommended by TPAC.

TPAC reviews and advises staff and Council on the city's annual Capital Improvement Program (CIP), as well as on complete streets compliance aspects of active CIP projects.

TPAC, with its subcommittees, reviews annually the city's proposed transportation infrastructure projects in the CIP program. TPAC's recommendations and project rankings are provided to City Council to assist in their consideration and approval of the CIP program for the upcoming fiscal year.

Major CIP project designs reviewed by TPAC for Complete Street compliance since 2008

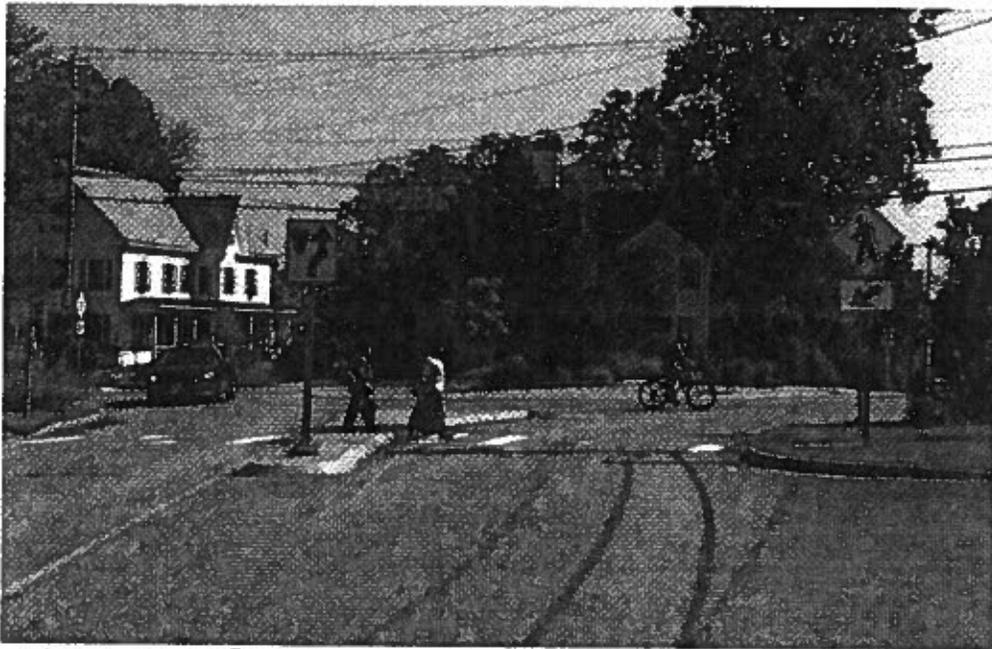
- US Route 3 North Corridor Improvement Project (CIP 35)
- Langley Parkway North-Phase 3 (CIP 40)
- Main Street Complete Street Project (CIP 460)
- Loudon Road Corridor Improvement Project (CIP 19)
- McKee Square Intersection Improvement Project (CIP31)
- Pleasant/Warren/Fruit Intersection Improvement Project (CIP283)

Since adoption of the Comprehensive Transportation Policy, staff and the city's design consultants routinely consider roundabouts as intersection improvement options, and move on to more traditional options such as traffic signals and lane widening only after determining that roundabouts are not reasonably feasible.

Roundabouts are fully considered as alternatives to traffic signal control in design studies for intersection improvement projects, including:

- Village Street in Penacook Village
- McKee Square
- Langley Parkway North Phase 3
- Main Street Complete Street Project
- N. State Street/Sewalls Falls Road intersection
- Mountain Road at Exit 16
- I-93 Exit 12
- Pleasant/Warren/Fruit intersection

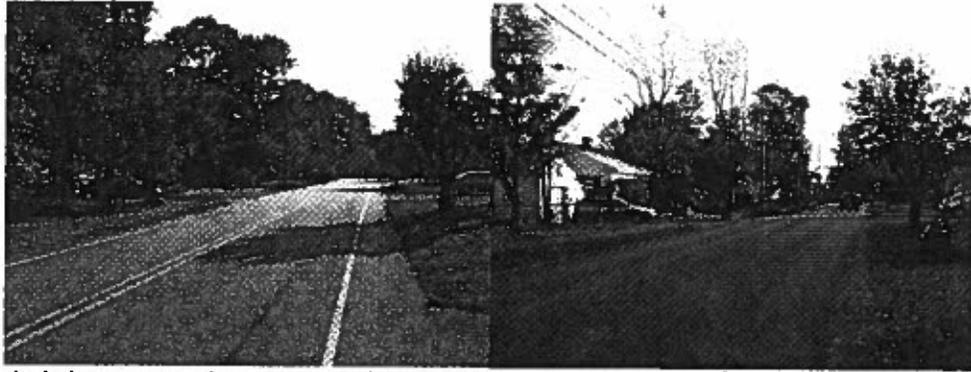
During the above design studies, a few intersections could not be reasonably reconstructed to a roundabout configuration, such as the Main Street intersections and the N. State Street/Sewalls Falls Road intersection.



Roundabout at the Franklin/N. State intersection.

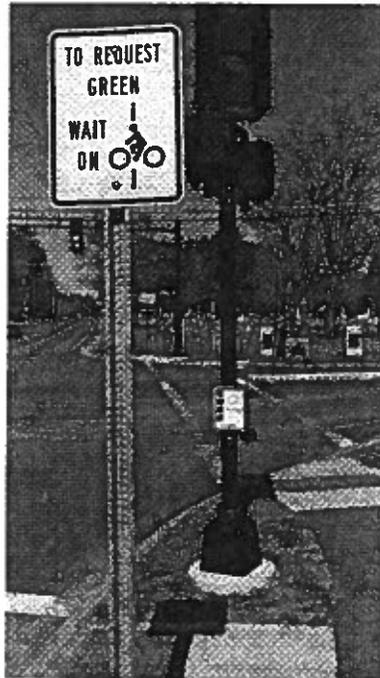
TPAC, through its subcommittees and staff, reviewed and, when warranted and supportive of "complete streets" principles, recommended innovative enhancements and solutions.

Rockingham Street was striped to provide narrow nine-foot lanes and three-foot shoulders as an interim measure to encourage appropriate traffic speed and better accommodate pedestrians and bicycles prior to sidewalk and curb construction.



Left: Lane narrowing and shoulders prior to sidewalk construction. Right: After sidewalk construction.

In an effort to address difficulties at some traffic signal intersections in detecting bicycles, signal hardware was adjusted in the field with bicycles present. Small paint markings indicating the pavement detector 'sweet spot' for bicyclists were installed at the N. Main/Penacook/Horseshoe Pond intersection as a test case.



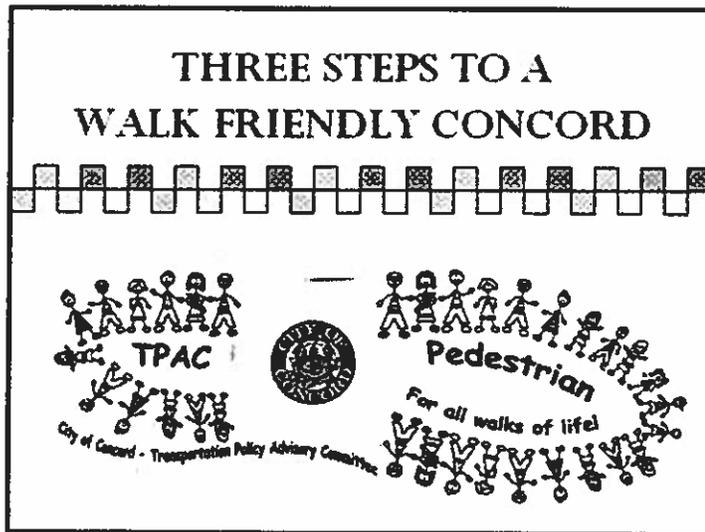
The new traffic signal at the N. State/Sewalls Falls intersection can detect and respond to bicycles when they stop at a designated spot in the bike lane.

PEDESTRIAN ACCOMPLISHMENTS

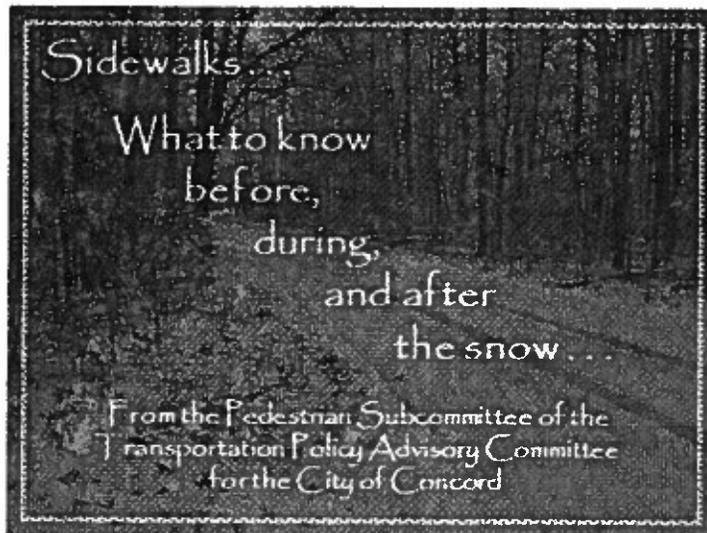
TPAC-Ped developed video and PowerPoint presentations for broadcast on Concord Cable TV, titled: "Walk Concord," "Three Steps to a Walk Friendly Concord" and "Know Snow."

TPAC-Ped created a video titled Walk Concord that promotes walking as a healthy and fun activity for the whole family. The video suggests a wide variety of local walking environments in Concord and has been broadcast on Concord Cable TV.

TPAC-Ped created PowerPoint presentations for screening on Concord Cable TV to promote public awareness of ways to maintain sidewalks that are clean, obstacle-free and useable in all weather conditions. These measures also assist General Services with maintenance.



Three Steps to a Walk Friendly Concord promotes ways to maintain user-friendly sidewalks.



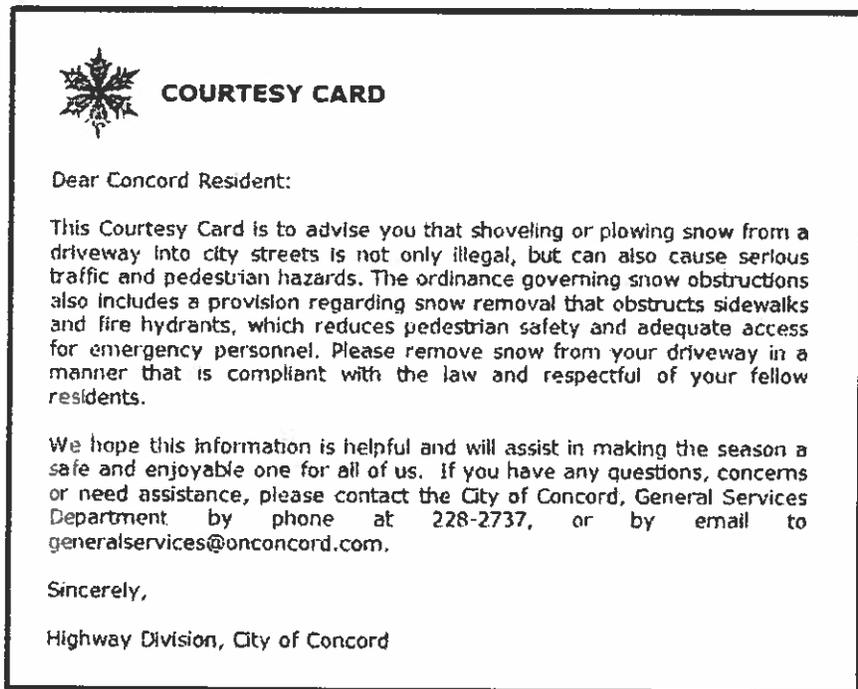
Sidewalks – What to Know Before, During and After the Snow promotes winter sidewalk maintenance.

TPAC-Ped developed a program, titled "Snow Angel", to encourage residents to adopt sidewalks for winter maintenance.

Working with Concord 20/20, TPAC-Ped developed and promoted a 'snow angel' program to encourage residents to "adopt" the sidewalks in front of their homes or others. Participants received incentives for signing up and updates through Facebook. The program was promoted in part through a 'Letter to the Editor' in the November 17, 2009 edition of the Concord Monitor.

TPAC-Ped developed a courtesy card to encourage residents to appropriately manage winter snow maintenance in the vicinity of public sidewalks.

The courtesy card illustrated below was developed by TPAC-Ped in coordination with General Services.



General Services routinely distributes this card to residents where inappropriate winter maintenance appears to be affecting sidewalk access.

TPAC-Ped applied for national designation of Concord as a "Walk Friendly Community" and received an Honorable Mention in 2011.

In 2011, Walk Friendly Communities designated Concord as a Walk Friendly Community and received an Honorable Mention. In its 'report card', Concord was noted for:

- "Policies supporting sidewalk construction on both sides of arterial and collector streets as well as with new development and a retrofit policy to fill gaps and provide new sidewalks as needed constitute the bones of an excellent sidewalk system."
- "The Safe Routes to School program in Concord is exceptional in terms of participation rates as well as in the number of events that schools are a part of in

the city. By supporting a robust Safe Routes to School program, a culture of walking can be fostered with younger generations.”

TPAC-Ped reviewed and provided comments on major development plans that could have impacts on pedestrians.

TPAC-Ped has provided an outside perspective on the designs of public street improvements as well as private development projects for staff to consider when reviewing project design. TPAC-Ped considers the need for sidewalk, connectivity, circulation, and amenities.

TPAC-Ped, through TPAC, provided feedback to Council on pedestrian referrals.

TPAC-Ped has provided guidance to TPAC on various referrals including: the use of brick as a sidewalk material, pedestrian access during construction, and pedestrian crossings in the vicinity of the high school.

TPAC-Ped partnered with TPAC-Bike on the feasibility study for the Merrimack River Greenway Trail.

Using a Federal grant obtained through Concord 2020, TPAC-Ped collaborated with TPAC-Bike and an engineering design consultant to study the feasibility of developing a multi-use path along the Merrimack River from the Pembroke town line to the Boscawen town line. The Feasibility Study: Merrimack River Greenway Path – Concord, NH (2010) was presented to the Concord City Council and the Planning Board together with the Bicycle Master Plan discussed above. The result is the Merrimack River Greenway Trail (MRGT), which has been endorsed by Council and included in the City's Capital Improvement Program. A nonprofit group called Friends of the MRGT has been established and work is underway to fund, design and build the project.

TPAC-Ped and TPAC-Bike cooperated with outside organizations in developing and conducting a city-wide pedestrian and bicyclist count program.

In May 2013, TPAC-Bike and TPAC-Ped planned and conducted the first round of a regularly updated city-wide bicycle and pedestrian count program. Sixteen locations were counted by volunteers and staff. Counts were performed in accordance with the National Bicycle and Pedestrian Documentation Project (NBPDP). The goal of the program is to count cyclists and pedestrians twice a year, in May and September on the dates specified by the NBPDP, and to create a database from which trends in bicycle and pedestrian use can be determined.

TPAC-Ped reviewed sidewalk lighting intensities along Main Street.

In advance of the design of Downtown Complete Street project (CIP 460-Main Street), TPAC-Ped reviewed the existing light levels along Main Street to document which areas were adequately lit. Light levels were recorded and documented for discussion.

TPAC-Ped, with the assistance staff and UNH, developed and implemented a sidewalk audit program in the downtown area.

TPAC-Ped collaborated with staff and the University of New Hampshire to develop a Pedestrian Facilities Self Evaluation, a frame work for an accessibility transition plan for sidewalks and curb ramps. The evaluation ranks each curb ramp and section of sidewalk based on an impedance score (physical barrier) and an activity score (location relative to population and need). The findings and recommendations of this study support the timing and programming of needed sidewalk enhancements in the downtown core.

TPAC-Ped began a program to identify and prioritize missing sidewalk connections and gaps.

With the 2030 Master Plan as the foundation, TPAC-Ped initiated discussion on how to prioritize missing sidewalk connections and gaps. Ranking categories included length, cost, location, estimated usage and right-of-way needs.

BICYCLE ACCOMPLISHMENTS

TPAC-Bike and CNHRPC, through TPAC, developed Concord's first Bicycle Master Plan.

TPAC-Bike collaborated with the CNHRPC and Concord 2020 to develop a bicycle master plan and presented it to the Concord City Council and the Concord Planning Board. The City Council accepted it and the Planning Board incorporated it into the City's 2030 Master Plan.



In Concord, like in many other cities across America, more and more people are using bicycles for economical, clean, and healthy transportation and recreation. Concord, through TPAC, has been proactive in providing safe infrastructure. There is more to do.

TPAC-Bike, reacting to suggestions heard at three Bicycle Master Plan public hearings, led in a study to determine the feasibility of building a multi-use path along the Merrimack River.

Using a Federal grant obtained through Concord 2020, TPAC-Bike collaborated with an engineering design consultant to study the feasibility of developing a multi-use path along the Merrimack River from the Pembroke town line to the Boscawen town line. The Feasibility Study: Merrimack River Greenway Path – Concord, NH (2010) was presented

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TPAC-Bike applied for and received national recognition of Concord as New Hampshire's first "Bike Friendly Community" in 2010.

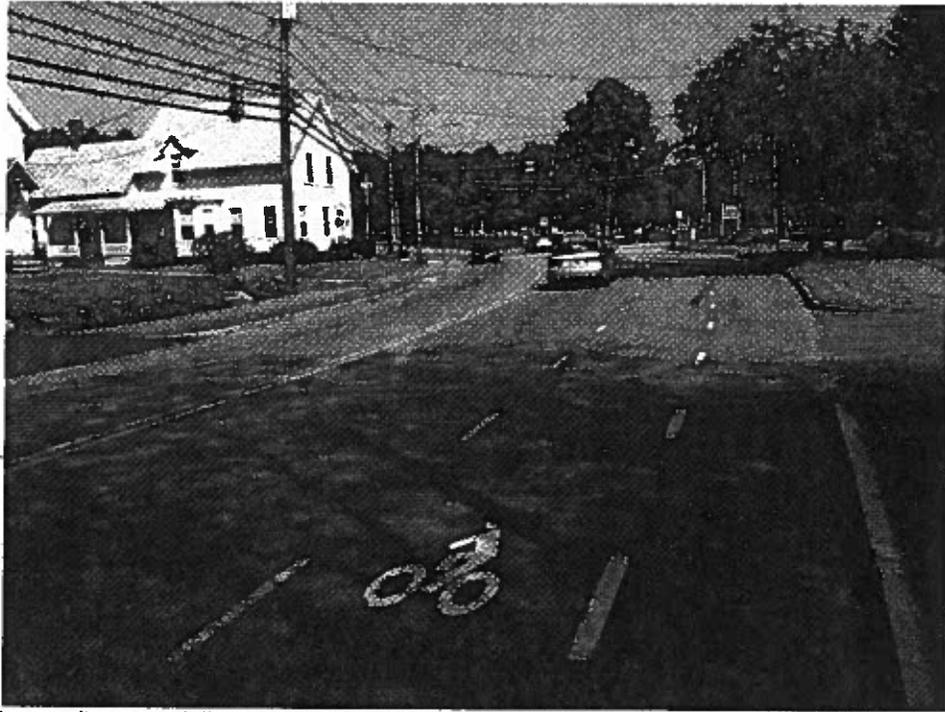
In 2010, the League of American Bicyclists designated the City of Concord as New Hampshire's first Bicycle Friendly Community at the bronze level. Concord was noted for: implementation of the Bicycle Master Plan; a Comprehensive Transportation Policy; off-road cycling opportunities; bicycle-related training for city staff; bicycle donations and classes offered to underserved populations; and participation in the Bike to Work/Commute Green Week.



Concord is proud to have been designated New Hampshire's first 'Bicycle Friendly Community' by the League of American Bicyclists

TPAC-Bike supported city staff initiatives to design and implement over 18 miles of compliant bike lanes / shoulders.

Consistent with the Comprehensive Transportation Policy, TPAC-Bike works with staff and Traffic Operations to design and implement compliant bike lanes/shoulders wherever feasible. Compliant facilities have been constructed as part of the US Route 3 North corridor project as well as incorporated into street resurfacing projects (South Main Street, Water Street, Pleasant Street, and Clinton Street).



One of Concord's most visible examples of its new 'Complete Streets' policy is the US Route 3 North Improvements Project which will include fully-compliant bike lanes from downtown Concord to Penacook Village

TPAC-Bike supported city staff initiatives to design and implement street restriping to narrow overly-wide travel lanes and enhance shoulder width for bicycles.

Resurfacing of streets is a routine activity and there are opportunities to update the striping configuration to reflect current guidelines/standards. TPAC-Bike reviews the annual paving list to find opportunities to enhance the complete street network. The city has implemented approximately 11 miles of enhanced shoulders. Also, pursuant to discussions initiated with the NHDOT, enhanced shoulders have been incorporated along NH Routes 13 and US Route 202/NH Route 9.

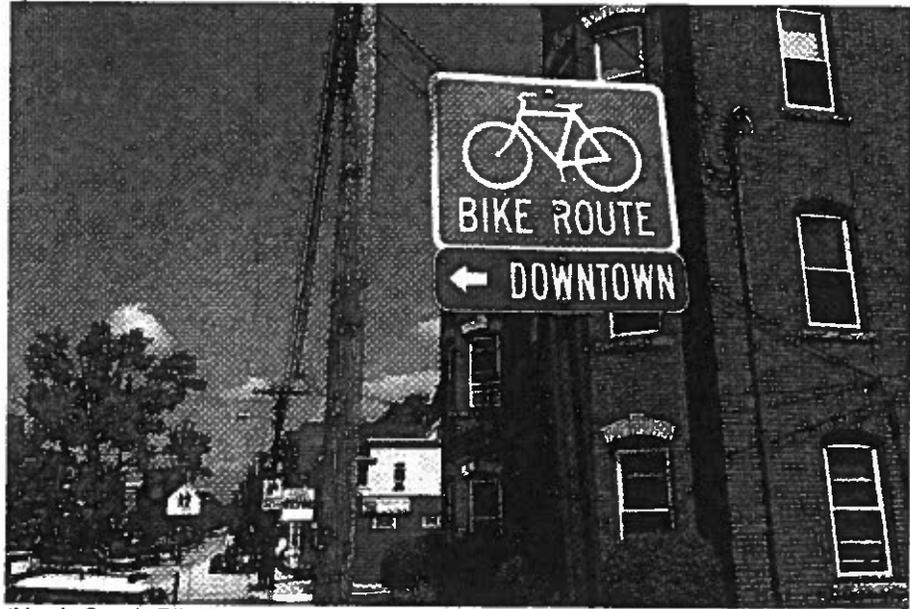


Pleasant Street is an example of restriping the shoulder line location, achieved at no additional expense, to enhance travel space for bicycles by reclaiming excess road space that was previously allocated to motor vehicles.

TPAC-Bike collaborated with city staff to study, design and receive Council approval for construction of the "North-South Bike Route," a three-mile long designated shared-use street network providing access to and through the downtown area.

In January 2009, discussion began around the idea of designating certain streets as part of a bicycle network. The selected route, which was constructed in 2010:

- encompasses designated Safe Routes to School,
- provides a designated route for novice riders and commuters in a low-traffic neighborhood setting,
- discourages neighborhood cut-through traffic, and
- promotes a healthy, physically active lifestyle for the entire community.



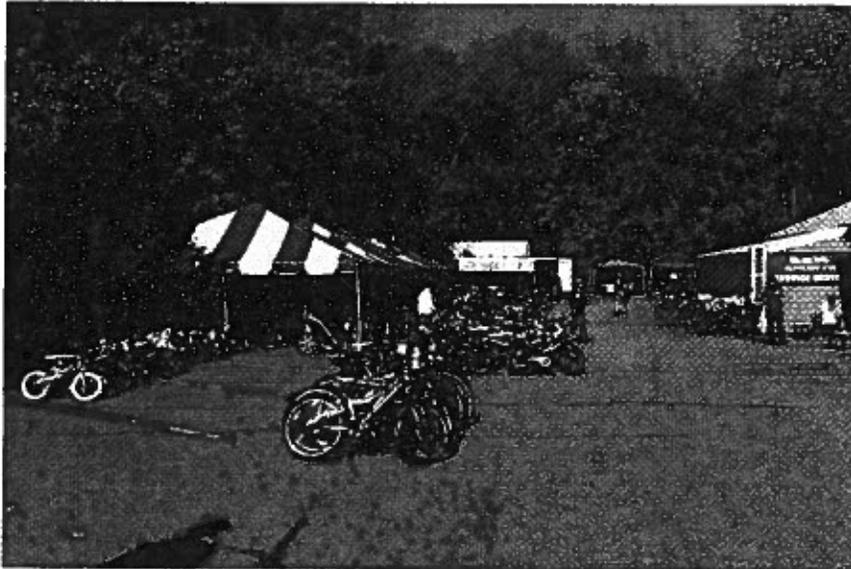
Concord's 'North-South Bike Route' is delineated with destination signing such as this.

TPAC-Bike developed a "Bicycle Safety" video presentation for broadcast on Concord Cable TV.

Working together with the Police Department, the 'Roll Together Concord Bicycle Safety Video' was produced and aired on Concord Cable TV in 2010. The video highlights safety tips and rules of the road for cyclists and motorists.

TPAC-Bike supports and participates in annual spring bike swaps that helps people acquire used bicycles for transportation and raises funds for the Central New Hampshire Bicycling Coalition.

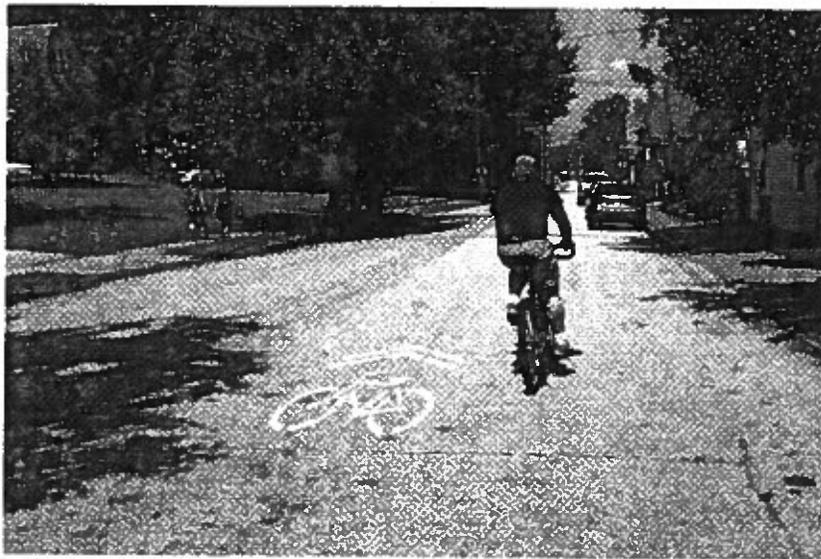
Since 2009, the Central NH Bicycle Coalition, S&W Sports, and members of TPAC-Bike have been hosting a bike swap. Funds raised by the event have been reinvested back into the community with a focus on enhancing the quality of and accessibility to bicycling for users of all ages. This event has supported: the Recycled Cycles program; bike safety education at local elementary schools; "Learn-a-Bike" programs for disadvantaged Concord residents; parking garage bike racks; a bike-lane pavement marking stencil; bike share programs at local institutions; Biketoberfest; and bike valet parking at downtown events like Market Days and Rock 'n Race.



About 600 shoppers descended on S&W Sports during the May weekend event, 400 of which bought a bike.

TPAC-Bike and TPAC-Ped cooperated with outside organizations on a citywide pedestrian and bicyclist count program.

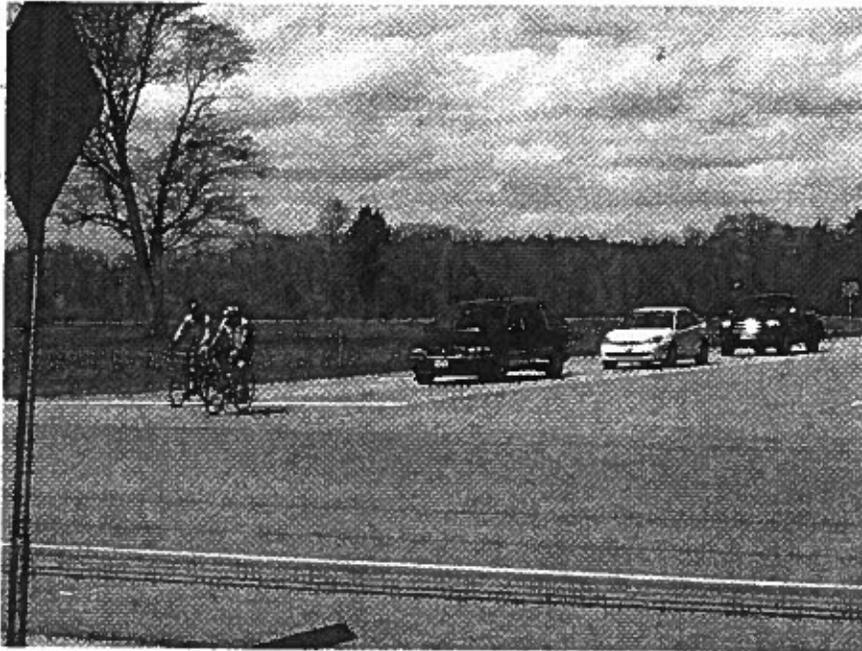
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Pedestrians and bicyclists are subjects of a regular city-wide count program.

TPAC-Bike worked with city staff to enhance detection of bicycles at select traffic signal intersections.

After receiving feedback from the public that some older traffic signals were not detecting bicyclists, and resulting in some bicyclists running red lights, TPAC-Bike worked with city staff to locate the "sweet spot" on the pavement where the signal could best detect a waiting bicycle, and optimize the sensitivity of the vehicle detectors to better sense the presence of a waiting bicycle. Newer traffic signal locations utilize video detection and are generally responsive to bicyclists anywhere near the stop line.



Bicyclists at the stop line receive the green light at the Clinton/Langley intersection.

TPAC-Bike, through TPAC, provided feedback to Council on bicycling-related referrals.

TPAC-Bike has provided guidance to TPAC on various referrals including: informing the public on laws pertinent to cycling; ways to improve bicycle safety/education; and the configuration of Rumford/North State intersection.

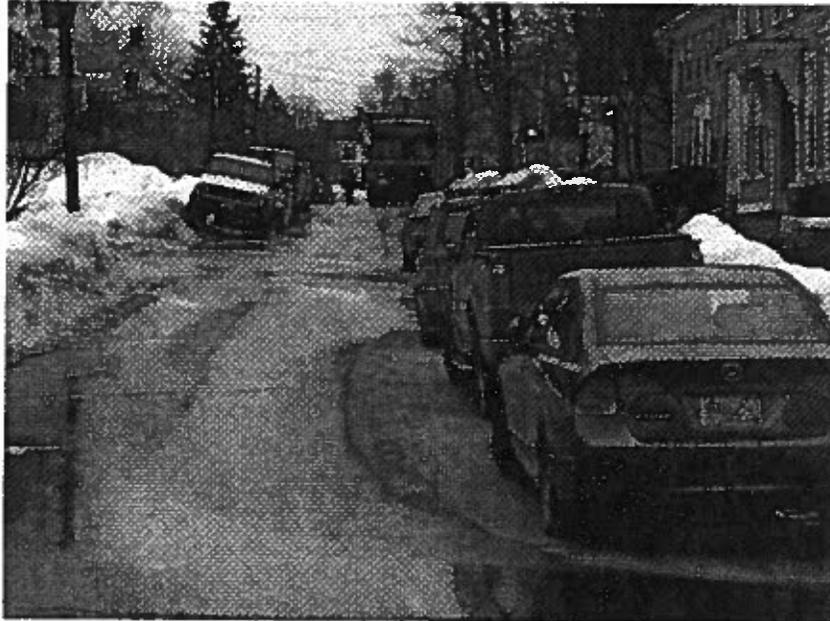
NEIGHBORHOOD TRAFFIC MANAGEMENT ACCOMPLISHMENTS

TOC, through TPAC, promotes and applies the city's Traffic Management Policy.

The city's Traffic Management Policy provides guidance for the consideration, approval and implementation of traffic control measures on city streets. The policy is geared primarily to address neighborhood concerns on local residential streets related to speeds and cut-through traffic. The policy also recognizes the need to maintain safe and efficient access along the city's network of collector/arterial streets.

TOC, through TPAC, recommended a practice for managing on-street parking on narrow streets when snow accumulates.

TOC, in collaboration with the Parking Committee and General Services, developed an action plan for managing on-street parking on narrow streets where winter snow banking substantially reduces effective street width. Temporary parking bans on one or both sides of a street might be implemented when effective travel way on the street drops below a 12-foot minimum. Recommendations were also developed for minimum curb-to-curb street widths that could reasonably accommodate all-season parking needs. The recommended practice was approved by City Council in March 2010.



Parked vehicles along Rumford Street encroaching into the travel way because of snow banking can now trigger temporary parking restrictions until the snow is removed.

TOC, through TPAC, performed assessments of neighborhood traffic concerns.

TOC and TPAC assessed a variety of neighborhood-related traffic concerns reported by residents related to traffic speeds, cut-through traffic, on-street parking and pedestrian/bicycle safety on local streets. Staff involvement included conducting engineering assessments, traffic and speed counts, and coordinating neighborhood meetings to hear local concerns and to advise on potential traffic control options such as speed bumps, STOP signs, speed limit changes, targeted enforcement or one-way street conversions. Neighborhood meetings have been hosted by both TOC and TPAC and include the following areas: Upper School Street, Millstream Lane, Alice Drive, Rockingham Street, Penacook Village area, Community Drive, Conant Drive, and Heather Lane.

NEIGHBORHOOD PUBLIC MEETING

Upper School Street Area Traffic Issues



What: Follow-Up Neighborhood Public Meeting to discuss traffic issues in the Upper School Street Area of Concord.

When: Thursday, November 13, 2008 @ 6:30 PM

Where: City Council Chambers
37 Green Street
Concord NH 03301

Who: **YOU!**
Residents, Commuters, Local Officials,
Community Leaders, Neighborhood Groups



City of Concord
Community Development Department
Engineering Services Division
(603) 233-8520

Neighborhood meetings have been indispensable in obtaining public input and feedback on traffic concerns and potential changes. In some cases, a complete rethinking of solutions has resulted.

TOC, in collaboration with Community Development staff, reviews transportation impacts of proposed developments.

TOC collaborates with Planning and Engineering Division staff regarding review of the transportation aspects of major development and infrastructure projects. Examples include: Concord School District's school consolidations, St. Paul's School expansion, UNH Law (Franklin Pierce) expansion, Main Street Complete Streets project, Scandia Hall redevelopment, US Route 3 North Improvements, McKee Square improvements, and Langley Parkway North.

ENCOURAGING THROUGH-TRAVEL ALONG THE COLLECTOR AND ARTERIAL STREET NETWORK ACCOMPLISHMENTS

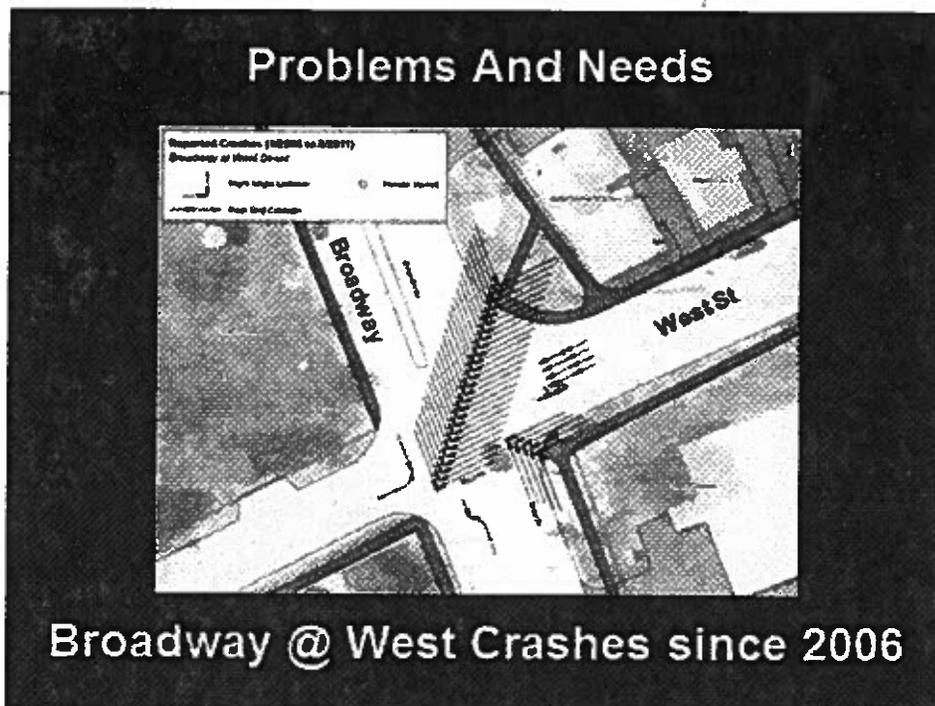
TOC regularly reviews city-wide crash data to proactively address potential areas of concern.

TOC reviews city-wide crash data on a monthly basis, including motor vehicle, pedestrian and bicycle modes, with a focus on identifying and proactively addressing hot-spot locations, and as follow-up to prior roadway or intersection improvements.

TOC performed intersection safety assessments at selected high-crash locations.

Staff, through TOC, performed crash analyses and intersection safety assessments, and implemented safety improvement measures at intersection locations city-wide. Assessments can be in response to a reported high crash incidence, or as follow-up monitoring of intersection improvement projects. Improved locations exhibiting reduced crash experience include:

- Liberty/Centre roundabout
- N. State/Franklin Roundabout
- Loudon/D'Amante signalized intersection
- Broadway/Rockingham intersection multi-way STOP signs.



Analysis of historic crash data, such as this one showing predominant crash types, help guide engineers to appropriate solutions.

TOC, through TPAC, developed and recommended for Council approval, various city policies and practices regarding the use and maintenance of street signs and markings.

An In-Street Pedestrian Crossing Sign ("Weeble") Policy adopted by City Council on January 12, 2009 sets standards for sign application and placement and establishes a maximum number of Weebles permitted at any one time.



In-street crosswalk weeble

A city-wide pavement marking practice adopted by City Council in 2010 provides for twice-yearly application of pavement markings in order to enhance lane-use and crosswalk visibility. Most markings are reapplied in spring with a follow-up application in high-traffic locations in the fall. This practice replaced the former once-a-year application that generally occurred in late summer and resulted in poor pavement marking visibility at heavily-travelled locations during the spring months. Additional costs are offset by identifying other locations that need less frequent restriping. Thus, the City has been able to increase safety without increasing costs.

TOC inventoried current school zone signing and marking applications and recommended a uniform city-wide guideline.

A STOP Sign Policy adopted by City Council in August 2011 sets uniform, city-wide practice for the location and use of STOP signs based on Federal standards and engineering practice.

TOC supported staff in the design and construction of traffic signal and pedestrian improvements on Loudon Road at Exit 14.

Traffic control and safety improvements along the Loudon Road corridor between N. Main Street and the Everett Arena, one of the most heavily traveled corridors in the city, included: coordination of seven traffic signals, including four closely spaced signals, in the I-93 Exit 14 area; select sidewalk improvements; installation of countdown pedestrian signals; and revised crosswalk locations.



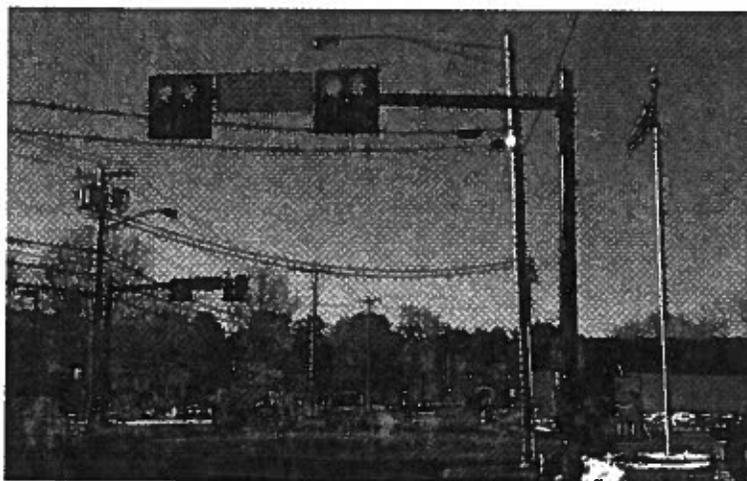
Countdown WALK signal and blank-out NO RIGHT TURN sign at the Loudon/Ft Eddy intersection.

TOC supported staff in the research and implementation of state-of-the-art traffic signal control technologies.

TOC recommended and implemented emerging technologies to enhance traffic operation and safety, including:

- Countdown pedestrian signals
- Video detection at intersections for both vehicles and bicycles
- Flashing yellow arrow left-turn signals
- No Right Turn blank-out signs to enhance busy pedestrian crosswalks, and
- Emergency vehicle hybrid beacons for fire station access to busy streets.

Many of these applications were among the first in the State of New Hampshire.



The city's first Emergency Vehicle Hybrid Beacon. The flashing sequence is activated for fire trucks leaving Central Station on North State Street.

TOC developed and implemented low-cost intersection improvements to reduce travel delay at key arterial intersections.

In conjunction with the Comprehensive Transportation Policy, proactive and low-cost improvements to enhance traffic operations and reduce delay along arterial routes that were successfully implemented by staff through TOC include easy-to-implement lane-use and signal modifications at:

- Pleasant/Warren/Fruit intersection
- S. Main/Storrs intersection
- Pleasant/Main intersection
- N. Main/Washington intersection
- N. Main/Bouton/I-393 intersection



A simple restriping of existing pavement width to add a second left-turn lane at the intersection of South Main and Storrs Streets increased throughput and significantly decreased vehicle delays, resulting in reduced fuel use and air pollution by idling vehicles and reduced driver frustration.

TOC, through TPAC, provided feedback to Council on traffic operations referrals.

Numerous assessments city-wide pursuant to staff, resident or business requests for stop signs, speed limit changes, crosswalks, mitigation of construction traffic impacts, revised on-street parking, sight distance improvement, street lighting and accident/safety concerns.

TOC and TPAC collaborated with city staff and the Energy Committee to develop and implement energy-reduction programs.

TOC developed an energy-saving program to replace existing incandescent traffic and pedestrian signal bulbs with energy-saving LED lighting modules. Implemented in 2011 with funding from a Department of Energy grant, it is expected that the energy-savings will exceed the costs in about two and a half years.

TOC also planned, implemented and is monitoring a street-lighting reduction program during late-night hours to facilitate energy savings. Corridors include Water Street, the Manchester Street Bridge, and the Loudon Road bridge over Storrs Street.

PUBLIC TRANSPORTATION ACCOMPLISHMENTS

TPAC-PT, cooperating with Concord Area Transit (CAT), Central NH Regional Planning Commission (CNHRPC) and a transportation consultant completed a Comprehensive Transit Study that was instrumental in facilitating significant program enhancements.

TPAC-PT, in partnership with CAT and CNHRPC, took initiative, sought funding, reviewed scope of work, and facilitated a public-participation process in a study of Concord area transit service that resulted in significant route changes and enhanced system performance. This collaborative effort built a stronger partnership between TPAC-PT, CAT and other partners.

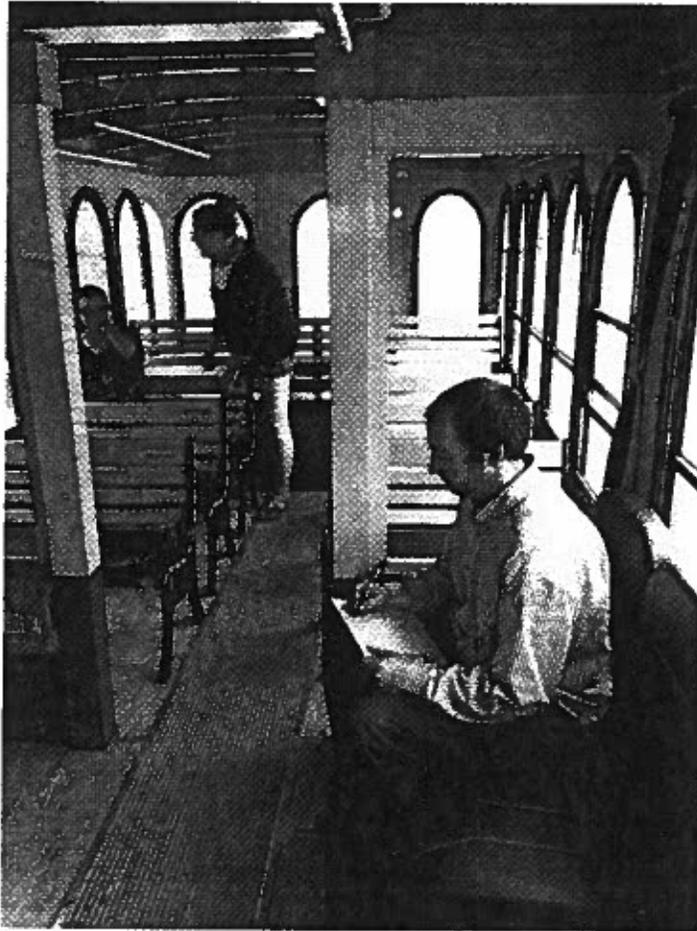


A CAT bus carrying a bicycle boards patrons on Main Street.

TPAC-PT, in partnership with CNHRPC, undertook ridership inventories that were instrumental in developing a more efficient operation.

CNHRPC inventoried each bus stop on the Fixed Route System in April 2011, photographing and commenting on deficiencies.

CNHRPC facilitated an expanded annual ridership survey which also serves as a required performance measure for the TIGER 2012 grant for the Downtown Complete Street Improvement Project and other Federal-funded programs.



A CNHRPC employee surveys and records ridership on a CAT trolley.

TPAC-PT, working with Concord Area Transit (CAT), developed performance goals aimed at continuous improvement of the public transportation experience and operational efficiency.

Short, medium and long term goals have been formulated that span a period of one to five years, including:

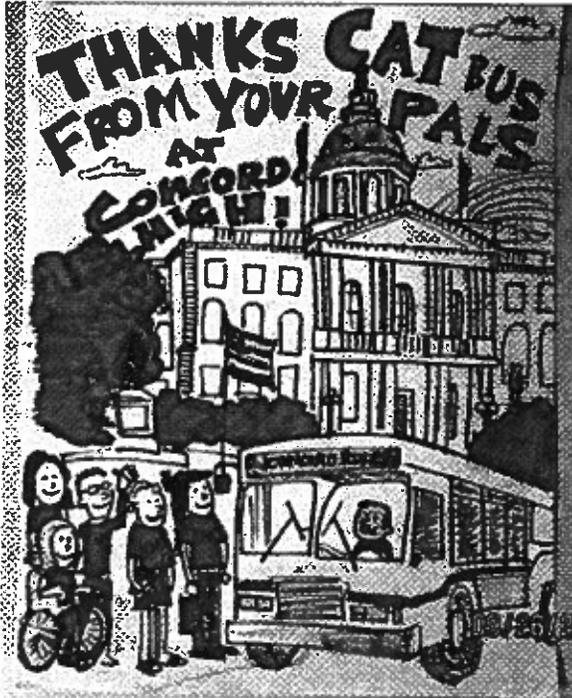
- Seeking additional match-funding opportunities.
- Prioritizing bus stops according to ridership or system importance and add amenities based on priority.
- Identifying additional strategies for increasing ridership.

TPAC-PT and CAT improved communication and cooperation between the three primary financial supporters: State of NH Department of Transportation; City of Concord, NH; and Community Action Program Belknap-Merrimack Counties, Inc.

TPAC- Public Transportation receives and reviews monthly reports from CAT covering operations, customer service, and outreach. The subcommittee also reviews finance reports, in the same format submitted to NHDOT, quarterly. Overlooking these reports has greatly enhanced the subcommittee's awareness of the day to day functioning of CAT.

TPAC-PT developed an ongoing public service campaign.

TPAC-PT developed a public service campaign which loops an informational message periodically on Concord Community TV. CAT staff frequently appears on CCTV to update the public on the CAT transportation system. CAT maintains a website at www.concordareatransit.org.



CAT helps students at Concord High learn to use the bus system. It is a great community partnership that teaches students to explore other transportation modes.

TPAC-PT supported the development of a partnership between CAT and the Concord Recreation Department to provide transportation services for seniors.

CAT coordinated a bus to transport seniors from their Horseshoe Pond community residence to the Heights Community Center for scheduled programs supported by the Parks and Recreation Department, such as Monday Bingo.

TPAC-PT recommended City participation in the Mid-State Regional Coordinating Council for Community Transportation (Mid-State RCC).

TPAC- Public Transportation and City staff participates with the Mid-State RCC which provides transportation services to the region's most transportation-dependent populations through a volunteer driver program which currently provides over 500 rides per month.

TPAC-PT, through TPAC, provided feedback to Council on public transportation referrals.

TPAC-PT fields all referrals, from Council or residents, that are related in some way to the public transportation system in Concord. After discussing the issues in the referrals, TPAC-PT works with CAT or City staff, as appropriate, to reach a successful outcome for those impacted.

TPAC-PT assisted and supported CAT in their development of service enhancements.

CAT staff developed a comment card to solicit rider feedback.

CAT hired a Travel Trainer to help new and existing riders utilize all of CAT's transportation options most efficiently.

COOPERATION WITH STATE AND REGIONAL TRANSPORTATION AGENCY ACCOMPLISHMENTS

TOC and staff collaborated with the NHDOT in the design, implementation and monitoring of upgraded advisory street signing along the rural road network.

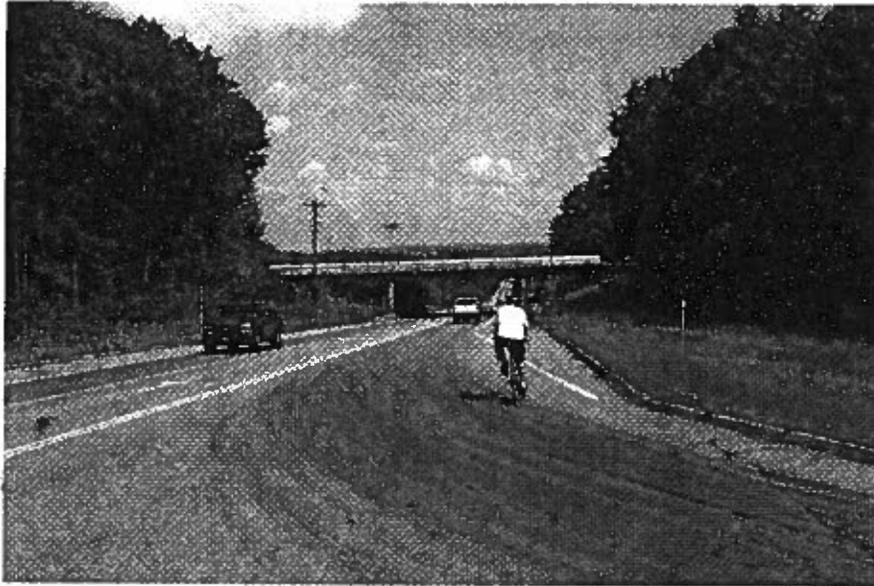
As part of the Federally-funded High Risk Rural Road Program, TOC and Engineering staff collaborated with the NHDOT in a major upgrade of advisory street signage across the city's outlying rural-road network. Advisory signs, such as curve warnings, advisory speeds, and chevron panels were updated early in 2010 to enhance driver safety and reduce the potential for off-the-road crashes. Monitoring of before and after crash history is underway to assess the effectiveness of the improvement.

TPAC, including subcommittees and staff, collaborated with the NHDOT to apply "complete streets" principles on NHDOT projects within Concord.

Major NHDOT projects have included: I-93 Exit 14 bridge rehabilitation which involved short term closure of Loudon Road; and I-93 Exit 12 bridge rehabilitation which included options for complete interchange reconstruction.

The Delta Drive bridge reconstruction over I-93 will involve the long-term closure/detour of a key bicycle and pedestrian route. In the summer of 2010, TPAC-Bike cooperated with CNHBC and CNHRPC and over a dozen volunteers to count bicyclists and pedestrians who use the bridge. They found that over 20 percent of total weekday traffic crossing the bridge was pedestrians or bicyclists. The counts were presented to the NHDOT to illustrate how important the Delta Drive Bridge is to active commuters and to highlight the needs of pedestrians and bicyclists when planning for construction zone traffic management.

TPAC-Bike and Engineering staff, through TPAC, coordinates regularly with NHDOT staff to identify no-cost opportunities to enhance "complete streets" capability along select state highways during the State's regular pavement marking maintenance. One such opportunity is widening travel lane markings on State roadways to accommodate safer shoulder widths for bicyclists. An example of a successful and well-received bike lane widening is NH 13 (Clinton Street) from the Langley Parkway westerly through the I-89 Exit 2 interchange.



NHDOT staff and City staff coordinated to produce bicyclist safety improvements in the area of the I-89 Exit 2/Clinton Street interchange.

PARTNERING WITH COMMUNITY PROGRAMS ACCOMPLISHMENTS

Through TOC and staff, TPAC partnered with the Concord School District and CNHRPC in the development of the Safe Routes to School Program.

In conjunction with the 2008 Safe Routes to School Travel Plan for the Abbot-Downing (formerly Conant) Elementary School and Rundlett Middle School, sidewalk and crosswalk improvements were designed and constructed along the South Street approach to the school campus.

As part of the ongoing Safe Routes to School City-Wide Travel Plan, a network of primary walking routes to each school has been developed. Priority sidewalk snow-plowing routes have also been implemented for prompt maintenance of core walking routes.

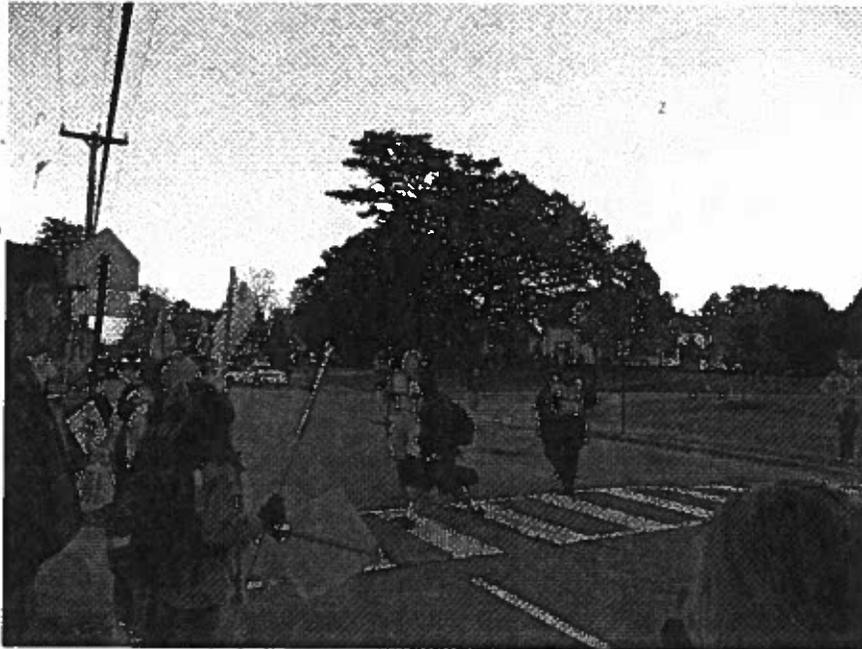
Members of Concord's Safe Routes to School team participated in the filming of a video clip promoting walking for happier and healthier kids. The video was produced as a nation-wide promotion for the Safe Routes to School National Partnership and aired nationally on ABC in October 2013.

TPAC-PT collaborated with Concord Area Transit (CAT) in the planning and location of a bus stop to service the newly-constructed Friendly Kitchen on S. Commercial Street.

A proactive effort by both TPAC-PT and CAT, the need for enhanced public transportation access to the new Friendly Kitchen facility was investigated. The new bus stop location was added to existing CAT bus route service in the area.

Through TPAC-Ped, TPAC-Bike and TOC, TPAC partners annually with the Concord School District, participating in "Bike/Walk to School Day."

The annual "Bike/Walk to School Day" is celebrated at each school and includes organized/supervised walking and biking groups, walk/bike-to-school safety education programming, and special off-campus topics such as how to safely cross at crosswalks, roundabouts and signals.



Playing on an old riddle, the chicken shows school children how (if not why!) the chicken crosses the street *safely*.

TPAC supported staff and Concord School District efforts in planning pedestrian safety and operational changes on Warren Street at Concord High School.

In an effort to address safety concerns and promote safe multi-modal travel along Warren Street in the vicinity of Concord High School, staff collaborated with the school district in designing sidewalk and crosswalk improvements both along the street as well as along the adjacent campus entrance to the school. Included are revised crosswalk locations, construction of curb bump-outs to shorten crossing distances, and revised campus walkways to focus pedestrian walking paths to the enhanced crosswalk locations. The project is included in the city's capital improvement program and will be constructed concurrently with the school district's on-campus sidewalk changes.

TOC developed a recommended practice for city-wide uniformity in signing and marking school zones.

In an effort to promote uniformity in the application of school zone signing, crosswalks and pavement markings, TOC prepared an inventory of school crossing facilities city-wide. To resolve the historically disparate types of traffic control at each school, a uniform school zone signing/marking plan was developed for implementation as funds become available to upgrade area signage.

	PREFERRED SIGNING		KIMBALL		MERRIMACK VALLEY		PENACOOK ELEM.	
	Outbound	Inbound	N Spring St		Village St		Village St	
	Outbound	Inbound	Outbound	Inbound	Outbound	Inbound	Outbound	Inbound
ADVANCE SIGNS								
SPEED ZONE SIGNS (OPTIONAL)								
CROSSWALK SIGNS								

Illustrative portion of a city-wide matrix of school crossing signage, comparing existing inventory with preferred practice.

TOC supported staff in the development and implementation of temporary traffic signal and parking changes to enhance management of downtown traffic circulation and reduce delays during Main Street closures for major downtown festivals.

Every year, there are a number of major downtown events that involve the closure of much of Main Street and intersecting side streets to motor vehicle traffic. Effective traffic circulation in and around the downtown area is crucial to downtown businesses, employees and visitors alike. Staff collaborates annually with event organizers to plan and implement temporary traffic control and parking changes throughout the downtown to accommodate revised traffic patterns and minimize potential delays. Downtown events include: Market Days (pictured below); Rock'n Race; and Halloween Howl.



A mix of non-motorized travelers enjoys Main Street during Market Days.

CITY OF CONCORD

In the year of our Lord two thousand and fourteen

RESOLUTION IN RECOGNITION OF THE SERVICES OF

Chief John F. Duval

The City of Concord resolves as follows:

WHEREAS, Chief John F. Duval has been a faithful and loyal employee of the City of Concord for over 27 years within its Police Department. Chief Duval began his career in 1986 as a Police Officer and served in both the Patrol Division and Community Resources Unit. In 1996, he transferred to the Youth Services Unit, where he served as a detective investigating youth-related crimes and cases involving abuse and neglect; and

WHEREAS, Chief John F. Duval was promoted to the rank of Sergeant in 1998 and served as a supervisor in the Patrol Division. In 2000, he was promoted to the rank of Lieutenant and served as a Watch Commander in the Patrol Division. In 2001, he was transferred to the Training and Services Division where he was in charge of recruitment, training of Department employees and served as a Polygraph operator. In 2005, he was promoted to the rank of Major (a position that was later reclassified as Deputy Chief) and he took over command of the Bureau of Operations. In 2011, he was promoted to Chief of Police and held that position until his retirement on December 20, 2013. Chief John F. Duval's various assignments demonstrated his capabilities through his knowledge, skills, versatility, reliability, dedication and vision; and

WHEREAS, Chief John F. Duval served as President of the Central New Hampshire Special Operations Unit in 2013 and served on the Board of Trustees for the Friends Program from October 2007 until October 2013; and

WHEREAS, Chief John F. Duval was the recipient of the Police Officer of the Year in 1995, received several Letters of Commendation and Letters of Appreciation throughout his career; and

WHEREAS, Chief John F. Duval graduated in 2004 from the 218th Session of the FBI National Academy in Quantico, Va.; and

WHEREAS, Chief John F. Duval's dedication and loyalty to the Concord Police Department and City of Concord are without question; and

WHEREAS, Chief John F. Duval has provided an excellent display of loyalty, dedication and leadership qualities with the men and women that served under him; and

WHEREAS, Chief John F. Duval's work ethic, determination, energy and dedication have time and time again benefited the City of Concord and the Concord Police Department, whether it was his involvement in supervising or commanding patrol shifts, recruiting new employees, oversight of the Department operations or through his leadership as Chief of Police.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Concord that we hereby record our sincere appreciation for the many years of service from Chief John F. Duval to the City of Concord.

BE IT FURTHER RESOLVED that we hereby acknowledge that the service and presence of Chief John F. Duval will truly be missed by the City Council, City Administration, Concord Police Department and the entire Concord Community, and we extend our best wishes to him and his wife Carrie during his retirement.



Bin 1/29/14

2-37

CITY OF CONCORD

In the year of our Lord two thousand and fourteen

RESOLUTION DESIGNATING DEPOSITORIES FOR THE CITY OF CONCORD,
NEW HAMPSHIRE FOR THE FISCAL YEAR 2014.

The City of Concord resolves as follows:

- Section 1: That the City Treasurer is hereby authorized to invest with the chartered banks as listed with the New Hampshire Banking Department and the federally chartered FDIC insured banks in New Hampshire. The following banks are the primary banks the city has invested with in the past: Bank of America, Centrix Bank, Citizens Bank of New Hampshire, Citizens Bank of Rhode Island, First Colebrook Bank, Bank of New Hampshire, Merrimack County Savings Bank, People's United Bank, Sovereign/Santander Bank, TD BankNorth and US Bank.
- Section 2: That the City Treasurer is hereby authorized, with the approval of the City Manager, to enter into an agreement, in substantially the form previously presented to the City Council, with the above mentioned institutions, for the transfer of funds or the purpose of purchasing cash management products and services offered, or for the account of, this municipality in response to telephonic, telegraphic, oral, written or other requests, and pursuant to which each of the officers authorized hereby may designate other officers or employees of the municipality, in their discretion, from time to time, as they determine necessary for the efficient operation of the municipality.
- Section 3: That this resolution shall take effect upon its passage.



CITY OF CONCORD

17A

REPORT TO MAYOR AND THE CITY COUNCIL

FROM: Michael P. Jache, City Treasurer

DATE: January 27, 2014

SUBJECT: Resolutions: Designating Financial Depositories, Granting Authority to Invest Excess Funds and the Annual Approval of Investment and Cash Management Policy

Recommendation

Annually, the Concord City Council adopts the financial depositories, short-term investments and Cash Management Policy. Please consider the attached resolutions, which are outlined below.

Background

Authority to Deposit Funds in Financial Institutions

The passage of the attached resolution will authorize the City Treasurer to invest with the designated depositories in accordance with the investment policy.

Authority to Invest Excess Funds

The City Treasurer is given the authority to deposit city funds per RSA 48:16. To invest these funds, Council authorization is required.

Annual Adoption of the Investment Policy

The City Treasurer is responsible for setting major investment strategy and conducts day-to-day execution of policy under the direction of the Deputy City Manager/Finance. The City Treasurer is given the authority to deposit city funds per RSA 48:16. The investment policy is aimed at achieving the best results for the Concord taxpayer, considering such matters as safety, liquidity and over – all yields.

Discussion

The Investment and Cash Management Policy provides the City Treasurer with the authority to invest city funds with federal, state and other legal requirements, following best practices as defined by the Government Finance Officers Association.

Ben 1/29/14

2-38

CITY OF CONCORD

In the year of our Lord two thousand and fourteen

RESOLUTION **RELATIVE TO SHORT TERM INVESTMENT OF EXCESS FUNDS**

The City of Concord resolves as follows:

Section 1: In accordance with provisions of RSA 48:16, whenever the City Treasurer has in custody an excess of funds which are not immediately needed for the purpose of expenditure, the City Treasurer shall, with the approval of the Mayor and a majority of the City Council, invest the same in obligations of the United States government, in participation units in the public deposit investment pool established pursuant to RSA 383:22, in savings bank deposits of banks incorporated under the laws of the State of New Hampshire or in certificates of deposits of the approved banks directly or through the Certificate of Deposit Account Registry Service (CDAR's) or Investment Cash Sweep Account and repurchase agreements of banks incorporated under the laws of the State of New Hampshire or in banks recognized by the state treasurer. At least yearly, the city council or board of aldermen shall review and adopt an investment policy for the investment of public funds in conformance with the provisions of applicable statutes.

Section 2: That this resolution shall take effect upon its passage.



Bi 1/29/14

2-39

CITY OF CONCORD

In the year of our Lord two thousand fourteen

RESOLUTION ADOPTING A CASH MANAGEMENT POLICY

The City of Concord resolves as follows:

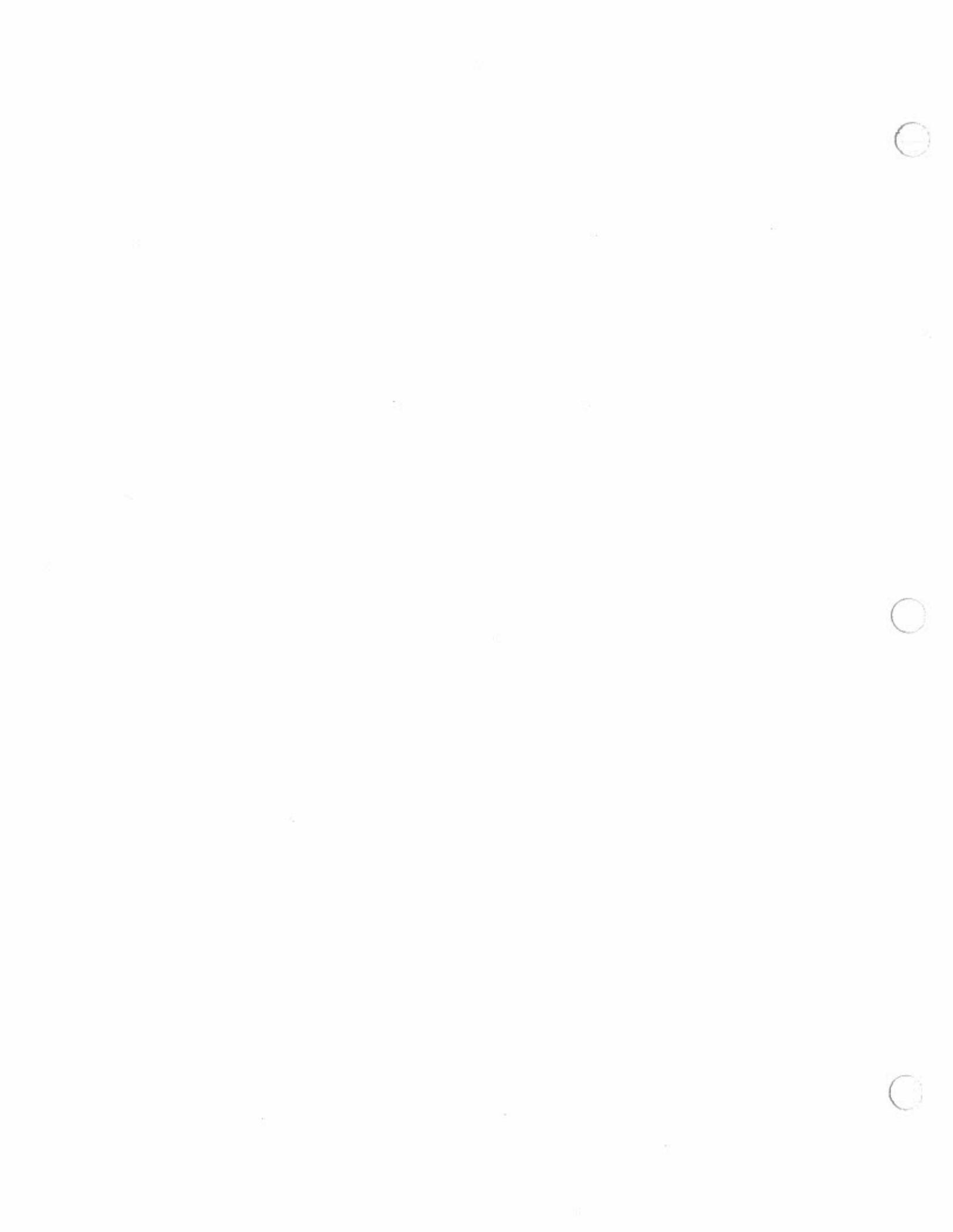
WHEREAS, cash management is a vital component of City operations; and

WHEREAS, the custody of cash, deposits and investments are to be held among the highest of the public's trust in accordance with the Treasurer's duties as outlined in RSA 48:16; and

WHEREAS, whenever the City Treasurer has an excess of funds which are not immediately needed for the purpose of expenditure, the City Treasurer shall invest the same in accordance with the investment policy with safety as the primary investment objective followed by liquidity and yield.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Concord that:

- 1) This resolution shall take effect upon its passage.



10

CITY OF CONCORD, NH
INVESTMENT AND CASH MANAGEMENT POLICY

Original adoption: December 1985

INVESTMENT PROGRAM SUMMARY

An investment program is recognized as one aspect of sound public financial management. Interest earned on public funds is just as much public money as the principal invested - both are resources to achieve a public purpose. The investment program aims at matching the structure of the financial market with the operations of the City to achieve the best possible results for the Concord taxpayer, considering such matters as safety, liquidity, and over-all yield. The following are guidelines established to aid city personnel to more effectively manage cash and investments of the City of Concord, New Hampshire.

This policy does not include the City of Concord Trust Funds. These funds adhere to the Investment Policy for the Trust Assets of the City of Concord, which was adopted by the Trustees of the Trust Funds on March 16, 2000.

OBJECTIVES

The primary objectives of this policy in order of priority are:

1. Where circumstances may arise and/or in maintaining compliance with this policy, the security and preservation of principal will take precedent over the derivation of interest.
2. Investments selected shall provide reasonable liquidity as directed by cash flow.
3. The desired return of investments shall be maximized, subject to #1 and #2 above whenever possible. The City Treasurer will endeavor to have 100% of all available funds invested on a day-to-day basis.
4. The investment program shall be operated in conformance with federal, state and other legal requirements, following best practices as defined by the Government Finance Officers Association (GFOA). The overall investment program shall be designed and managed with a degree of professionalism. Any transaction that may impair public confidence shall be avoided. A diversified portfolio will be adhered to. Although a rare loss may occur, it may be considered within the context of the overall portfolio's investment return, provided adequate diversification was implemented.
5. All participants in the investment process shall seek to act responsibly as custodians of the public trust. Investment officials shall avoid any transactions that might impair public confidence in the management of the City of Concord.

LEGAL AUTHORITY

New Hampshire Statute 48:16 is the legal authority under which the City Treasurer operates.

Other requirements include: The City of Concord Ordinances 30-2-5 and the City of Concord Charter, effective January 1, 1993, Section 29 *Appointed Officers* and Section 40 *Depositary*.

GOVERNING BODY

Annual approval of investment policy which 1) approves depository institutions and 2) authorizes the City Treasurer to invest excess funds. See resolutions for designating depositories and resolution relative to short term investments.

ADMINISTRATION

Administration of cash management is by the City Treasurer under the direction of the Deputy City Manager/Finance. The City Treasurer is responsible for setting major investment strategy and conducts the day-to-day execution of policy.

Cash Management procedures fit the legal requirements and organizational structure of the City of Concord and adhere to the commonly accepted "Prudent Man Rule". See Appendix A

PORTFOLIO DIVERSIFICATION

The City's investment portfolio shall be diversified. Over concentration in a maturity, an instrument, or institution/issuer is to be avoided.

MATURITIES

Investment maturities shall coincide with projected cash flow needs.

AUTHORIZED INVESTMENTS

1. Certificate of Deposits (CD), Certificate of Deposit Account Registry Service (CDARS);
2. Repurchase agreements collateralized in accordance with state law;
3. Treasury Bills;
4. Public Deposit Investment Pool;
5. Money Market accounts with banks insured through the FDIC or FSLIC.
6. Federal Agency Securities as issued by U.S. government-sponsored agencies.

The City Treasurer/Investment Officer shall recommend new investment products and services for approval to the Deputy City Manager/Finance who shall have the authority between annual adoptions by the City Council, and with due consideration of the herein policy, to alter the types of securities eligible for investment.

SELECTION OF DEPOSITORY AND BROKER/DEALER INSTITUTIONS:

A copy of these investment guidelines shall be delivered to the senior management of any firm, dealer, broker or financial institution seeking to conduct business with the City of Concord, New Hampshire.

Before transactions are initiated, the City Treasurer will evaluate all available documentation including, but not limited to, the following: financial history, credit worthiness, capitalization, reputation, economic viability, and competitiveness.

INVESTMENT GUIDELINES

1. Only the Deputy City Manager/Finance and the City Treasurer shall be authorized to establish bank accounts and make investments for the City of Concord.
2. Maintaining an appropriate portion of the portfolio in readily available cash, money market funds or overnight repurchase agreements to ensure liquidity to meet ongoing obligations.
3. Investments of the City of Concord shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. To attain this objective, diversification is required.
4. Securities purchases should be made through competitive bidding or competitive rate quotes, whenever possible and applicable.
5. The City encourages investment in local institutions to the extent prudently possible, however, not at the sacrifice of safety or liquidity.

COLLATERAL OUT-OF-STATE BANKS

Conformance to RSA 48:16 is required. Deposits shall be fully collateralized with the delivery of US Government obligations, US Government agency obligations or obligations of the State of New Hampshire in market value at least equal to 102% of the cash deposit in each case. Collateral is marked to market at least weekly and daily when appropriate. Collateral maturity should coincide with the investment maturity. Collateral shall be delivered upon the City Treasurer's direction.

TREASURY/COLLECTION

- A. Establishes a strategy to meet financial needs and improve investment income consistent with this policy and projected interest rate movement.
- B. Implements the strategy via competitive bids, negotiation and necessary transfers of securities and funds.

- C. Reviews banking arrangements to maintain adequate financial and accounting control.
- D. Properly records investments, bank balance changes, and income recognition.
- E. Reviews cash balances in all accounts in comparison to projected cash flow needs.
- F. Daily notes sizable deposits that present investment opportunity by use of accelerated deposit procedure.
- G. Receives original investment confirmation, maintains custody and safekeeping thereof.
- H. Daily records investments to indicate investments held, yield, and maturity on a bank basis.
- I. Periodically reports on investments held, income earned, and transactions completed during period.
- J. Invests cash for all funds with interest allocated by fund when legally required or when practical.
- K. Updates signature cards when staff changes.

ACCOUNTING OFFICE

- A. Makes necessary entries to reflect accruals, as necessary.
- B. Recommends more effective ways to handle investment accounting in accordance with generally accepted accounting principles.
- C. Provides annually for an independent audit of investment activities under this policy.
- D. Secures check stock daily. Removes continuous forms from printer, locks printer, and secures check stock in a locked environment.
- E. Reconciles all bank statements and notifies banks of discrepancies on a timely basis.
- F. Makes use of "positive pay" services provided by banks, through which banks pay only those items that match a check issue file provided to the bank.

AUDITORS

- A. Requested to perform at least one financial audit of investment transactions per calendar year, including confirmation and testing compliance with policy.
- B. Offer suggestions to improve policies and procedures.

Appendix A

PRUDENT PERSON RULE

The concept of the *Prudent Person* according to Investing Public Funds is "Investments shall be made with judgment and care - under circumstances then prevailing - which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived."

Brian 1/29/14

2-40

CITY OF CONCORD

In the year of our Lord two thousand fourteen

RESOLUTION

AUTHORIZING THE CITY MANAGER TO ENTER INTO A MUNICIPAL AGREEMENT WITH NEW HAMPSHIRE DEPARTMENT OF TRANSPORTATION (NHDOT) FOR THE DESIGN, INSPECTION AND CONSTRUCTION ADMINISTRATION OF THE MUNICIPAL WATER MAIN RELOCATION ACROSS THE EXIT 12 BRIDGE OVER I-93.

The City of Concord resolves as follows:

- WHEREAS,** the state project number for this project is Bow-Concord 13742A; and
- WHEREAS,** the total estimated costs for the design are \$20,663 of which \$10,051 is the city portion, through current operating budget appropriations, and \$10,612 is to be paid to the City's engineering consultant; and
- WHEREAS,** the city portion of the design will be expensed out of the FY2014 operating budget's wages and labor account; and
- WHEREAS,** design costs will be reimbursed 100% by NHDOT; and
- WHEREAS,** project construction is anticipated to commence in the summer 2014.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Concord that:

1. The City Council has authorized the City Manager to enter into an agreement with the NHDOT.
2. This resolution shall take effect upon its passage.



CITY OF CONCORD

REPORT TO MAYOR AND THE CITY COUNCIL

FROM: Martha Drukker, Associate Engineer

DATE: January 23, 2014

SUBJECT: Bow-Concord 13742A – I-93 Exit 12 Bridge Replacements Project
Municipal Water Main Relocation Design

Recommendation:

- Authorize the City Manager to enter into an agreement with the New Hampshire Department of Transportation (NHDOT) for the reimbursement of the force account design and construction administration of the relocated water main on South Main Street.
- Set the attached resolution accepting and appropriating the sum of \$10,612 for McFarland Johnson's portion of the water main design from the State of New Hampshire Department of Transportation for February 10, 2014.

Background:

The State of New Hampshire Department of Transportation is replacing the Exit 12 Bridge over I-93 on South Main Street. The existing municipal water main on South Main Street will need to be relocated to the new bridge. The NHDOT has requested the assistance of the city in the design and contract administration of the relocation of the city water main.

Discussion:

The city will team with McFarland Johnson to complete the design plans, bid quantities and technical specifications. The city's effort will focus on the design of the main on South Main Street and McFarland Johnson will concentrate of the design elements of the main across the new bridge. The total estimate for the design is \$20,663 of which \$10,051 is the city portion and \$10,612 is McFarland Johnson's effort. These costs will be reimbursed 100% by NHDOT.

Construction is scheduled to commence in early summer 2014. The water main relocation is not scheduled until after the new bridge is built which is scheduled for summer 2015. An additional resolution will be presented to City Council at that time requesting the appropriation of funds for construction inspection and administration by city staff of the water main relocation. This work will also be reimbursed 100% by the NHDOT.

Millennium Running



2-41
170

Millennium Running
257 Stoney Brook Rd
New London, NH 03257
Tel: 603-512-1976
www.millenniumrunning.com

January 8, 2014

City of Concord - City Clerk
c/o: Janice Bonenfant
41 Green St.,
Concord, NH 03301

Dear Janice,

I am writing you, the City Clerks office, and the City Council for Concord's consideration and approval of a new road race called the Downhill Half Marathon ideally scheduled for Sunday, September 28, 2014 at 9:00am. The Downhill Half Marathon is a proposed, point-to-point, 13.1 mile, downhill course starts at the front gate of the NH Motor Speedway and finishes in downtown Concord in front of the State Capital.

Millennium Running, New Hampshire's premier road race management company, will operate this event in its' entirety. We are in the processing of facilitate all permits (Loudon, Concord, DOT, and the Speedway), obtaining proper insurance, and logistics to execute the event. Like all our other races State wide, our company works in complete cooperation with the municipality's Police, Fire, and Public Works Departments to ensure a safe event for participants, spectators, residents, businesses, and motorists. I have met with the City of Concord's Code Administration and the Police Department to review the event details in order to proceed to permitting. Moreover, we have been in contact with the Mayor about this proposed event that will highlight the City of Concord's downtown and the State Capital!

Millennium Running professionally operates and manages over 25 running events annually in the State of New Hampshire. In just our first 3-years of business, we has been able to generate race proceeds of over \$250,000 for local non-profits and organizations right here in New Hampshire. We will be accepting bids from numerous local non-profits to be named one of the official beneficiaries of this event.

We recognize that running events can have an impact on surrounding residents and the motoring public. Which is why this point-to-point course, we'd propose rolling road delays and openings as the participants make their way along the course. This design allows for minimal impact and delays. I have prepared an interactive course map linked and enclosed key points in this package. Course: <http://www.mapmyrun.com/us/gilmanton-nh/nh-downhill-half-marathon-route-191942442>. In addition to the course logistics and delays outlined in the attached packet, we'd be requesting the city block in front of the Capital be closed to traffic for the morning for set up of the finish line and ultimately becoming the host of the post race festivities.

I am available at your convenience to address any questions and/or concerns. Otherwise, we are eagerly awaiting an official notification of an approval to produce the State's best new running event!

Sincerely,

John Mortimer, Millennium Running- owner & founder

Return to: Code Administration
Health & Licensing
37 Green Street
Concord NH 03301

PERMIT NO. _____

-Police Department Use Only-
No. of Officers Required _____
Restrictions: _____

APPROVED _____
Concord Police Dept.

LICENSE FEE: \$ _____

This application must be submitted thirty (30) days prior to proposed event to allow for the processing of the application. Please make check payable to: CITY OF CONCORD

APPLICATION FOR ENTERTAINMENT/EVENT PERMIT

Organization/Individual Name: Millennium Running Phone 603-512-1976

Address: 68 Technology Dr., Bedford, NH 03110

Person in charge of event: John Mortimer Phone 603-512-1976

Address: 257 Stoney Brook Rd., New London, NH 03257

Sponsor of Event: Millennium Running Phone 855-867-8280

Address: 68 Technology Dr., Bedford, NH 03110

Type of and Description of Event: Half Marathon (point to point, downhill course)

Location of Event Start at NHMS in Loudon and finish on N. Main St. in front of the Capital

Proposed Dates: From Sunday, September 28, 2014 To Sunday, September 28, 2014

Proposed Hours: From 9:00am To 12:00pm

Indicate the number of persons expected to participate 2,000-3,000

Indicate the approximate number of spectators 1,000

Will the event include food vendors? Yes: No: if yes please list name(s) below

ADDITIONAL INFORMATION – such as the use of live bands, guest speakers, musicians, etc.: Finish line announcer with Music on public address system, potentially a band

If the event is on the City Plaza – front of “Arch”, will you need electricity? Yes No

If “Yes”, please indicate times needed for electricity: 7am to 12pm

Certificate of Insurance Enclosed: To be issued from Star Insurance upon approval.

Request for Street Closure: Yes: No: (If yes, See Below)

Yes: No Letter for closure attached

PERMISSION FOR STREET CLOSURE MUST BE RECEIVED FROM CITY COUNCIL BEFORE PERMIT CAN BE ISSUED. Letter must be submitted to City Clerk, and Health & Licensing.

Signed _____ Date _____

APPROVED _____ Date _____

Health & Licensing Officer

rev 7/29/11

PERMIT NO. _____

Return to: Code Administration
Health & Licensing
37 Green Street
Concord NH 03301

-Police Department Use Only-
No. of Officers Required _____
Restrictions: _____

APPROVED _____
Concord Police Dept.

LICENSE FEE: \$ 11.25

This application must be submitted Sixty (60) days prior to proposed event to allow for the processing of the application. Please make check payable to: CITY OF CONCORD

APPLICATION FOR PERMIT
ROAD RACE/BIKE RACE/BIKE-A-THON/WALK-A-THON

Organization Name: Millennium Running Phone 603-512-1976

Address 68 Technology Dr., Bedford, NH 03110

Person in charge of event John Mortimer Phone 603-512-1976

Indicate number of persons expected to participate: 2,000-3,000

ROAD RACE BIKE RACE TRIATHLON BIKE-A-THON WALK-A-THON

Location/Route*: Start at NHMS in Loudon and run to downtown Concord to finish at the Capital

See interactive map linked below:
<http://www.mapmyrun.com/us/gilmanton-nh/nh-downhill-half-marathon-route-191942442>

Proposed dates of event: Sunday, September 28, 2014 Rain Dates(s): None

Proposed hours of event: 9am To 12pm

Rain date: n/a

Will the event include food vendors, peddlers, live bands, guest speakers, musicians etc?

Yes: PA, Live band No: _____

Will part of the event be on the City Plaza – front of “Arch”? Yes No _____

Will electricity be needed at the City Plaza – front of “Arch”? Yes No _____

If “Yes, please indicate times needed for electricity: 7am to 12pm

Certificate of Insurance enclosed: Yes _____ No: To be issued upon approval

Are you requesting street closure for this event? Yes No _____

Letter for street closure attached: Yes No _____

Signature of Applicant: _____ Date _____

APPROVED _____ Date _____
Licensing Officer

PERMISSION MUST BE RECEIVED FROM THE CITY COUNCIL FOR CLOSING OF STREETS

Bonenfant, Janice

From: John Mortimer <jmortimer@millenniumrunning.com>
Sent: Friday, January 10, 2014 10:12 PM
To: Bonenfant, Janice
Cc: Hilstro, Christopher; Boyd, Ranee
Subject: Re: race applications
Attachments: Concord_Application for Entertainment-Event Permit_2014.pdf; Concord_Application for Run_2014.pdf; Request_DownhillHalf_Concord-City-Council_2014.pdf

Dear Ms. Bonenfant (Mr. Hilstro and Sgt. Boyd),

I hope this finds you doing well in 2014. My name is John Mortimer and I am the owner and founder of Millennium Running- a road race management and production company here in NH. I have had the pleasure of meeting with Mr. Hilstro and Sgt. Boyd at the end of December to discuss a proposed new half marathon called the Downhill Half Marathon on September 28, 2014.

Mr Hilstro and Stg. Boyd were very accommodating and helpful in moving the permitting process forward. We are submitting our letter to the City Council for street closures and delays for the event. Moreover, I am also attaching the other forms per Mr. Hilstro's instructions. The only missing documentation is the insurance information that will be obtained as soon as initial approval is granted.

Like many of our other large events in the State, our goal is to produce a 2,000-3,000 person Half Marathon that highlights our State Capital and the City of Concord. As part of our charitable giving initiative, we take bids for local non-profits to benefit from the even proceeds. In our first 3 years of business, we have been able to raise over \$250k for local charities. We hope this event is our most successful event yet!

Thank you for your help and please be sure to let me know if you have any questions or concerns with this request.

- John Mortimer, Millennium Running - Owner & Founder



events • registration • timing
www.millenniumrunning.com

Millennium Running | NH Sports Plex, 68 Technology Dr. Bedford, NH
03110 | jmortimer@millenniumrunning.com | 603-512-1976

On Thu, Jan 9, 2014 at 8:27 AM, Hilstro, Christopher <CHilstro@concordnh.gov> wrote:

i John,

Your street closure request should be sent to Janice Bonenfant, City Clerk. The address for City Hall - 41 Green St. Concord NH 03301. Please make sure you include all streets to be closed along with the date and time of closure. If you have any other questions, do not hesitate to contact me.

Christopher E. Hilstro

Licensing Coordinator

Code Administration

37 Green Street

Concord N.H 03301

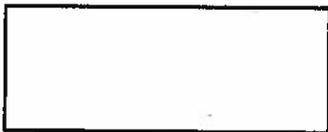
Tel #225-8580 Fax #225-8586

From: John Mortimer [mailto:jmortimer@millenniumrunning.com]
Sent: Wednesday, January 08, 2014 1:47 PM
To: Hilstro, Christopher
Subject: Re: race applications

Hi Chris,

We have all the forms ready to be submitted, but need the address information for the City Council letter of request... to whom exactly, and where? thanks!

- John Mortimer, Millennium Running - Owner & Founder



events • registration • timing
www.millenniumrunning.com

Millennium Running | NH Sports Plex, 68 Technology Dr. Bedford, NH
03110 | jmortimer@millenniumrunning.com | 603-512-1976

On Tue, Dec 24, 2013 at 8:25 AM, Hilstro, Christopher <CHilstro@concordnh.gov> wrote:

Hi John,

Here are the applications you requested. The entertainment/event permit is for use of the City Plaza in conjunction with the State Grounds. Please contact me if you need assistance. Have a great holiday!

Christopher E. Hilstro

Licensing Coordinator

Code Administration

37 Green Street

Concord N.H 03301

Tel #225-8580 Fax #225-8586





January 20, 2014

Janice Bonenfant, City Clerks Office
City of Concord
41 Green St.
Concord, NH 03301

Dear Members of the Concord City Council:

The 2014 Making Strides Against Breast Cancer event will take place in Concord at Memorial Field on Sunday, October 19th. For the past 21 years this event has enjoyed tremendous support from the Concord community, both in fundraising and in logistical assistance. We have been particularly helped over the years by the Concord Police, General Services and the Memorial Field grounds crew in making our event a safe and pleasant experience for the thousands of people who participate in this non-competitive fundraising walk.

We respectfully request permission from the City Council for our customary road closure for the event again this year: Southbound Fruit St., between Pleasant St. and Clinton St., from 10:00 AM to 3:00 PM and Westbound Clinton St. from Princeton St. to Silk Farm Rd. from 12:00 PM to 2:00 PM and finally northbound Fruit Street from 1- 1:30 PM on Sunday October 19th, 2014. Members of our planning committee will meet with Sgt. Ranee Boyd and The General Services Department to ensure we have a proper police detail that day to assist with the road closure and crowd/traffic issues. If you have any questions regarding this request, I can be reached at 603-340-1151 or mare@concordstrides.com

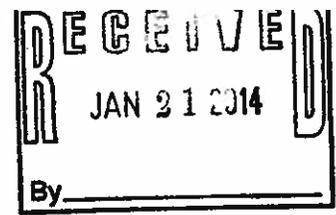
Thank you very much.

Sincerely,

Mare C. Shea

Mare C. Shea
Volunteer Director of Logistics,
Making Strides Against Breast Cancer - Concord, NH





2-43
RECEIVED

JAN 21 2014

CODE ADMINISTRATION

January 21, 2014

Eugene Blake
City Of Concord
41 Green Street
Concord, NH 03301

Dear Mr. Blake,

The Concord Food Co-op is seeking permission from the City of Concord to close South Main Street between Pleasant Street and Hills Ave on Saturday May 10, 2014. This request is being submitted so that the Co-op can host our sixth annual public event, *Spring Into Healthy Living*. To allow time for the set up of two 40x60 tents, we are requesting that the street be closed at 3AM and reopened at approximately 4PM.

Additional details pertaining to this event are as follows:

- Free and open to the public
- Public event hours 10AM-2PM
- 4000 anticipated spectators
- No products sold
- Free food samples provided by vendors
- 100 vendors that includes non-profits. No fees collected.
- Non-alcohol event
- Live band
- Children entertainment (exp. petting zoo, creation station)

The Co-op will work with all appropriate City Departments to secure required permits and will comply with all rules and regulations to host a safe public event.

Should you have any further questions, please do not hesitate to contact me at 603 225 6840.

Sincerely,

Paula Harris

General Manager

Concord Food Cooperative

24 S. Main St Concord, NH 03301



City of Concord, New Hampshire

2-44

Memorandum from Mayor Bouley

TJA



TO: Members of City Council
FROM: Mayor Bouley
DATE: January 22, 2014
RE: City Managers Annual Evaluation - 2014

In accordance with section 21 (b) of the City Charter the City Council shall conduct an evaluation of the City Manager's performance in office annually each April. After such evaluation, the City Council shall determine, in public session, whether the City Manager's overall performance in office has been satisfactory or unsatisfactory. The City Council shall also establish the City Manager's compensation for the ensuing year.

I propose the appointment of a City Manager Review Committee charged with the task of organizing and tallying results of evaluation forms submitted by members of City Council. I also propose that the committee draft a revised employment agreement for review by the full Council that contains committee recommended changes to Mr. Aspell's current employment contract. I charge the committee with bringing forward their recommendations for final approval by the full Council.

The appointees I propose to serve on the committee are Councilors that served on the committee last year ensuring continuity in the process: Chair: Councilor St. Hilaire, Councilor Bennett, Councilor Nyhan, Councilor Bouchard and Councilor Grady Sexton. Should any additional member of Council wish to join the proposed committee, I encourage you to express your desire to assist.

Upon approval of this report by City Council, the City Clerk will electronically send to all members of Council the 2014 evaluation form as well as the City Manager's current employment agreement. Evaluation forms should be completed and submitted to the City Clerk – in a sealed envelope on or before February 21, 2014. The City Clerk will collect the confidential reviews and submit to the committee Chair so that the committee can begin their process February 24, 2014.

I ask that Council confirm the membership of this committee and the process as outlined so that we may begin this process as soon as possible in order to finalize a new contract with the City Manager.



1-9
2-45(A)
2-46

CITY OF CONCORD

In the year of our Lord two thousand and fourteen

AN ORDINANCE amending the CODE OF ORDINANCES, Title IV, Zoning Code; Chapter 29.2, Public Capital Facilities Impact Fees Ordinance; Section 29.2-1-2, Assessment and Collection.

The City of Concord ordains as follows:

SECTION I: Amend the CODE OF ORDINANCES, Title IV, Zoning Code; Chapter 29.2, Public Capital Facilities Impact Fees Ordinance; Section 29.2-1-2, Assessment and Collection; subsection (b) Computation of the Amount of Impact Fee, by deleting Tables 1, 2, and 3 in their entireties and replacing with the following new tables:

**TABLE 1
SCHOOL FACILITIES
IMPACT FEE PER VARIABLE UNIT**

<i>Type of New Development</i>	<i>Concord School District Facilities Impact Fee Per Variable Unit</i>	<i>Merrimack Valley School District Facilities Impact Fee Per Variable Unit</i>	<i>Variable Unit</i>
Single-family residence	\$ 1.12	\$ 1.12	Square foot of gross living area
Townhouse/duplex	\$ 0.75	\$ 0.75	Square foot of gross living area
Multi-unit/apartment (other than townhouses or duplexes)	\$ 998.51	\$ 998.51	Dwelling unit
Mobile home	\$ 1,995.78	\$ 1,995.78	Dwelling unit

**TABLE 2
RECREATIONAL FACILITIES
IMPACT FEE PER VARIABLE UNIT**

<i>Type of New Development</i>	<i>Recreational Facilities Impact Fee Per Variable Unit</i>	<i>Variable Unit</i>
Single-family residence	\$ 0.52	Square foot of gross living area
Townhouse/duplex	\$ 0.75	Square foot of gross living area
Multi-unit/apartment (other than townhouses or duplexes)	\$ 664.46	Dwelling unit
Mobile home	\$ 998.55	Dwelling unit

**TABLE 3
TRANSPORTATION FACILITIES
IMPACT FEE PER VARIABLE UNIT**

<i>Type of New Development</i>	<i>Transportation Facilities Impact Fee Per Variable Unit</i>	<i>Variable Unit</i>
Residential Uses		
Single-family	\$2,110.48	Dwelling unit
Townhouse/duplex	\$1,408.99	Dwelling unit
Multi-unit dwelling/apartment (other than townhouses or duplexes)	\$1,449.88	Dwelling unit
Mobile home	\$1,035.63	Dwelling unit
Nonresidential Uses		
General office	\$ 1.70	Square foot of floor area
Single-tenant office	\$ 1.88	Square foot of floor area
General light industrial	\$ 1.09	Square foot of floor area
Manufacturing	\$ 0.63	Square foot of floor area
Warehousing	\$ 0.78	Square foot of floor area
Quality restaurant	\$ 5.59	Square foot of floor area
High-turnover restaurant	\$ 6.73	Square foot of floor area
Fast food restaurant with drive-thru	\$ 20.59	Square foot of floor area
Small retail (less than 5,000 SF)	\$ 2.56	Square foot of floor area
Retail (5,001 SF to 100,000 SF)	\$ 4.51	Square foot of floor area
Retail (100,001 to 300,000 SF)	\$ 3.65	Square foot of floor area
Retail (greater than 300,000 SF)	\$ 3.33	Square foot of floor area
Bank with drive-up	\$ 12.05	Square foot of floor area
Daycare center	\$ 4.09	Square foot of floor area
Hotel/motel	\$ 1,817.16	Room
Gas station/convenience store	\$ 3,374.07	Pump
New car sales	\$ 6.52	Square foot of floor area
Automobile Service	\$ 3.96	Square foot of floor area
Automated car wash	\$ 5,280.90	Wash stall
All other uses	\$ 205.90	New trip

SECTION II: This ordinance shall take effect upon its passage.

TABLE 1

SCHOOL FACILITIES IMPACT FEES PER VARIABLE UNIT

Type of New Development	Concord District Facilities Impact Fee per Variable Unit		Merrimack Valley School District Facilities Impact Fee per Variable Unit		Variable Unit
	2013 Fee	Adjusted Fee	2013 Fee	Adjusted Fee	
Single Family Residence	\$1.08	\$1.12	\$1.08	\$1.12	Square foot of Gross Living Area
Townhouse / Duplex	\$0.72	\$0.75	\$0.72	\$0.75	Square foot of Gross Living Area
Multi-Unit / Apartment (other than Townhouses or Duplexes)	\$965.77	\$998.51	\$965.77	\$998.51	Dwelling Unit
Mobile Home	\$1,930.34	\$1,995.78	\$1,930.34	\$1,995.78	Dwelling Unit

Note: Inflationary increase from July 2009 to July 2010 was 1.89%. Source: RS Means, Facilities Construction Cost Data 2011.
 Note: Inflationary increase from July 2010 to July 2011 was 4.20%. Source: RS Means, Facilities Construction Cost Data 2012.
 Note: Inflationary increase from July 2011 to July 2012 was 1.78%. Source: RS Means, Facilities Construction Cost Data 2013.
 Note: Inflationary increase from July 2012 to July 2013 was 3.39%. Source: RS Means, Facilities Construction Cost Data 2013.

	Historical Cost Index	Percentage Increase	Historical Cost Index	Percentage Increase
Jul-00	120.9		180.1	-0.17%
Jul-02	128.7	6.45%	183.5	1.89%
Jul-04	143.7	11.66%	191.2	4.20%
Jul-05	151.6	5.50%	194.6	1.78%
Jul-06	162.0	6.86%	201.2	3.39%
Jul-07	169.4	4.57%		
Jul-08	180.4	6.49%		

TABLE 2

RECREATIONAL FACILITIES IMPACT FEES PER VARIABLE UNIT

Type of New Development	Recreational Facilities Impact Fee per Variable Unit		Variable Unit
	2013 Fee	Adjusted Fee	
Single Family Residence	\$0.50	\$0.52	Square foot of Gross Living Area
Townhouse / Duplex	\$0.72	\$0.75	Square foot of Gross Living Area
Multi-Unit / Apartment (other than Townhouses or Duplexes)	\$642.67	\$664.46	Dwelling Unit
Mobile Home	\$965.81	\$998.55	Dwelling Unit

Note: Inflationary increase from July 2009 to July 2010 was 1.89%. Source: RS Means, Facilities Construction Cost Data 2011.
 Note: Inflationary increase from July 2010 to July 2011 was 4.20%. Source: RS Means, Facilities Construction Cost Data 2012.
 Note: Inflationary increase from July 2011 to July 2012 was 1.78%. Source: RS Means, Facilities Construction Cost Data
 Note: Inflationary increase from July 2012 to July 2013 was 3.39%. Source: RS Means, Facilities Construction Cost Data

	Historical Cost Index	Percentage Increase
Jul-07	169.4	
Jul-08	180.4	6.49%
Jul-09	180.1	-0.17%
Jul-10	183.5	1.89%
Jul-11	185.7	1.20%
Jul-12	194.6	4.79%
Jul-13	201.2	3.39%

TABLE 3

TRANSPORTATION FACILITIES IMPACT FEES PER VARIABLE UNIT

Type of New Development	Transportation Facilities Impact Fee per Variable Unit		Variable Unit
	2013 Fee	Adjusted Fee	
Residential Uses			
Single Family Residence	\$2,051.60	\$2,110.48	Dwelling Unit
Townhouse / Duplex	\$1,369.68	\$1,408.99	Dwelling Unit
Multi-Unit / Apartment (other than Townhouses or Duplexes)	\$1,409.43	\$1,449.88	Dwelling Unit
Mobile Home	\$1,006.74	\$1,035.63	Dwelling Unit
Nonresidential Uses			
General Office	\$1.66	\$1.70	Square Foot of Floor Area
Single Tenant Office	\$1.82	\$1.88	Square Foot of Floor Area
General Light Industrial Manufacturing	\$1.06	\$1.09	Square Foot of Floor Area
	\$0.61	\$0.63	Square Foot of Floor Area
Warehousing	\$0.76	\$0.78	Square Foot of Floor Area
Quality Restaurant	\$5.43	\$5.59	Square Foot of Floor Area
High Turnover Restaurant	\$6.54	\$6.73	Square Foot of Floor Area
Fast Food Restaurant	\$20.02	\$20.59	Square Foot of Floor Area
Small Retail (0 to 5,000 sf)	\$2.49	\$2.56	Square Foot of Floor Area
Retail (5,001 to 100,000 sf)	\$4.38	\$4.51	Square Foot of Floor Area
Retail (100,001 to 300,000 sf)	\$3.55	\$3.65	Square Foot of Floor Area
Retail (greater than 300,000 sf)	\$3.24	\$3.33	Square Foot of Floor Area

Type of New Development	Transportation Facilities Impact Fee per Variable Unit		Variable Unit
	2013 Fee	Adjusted Fee	
Bank with Drive Up Lanes	\$11.72	\$12.05	Square Foot of Floor Area
Day Care Center	\$3.98	\$4.09	Square Foot of Floor Area
Hotel/Motel	\$1,766.47	\$1,817.16	Room
Gas Station/Convenience Store	\$3,279.94	\$3,374.07	Fueling Station (pump)
New Car Sales	\$6.34	\$6.52	Square Foot of Floor Area
Automobile Service	\$3.85	\$3.96	Square Foot of Floor Area
Automated Car Wash	\$5,133.36	\$5,280.69	Wash Stall
All Other Uses	\$200.16	\$205.90	New Trip

Note: Inflationary increase from November 2012 to December 2013 was 2.87%. Source: Engineering News Record. Enr.com - Construction Cost Index History (1908-2011) December 3, 2011.

Note: Inflationary increase from December 2011 to November 2012 was 2.46%. Source: Engineering News Record. Enr.com - ENR's Construction Cost Index History (1908-2012) November 2012.

Month	Construction Cost Index	% Change
Jul-00	6225	
Jul-02	6605	6.10%
Jul-04	7126	7.89%
Jan-06	7660	7.50%
Dec-06	7888	3.24%
Nov-07	8092	2.59%
Dec-08	8551	5.67%
Dec-09	8641	1.05%
Dec-10	8952	3.60%
Dec-11	9172	2.46%
Nov-12	9398	2.46%
Dec-13	9668	2.87%



CITY OF CONCORD

TAA

REPORT TO THE MAYOR AND CITY COUNCIL

FROM: Stephen Henninger, Acting City Planner *SH*
DATE: December 20, 2013
SUBJECT: Annual Review of the Public Capital Facilities Impact Fee Ordinance

Recommendations

Adopt an amendment to Chapter 29.2, Public Capital Facilities Impact Fee Ordinance, replacing the current impact fee tables with an updated schedule of fees that reflects the increase in construction costs since the impact fees were last adjusted in February 2013.

The Planning Board voted unanimously to recommend that the City Council adopt the adjusted schedule of fees and expressed its support for a consistent annual update process to keep steady pace with inflation, rather than increasing the fees less frequently and adopting higher rates that reflect larger cumulative changes.

Background

The current Public Capital Facilities Impact Fee Ordinance was adopted in June 2001 and contains a requirement in Section 29.2-1-2(b)(10) that the impact fee tables "shall be reviewed periodically by the Planning Board and shall be revised by the City Council whenever appropriate." It requires a report by the Board's Clerk each year to the City Council "with respect to increases in the estimated costs to construct public capital facilities" including recommendations "for appropriate adjustments to the impact fee tables." Specific sources of cost data and information for updating the fees are cited in the ordinance.

The City Council last amended the ordinance on February 11, 2013.

Discussion

The Planning Board, at the regular meeting on December 18, 2013, considered a report from the Planning Division relative to the annual review of the Fee Schedule for the Public Capital Facilities Impact Fee Ordinance. The Planning Division's

report to the Board included proposed new fee schedules for the School, Recreation and Transportation Facilities Impact Fees. These schedules were developed using the data sources and indices as specified in the Ordinance. A draft Ordinance amending the Public Capital Facilities Impact Fee Ordinance to incorporate these new fee schedules was also submitted to the Board for their review.

The rate of inflation from 2012 to 2013 for school and recreation construction costs is 3.39% and for highway construction costs is 2.87%.

Copies of the tables containing the proposed new fee schedules, as well as the draft Ordinance which would implement these fee schedules, are attached to this report.

1-10
2-45 (B)
2-24

CITY OF CONCORD

In the year of our Lord two thousand and fourteen

AN ORDINANCE amending the CODE OF ORDINANCES; Title II, Traffic Code; Chapter 18, Parking.

The City of Concord ordains as follows:

SECTION I: Amend the CODE OF ORDINANCES; Title II, Traffic Code; Chapter 18, Parking, by creating a new Article 18-5, Central Business District Parking Permits, as follows:

18-5-1 Purpose.

The purpose of this Ordinance is to regulate parking on certain streets and within municipally owned parking facilities within the Downtown Concord Central Business District through the establishment of a permit system in order to encourage increased usage of underutilized parking assets.

18-5-2 Geography.

Permit parking shall be permitted in the following locations:

- (a) Within the Storrs Street right-of-way, for that portion of Storrs Street south of Theatre Street to a point not closer than 450 feet of Storrs Street's intersection with South Main Street.
- (b) The Storrs Street Municipal Parking Lot, located beneath the Centre Street / Bridge Street / Loudon Road over pass, City Assessor's parcel Map 35B Block 1 Lot 6.

18-5-3 Quantity of Permits to be Issued.

The City Manager shall have the authority to determine the total number of permits that can reasonably be issued for locations governed by this ordinance. All parking in the permit areas shall be on a first-come, first-served basis.

18-5-4 Hours of Enforcement.

Parking by permit shall only be valid and enforced 8:00AM to 5:00PM Monday through Friday. Public parking shall be permitted in parking spaces regulated by permits during all other times.

18-5-5 Signage.

Signage shall be installed in restricted areas and shall be of such character as to inform readily an ordinarily observant person of the existence of the ordinance imposing the foregoing restrictions.

18-5-6 Fees.

The City Manager shall have the authority to establish a fee for permits issued under this article.

18-5-7 Miscellaneous.

The City Manager shall develop and implement policies governing the administration of this article.

SECTION II: This ordinance shall take effect upon its passage.



CITY OF CONCORD

TJA

REPORT TO MAYOR AND THE CITY COUNCIL

FROM: Matthew R. Walsh, Director of Redevelopment, Downtown Services & Special Projects

DATE: December 23, 2013

SUBJECT: Parking Ordinance Article 18-5: Central Business District Parking Permits

Recommendation:

- Accept the following report; and,
- Set the attached ordinance amending the Code of Ordinances; Title II, Traffic Code; Chapter 18, Parking; Article 18-5, Central Business District Parking Permits for public hearing on February 10, 2014.

Background:

Parking is regulated by a set of ordinances included within Title II, Chapter 18 of the City's Code of Ordinances. Article 18-1 regulates stopping, standing, and parking. Article 18-2 regulates restricted parking in residential areas. Article 18-3 regulates the City's metered parking system. Article 18-4 regulates miscellaneous parking issues.

Discussion:

The attached ordinance will create Article 18-5 in the Code of Ordinances. This would be an entirely new ordinance.

The purpose of this new ordinance is to grant authority to the City Manager to create a permit system to encourage use of underutilize parking assets within the Downtown Concord Central Business District, which are owned in fee by the City.

This new Ordinance would allow the issuance of permits for that portion of Storrs Street south of Theatre Street, as well as a little used 25 space municipal parking lot located at the northerly end of Storrs Street, beneath the Centre Street / Loudon Road over pass. There are approximately 60

on-street spaces on the southerly end of Storrs Street, south of Theatre Street. All of the permitted parking areas are located on streets and lots that are owned in fee by the City.

Permits would be valid 8:00AM – 5:00PM Monday through Friday. The general public would be allowed to use these spaces during all other times (nights, weekends, and legal holidays). Spaces would be available on a first come, first served basis daily. If spaces are not available in either location, the permit holder would be required to park in a metered space at their expense.

The proposed Ordinance grants the City Manager the authority to determine the appropriate quantity of permits for these locations, with the goal of maximizing daily occupancy by accounting for a daily vacancy factor. The amount of permits issued may exceed the amount of the parking spots, and, therefore, all parking is on a first-come first-served basis.

The Ordinance also grants the City Manager the authority to set rates for these permits. Permits will be issued on a quarterly basis commencing on April 1, 2014 (to be timed with the commencement of construction of the Downtown Complete Streets Project).

Permits would be valid for a period of three months and would be sold at a cost of \$100 each. This equates to roughly \$33 each month, or \$400 annually. However, City Administration would have the ability to adjust rates depending upon market demand for these spaces.

If these spaces were to be metered, the theoretical maximum annual revenue they could generate is \$1,687.50 annually presuming the following:

- \$0.75 / Hour;
- 9 hours of occupancy per day (8AM to 5PM), 250 days per year (excluding weekends and holidays).

The proposed price of \$100 per quarter represents a 76% discount. This discount is justified due to two factors. First, the relative remote location of these spaces. Secondly, the fact that a valid permit does not guarantee a parking space within the permit area.

The City Parking Committee reviewed this proposal on October 23, 2013 and voted unanimously to endorse this program as discussed herein. Intown Concord, Inc. and the Merchants Roundtable have also expressed support for this proposal.

The City Administration believes this proposal has important economic benefits for Downtown Concord:

1. Re-opening the on-street spaces will help mitigate the loss of 90 long-term metered parking spaces in Capital Commons Parking Garage, which were recently assigned to the new "Love Your Neighbor" Building at 45 South Main Street.
2. Hopefully, the significantly discounted price will provide sufficient financial incentive for downtown employees to use these remote parking spaces, thereby freeing-up more conveniently located on-street parking for the shopping public.,.

3. This proposal will provide an additional supply of 85 +/- parking spaces which will help mitigate temporary loss of spaces during construction of the Downtown Complete Streets Project.

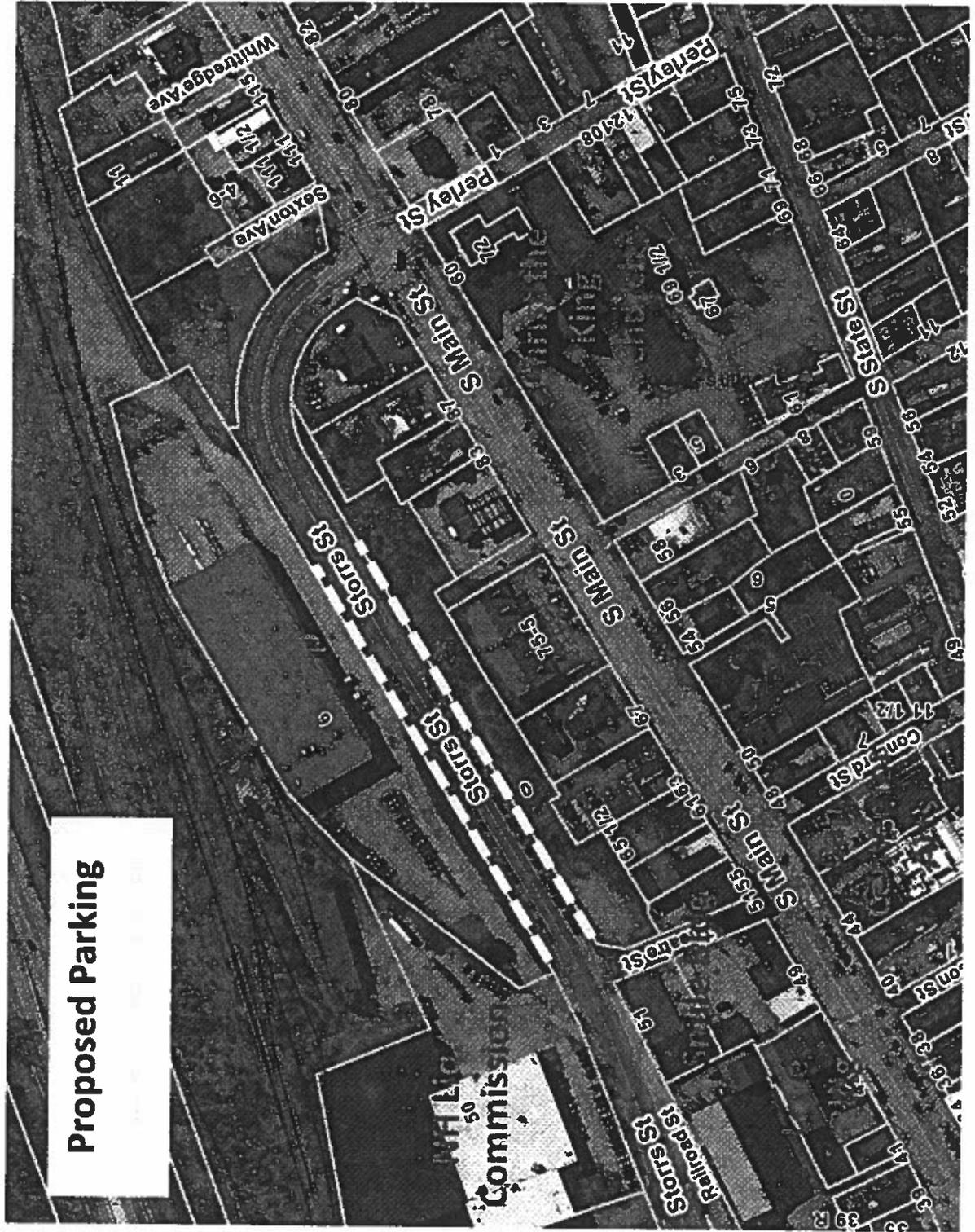
In order to implement this, the City will incur costs for new signage, pavement markings, and miscellaneous expenses. These costs shall be financed with savings from CIP 403 "Parking Vehicle Replacement". Specifically, in FY2014 the City budgeted \$30,000 in capital outlay funds to replace the Parking Division's pick-up truck. Because of the Parking Fund's weak fiscal condition, the vehicle was replaced with a surplus cargo van from the Fire Department. The cost of outfitting the van was approximately \$3,000, leaving \$27,000 available to spend.

The estimated cost to implement this program (i.e. manufacturing and installation of signage, painting of pavement markings, creation of permits, etc.) is approximately \$5,000. Additional expenses might be incurred at the 25 space parking lot beneath Centre Street for removal of vegetation and graffiti, as well as improved lighting and pigeon deterrents.

Maximum potential annual revenues, assuming 85 permits sold at \$100 per quarter (or \$400 per year), is \$34,000.

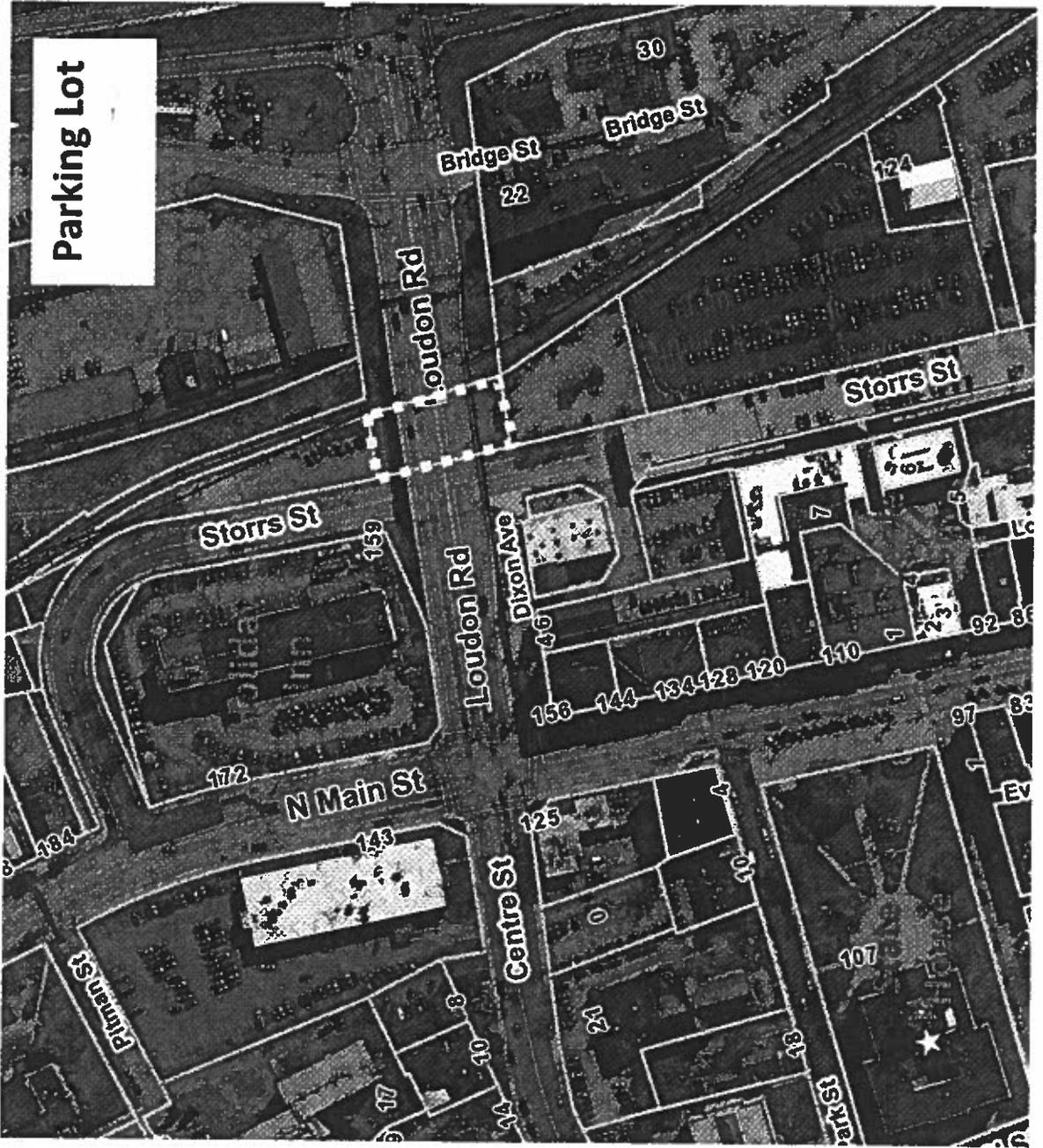


Proposed On-Street Parking Storrs Street (South of Theatre)

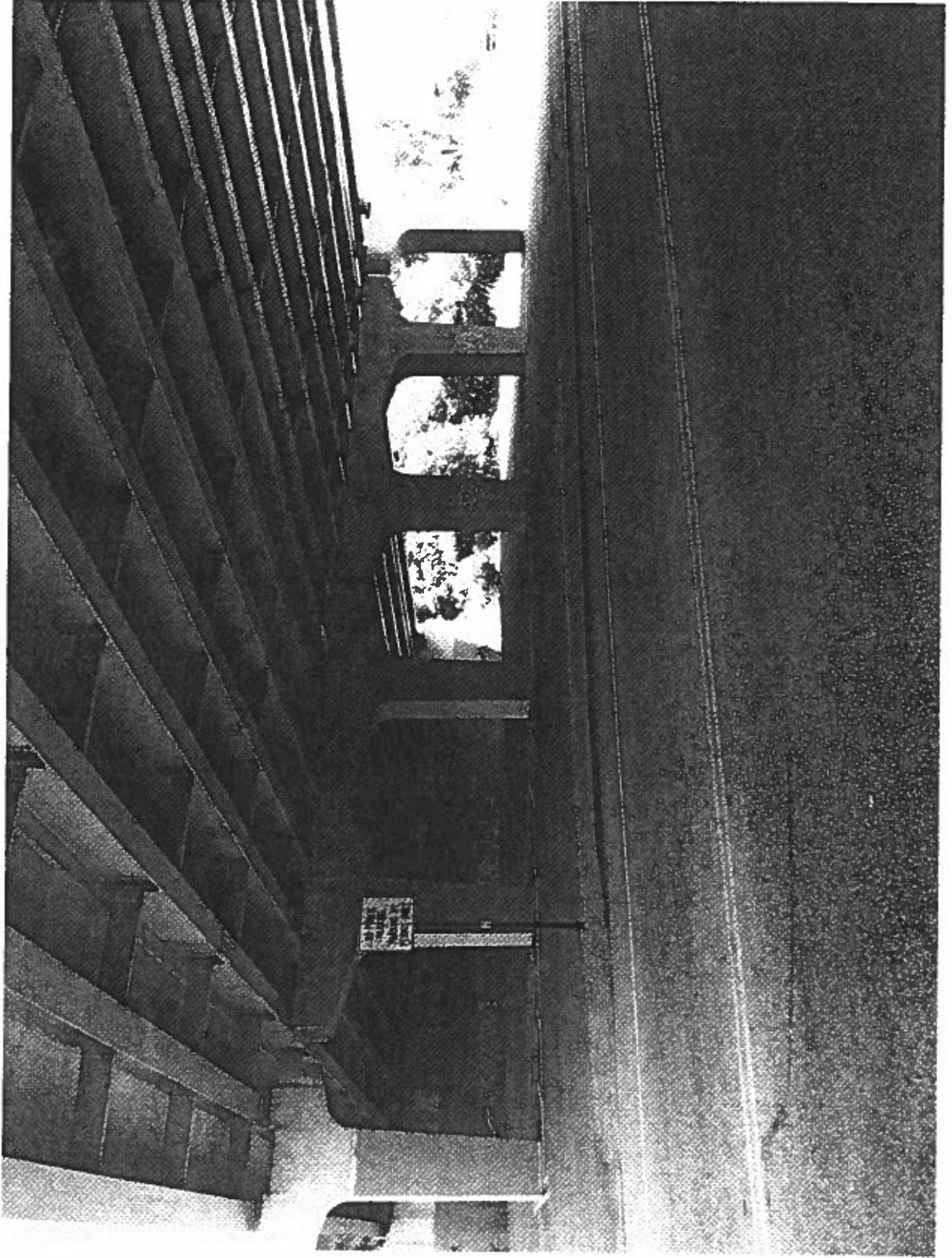


Proposed Parking

Storrs Street Parking Lot
(Beneath Centre Street Over Pass)



Storrs Street Parking Lot
(Beneath Centre Street Over Pass)





Mulholland, Michelle

2-45 (B)
2-47

From: Gibson's Bookstore <gibsons@totalnetnh.net>
Sent: Wednesday, January 29, 2014 11:12 AM
To: * City Clerk
Cc: 'Little River Oriental Rugs'
Subject: for meeting Feb. 10--Janice, could you distribute? thank you
Attachments: Ordinance 18-5 Storrs Street Permits FINAL.pdf

AA

Dear Mayor Bouley and esteemed members of City Council:

I recently learned that the City was proposing to restore the parking spaces on the south end of Storrs St. that formerly had been free, as leased spaces, and also to formalize a lease arrangement on currently free spaces on the north end of Storrs St. (Ordinance 18-5, attached).

Parking has been a hot-button issue for the downtown for as long as I can remember. The opportunity to add to current inventory should not be missed. But I urge you to restore and maintain these spaces as free spaces.

The spaces at the south end of Storrs Street had always been a great way to keep employees of downtown businesses parking away from downtown stores. These employees are often part-time and not highly compensated, so having free spaces within walking distance but far enough away to avoid disrupting commerce was a win-win for all concerned. These spaces are also outside of traditional areas of parking enforcement.

If memory serves, those spaces were eliminated to drive more people into the Capitol Commons garage, which at the time was under-utilized. Whether that was the goal or not, the garage now enjoys satisfactory usage and there is no reason not to restore these spaces.

But who is the customer? These spaces have historically been used by downtown employees who are often part-time and not highly compensated. They are not in a position to pay \$100/quarter and there is no logical way to incentivize them. They will continue to play parking roulette looking for free spaces, and will not be the customer for the leased spaces.

Is it downtown businesses? The same logic applies. For whom would we buy the permits? Part-time employees come and go. If someone has the permit for a space and only works from 9-1, what happens to that space after they leave? It is all too muddled to be an effective program for businesses with part-time employees. Further, expecting downtown merchants to buy these spaces amounts to a hidden tax on those merchants, considering that these spaces used to be free for two very good reasons: because of their remote but walkable distance from the downtown, and because of their important role in solving a public policy problem: i.e., where would employees park?

Other than employers and employees in the downtown, there is no identifiable group of people that might be expected to buy leased spaces on Storrs St., and as we've seen, they are not likely to, either.

The only logical course is to restore these spaces as free spaces right away, to relieve parking pressures downtown, whether the Main Street Project moves forward immediately or not. I urge you to amend this ordinance to restore and maintain much needed free parking on Storrs St.

Respectfully submitted,

Michael Herrmann

Gibson's Bookstore
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603-224-0562
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CITY OF CONCORD

In the year of our Lord two thousand and fourteen

RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A MUNICIPAL AGREEMENT WITH THE NEW HAMPSHIRE DEPARTMENT OF TRANSPORTATION (NHDOT) FOR HIGHWAY SAFETY IMPROVEMENT PROGRAM (HSIP) FUNDING, ALL PART OF THE DESIGN AND CONSTRUCTION OF THE LOUDON ROAD CORRIDOR IMPROVEMENTS PROJECT (CIP #19).

Page 1 of 2

The City of Concord resolves as follows:

- WHEREAS,** the FY2014-FY2023 Capital Improvement Plan (CIP) includes a phased, multi-year capital project to design and construct traffic safety, roadway and streetscape improvements along Loudon Road between the intersections at Airport Road/Hazen Drive and D'Amante Drive; and
- WHEREAS,** the FY2013-FY2022 CIP identified this project as CIP #19, Loudon Road (Rte. 9) Corridor Improvements Project, which includes Phase 1 improvements in FY2014 to include project administration, design, permitting, and construction of traffic safety improvements including the reduction of the 4-lane section to a 3-lane section from Airport Road/Hazen Drive to D'Amante Drive (8,000 LF) and related access management strategies; and
- WHEREAS,** as authorized in FY2011, Engineering Services advanced the engineering study and conceptual design of CIP #19, Loudon Road (Rte. 9) Corridor Improvements Project, including reducing the existing four lanes to three lanes and soliciting feedback from the community; and
- WHEREAS,** on May 7, 2012, the City received notification from NHDOT that the use of HSIP funds were approved for safety improvements on Loudon Road from Hazen Drive to D'Amante Drive, including reducing the existing four lanes to three lanes; and
- WHEREAS,** the NHDOT established Highway Safety Improvement Project #28053 for this project and received authorization from Governor and Council on October 16, 2013, to enter into an agreement with the City of Concord to provide funding and services under the Federal Highway Safety Improvement Program through a local project administration process; and
- WHEREAS,** the project will be municipally managed by the City and that funding including project administration, design, permitting and construction will be allocated as follows: 90% NHDOT/Federal and 10% City for all projects costs.

CITY OF CONCORD

In the year of our Lord two thousand and fourteen

RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A MUNICIPAL AGREEMENT WITH THE NEW HAMPSHIRE DEPARTMENT OF TRANSPORTATION (NHDOT) FOR HIGHWAY SAFETY IMPROVEMENT PROGRAM (HSIP) FUNDING, ALL PART OF THE DESIGN AND CONSTRUCTION OF THE LOUDON ROAD CORRIDOR IMPROVEMENTS PROJECT (CIP #19).

Page 2 of 2

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Concord that:

- 1) The City Council has authorized the City Manager to enter into a municipal agreement with the New Hampshire Department of Transportation (NHDOT) for participation in the Highway Safety Improvement Program for the Loudon Road Corridor Improvements Project (CIP #19), which includes the project administration, design, permitting, and construction of roadway and traffic control improvements along Loudon Road between the intersections at Hazen Drive/Airport Road and D'Amante Drive.
- 2) This resolution shall take effect upon its passage.



CITY OF CONCORD

REPORT TO THE MAYOR AND CITY COUNCIL

FROM: Robert J. Mack, PE, PTOE, Traffic Engineer

DATE: December 31, 2013

SUBJECT: Report from Engineering Services Division on the Loudon Road Corridor Improvements Project (CIP 19).

Recommendation

Accept this report and set the attached resolutions authorizing the City Manager to enter into a municipal agreement and accepting and appropriating the sum of \$1,600,000 in matched Highway Safety Improvement Program (HSIP) funds from the NH Department of Transportation (NHDOT) for the design and construction of Phase 1 traffic safety improvements for the Loudon Road Corridor Improvement Project (CIP #19), for public hearing on February 10, 2014.

Background

The Loudon Road corridor has for many years been the most crash-prone corridor in the city. The narrow 1.6-mile 4-lane roadway section roughly between Hazen Drive/Airport Road and D'Amante Drive, not including signalized intersections, averages about 100 reported crashes annually, one-third of which involve injuries. Traffic volumes in excess of 20,000 vehicles per day travel this corridor segment which is accessed by multiple side streets and numerous uncontrolled commercial and residential driveway openings. In addition to automobile travel, the mixed land uses along the corridor also generate substantial walking, bicycling and bus transit activity.

A 2001 corridor study prepared by Vanasse Hangen Brustlin, Inc. (VHB), evaluated potential ways to best manage heavy corridor traffic flows, side-street and driveway access, and other non-vehicle travel needs. Considering limited right-of-way width, abutting land development, and neighborhood livability factors, a conversion of this section of the corridor from four-lanes to three-lanes was recommended, along with development of alternate routes that could act to divert some through traffic away from Loudon Road. Regional Drive, completed in 2004, provided this alternate east-west corridor and has been successful in attracting several thousand daily vehicles from otherwise using Loudon Road.

In FY2011, Engineering Services was authorized to update and refine the conceptual design study of corridor improvement needs. Findings and recommendations have been reviewed with the Traffic Operations Committee (TOC), the Transportation Policy Advisory Committee (TPAC) and Ward Councilors (Wards 8 and 9). Representatives from the Manager's office and City Council also met with a number of business owners along the

Loudon Road corridor in the summer of 2013 to discuss the project. On October 16, 2013, the New Hampshire Department of Transportation (NHDOT) was authorized by Governor and Council to enter into a municipal agreement with the city to design and construct the Phase 1 improvements, with \$1,600,000 appropriated for the project: 90 percent from Highway Safety Improvement Project (HSIP) Funds (\$1,440,000) and a 10 percent match by the city (\$160,000). A public information meeting on this project was held on December 18, 2013. This Federal/state-designated project would be administered by the city, with design to begin in early 2014 and construction anticipated for spring 2015.

Discussion

This report presents a brief overview of the Loudon Road Corridor Improvements Project study, findings and recommendations. Additional project information is available on the project web page at: <http://www.concordnh.gov/DocumentCenter/View/3365>, including conceptual layout plans; typical lane-use sections; traffic simulations; and slide show as presented at the December 18, 2013 public information meeting.

The purpose and need for improvements to this section of the Loudon Road corridor include:

- Enhancing safety and reducing crashes. Similar 4-lane to 3-lane conversion projects nation-wide experience an average 25 percent reduction in crashes.
- Implementing a 'Complete Streets' corridor improvement, including improved sidewalk and street-crossing facilities, safe space for bicycle travel, and improved accessibility at bus stop locations.
- Maintaining the east-west arterial function of the corridor as well as turns at numerous side-streets and driveways.
- Considering future corridor improvements, including: driveway consolidation and alternative access to Loudon Road at controlled intersections; and sidewalk and streetscape improvements.

Other options to mitigate deficiencies along the corridor are generally unrealistic to implement as an effective solution. Installing raised median to eliminate left turns requires that the many corridor left turns be accommodated at select locations. Reconfiguring existing major intersections to accommodate substantial U-turn traffic, or installing intermediate jug-handle turnarounds, both require substantial road improvements well beyond available right-of-way. Business support for elimination/reduction of left turns would also be a challenge. Business/property impacts aside, the livability of a potentially high-capacity road improvement akin to Loudon Road east of D'Amante Drive, or South Willow Street north of I-293 in Manchester, was (and still is) considered inappropriate in the context of the mix-use neighborhood on the Heights.

Area-wide traffic volume monitoring by NHDOT and Central NH Regional Planning Commission indicates that pursuant to the 2004 opening of Regional Drive, weekday traffic to/from the Heights along Old Turnpike Road has increased from a reported 7,400 vehicles per day (vpd) in 2002 to about 11,600 vpd in 2009. During the same years, reported counts on Loudon Road west of Grover Street indicated a decrease in traffic volume from 25,000 in 2002 to about 20,100 in 2009. In the vicinity of the mall, Loudon Road traffic (just south of

Branch Turnpike) has steadily increased due in large part to retail development, with 11,000 vpd reported in 2001 and 18,100 reported in 2010.

Engineering Services began a follow-up engineering study of transportation issues and needs along the corridor in 2011, and with particular attention to updating findings of the 2001 corridor study. Peak period traffic counts were conducted in May 2011 at the three signalized intersections, all intervening side streets and most private driveways along the corridor. The month of May generally reflects an above average traffic condition on most Concord streets and was used for this analysis. Synchro traffic simulations were developed for no-build (4-lane) and build (3-lane) conditions of peak period corridor travel. These simulations indicate workable traffic operations along the corridor under a three-lane conversion. Sample simulations are available on the project web page. Primary corridor delays are at the major signalized intersections, and in particular at the Loudon/East Side intersection which operates at capacity during peaks. No changes to signalized intersection lane-use or operation are proposed as part of this project. Study findings regarding the potential conversion to three lanes are also similar to those findings reported in the 2001 VHB study.

A detailed crash analysis of the four-lane segments between (and not including) the three major signalized intersections was prepared in 2011 and indicated an average of 100 crashes per year, about one third of which involved injuries. Results were submitted to NHDOT in the form of a benefit/cost analysis that indicated that the expected user savings (in terms of cost of crashes) exceeded the cost of the lane conversion by a factor of about four.

Proposed improvements for this project phase are intended to improve safety and enhance livability through a 'complete streets' design. Capacity improvements to promote and manage higher corridor traffic volumes are not intended; maintenance of current traffic levels is expected and additional growth in east-west traffic demand on the heights can be accommodated by I-393 and Regional Drive. Corridor improvements include the following:

- Resurfacing and new lane configuration. Loudon Road will be milled and resurfaced, within existing curb lines, from the intersection at Airport Road/Hazen Drive easterly to the Old Loudon Road intersection just west of D'Amante Drive. The existing four-lane segments will be restriped to include: one 10-foot travel lane in each direction; a 14-foot wide center two-way left-turn lane; and 5-foot safety shoulders (also for bicycle use) on each side. Small raised islands, like those installed at some pedestrian crosswalks on the Route 3 North corridor, will be spaced along the median lane to facilitate safer pedestrian crossings as well as to deter illegal 'through travel' along the median turn lane.
- Major intersections: Existing multi-lane approaches at the three major signalized intersections will be retained together with existing signal operation to maintain current intersection capacity; potential lane reductions *through* these intersections would result in substantial delays and are not realistic options. Loudon Road traffic will alternately merge or diverge between one-lane and two-lane segments; similar operation occurs on Manchester Street south of Old Turnpike Road.

- **Pedestrian Crossings:** Each of the five existing pedestrian crosswalks will be reconstructed to include a median refuge island, push-button activated crosswalk beacons, and accessible ramps.
- **Sidewalks:** At select locations, raised curb and sidewalks will be extended to narrow overly-wide driveway openings to enhance walking safety. Full reconstruction of existing sidewalks along the corridor is not included in the HSIP-funded project. Although sidewalk replacement is programmed in the third phase (sidewalks and streetscapes) of CIP 19 in the out year, the option of funding such improvements now warrants consideration as such cost can be minimized if done concurrently with the street-repaving work.
- **Bicycle Shoulders:** The 5-foot shoulders will accommodate safe bicycle travel, a use not currently provided for along the corridor. At signalized intersections, video detection will be considered, in lieu of current in-pavement loops, to detect bicycles approaching in the shoulders.
- **Bus Stop Pullouts:** Bus pullouts will be developed to the extent practical at the eight existing bus stop locations along the corridor. Accessible sidewalk areas will be provided at these locations.
- **Fire Station:** An emergency vehicle hybrid beacon will be considered at the Heights Fire Station to facilitate emergency access to Loudon Road. A similar installation was recently installed at Central Station on N. State Street as part of the CIP 35 improvements.

Anticipated safety and operational changes of the above-proposed improvements include:

- **Traffic volumes:** Volumes will be capped around the current 21,000 vpd, with no significant changes during most times. Some seasonal peak (December) through traffic and future area growth can be accommodated by I-393 or Regional Drive.
- **Speeds:** High-end speeds will be substantially reduced as traffic speed in a single lane becomes controlled by the prudent driver; options to weave between lanes are eliminated. Overall travel speeds are expected to be reduced slightly, although most delay will be encountered at the existing signals which will not be changed.
- **Safety:** The lane conversion is expected to reduce crashes by about 25 percent. Lower speeds bring the potential for reduced severity. Pedestrian islands at crosswalks that reduce crossing width, coupled with elimination of multi-lane traffic approaches, enhance pedestrian crossing safety.
- **Major intersection operation:** There will be no significant change in signal operations. Most peak delays currently experienced along the corridor result from the capacity condition at the Loudon/East Side intersection; this will not change. As two approach lanes per direction are necessary at each signal location to manage peak volumes through the intersection, it is necessary to introduce merging and diverging areas between one and two lane sections. A regular merge beyond the intersection into a single free-flowing through lane will replace the current condition where the left-most lane may be delayed by coming to a full stop behind a left-turner

(say into Dunkin Donuts or the car wash). During peak times, traffic queues from signals, and particularly the East-Side Drive signal, may become longer as the two-lane signal approach is limited in length and further queuing on the approach is limited to a single lane.

- **Safer Lateral Clearances:** The three-lane conversion improves vehicle-to-vehicle, vehicle-to-curb, vehicle-to-bicycle, and vehicle-to-sidewalk clearances.
- **Side-street left turns:** Left turns from Loudon Road will be safer as they can occur from a dedicated turn lane rather than from a stop in the 'passing lane'. Left turns from side streets or driveways will be delayed similarly to current conditions (peak or off-peak); although turns out will only be against one approaching traffic stream in each direction instead of the current two. Reduced high-end speeds as well as availability of the center turn lane to make a two-stage left turn may improve the left-turn experience for some drivers.
- **Livability:** Reduction in speeds, greater clearance between vehicles, bicycles and pedestrians, enhanced bus stop locations and potential for reduced street noise will enhance the livability of mixed-use corridor. Livability is also enhanced by improving safety and operation of alternate transportation choices, such as bicycle, walking and bus transportation.

The 2001 VHB corridor study identified other corridor improvement needs that are not included in this Phase 1 safety improvement project. In order to address difficult access to residential side streets and driveways east of East Side Drive, a Phase 2 project was envisioned that would relocate Branch Turnpike to a new Loudon Road signalized intersection opposite Northeast Village Drive, with new inter-site connection between Northeast Village Drive and residential complexes to the east and west. A Phase 3 project envisioned pedestrian and streetscape improvements along the project corridor from Airport Road to D'Amante Drive. Phase 2 and Phase 3 improvements are beyond the scope of the Phase 1 study and are programmed for the out-years FY 2017 and FY 2019, respectively.

In the summer of 2013, Administration staff and council representatives met with select owners/operators of businesses along the project corridor to discuss their concerns on business access and to get feedback from the business community regarding the proposed lane-conversion project. TPAC reviewed the progress of the engineering study since 2011 and fully endorsed the proposed lane conversion and complete streets improvements at their September 26, 2013 meeting.

Engineering Services hosted a public information meeting on December 18, 2013 at the Heights Community Center. The well-attended meeting of nearly 50 residents, staff and officials expressed mixed support and concern for the proposed lane-conversion. There was general support for needed safety improvements, but a common concern was a perception that the three-lane conversion would worsen traffic congestion and make it even harder for residents to turn to/from driveways and side streets. Staff noted examples of three-lane roadway segments serving high traffic flows (comparable to the 21,000 vpd along Loudon Road), left-turning traffic and two-to-one-lane traffic merges: Manchester Street near Garvins Falls Road (about 21,000 vpd); North State Street near Penacook Street (about

18,000 vpd); and Williston Road in South Burlington, Vermont (about 20,000 vpd and successfully converted from 4 lanes to three lanes in 2012).

On May 7, 2012, the City received notification from NHDOT that the use of HSIP funds was approved for the proposed conceptual safety improvements on Loudon Road from Hazen Drive to D'Amante Drive, including reducing the existing four lanes to three lanes. The NHDOT established Project #28053 [Federal Project #X-A003(689)] for this project and received authorization from Governor and Council on October 16, 2013, to enter into an agreement with the City of Concord to provide funding and services, with project administration to be provided by the city. Funding including project administration, design, permitting and construction will be allocated as follows: 90% Federal/HSIP (\$1,440,000) and 10% City (\$160,000). This project partnership with NHDOT/FHWA would be similar to that developed for the ongoing CIP 460 Main Street TIGER project and CIP 22 Sewalls Falls Bridge project.

This report to Council accompanies two resolutions, approvals of which are required for project authorization. One resolution will authorize the City Manager to enter into a municipal agreement with the NHDOT to design, permit and construct the project. The other resolution will appropriate the \$1,600,000 in matching project funds, including acceptance of the \$1,440,000 Federal/HSIP funds and appropriation of \$160,000 in General Obligation bonds for the local match.

If Council chooses to not approve the project resolutions, Loudon Road will remain as it exists. There would be no partnership with NHDOT for implementing corridor improvements (which includes full repaving within the project area) and the state-approved HSIP funds would be reallocated by the state for use in another NH community. It is important to note that the Loudon Road corridor on the Heights, however, still needs to be repaved in the near future. The easterly segment in particular needs to be repaved as soon as possible following the recently-completed CIP 85 water main work. Final repaving of the easterly segment was deferred from the CIP 85 project in late 2013 in anticipation of the HSIP project that would include full repaving. Milling and repaving of the corridor between Airport Road and Old Turnpike Road is estimated to cost upwards of \$1M.

In summary, the construction of Regional Drive has been quite effective in providing an alternative to Loudon Road as an east-west access route to the Heights. Crash incidence along this section of Loudon Road remains the highest in the city and among the highest in the state. The proposed lane conversion is a realistic alternative that can both attenuate crash incidence, and at the same time, allow a needed complete street transformation to the corridor. The lane conversion option can reasonably manage the current level of traffic volumes, while additional growth in through traffic has options of alternative east-west routes via I-393 and Regional Drive. Staff findings are consistent with those reported in the 2001 VHB study, and recommended corridor improvements are fully supported by TPAC as well as the NHDOT and FHWA.

RJM/rjm

cc: Chip Chesley, General Services Director
Ed Roberge, City Engineer
Brad Osgood, Acting Police Chief
Dan Andrus, Fire Chief

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2-48
T/A



CITY OF CONCORD

REPORT TO THE MAYOR AND CITY COUNCIL

FROM: Robert J. Mack, PE, PTOE, Traffic Engineer

DATE: January 28, 2014

SUBJECT: Supplemental report from Engineering Services Division summarizing public outreach efforts on the Loudon Road Corridor Improvements Project (CIP 19).

Recommendation

Accept this report highlighting the discussions from the December 21, 2013 public meeting as well as additional public comment received by Engineering Services Division.

Background

In FY2011, Engineering Services was authorized to update and refine the conceptual design study of corridor improvements. A final report and related resolutions on the project were accepted by City Council on January 13, 2014 with council consideration and a public hearing scheduled for February 10, 2014. As a supplement to the final report, this report provides herein a summary of the discussion and public feedback received at the December 18, 2013 public information meeting. Additional written comments received from the public through January 28, 2014 are also appended hereto.

Discussion

Engineering Services hosted a public information meeting on December 18, 2013 at 6:00 PM at the Heights Community Center. The meeting was announced in the Manager's Memo, local media and via over 1,000 fliers mailed to property owners and businesses in the area of the Heights along the project corridor. The well-attended meeting included nearly 50 residents, staff and city officials. Project materials on display included: concept-level plans of the proposed three-lane corridor conversion from Airport Road to D'Amante Drive; existing and proposed street cross-sections at various locations; traffic simulation videos comparing the existing four-lane and proposed three-lane traffic operation near the Airport Road end of the corridor; and historic plans of the lane-conversion study developed in 2001.

Engineering staff presented a 45-minute slide show documenting: safety and operational challenges along the corridor; description of four-to-three-lane conversion projects; overview of design features proposed for Loudon Road; description of expected operational changes along the corridor; project cost and funding; and project schedule. Staff announced that the

full slideshow presentation, as well as all plans and videos displayed, would be made available on the project web page.

The meeting was opened to accommodate public questions and comments at around 7:00 PM and included feedback from about two dozen attendees. Comments or concerns noted by attendees are summarized below, including follow-up staff response.

1. A number spoke in favor of the proposed lane conversion changes noting one or more of the following potential project benefits: crash reduction, particularly regarding turns at driveways; pedestrian safety with particular concern for motorized wheel chairs currently choosing to drive in the traffic lanes; reduction in excessive speeds; greater sidewalk separation from moving vehicles; safer left-turns from a two-way left-turn lane (TWLTL); and provision of needed bike lanes. One included a suggestion to try the lane conversion for a few years, and if travel benefits were not realized, a return to the current four-lane configuration could be considered.
2. A number of attendees questioned how traffic could be handled if the road was reduced to one through lane in each direction. Another concern regarded the operation of the 'hourglass' merges between the three lane segments and five-lane intersections. Staff noted examples of current three-lane roadway segments serving high traffic flows (comparable to the 21,000 vpd along Loudon Road), left-turning traffic and two-to-one-lane traffic merges: Manchester Street near Garvins Falls Road (about 21,000 vpd); North State Street near Penacook Street (about 18,000 vpd); and Williston Road in South Burlington, Vermont (about 20,000 vpd and successfully converted from 4 lanes to three lanes in 2012).
3. Several expressed concerns that the conversion to three lanes would result in Loudon Road traffic diverting to other streets. Concerns included traffic diverting to I-393 and skipping stops to businesses along Loudon Road, and Loudon Road through traffic diverting to local residential streets. Staff responded that substantial traffic diversion was not anticipated at most times, however, during busy travel periods such as the December shopping peaks, some diversion is anticipated. Regional Drive was opened in 2004 to provide, in part, an alternate east-west route to Loudon Road. In addition to I-393, both routes provide choice for drivers as an alternate route to the mall and retail stores in the NH 106 vicinity. Regarding potential for local diversion to residential streets, staff plans to monitor traffic volumes on select local streets near the corridor.
4. Several concerns were expressed by residents from the north side of the corridor regarding current difficulty in making left turns out onto Loudon Road and if there were options for improvement. Staff noted that the current Phase 1 project would introduce a TWLTL that would provide a safer turn from Loudon Road into driveways and side streets. Left-turns out, however, will still be difficult at busy times. A future Phase 2 project envisioned for this corridor would consider construction of a new signalized intersection in the vicinity of Northeast Village Drive together with internal connections to other large residential-complex driveways along the north side of Loudon Road. This would afford residents a choice in access points to Loudon Road. In follow-up, several residents from the Woodcrest Heights area spoke against any future option to interconnect residential areas due to concerns on increased traffic through the neighborhood. Another resident inquired what authority the city had to explore this option. Staff noted that the

Phase 2 option was not part of the current project and would need future council authorization.

5. A number of attendees noted concerns on numerous driveways along the corridor and inquired if there would be any improvements. Staff noted that the project will consider reducing the width of several overly-wide driveway openings so that sidewalk-crossing width can be reduced to improve pedestrian safety. Also noted was that the proposed five-foot shoulders would act to improve right-turn maneuvers in/out of driveways as the current narrow right lanes have no offset to the curb.
6. There was a suggestion that the project consider adding street trees and other landscaping amenities. Staff noted that current state grant funding for the project is for safety improvement and does not include landscaping items. A Phase 3 project programmed in the out-year would consider full sidewalk and streetscape improvements along the length of the project corridor.
7. Several spoke in opposition to the project and requested that the corridor remain in the current four-lane configuration. At issue were concerns that the project would cause traffic backups and delays for abutting residents. Staff responded that its principle charge from city council was to develop improvements that address safety.
8. Several inquired if options other than a three-lane conversion could be effective. Suggestions included installing raised median along the corridor, providing better signal coordination, constructing a new Exit 2½ to I-393, or cycling the pedestrian signals continuously to create gaps for driveway traffic. Staff noted that options to install raised median or add lanes (S. Willow Street in Manchester was an example) were not realistic as right-of-way is limited. The option of an Exit 2½ on I-393 was discussed in the past but is considered infeasible due to topography, wetlands and needed property acquisition. Signal coordination along the project corridor would be ineffective due to long distance and many turns between intersections. Continuously cycling the pedestrian signals would cause substantial unnecessary delays and encourage driver disrespect for the signals.
9. There were questions regarding potential impacts to emergency access as a result of the lane reduction and comments on the need for better winter sidewalk maintenance. Staff noted that the existing 44-foot paved width of the corridor would remain as is for emergency access; only lane markings would be revised. Regarding snow removal, staff noted that snow removal along the corridor is a challenge and that General Services does the best it can with its resources at hand.
10. A resident inquired if a crosswalk could be installed on East Side Drive at Burns Avenue. Staff would forward the request to the Traffic Operations Committee.

Conceptual plans, slideshow presentation, and traffic simulation videos presented at the meeting were made available on Engineering Services' CIP 19 project web page. Staff welcomed additional public comment via the LoudonRoadComments@ConcordNH.gov link also provided on the web page. Additional written comments submitted to Engineering Services, via letter or email, since December 2013 are attached hereto.

RJM/rjm

Attachments: Additional public comments received.





Central New Hampshire Bicycling Coalition
www.cnhbc.org
www.facebook.com/CNHBC
info@cnhbc.org
(603) 416-4283

Dear City Council,

After reading the media coverage of the public hearings of the Loudon Road Corridor Improvements, we at the CNHBC would like to express our wholehearted support for reducing this road from four lanes to three with a bike lane.

In its current form, Loudon road is basically a "no-bicycle zone." Anyone wishing to access the various businesses along the corridor by bike is confronted with the unenviable choice of sharing an 11-foot-wide travel lane with traffic that might be boxed in on the left by still more traffic in another (similarly narrow) travel lane or riding on the sidewalk and taking the risk of clipping a pedestrian or not being noticed when crossing a driveway. Traffic moves fast along the corridor, cars turn and enter frequently, and potholes and other road hazards are prevalent. Riding in traffic means taking your life in your hands, and riding on the sidewalk means accepting an elevated risk of injury yourself or a pedestrian.

And yet, amazingly, bicycle traffic persists along this street! A bike count in May of 2013 recorded 27 riders in a three hour period using Loudon road. We at the CNHBC believe this clearly demonstrates pent up demand for cycling infrastructure on the Heights, and have identified improvements to Loudon Road – both on the Heights and as a link to the downtown – as a top priority. We are extremely pleased that this project has progressed as far as it has, and hope to see it come to fruition.

The Strong Towns Network calls roadways like Loudon Road "Stroads," because they try to accomplish the high traffic capacities and speeds of a road, with the economically productive density of a street. However, in trying to be both, Loudon Road is ultimately neither: traffic flow can be halting and chaotic, and development along the corridor is peppered with low-economic-yield parking lots.

It's time to consign the "stroad" design to the dustbin of history, and re-focus on economically viable streets, supported by multimodal traffic design that yields a safer and more rewarding Loudon road experience for all users.

Sincerely,
Nik Coates
Chair, CNHBC

Taschereau, Denise

From: wblackbear tds.net <wblackbear@tds.net>
Sent: Monday, January 20, 2014 2:36 PM
To: LoudonRoadComments
Subject: Proposed Reduction of Loudon Road

I am writing in response to the article in the *Concord Monitor*, dated Thursday, December 19, 2013, regarding the proposed 3-lane change for Loudon Road in Concord.

I am neither a resident nor a business owner, however, I have worked at the same office on the section of Loudon Road in question for over 26 years and must deal with the road and traffic on a daily basis.

What is being proposed, by reducing the current 4 lane road down to a 2-lane road with a turning lane, is preposterous! I don't know who the brilliant engineer is that came up with this solution, but they definitely **DO NOT** travel this road to any great extent. Just doing "traffic study" is not enough to determine the practicality of what is being proposed. Whoever is making these decisions needs to travel this road on a daily basis and more than once per day to see that that 3-lanes will never work.

If you are trying to minimize the traffic accidents on this road, reducing the number of lanes is not the way to do it. The middle lane that is being proposed will most definitely become known as the "*suicide lane*" in years to come. Cars trying to make a left turn from inside this middle lane will become sitting ducks while a constant stream of oncoming traffic flows down the one and only lane available to them in any given direction. At least with 2 lanes of traffic, cars are spread out and you have the opportunity to turn left sooner than with all cars traveling in 1 lane...with no hopes of an opening.

Have you ever tried turning left, onto Loudon Road, from a parking lot? At least with 4 lanes, you have the opportunity to turn left into the inside lane when an opening exists, however, with one lane, and a steady stream of vehicles, turning left will be out of the question!

And truthfully, just how many bicyclists does this engineer really think use Loudon Road that it would warrant 5 foot shoulders? For the past 26 years, my office window looks directly onto Loudon Road and I can only remember a handful of bicyclists that go by. So, in my estimation, 5 foot shoulders is a complete waste of road space on Loudon Road and better used on actual roads that bicyclists use on a regular basis.

A lot more thought needs to go into this 3-lane idea before work ever begins. It would be in the best interest of all involved to leave Loudon Road as it is and find a more productive way to get traffic off of Loudon Road. More importantly would be to develop another exit off of 1393 near the Loudon Road/D'Amante Drive intersection to divert traffic off of Loudon Road. As daily users of this road, we see how quickly traffic backs up between the Loudon Road/East Side Drive intersection to the D'Amante Drive and back. Just this holiday season alone (and all others of the past) have proven that traffic backs up with TWO solid lanes of traffic.....just how would one lane running East and one lane running west handle this kind of traffic?!?!?

Has any thought been given to how emergency vehicles would make quick response time through a one lane west/east situation?!?!? I hope none of you or your families are ever in need of help with a traffic cluster preventing emergency vehicles to reach them in a timely manner!!

Another huge help would also be more police presence and ticketing of speeding and weaving vehicles, which I witness everyday!

I believe that further investigation into reducing Loudon Road to a 3-lane roadway, and seriously listening to the concerned citizens and business owners of Concord that use this road on a daily basis, is in order and should be completely thought out before work begins!

Thank you.

Taschereau, Denise

From: Roberge, Edward
Sent: Tuesday, December 24, 2013 8:17 AM
To: Roy Schweiker
Cc: Mack, Robert; Taschereau, Denise
Subject: RE: Two lanes for Loudon Rd?

Roy:

Thanks for sending your comments along regarding the Loudon Road Improvement Project. Your comments will be included in the final report to City Council.

With respect to the "project supporting documents" title on the main web page, that is the title header to the documents below. At this time, a layout plan is available and we are working on getting the public informational meeting presentation on line as well.

At the December 18th meeting, we discussed traffic capacity as well as restricting left turn movements as alternatives that were reviewed as part of the project. The next public meeting to discuss the Loudon Road project is a public hearing before City Council on Monday, February 10, 2014 at 7:00 PM, City Council Chambers, 37 Green Street. I hope you can make the meeting and share your thoughts with City Council.

Thanks.

Ed

Edward L. Roberge, PE
City Engineer
Engineering Services Division
City Hall - 41 Green Street
Concord, NH 03301
(603) 225-8520
eroberge@concordnh.gov

From: Roy Schweiker [<mailto:royswkr@hotmail.com>]
Sent: Monday, December 23, 2013 4:19 PM
To: LoudonRoadComments
Subject: Two lanes for Loudon Rd?

It appears that the link to "Project Supporting Documents" from the main page is not live.

Count me as someone opposed to the 3-lane concept, it didn't make sense on highways in the 60s and it didn't make sense on Main St either.

After a light turns green there are 2 packed lanes of traffic coming along, your only hope of getting out is if there is a break during the yellow phase before traffic from the other direction starts up. If all those cars are stuffed into one lane there will never be a break unless there is an accident where the 2 lanes at the light try to merge to one. Recasting a left turn into a 2-step movement doubles your chance of accident.

One of the traffic consultants for 2020 suggested a raised median and no left turns onto or off Loudon Rd. He wanted roundabouts at Airport Rd, East Side Dr, and the mall but instead you could just allow U-turns like Amherst St in Nashua. With a wide travel lane and a wide bike lane in each direction, timid drivers would go faster smoothing flow and eliminating the desperate passing attempts that often result in collisions.

Loudon Rd businesses will no doubt worry about the raised median but regular customers will soon figure out the best way to get there, and they may gain customers like myself who avoid the current free-for-all but might return to a kinder, gentler, Loudon Rd.

Taschereau, Denise

From: Roberge, Edward
Sent: Monday, December 23, 2013 9:32 AM
To: CDFriou@aol.com
Cc: Taschereau, Denise; Mack, Robert
Subject: RE: CIP 19 Ref Loudon Road

Mr. Friou:

Thank you for sending your note along regarding the Loudon Road improvement project. Your comments on the project and they will be included in the final project record.

Not sure based on your note on whether you were able to attend the meeting last Wednesday - we spoke in detail regarding overall traffic capacity, delay, restricting left turns, and signalization. If you would like, feel free to call and we can discuss your comments in better detail.

Please note that the next meeting for the Loudon Road project is a public hearing before City Council on February 10th @ 7:00 PM, City Council Chambers, 37 Green Street. I hope you will be able to make that meeting.

Thanks.
Ed

Edward L. Roberge, PE
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eroberge@concordnh.gov

From: CDFriou@aol.com [mailto:CDFriou@aol.com]
Sent: Saturday, December 21, 2013 12:05 AM
To: LoudonRoadComments
Subject: CIP 19 Ref Loudon Road

ONE: CIP 19 seems deficient in detail of what reconstruction would be done.

TWO: No matter what is done --- nothing will work until traffic signals are moved to street corners --- and at corners where needed/desired pedestrian signals are installed.

THREE: Most problems can be overcome by a clearly evident center line divider - to prevent or cut down on "left turns" where there are no streets! That can be done without eliminating any existing lanes.

FOUR: A connection from Interstate 393/202 to the Mall is *essential*.

FIVE: The streets or drives "CIP 19" states were built to serve as alternates to Loudon Rd. won't work as alternates unless they conveniently connect to Loudon RD.

Charles Friou
33 Christian Ave Box 164

Taschereau, Denise

From: Roberge, Edward
Sent: Friday, December 20, 2013 4:57 PM
To: helenhoeker@comcast.net
Cc: Mack, Robert; Taschereau, Denise
Subject: RE: Bad Idea!

Ms. Hoeker:

Thank you for taking the time to comment on the Loudon Road project. Your comments will be included in the final report to City Council.

Please be advised that the next public meeting regarding the Loudon Road project will be a public hearing before City Council on Monday, February 10, 2014 at 7:00 PM in City Council Chambers, 37 Green Street. I hope you can make it and provide direct testimony to City Council.

Thanks,
Ed Roberge

Edward L. Roberge, PE
City Engineer
Engineering Services Division
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Concord, NH 03301
(603) 225-8520
eroberge@concordnh.gov

From: helenhoeker@comcast.net [mailto:helenhoeker@comcast.net]
Sent: Friday, December 20, 2013 2:19 PM
To: LoudonRoadComments
Subject: Bad Idea!

City Councilors,

I believe this proposal will be a huge fiasco for the many small businesses along Loudon Road who depend on traffic for their business. Under this plan, many people will just avoid Loudon Road altogether. This area is, first and foremost, a commercial stretch. To take away traffic from these businesses will force many of them to close. I own the Portland Glass property. They have a hard enough time competing with Granite State Glass and all the other options to replace windows. Their lease comes up in 2015, and if they feel they will not have the traffic visibility, they just might decide not to renew their lease.

In addition, the thought of traffic merging into one lane, not once but 3 times, is a nightmare. The traffic coming up from downtown Concord to the intersection for the DMV is often backed up now as it is. It will make that intersection dangerous as cars have to maneuver into one lane.

Putting islands up and preventing traffic from going around bottlenecks is also not a good idea. You could sit in traffic forever if an accident happens in the one lane and no options are available to go around it. Bicyclists do not need to take Loudon Road with so many neighborhood streets available.

In the 22 years I have lived in Bow, I travel Loudon Road almost every day. In all this time, I think I might have witnessed a half dozen accidents. I cannot see this as a hugely dangerous roadway. Perhaps a couple more lights, more police presence is all that is needed. Please leave Loudon Road a two-lane roadway!

Helen Hoeker

Taschereau, Denise

From: Roberge, Edward
Sent: Friday, December 20, 2013 4:37 PM
To: Margaret Nardone
Cc: Mack, Robert; Taschereau, Denise
Subject: RE: Loudon Road Proposal

Ms. Nardone:

Thank you for taking the time to comment on the Loudon Road project. Your comments will be included in the final report to City Council.

Please be advised that the next public meeting regarding the Loudon Road project will be a public hearing before City Council on Monday, February 10, 2014 at 7:00 PM in City Council Chambers, 37 Green Street. I hope you can make it and provide direct testimony to City Council.

Thanks.
Ed Roberge

Edward L. Roberge, PE
City Engineer
Engineering Services Division
City Hall - 41 Green Street
Concord, NH 03301
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eroberge@concordnh.gov

From: Margaret Nardone [<mailto:margaret.nardone@gmail.com>]
Sent: Friday, December 20, 2013 2:50 PM
To: LoudonRoadComments
Subject: Loudon Road Proposal

Dear Sir:

I would like to add my comments regarding the current proposal regarding changes to Loudon Road.

I live at Alton Woods. Already, it is difficult to pull out onto Loudon Road and turn left, sometimes it is VERY difficult and you have to turn right and then change directions further down the road at a light.

If you have one less lane, the traffic will be backed up twice as far as it already is. The current speed limit needs to more enforced. I sometimes see cruisers parked here or there, but never see any cars stopped for speeding. People will be very frustrated and will be even less inclined to let somebody pull out and make a left turn. Right now it is holiday time and the traffic is even more heavy than it usually is and the backups are terrible. If you make it more difficult for drivers, they will do even less shopping in Concord and Steeplegate will end up closing along with many other Loudon Road businesses.

You should be encouraging shoppers. What you need are more lanes, not less. You should have two lanes in each direction with a fifth lane in the center for turning. Right now you have a left turn lane at a couple of the traffic lights and it works just fine. The two lanes are able to move along and the left-turning vehicles are out of the way and are able to turn when their light changes.

Sometimes I walk along Loudon Road and am able to use the crossing lights to get across. They are very helpful. There are many residents at the various apartment complexes that do not seem to have vehicles and also do a lot of crossing over. Please do not eliminate any of these crossing lights.

If there are less driving lanes, there will be more frustrated drivers that may do scary things. Pedestrians and other drivers will be in more danger.

Sincerely,

Margaret Nardone

Taschereau, Denise

From: Roberge, Edward
Sent: Friday, December 20, 2013 9:42 AM
To: Marjorie L. Hascall
Cc: Mack, Robert; Taschereau, Denise
Subject: RE: Comments - Loudon Road and little more

Miss Hascall:

Thank you for taking the time to comment on the Loudon Road project. Your comments will be included in the final report to City Council.

Please be advised that the next public meeting regarding the Loudon Road project will be a public hearing before City Council on Monday, February 10, 2014 at 7:00 PM in City Council Chambers, 37 Green Street. I hope you can make it and provide direct testimony to City Council.

Thanks,
Ed Roberge

Edward L. Roberge, PE
City Engineer
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eroberge@concordnh.gov

From: Marjorie L. Hascall [mailto:mlh13@comcast.net]
Sent: Friday, December 20, 2013 9:23 AM
To: LoudonRoadComments
Subject: Comments - Loudon Road and little more

I did not attend the meeting earlier this week but do want to express my negative response to plans reducing travel lanes on Loudon Road. I feel that this move will not reduce accidents, but increase them. I believe the major solution to accidents is to ticket the many speeding cars. I consistently drive Loudon Road at 30 miles an hour, and always know that cars will pass me, pulling out from behind my car and speeding by. Slow the traffic and fewer accidents.

In addition, and I believe this change occurred this summer, the intersection of East Side Drive and Loudon Road has become an accident waiting to happen. Previously at the intersection the inside lane had two choices travel straight ahead to Canterbury Road or turn right to travel west on Loudon Road. the outside lane had one choice - it was a left turn lane only. Now the inner lane can in addition to turning right, or straight ahead can make a left turn. this has increased the potential for accidents. When I use East Side Drive I always turn left onto Loudon Road and immediately move into the inside lane in preparation for a right hand turn onto a side street. I have come close to being hit by a car from the other lane also making a left hand turn. I suggest strongly that the traffic pattern be returned to its previous turns. this will lessen potential accidents.

Sincerely

(Miss) Marjorie L. Hascall

Taschereau, Denise

From: Roberge, Edward
Sent: Friday, December 20, 2013 9:43 AM
To: srattee@aol.com
Cc: Mack, Robert; Taschereau, Denise
Subject: RE: Against Loudon Road Plan

Thank you for taking the time to comment on the Loudon Road project. Your comments will be included in the final report to City Council.

Please be advised that the next public meeting regarding the Loudon Road project will be a public hearing before City Council on Monday, February 10, 2014 at 7:00 PM in City Council Chambers, 37 Green Street. I hope you can make it and provide direct testimony to City Council.

Thanks.
Ed Roberge

Edward L. Roberge, PE
City Engineer
Engineering Services Division
City Hall - 41 Green Street
Concord, NH 03301
(603) 225-8520
eroberge@concordnh.gov

From: srattee@aol.com [mailto:srattee@aol.com]
Sent: Friday, December 20, 2013 8:54 AM
To: LoudonRoadComments
Subject: Against Loudon Road Plan

You two guys (Roberge and Mack) don't do anything to dispel the belief that engineers these days "might" have been able to get through a couple years of school but that doesn't mean you have the more important ability to use common sense and/or critical thinking skills.

Your plan was rejected in 2001 and it's obvious (to most people, that is - maybe not YOU) we taxpayers still aren't buying the crap you're trying to push on us now.

Roberge states we're already having problems making left hand turns - presumably because he thinks left hand turns will be easier/safer when the lanes are reduced. WRONG!

Also, regarding traffic accidents - Considering there are 20,000 cars a day (according to you), there aren't that many accidents and the accidents that occur usually aren't serious. If we were to go ahead with your plan, the accidents would become more frequent and the seriousness would increase as well.

Another thing is your cavalier attitude about state funding is telling. Just WHO do you think the state gets its money from? Whether the city, the state or the federal government, pays, the money comes from US taxpayers.

I know you need to keep coming up with ways to justify your continued taxpayer funded existence but if we can't eliminate your positions, please do us all a favor and just sit at your desks, pretending you're doing something.

Taschereau, Denise

From: Roberge, Edward
Sent: Thursday, December 19, 2013 4:51 PM
To: Gail E. Fisk
Cc: Mack, Robert; Taschereau, Denise
Subject: RE: Presentation of improvements

Ms. Fisk:

It is unfortunate that you could not make it to the meeting last night.

We spoke in detail regarding overall traffic capacity, delay, and congestion as well as emergency response vehicles and breakdowns. I would like to extend an offer to meet with you and discuss the details of the plan as we did last night. If you would like, feel free to call and we can schedule a time convenient to you.

Thank you for your comments on the project and they will be included in the final project record. Please note that the next meeting for the Loudon Road project is a public hearing before City Council on February 10th @ 7:00 PM, City Council Chambers, 37 Green Street. I hope you will be able to make that meeting.

Thanks.

Ed

Edward L. Roberge, PE

City Engineer
Engineering Services Division
City Hall - 41 Green Street
Concord, NH 03301
(603) 225-8520
eroberge@concordnh.gov

From: Gail E. Fisk [<mailto:gfsk@uptonhatfield.com>]
Sent: Thursday, December 19, 2013 3:09 PM
To: LoudonRoadComments
Subject: Presentation of Improvements

I very much wanted to attend this meeting, but I found no parking available at the meeting site. I didn't feel comfortable parking on one of the side streets and having to walk to the meeting in the dark on icy roads.

I would like to comment that I do not think that the proposed changes will make Loudon Road better. I live in the area and drive on Loudon Road everyday. Last Saturday the traffic was backed up from Eastside Drive to D'Amante Dr. I was only able to exist my street when someone was kind enough to let me out. I can not begin to imagine how bad having everyone driving in one lane will be. There will never be a break in traffic and I will always be forced to drive up to Route 106 and come back down into town to turn into my street. What happens if a car breaks down in the one travel lane? I will certainly plan to come very early to the next meeting to hear answers to these questions and to receive more information. Thank you for your time.

Sincerely
Gail Fisk

Gail E. Fisk
Upton & Hatfield, LLP
10 Centre Street
P.O. Box 1090
Concord, NH 03302-1090
Tel: 603-224-7791
Fax: 603-224-0320
gfish@uptonhatfield.com
www.uptonhatfield.com

 Please consider the environment before printing this e-mail

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Taschereau, Denise

From: Roberge, Edward
Sent: Wednesday, December 18, 2013 10:54 AM
To: Rick & Terry
Cc: Mack, Robert; Taschereau, Denise
Subject: RE: Loudon Road Corridor Improvements

Mr. and Mrs. Wolff:

Thanks you for your comments regarding the Loudon Road project. The points you make are well thought-out and will be discussed at tonight's presentation. I hope you can make it to hear the presentation.

Thanks.
Ed Roberge

Edward L. Roberge, PE
City Engineer
Engineering Services Division
City Hall - 41 Green Street
Concord, NH 03301
(603) 225-8520
eroberge@concordnh.gov

-----Original Message-----

From: Rick & Terry [<mailto:rtwolff@comcast.net>]
Sent: Wednesday, December 18, 2013 10:39 AM
To: LoudonRoadComments
Subject: Loudon Road Corridor Improvements

As residents of the Heights, we are highly impacted by the traffic patterns on and around Loudon Road, and we commend you for working to make improvements. Safety is paramount for that section of road, but traffic volume is also a problem. We should note that for many years, we have avoided Loudon Road if possible, during the holiday shopping season, and use only the side streets to navigate. Would the proposed reduction in lanes impact the capacity of the Loudon Road to handle traffic?

If there is a reduction in capacity, presumably the side streets would see an increase in traffic. While these streets can likely absorb an increase, is there any thought being given to subsequent reduction in safety? For example, on the northern side of Loudon Road, Portsmouth Street is one of the streets used to bypass the Loudon Road corridor. There are no sidewalks, and no bike lanes. The current traffic is generally light, and so I would not assume it is an unsafe street. If, however, volume increases, I would question if those who walk the street or ride bikes are at an increased risk.

Other questions are if there is any thought to connecting Regional Drive to Canterbury Rd, or improvements to Branch Turnpike and Pembroke Road to handle an increased traffic load and make it safer for pedestrians and bikers?

Rick and Terry Wolff

Taschereau, Denise

From: Mack, Robert
Sent: Tuesday, December 17, 2013 8:34 AM
To: Taschereau, Denise
Cc: Roberge, Edward
Subject: FW: Loudon Road HSIP Public Meeting

For the CIP-19 'Public Comments' file.

From: Michael Dugas [mailto:MDugas@dot.state.nh.us]
Sent: Tuesday, December 17, 2013 8:11 AM
To: Mack, Robert
Subject: RE: Loudon Road HSIP Public Meeting

Rob,

Best of luck with your meeting. I think the project will change the complexion of this part of the City for the better, and make it more inviting for all users.

Unfortunately I won't be able to join you. I have a Girl Scout meeting with my daughter...

Mike

From: Mack, Robert [mailto:RMack@ConcordNH.gov]
Sent: Monday, December 16, 2013 3:43 PM
To: Robert Hudson; William Oldenburg; William Lambert; Michael Dugas; Michael Tardiff
Cc: Roberge, Edward
Subject: Loudon Road HSIP Public Meeting

Hi all,

FYI, our public information meeting on the Loudon Road HSIP project will be held this Wednesday at 6PM at the Heights Community Center on Canterbury Road (former Dame School). The meeting announcement is attached. You and any of your interested colleagues are welcome to attend.

Best regards,
Rob

Robert J. Mack, P.E., P.T.O.E.
Traffic Engineer
City of Concord
Engineering Services Division
41 Green Street, Concord, NH 03301
(603) 225-8520
rmack@concordnh.gov

Taschereau, Denise

From: cannal <bowlinggreen@comcast.net>
Sent: Tuesday, December 17, 2013 10:43 AM
To: LoudonRoadComments
Subject: Disagree

Please see my "My Turn" letter in the Dec. 5 edition of the *Concord Monitor*. Remain unconvinced that this is a good idea for reasons stated there.

Chuck Annal
2 ladybug Lane
Concord

2-45 (c)

2-48

TA



CITY OF CONCORD

REPORT TO THE MAYOR AND CITY COUNCIL

FROM: Transportation Policy Advisory Committee
DATE: January 24, 2014
SUBJECT: Report from the Transportation Policy Advisory Committee recommending the Loudon Road Improvements Project (CIP #19).

Recommendation

Accept this report.

Background

The Transportation Policy Advisory Committee (TPAC) has reviewed the development of this project on a number of occasions over the past year. TPAC members have also attended the December 21, 2013 public information meeting. The recommendation and endorsement of this project, as herein reported, was made by TPAC at its January 23, 2014 meeting.

Discussion

TPAC fully endorses the general design features proposed for the Loudon Road Corridor Improvements Project. In particular:

- The proposed three-lane conversion and related improvements fully comply with the "complete streets" provision of the city's Comprehensive Transportation Policy. The existing corridor has for too long been one of Concord's "least complete" streets.
- The proposed project will enhance safety for all users. The extraordinarily high history of vehicle, pedestrian and bicycle crashes along this section of Loudon Road has been the number one concern for this corridor for over a decade.
- We concur that it would be an effective and realistic solution for this corridor.
- The proposed project would enhance the 'livability' of the corridor while generally maintaining current traffic levels and local access. Any potential alternative project to improve capacity and 'solve' existing vehicle delays would act to attract higher

and faster traffic volumes, possibly negating previous efforts that have successfully diverted to Regional Drive and I-393.

While TPAC understands the competing interests in additional roadway capacity and corridor safety improvements, the proposed project best balances accessibility, safety, and livability for all users, and in a timely and fiscally realistic way. As such, TPAC recommends that City Council endorse this important safety-improvement project and approve both resolutions regarding same.

cc: TPAC

CITY OF CONCORD

In the year of our Lord two thousand and fourteen

Burton 1/31/13
1-12
2-45(D)
2-49

RESOLUTION ACCEPTING AND APPROPRIATING THE SUM OF ONE MILLION SIX HUNDRED THOUSAND DOLLARS (\$1,600,000) IN MATCHED HIGHWAY SAFETY IMPROVEMENT PROGRAM (HSIP) FUNDS FROM THE NEW HAMPSHIRE DEPARTMENT OF TRANSPORTATION (NHDOT) FOR THE PURPOSE OF DESIGN AND CONSTRUCTION OF PHASE I TRAFFIC SAFETY IMPROVEMENTS FOR THE LOUDON ROAD CORRIDOR IMPROVEMENTS PROJECT (CIP #19), INCLUDING ONE MILLION FOUR HUNDRED FORTY THOUSAND DOLLARS (\$1,440,000) IN NHDOT GRANT FUNDS AND AUTHORIZING THE ISSUANCE OF BONDS AND NOTES OF UP TO ONE HUNDRED SIXTY THOUSAND DOLLARS (\$160,000) FOR THE LOCAL MATCH PORTION OF THE PROJECT.

Page 1 of 2

The City of Concord resolves as follows:

- WHEREAS**, the FY2014-FY2023 Capital Improvement Plan (CIP) includes a phased, multi-year capital project to design and construct traffic safety, roadway and streetscape improvements along Loudon Road between the intersections at Airport Road/Hazen Drive and D'Amante Drive; and
- WHEREAS**, the FY2013-FY2022 CIP identified this project as CIP #19, Loudon Road (Rte. 9) Corridor Improvements Project, which includes Phase 1 traffic safety improvements in FY2014, including the reduction of the 4-lane section to a 3-lane section from Airport Road/Hazen Drive to D'Amante Drive (8,000 LF) and related access management strategies; and
- WHEREAS**, the amount of \$20,000 was appropriated as Resolution No. 8379, dated June 21, 2010, for the completion of the engineering planning study; and
- WHEREAS**, on May 7, 2012, the City received notification from NHDOT that the use of HSIP funds were approved for safety improvements along Loudon Road between the intersections at Airport Road/Hazen Drive to D'Amante Drive; and
- WHEREAS**, given that this project will be funded 90% (\$1,440,000) by HSIP funds and the remaining 10% (\$160,000) will be funded by the issuance of bonds and notes as local match to the grant program; and
- WHEREAS**, RSA 33:9 mandates that a two-thirds vote of all members of the City Council is required to pass a bond resolution, which shall be taken by roll call vote.

CITY OF CONCORD

In the year of our Lord two thousand and fourteen

RESOLUTION ACCEPTING AND APPROPRIATING THE SUM OF ONE MILLION SIX HUNDRED THOUSAND DOLLARS (\$1,600,000) IN MATCHED HIGHWAY SAFETY IMPROVEMENT PROGRAM (HSIP) FUNDS FROM THE NEW HAMPSHIRE DEPARTMENT OF TRANSPORTATION (NHDOT) FOR THE PURPOSE OF DESIGN AND CONSTRUCTION OF PHASE I TRAFFIC SAFETY IMPROVEMENTS FOR THE LOUDON ROAD CORRIDOR IMPROVEMENTS PROJECT (CIP #19), INCLUDING ONE MILLION FOUR HUNDRED FORTY THOUSAND DOLLARS (\$1,440,000) IN NHDOT GRANT FUNDS AND AUTHORIZING THE ISSUANCE OF BONDS AND NOTES OF UP TO ONE HUNDRED SIXTY THOUSAND DOLLARS (\$160,000) FOR THE LOCAL MATCH PORTION OF THE PROJECT.

Page 2 of 2

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Concord that:

- 1) The sum of\$1,600,000
be and is hereby appropriated as follows:

General Capital Projects Fund

Engineering Services Division

FY 2014 Loudon Road (Rte.9) Corridor Improvements CIP #19\$1,600,000

- 2) Revenue is available as follows:

General Capital Projects Fund

Engineering Services Division

Highway Safety Improvement Funds (HSIP)\$1,440,000

General Obligation Bonds.....\$ 160,000

- 3) In order to meet said expenditure the City Treasurer, with approval of the City Manager, is authorized to issue up to \$160,000 in bonds and notes of the City of Concord under the Municipal Finance Act.
- 4) The discretion of the fixing of dates, maturities, rate of interest, form and other details of such bonds and notes and providing for the sale are hereby delegated to the City Treasurer.
- 5) The useful life of the improvements is expected to be in excess of twenty (20) years.
- 6) Sums as appropriated shall be administered under the direction of the City Manager.
- 7) This resolution shall take effect upon its passage.

CITY OF CONCORD

1-13
2-45 (E)
2-50

In the year two thousand and fourteen

**RESOLUTION AMENDING AND RESTATING THE DEVELOPMENT PROGRAM
AND FINANCING PLAN FOR THE NORTH END OPPORTUNITY
CORRIDOR TAX INCREMENT FINANCE (NEOCTIF) DISTRICT**

Page 1 of 2

The City of Concord resolves as follows:

WHEREAS, by Resolution No. 6761, adopted October 20, 1997, the City Council adopted the provisions of NH RSA 162-K, as amended, for the purposes of establishing one or more tax increment financing districts; and,

WHEREAS, the City adopted Resolution No. 6802 on March 23, 1998, amended by Resolution No. 7036 on March 13, 2000, Resolution No. 7063 on June 19, 2000 and Resolution No. 7130 on November 13, 2000, and Resolution No. 8540 on March 12, 2012 establishing the North End Opportunity Tax Increment Finance District Boundaries and enacting the Development Program and Financing Plan; and

WHEREAS, the City adopted Resolution No. 8473 on June 13, 2011 which amended, restated, and readopted the NECOTIF District in order to complete certain actions associated with revenues derived from the sale of the so-called "Fish Hook Lot" located at 11 Constitution Avenue; and,

WHEREAS, the City adopted Resolution No. 8540 on March 12, 2012 which amended, restated, and readopted the NECOTIF District in order to complete certain actions associated with expansion of the District to include certain properties located between Constitution Avenue and Storrs Street, as well as acquisition of the former Agway / Concord Crop Center at 6-9 South Commercial Street; and,

WHEREAS, the City adopted Resolution No. 8625 on January 14, 2013 which amended, restated, and readopted the NECOTIF District in order to recodify the district's geography and to remove certain parcels which were inadvertently included within the District by Resolution No. 8540; and,

WHEREAS, the City desires to further amend and re-adopt the NEOCTIF District's Development Program and Financing Plan for the purpose of modifying the District's Development Program and Financing Plan with respect to acquisition and improvement of property in order to accommodate extension of Storrs Street to Constitution Avenue, and related activities, as set forth within Capital Improvement Program Project #18, including, but not limited to, acquisition of property owned by Tsunis Holdings, Inc.;

CITY OF CONCORD

In the year two thousand and fourteen

**RESOLUTION AMENDING AND RESTATING THE DEVELOPMENT PROGRAM
AND FINANCING PLAN FOR THE NORTH END OPPORTUNITY
CORRIDOR TAX INCREMENT FINANCE (NEOCTIF) DISTRICT**

Page 2 of 2

WHEREAS, in accordance with RSA 162-K:4, the City Council shall delay a final vote to adopt this resolution shall occur at least 15 days after the public hearing on these proposed amendments.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Concord that:

1. In accordance with NH RSA 162-K:6, 162-K:9, and 162-K:10, the City Council hereby amends and restates in its entirety the North End Opportunity Tax Increment Finance District Boundaries, Development Program, and Finance Plan adopted by Resolution No. 6802 on March 23, 1998, amended by Resolution No. 7036 on March 13, 2000, Resolution No. 7063 on June 19, 2000, Resolution No. 7130 on November 13, 2000, Resolution No. 8473 on June 13, 2011, Resolution No. 8540 on March 12, 2012, and Resolution #8625 on January 14, 2013; and,
2. This resolution shall take effect upon passage.



CITY OF CONCORD

4/2/14

REPORT TO MAYOR AND THE CITY COUNCIL

FROM: Matthew R. Walsh, Assistant for Special Projects

DATE: December 30, 2013

SUBJECT: North-End Opportunity Corridor Tax Increment Finance
("NEOCTIF") District Amendment & Tsunis Holdings, Inc.
Acquisition

Recommendation:

- Accept the following report; and,
- Set the attached resolution adopting and an amended and restated Development Program and Financing Plan for the North End Opportunity Corridor Tax Increment Finance District for public hearing on February 10, 2013; however delay final action until March 10, 2014 per RSA 162-K:4.
- Set the attached resolution authorizing the City Manager to enter into a Purchase and Sales Agreement to acquire the Tsunis Holdings, Inc. property located on Storrs Street and appropriating the sum of \$1,050,000, including \$450,000 from undesignated NEOCTIF Fund Balance and authorizing the issuance of bonds and notes in the amount of \$600,000, for public hearing on February 10, 2013; however delay final action until March 10, 2014 per RSA 162-K:4.

Background:

The North End Opportunity Corridor Tax Increment Finance District (NEOCTIF) was established by Resolution #6802 on March 23, 1998, as amended by Resolution #8625 on January 14, 2013. This district was established to facilitate cleanup and redevelopment of the former Concord Lumber property and surrounding parcels in the vicinity of Horseshoe Pond and Exit 15 on Interstate 93 (now known as Corporate Park at Horseshoe Pond). Since 1998, and excluding moneys for potential purchase of the Tsunis property, the City's total capital investment in the NECOTIF District has totaled \$6,360,200.

Initially the NEOCTIF District contained approximately 50 acres with an assessed value of \$3 million. Today, the District has a total land area of 67.7 acres with an assessed value of \$66,141,500 (or \$976,980 / acre). Of this total, \$50,329,700 is the total value of new development within the District since 1998.

The District has been very successful. Real estate development within the NEOCTIF has significantly surpassed the expectations of the City's original financial pro forma. As a result, in 2005 the City began to allocate a portion of the incremental assessed value from new development to support the City's General Fund, as well as other taxing authorities. This had no negative impact on the District's ability to meet debt service or maintenance cost obligations. Initially, the City released \$16,462,800 in incremental assessed value in FY2005. In FY2014, the amount released was \$25,985,400, which will generate approximately \$664,707 in tax revenues to support the City's General Fund, Concord School District, Merrimack County, and the State of New Hampshire.

The NEOCTIF District will expire upon 1) the City Council determining that all activities set forth within the District's Development Program have been completed and 2) repayment of all outstanding debt. When the District expires, all tax revenues from captured incremental assessed associated with new development built in the District since 1998 will be used to support the City's General Fund, Concord School District, and other taxing authorities.

On March 12, 2012, the City Council approved Resolution 8540. Among other things, this resolution expanded the geography of the NEOCTIF District southerly in order to incorporate various properties located between Constitution Avenue and Storrs Street near the Holiday Inn. The goal of this expansion was, in part, to lay the groundwork for future extension of Storrs Street to Constitution Avenue, as contemplated in Capital Improvement Program (CIP) Project #18.

As of June 30, 2013, the NEOCTIF District has an undesignated fund balance of approximately \$721,081. A portion of these funds are available for capital projects, with the balance held in reserve to offset potential decreases in tax revenues due to changes in the real estate market, as well as abatements.

Discussion:

- 1) **Historical Overview:** Since creation of the NEOCTIF District in 1998, the City has desired to construct a vehicular and pedestrian connection between downtown and the NEOCTIF District, as well as remove blight between Interstate 393 and Storrs Street / Bridge Street. A new transportation connection has been desired for improved mobility of traffic, as well as economic development reasons (chiefly to connect employees, residents, and visitors within the NEOCTIF District to Downtown in order to promote commerce).

Since 1998, the City has taken steps to help accomplish this goal. Such steps have included creation of Capital Improvement Project (CIP) Project #18 "Storrs Street North". The City's FY2014 included \$900,000 for property acquisition to secure

necessary rights-of-way for the roadway. However, these funds were “asterisked” in the CIP, meaning that they were not appropriated during the FY2014 budget adoption process. Rather, the appropriation process was postponed until such time as the City could negotiate an agreement with the pertinent property owners.

The City has also incrementally expanded the geography of the NEOCTIF District to include key parcels required for the roadway extension. Further, during 2012, the City acquired and demolished 6-9 South Commercial Street (known as the former Agway Property) to help facilitate this goal. The City’s total investment in the Agway property was approximately \$554,000, excluding a \$79,031 reimbursement from insurance proceeds stemming from a fire at the property in August 2012.

The Tsunis property represents the last major acquisition required to establish a corridor between Storrs Street and Constitution Avenue. The property consists of two parcels totaling 4.04 +/- acres, combined. The property has no buildings, but does feature an 18 +/- space surface parking lot. The property also contains some stockpiled building materials, which were abandoned at the property after a plan to expand the Holiday Inn failed to move forward in the early 1990s.

The City and Tsunis Holdings have been engaged intermittently in negotiations concerning this property for more than a decade.

- 2) **Review of Purchase and Sales Agreement:** The City Administration has negotiated a purchase and sales with Tsunis Holdings, Inc. A copy of the proposed agreement is attached. The Seller’s attorney has indicated that the agreement is acceptable and the Sellers are prepared to sign. Key details of this agreement are as follows:
 - a. **Sale Price:** \$700,000 (\$173,267 / acre or \$3.98 / Square Foot). The property is currently assessed at \$361,900 (\$2.05 / Square Foot).

The sale price was based on the recent sale of the 1.43 acre Friendly Kitchen property, which sold in June 2012 for \$250,000 (or \$174,825 / acre or \$4.01 / Square Foot).
 - b. **Conditions:** The sale is subject to title and environmental due diligence with results acceptable to the City in its sole discretion.
 - c. **Closing Date:** Closing shall occur not later than August 29, 2014.
- 3) **Title Considerations:** It is important to note three unique issues with title to the property, as follows:
 - a. **Escheated Rights:** First, the property contains several smaller tracts of land, some of which have escheated back to the State of New Hampshire. On May 18, 1993, Tsunis Holdings purchased these rights from the State of New Hampshire for the sum of \$24,430, for the purpose of expanding the former Ramada Inn (now

Holiday Inn). As part of that transaction, the State mandated that the expansion occur by 1998. However, this deadline was later extended to 2003. Ultimately, the expansion never occurred. Consequently, the escheated properties reverted back to State ownership. In order to obtain clear title to the entire property, the City will need to negotiate with the State to acquire the escheated rights. Because Tsunis Holdings paid the State fair market value for these rights in 1993, City Administration hopes these can be re-purchased from the State for a nominal amount. As of the date of this report, discussions with the State were just getting underway.

- b. Rail Crossing Easement: Secondly, the property contains an easement for an “at-grade” crossing over railroad tracks which bisect the site. Pending additional due diligence, the crossing appears to be sufficient for a 2-lane roadway.

The fact the easement provides an “at grade” crossing is significant. Specifically, one of the rail lines bisecting the property has been deemed a “high-speed corridor”. Consequently, new at-grade crossings are no longer permitted. Because the property has a grandfathered crossing, this could make construction of the Storrs Street North extension significantly easier and less expensive. However, the City will need to negotiate with the owners of the railroad, as well as applicable governmental agencies, in order to relocate the existing at-grade crossing easement as might be required by the final design of the future Storrs Street North connector road.

In the event it is not feasible to use the at-grade crossing, a bridge would have to be constructed for the Storrs Street Extension to allow the new roadway to span the high-speed rail corridor.

- c. Construction of Rail Siding: Lastly, as part of the failed expansion of the Holiday Inn in the late 1980s, the owners of the hotel committed to construct a new rail siding as part of relocation of existing rail lines. The siding was never constructed and it is currently unclear whether the State will require the City to construct this siding as part of future extension of Storrs Street and rail modifications related thereto.
- 4) Budget: The proposed budget for this acquisition, related due diligence, and interim land clearing activities is \$1,050,000. Please see the attached detailed budget for more information.
- 5) NECOTIF Development Program and Financing Plan Update: The Tsunis property is located within the North End Opportunity Corridor Tax Increment Finance (NEOCTIF) District. Therefore, the City Administration proposes using the District to fund acquisition of the property and related activities.

Specifically, the financing package will consist of \$450,000 in cash from the NEOCTIF District’s undesignated fund balance, as well as the issuance of a TIF supported general

obligation bond in the amount of \$600,000. The bond would likely be sold in January 2015 and have a term of 5 years, with the initial debt service payment due on July 1, 2015, with final payment on July 1, 2019. Assuming an interest rate of 3.5%, the annual debt service payment in Year 1 would be \$138,000.

In order to use the TIF District to finance the purchase, the City will need to amend the NEOCTIF Development Program and Financing Plan as required by NH State Law RSA 162-K.

Issuance of this new debt service will result in extending the expiration date for the NEOCTIF District by 3 additional years (FY2016 to FY2019).

Because of certain provisions within State Law, the City must delay taking final action on this amendment until at least 15 days after the public hearing scheduled for February 10, 2014. Hence, City Administration recommends that the City Council undertake votes on this item during its March 2014 regular meeting.

- 6) Timing of Storrs Street North Roadway Extension: Timing for the design and construction of the Storrs Street North Extension is currently unclear, as it will likely be tied to the schedule for the future widening of Interstate 93 through Concord.

Because construction of the northern and southern extensions of Storrs Street, will improve mobility in downtown Concord, the potential exists that a significant portion of local traffic using Interstate 93 might be redirected to Storrs Street. This, in turn, could help partially mitigate the number of new lanes that may have to be constructed for I-93, thereby giving the State incentive to partner with the City on the construction of Storrs Street north.

Currently, extension of Storrs Street is programmed within the City's Capital Improvement Program (CIP) as Project #18. The current FY2014 CIP anticipates the following schedule for the roadway extension:

- FY2014: Property Acquisition
- FY2018: Roadway Design
- FY2019: Construction

In 2010 the NH Department of Transportation (NHDOT) developed conceptual layouts for how extension of Storrs Street could be configured. Concept plans prepared by the NHDOT in 2010 area attached to this report. NHDOT's preliminary estimated costs for the Storrs Street extension are as follows:

- \$2.5 million (at grade rail crossing). Adjusting this 2010 estimate for anticipated FY2019 construction, the projected cost is likely to be closer to \$3.9 million assuming a 5% annual escalation in construction costs..
- \$6.3 million (with bridge over railroad). Again, adjusting this 2010 estimate for anticipated FY2019 construction, the project cost is likely to be closer to \$9.8 million, again assuming a 5% annual escalation in construction costs..

While final design and construction of the I-93 widening is still years away, securing the necessary right-of-way for the road now will ensure that sufficient property rights are in place when construction of the roadway is ready to move forward.

- 7) Interim Use: Upon acquisition of the property, the City Administration proposes to remove all abandoned building materials and shrubby vegetation. The property would then be graded, loamed, and seeded. The property would be mowed on a regular basis to keep it reasonably attractive, as well as to prevent shrubby vegetation from re-establishing itself.

To accomplish this, the City will need to secure an Alteration of Terrain (AOT) Permit from the NH Department of Environmental Services. Therefore, this work would likely not occur until spring 2015.

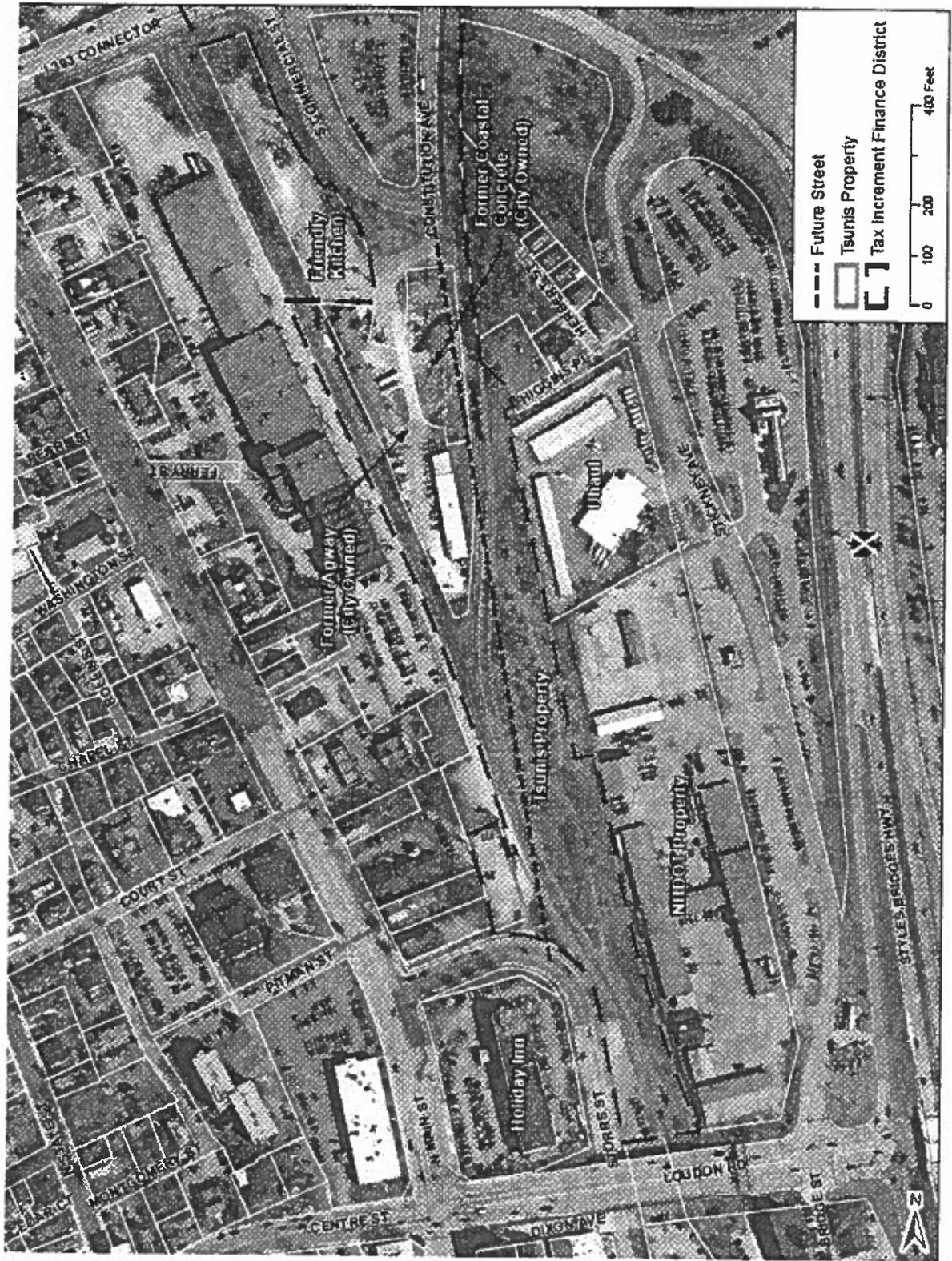
- 8) Residual Property: Staff recommends that the City Council make any residual property associated with the Tsunis property, as well as the former Agway and Coastal Concrete properties (already owned by the City), that is not required for the roadway extension be made available for redevelopment in the future. Property would not be divested of until a Storrs Street Extension has been fully designed and approved by the City Council and State of New Hampshire (as applicable).
- 9) NEOCTIF Advisory Board Input: On March 15, 2011, the NEOCTIF Advisory Board met to discuss expansion of the District and acquisition of required properties to facilitate the Storrs Street North extension. During that meeting, the Advisory Board voted unanimously to recommend that the City Council proceed with this acquisition of required properties, including the Tsunis Holdings parcels, to achieve sufficient right-of-way for the extension. Staff intends to convene a meeting of the NEOCTIF Board to verify their support of this proposal prior to the February 10, 2014 public hearing concerning this proposal.

Tsunis Holdings Acquisition Budget

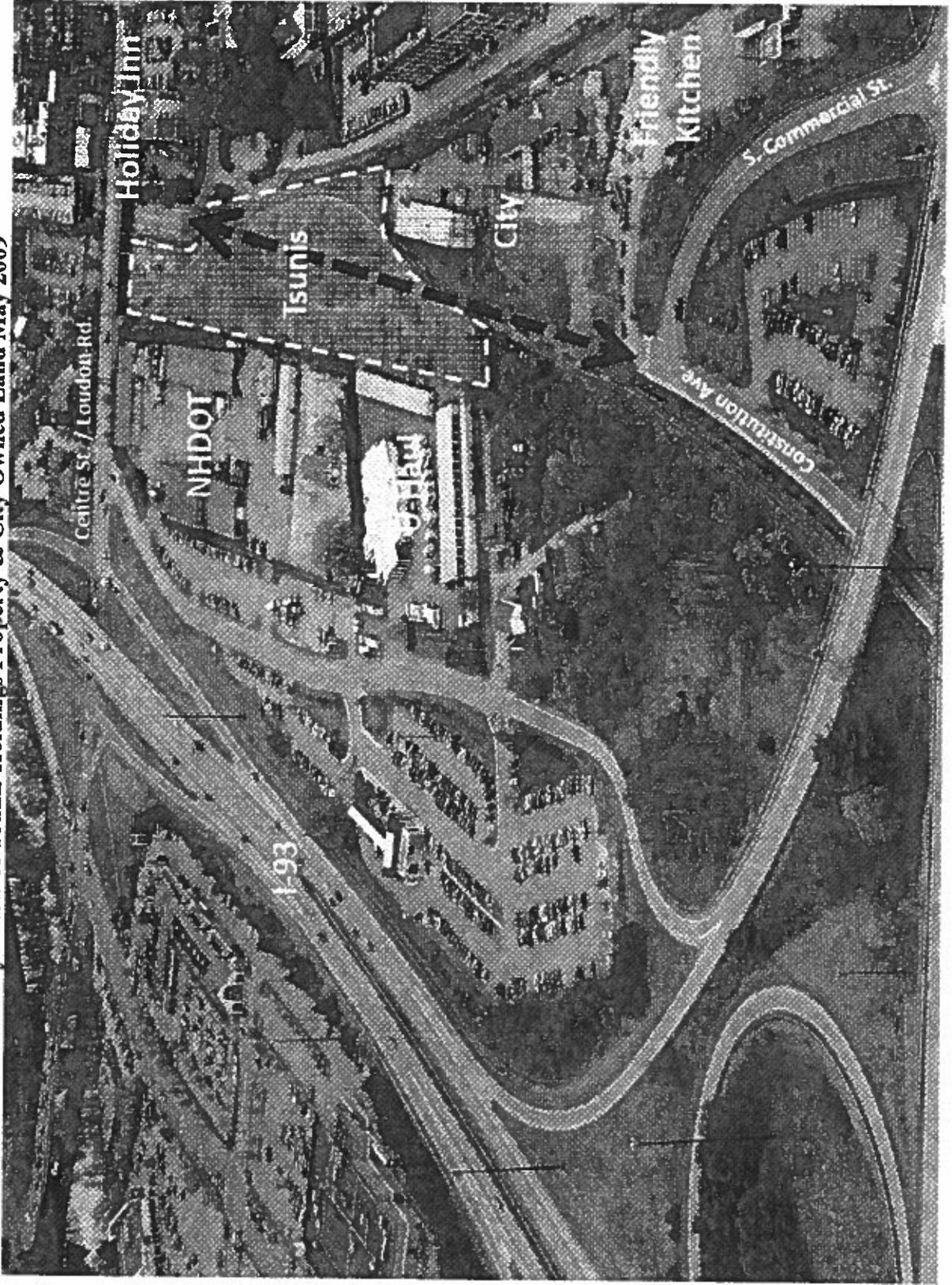
CATEGORY	ESTIMATE	NOTES
<i>Property Acquisition</i>		
Tunis Property Acquisition (4.04 Acres)	\$700,000	Per Friendly Kitchen Sale: \$250,000 for 1.43 Acres. Sold June 21, 2012. Price = \$4.01 / SF or \$174,675/Acre.
State of NH Escheated Rights	\$0	Tunis paid State \$24,430 on May 18, 1993 to the State of NH for 9 parcels, which subsequently reverted back to State due to in-action by Tunis in May 2003 per G&C clauses in transfer agreement.
Tunis At Grade Rail Crossing	\$0	Acquired March 1, 1990. Currently in chain of title.
<i>Environmental Due Diligence / Reporting / Compliance</i>		
Phase I / II ESA Update	\$28,650	Per Nobis Engineering proposal July 2013 + \$10,000 for Additional for Borings
Hazardous Building Materials Survey	\$0	No Structures at Property
Cost Estimating for Remedial Actions	\$5,000	
Demolition Cost Estimates	\$0	
NH Brownfields Covenant Not to Sue Application Support	\$5,000	
Groundwater Management Permit Implementation	\$25,000	Might be required pending results of Phase II activities
<i>Legal & Appraisal Services</i>		
Real Estate Appraisals	\$0	
Legal Counsel for Escheated Rights	\$0	Completed in house by City's Legal Dept.
Closing Costs / Title Insurance	\$7,500	
Boundary Survey	\$12,000	
<i>Taxes</i>		
Property Taxes	\$9,511	Assessed Value = \$361,900. Tax Rate = \$26.34 (current \$25.58 + 3%). Assumes City to pay taxes for remainder of tax year after acquisition (August 2014 - March 2015).

Demolition & Site Cleanup / Prep		
Alteration of Terrain (AOT) Permit	\$21,250	Includes NHDES \$1,250 application fee.
Site Prep - Clear, Grubbing, Grade	\$163,664	Assumes \$0.93 / SF. Clear, grub, loam & seed entire property. Includes removal of miscellaneous building materials.
Demolition	\$0	
Debris Removal (RCP & Structural Steel)	Included above	
Engineering Oversight	\$10,000	Assumes limited part-time oversight
Environmental Cleanup (Soil Removal, Etc.)	\$0	None anticipated at this time
Other Site Improvements		
Construction of rail siding	\$0	Assumes State would release City / Tunis from this requirement. This was imposed on the Holiday Inn at the time of previous expansion plan which subsequently never went forward. If not, carry as part of future roadway construction project.
Relocation Benefits		
Relocation Benefit Per RSA 162-K	\$0	Per RSA 162-K:15 & RSA 162-K:6. Waived by P&S Agreement.
SUBTOTAL	\$987,575	
CONTINGENCY	\$49,379	5% of Subtotal
DEBT SERVICE ISSUANCE	\$12,962	1.25% of Subtotal + Contingency
TOTAL BUDGET	\$1,049,916	Round to \$1,050 Million
Funding Sources		
Cash (NEOCTIF Fund Balance)	\$450,000	
Debt	\$599,916	Round to \$600,000

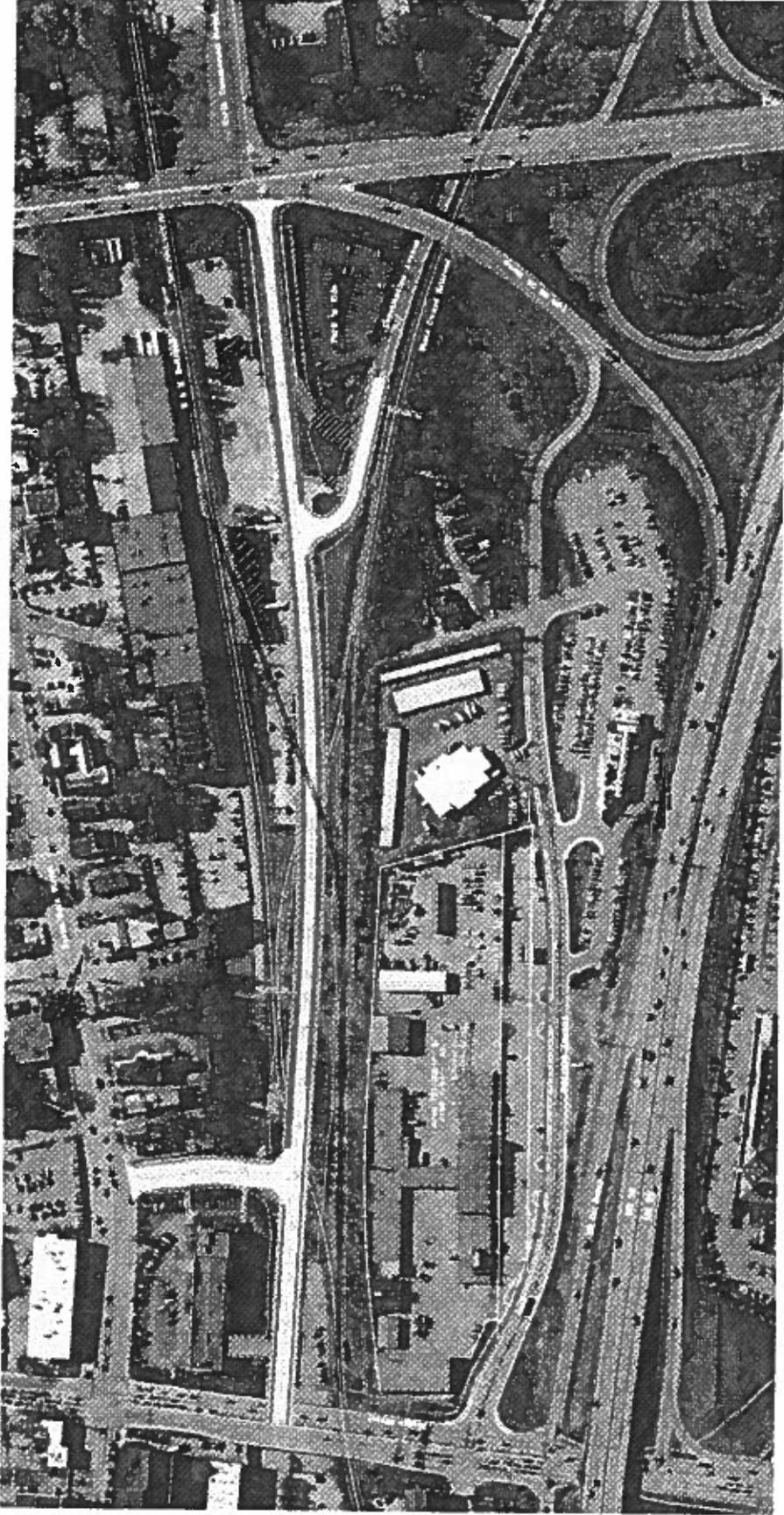
Map of Tsunis Holdings and Other City Owned Properties



Birdseye View of Tsunis Holdings Property & City Owned Land May 2009



**Conceptual Layout for Storrs Street North Extension
Prepared by NHDOT, 2010**





NORTH END OPPORTUNITY CORRIDOR TAX INCREMENT DEVELOPMENT PROGRAM AND FINANCING PLAN

Adopted by Resolution 6802, March 23, 1998
Amended by Resolution 7036, March 13, 2000
Amended by Resolution 7063, June 19, 2000
Amended by Resolution 7130, November 13, 2000
Amended by Resolution 8473 June 13, 2011
Amended by Resolution 8540 on March 12, 2012
Amended by Resolution 8625 on January 14, 2013
Amended by Resolution [REDACTED] on March 10, 2014

INTRODUCTION:

The North End Opportunity Corridor Tax Increment Finance Advisory Board has developed the following Development Program and Financing Plan to encourage the redevelopment of approximately 67.7 +/- acres of the North End of the Opportunity Corridor. The components of the Development Program and Financing Plan include:

- I. Statement of Objectives
- II. District Boundaries
- III. Statutory Compliance
- IV. Development Program
- V. Financing Plan
- VI. District Administration
- VII. Advisory Board Responsibilities

This amendment retains all the original objectives, boundaries, development program, financing plan, district administration, and advisory board responsibilities, as well as the activities and expenses under Section IV, Development Plan and Section V, Financing Plan as previously enacted by Resolutions 6802, 7036, 7063, 7130, 8473, 8540, 8541, and 8625 unless otherwise noted.

I. STATEMENT OF OBJECTIVES:

The City Council has identified economic development, expansion of the property tax base, job opportunities, and redevelopment of the "Opportunity Corridor" as top priority goals for a number of years. The adoption of the North End Opportunity Corridor Tax Increment Finance District and the Development Program and Financing Plan provides a valuable legislative tool for implementing redevelopment activities to address those priorities. The initiative of creating the North End Opportunity Corridor Tax Increment Finance District aggressively pursues the following Objectives:

- Create redevelopment opportunities;
- Improve visual image of northerly and easterly entranceway to downtown;
- Expand real estate tax base;

- Expand employment opportunities;
- Preserve important historical, environmental, and architectural character of city;
- Construct, expand, and rehabilitate public roads, utilities, meeting facilities, open spaces, and pedestrian ways to provide improved access and expanded capacities sufficient to encourage private investment in property within the district, as well as areas abutting the District;
- Remove obsolete, deteriorating, and blighted land uses;
- Relocate transportation components to permit efficient use of land for redevelopment; and,
- Implementation of the “Special Design Criteria” in the provision of the Redevelopment District (RDV) Zoning Ordinance (later replaced in 2001 with the adoption of the Opportunity Corridor Performance (“OCP”) Zoning District).

II. DISTRICT BOUNDARIES:

The boundary of the North End Opportunity Corridor Tax Increment Finance District shall be as established by Resolution #8625, adopted by the City Council on January 14, 2013 which included the following legal description:

Beginning at a point in the westerly sideline of the Interstate Route 93 right of way at the northeast corner of a parcel known as Map 56A, Block 1, Lot 2; thence

1. Westerly along the northerly line of Map 56A, Block 1, Lot 2 to the easterly sideline of the State of New Hampshire Concord to Lincoln Railroad Line at the northwest corner of Map 56A, Block 1, Lot 2; thence
2. Continuing westerly and crossing the State of New Hampshire Concord to Lincoln Railroad Line right of way to a point in the easterly sideline of the Commercial Street right of way; thence
3. Continuing westerly and crossing the Commercial Street right of way to a point being 10 feet westerly of the westerly sideline of the Commercial Street right of way; thence
4. Southerly and westerly along a line which is parallel to and is offset 10 feet from the westerly and northerly side line of Commercial Street and the northerly side line of a portion of the Horseshoe Pond Lane right of way to a point in the easterly side line of the B&M Railroad Northern right of way; thence
5. Southerly along the easterly side line of the B&M Railroad Northern right of way to the northerly side line of the Horseshoe Pond Lane right of way; thence
6. Continuing southerly and crossing the Horseshoe Pond Lane right of way to the northwest corner of Map 58, Block 1, Lot 1; thence

7. Southerly along the easterly side line of the B&M Railroad Northern right of way and the westerly line of Map 58, Block 1, Lot 1 to the southwest corner of Map 58, Block 1, Lot 1 and the northerly side line of the Interstate Route 393 right of way; thence
8. Continuing southerly and crossing the Interstate Route 393 right of way to the northwest corner of Map 56, Block 1, Lot 3; thence
9. Easterly along the southerly side line of the Interstate Route 393 right of way and the northerly line of Map 56, Block 1, Lot 3 to the northeasterly corner of Map 56, Block 1, Lot 3 and the westerly side line of the S. Commercial Street right of way; thence
10. Southerly, easterly, and southerly along the westerly sideline of the S. Commercial Street right of way to the southeasterly corner of Map 56, Block 1, Lot 3 and the northeasterly corner of Map 55, Block 6, Lot 2; thence
11. Northwesterly along the southerly line of Map 56, Block 1, Lot 3 and the northerly line of Map 55, Block 6, Lot 2 to the southwesterly corner of Map 56, Block 1, Lot 3 and the northwesterly corner of Map 55, Block 6, Lot 2 at the easterly side line of the B&M Railroad Northern right of way; thence
12. Continuing northwesterly along the same course across the B&M Railroad Northern right of way to the westerly line of the B&M Railroad Northern right of way and the easterly line of Map 55, Block 5, Lot 14; thence
13. Southerly along the westerly line of the B&M Railroad Northern right of way and the easterly line of Map 55, Block 5, Lot 14 to the northeasterly corner of Map 46, Block 5, Lot 3 at the southeasterly corner of Map 55, Block 5, Lot 14; thence
14. Westerly along the northerly line of Map 46, Block 5, Lot 3 and the southerly line of Map 55, Block 5, Lot 14 to the northwesterly corner of Map 46, Block 5, Lot 3 and the easterly line of Map 46, Block 4, Lot 11; thence
15. Northerly along the southerly line of Map 55, Block 5, Lot 14 and the easterly line of Map 46, Block 4, Lot 11 to the northeasterly corner of Map 46, Block 4, Lot 11; thence
16. Westerly along the southerly line of Map 55, Block 5, Lot 14 and the northerly line of Map 46, Block 4, Lot 11 to the northwesterly corner of Map 46, Block 4, Lot 11 and the easterly line of Map 46, Block 4, Lot 6; thence
17. Southerly along the westerly line of Map 46, Block 4, Lot 11 and the easterly line of Map 46, Block 4, Lot 6 to the southeasterly corner of Map 46, Block 4, Lot 6 and the northeasterly corner of Map 46, Block 4, Lot 7; thence
18. Southerly along the westerly line of Map 46, Block 4, Lot 11 and the easterly line of Map 46, Block 4, Lot 7 to the southeasterly corner of Map 46, Block 4, Lot 7 and the

northeasterly corner of Map 46, Block 4, Lot 8; thence

19. Southerly along the westerly line of Map 46, Block 4, Lot 11 and the easterly line of Map 46, Block 4, Lot 8 to the southeasterly corner of Map 46, Block 4, Lot 8 and the northeasterly corner of Map 46, Block 4, Lot 9; thence
20. Southerly along the westerly line of Map 46, Block 4, Lot 11, the westerly line of Map 46, Block 4, Lot 10, and the easterly line of Map 46, Block 4, Lot 9 to the southeasterly corner of Map 46, Block 4, Lot 9 and the southwesterly corner of Map 46, Block 4, Lot 10 at the easterly sideline of Storrs Street; thence
21. Southerly along the easterly sideline of Storrs Street, the southerly line of Map 46, Block 4, Lot 10, the southerly line of Map 46, Block 4, Lot 12, and the westerly line of Map 46, Block 5, Lot 3 to a point at the northerly sideline of Loudon Road; thence
22. Easterly along the southerly line of Map 46, Block 5, Lot 3 and the northerly sideline of Loudon Road, crossing the New Hampshire Maine Railroad Line right of way, to the southeast corner of Map 46, Block 5, Lot 3 and the southwest corner of Map 46A, Block 2, Lot 1; thence
23. Northerly, westerly, and northerly along the easterly line of Map 46, Block 5, Lot 3 and the westerly line of Map 46A, Block 2, Lot 1 to the northwest corner of Map 46A, Block 2, Lot 1 and the southwest corner of Map 46A, Block 2, Lot 2; thence
24. Northerly along the easterly line of Map 46, Block 5, Lot 3 and the westerly line of Map 46A, Block 2, Lot 2 to the northwest corner of Map 46A, Block 2, Lot 2; thence
25. Easterly along the easterly line of Map 46, Block 5, Lot 3 and the northerly line of Map 46A, Block 2, Lot 2 to a point at the westerly terminus of the Higgins Place right of way; thence
26. Northerly and easterly along the easterly line of Map 46, Block 5, Lot 3 and the westerly and northerly right of way of Higgins Place to a point at the southwest corner of Map 56, Block 2, Lot 1; thence
27. Northerly along the easterly line of Map 46, Block 5, Lot 3 and the westerly line of Map 56, Block 2, Lot 1 to the easterly sideline of the State of New Hampshire Concord to Lincoln Railroad Line right of way; thence
28. Northerly along the easterly sideline of the State of New Hampshire Concord to Lincoln Railroad Line right of way and the westerly lines of Map 56, Block 2, Lot 1, Map 56, Block 2, Lot 4, and Map 56, Block 2, Lot 10 to the northwest corner of Map 56, Block 2, Lot 10 at the southerly sideline of the Interstate Route 393 right of way; thence

29. Continuing northerly across the Interstate Route 393 right of way, the easterly sideline of the State of New Hampshire Concord to Lincoln Railroad Line right of way, and the westerly sideline of the Interstate Route 93 right of way to the northerly sideline of the Interstate Route 393 right of way; thence
30. Continuing northerly along the easterly sideline of the State of New Hampshire Concord to Lincoln Railroad Line right of way and the westerly sideline of the Interstate Route 93 right of way to the southerly corner of Map 56A, Block 1, Lot 6; thence
31. Continuing northerly along the easterly line of Map 56A, Block 1, Lot 6 and the westerly sideline of the Interstate Route 93 right of way to the northerly corner of Map 56A, Block 1, Lot 6; thence
32. Continuing northerly along the easterly sideline of the State of New Hampshire Concord to Lincoln Railroad Line right of way and the westerly sideline of the Interstate Route 93 right of way to the most southerly corner of Map 56A, Block 1, Lots 7, 10, 11, 12, 13, and 14; thence
33. Northerly along the easterly line of Map 56A, Block 1, Lots 7, 10, 11, 12, 13, and 14 and the westerly sideline of the Interstate Route 93 right of way to the northeast corner of Map 56A, Block 1, Lots 7, 10, 11, 12, 13, and 14 at the southerly sideline of the Delta Drive right of way; thence
34. Continuing northerly across the Delta Drive right of way along the westerly sideline of the Interstate Route 93 right of way to the northerly sideline of the Delta Drive right of way and the southeast corner of Map 56A, Block 1, Lot 2; thence
35. Northerly along the easterly line of Map 56A, Block 1, Lot 2 and the westerly sideline of the Interstate Route 93 right of way to the northeast corner of Map 56A, Block 1, Lot 2 and the point of beginning.

Meaning and intending to describe a Tax Increment Finance District as shown on a plan titled: "North End Opportunity Corridor – Tax Increment Finance District," dated October 18, 2012, and prepared by the City of Concord, N.H, as attached to this document as Exhibit #1.

III. STATUTORY COMPLIANCE:

- A. **General:** The following is inserted to demonstrate compliance with certain legal requirements and thresholds set forth within RSA 162-K:5. Please note that at the time of original adoption on March 23, 1998 by Resolution #6802, the NEOCTIF District was the only Tax Increment Finance District within the City of Concord. Therefore, this section was originally omitted from the Development Program and Financing Plan when initially established in 1998.

1. **Total Acreage:** Per RSA 162-K:5, I, the total acreage included in any one development district when designated shall not exceed 5 percent of the total acreage of the municipality, and when added to the total current acreage within the development districts for which bonds remain outstanding shall not exceed 10 percent of the total acreage of the municipality.

Total Land Area of the City	41,100 Acres
5%	2,055 Acres
10%	4,110 Acres

Sears Block TIF District	21.00 Acres
NEOCTIF District	67.70 Acres*
Penacook Village TIF District	47.09 Acres
Combined Total All TIF Districts	135.79 Acres

*Includes acreage adjustment resulting from the January 2013 amendment. Prior to the January 2013 amendment, the NEOCTIF District contained 68.3 acres.

2. **Total Assessed Value:** Per RSA 162-K:5, II, the total assessed value of taxable real property of any one development district when designated shall not exceed 8 percent of the most recent total assessed value of taxable real property in the municipality, and when added to the current total assessed value of taxable real property within development districts for which bonds remain outstanding, shall not exceed 16 percent of the most recent total assessed value of taxable real property in the municipality.

Total Taxable Value of the City	\$4,321,396,542
8%	\$345,711,723
16%	\$691,423,477

Sears Block TIF District	\$51,418,000
NEOCTIF TIF District	\$51,165,100*
Penacook Village TIF District	\$11,149,600
Combined Total All TIF Districts	\$113,732,700

*Reflects assessed value of the District per January 2013 change in geography. Prior to the January 2013 amendment, the District the District had an assessed value of \$49,810,100.

Finding: The proposed TIF District and combination of districts do not exceed the taxable value or land area limitations. Please note that significant capacity remains, both in terms of allowable value and allowable land area, for the creation of additional tax increment finance districts as deemed necessary by the City Council.

IV. DEVELOPMENT PROGRAM:

A. Public Facilities

1. **Construction:** The following improvements shall be constructed as part of the NEOCTIF District:
 - i. Connector Street (Constitution Avenue): A new street connecting Commercial with South Commercial Street through the railroad underpass under I-393 and I-93 Southbound on-ramp, including realignment of South Commercial Street. March 2012 Amendment Update: This improvement was completed during the period of 1998 and 2001 and is presently known as Constitution Avenue.
 - ii. Intersection Reconstruction: The signalization of I-393 and the intersection of Commercial and South Commercial Streets shall be removed and a new barrier median prohibiting left hand turns shall be constructed to provide for right hand turns only. March 2012 Amendment Update: This improvement was completed during the period of 1998-2001.
 - iii. Commercial Street Reconstruction: Reconstruct Commercial Street from its intersection with I-393 to its intersection with Fan Road, including all slopes, retaining walls, drainage, sidewalks, street widening, landscaping, street furniture and subsurface and above ground utilities. March 2012 Amendment Update: This improvement was completed during the period of 1998-2001.
 - iv. Storrs Street North Extension: Construction of a new public highway to connect Storrs Street to Constitution Avenue and South Commercial Street. This effort shall include relocation, realignment, and reconstruction of railroads. This effort shall also include modification or construction of traffic control devices, pedestrian amenities, and streetscape improvements. Extension of water, sewer, gas, electric, and telecommunications utilities may also be undertaken as part of roadway construction.
 - v. Utilities: Relocate the overhead electric, telephone, cable television and alarm system utility wires existing from the intersection of Commercial Street and Horseshoe Pond Lane northerly along the edge of Horseshoe Pond and the westerly side of Commercial Street to a point approximately 100 feet north of the intersection of Fan Road, to an underground location on the East side of and parallel to Commercial Street. March 2012 Amendment Update: This improvement was completed during the period of 2000-2001.

2. **Open Space Created:** Through private development of property, redevelopment of the NEOCTIF District will provide enhancement to existing important open space elements, including:
 - i. Enhancement of the Horseshoe Pond shore along Commercial Street and Horseshoe Island by eliminating deteriorating and blighted buildings and debris from adjacent and nearby properties and reducing migration of subsurface environmental contamination, thereby improving the quality of the habitat for existing flora and fauna;
 - ii. Preparation of undeveloped flood storage areas to mitigate for developed flood plain in District;
 - iii. Construction of storm water retention areas which, in effect, creates new wetlands; and,
 - iv. Implementation of special design criteria provisions in the Redevelopment District (RDV) Zoning Ordinance throughout the District.

3. **Environmental Controls Applied:** The City and private developers shall be required to comply with the various Environmental Controls to assure the redevelopment of the NEOCTIF District adheres to the highest of standards and regulations including, but not limited to, the following:
 - i. Flood plain zoning regulations; flood storage requirements;
 - ii. Oversight of storm water designs and retention areas;
 - iii. Compliance with State of New Hampshire Alteration of Terrain Permits;
 - iv. Compliance with State and Federal regulations for hazardous waste clean-up and monitoring;
 - v. Compliance with BOCA building codes and national Life Safety Code; and,
 - vi. Implementation of US EPA Brownfields Program.

4. **Re-Use of Private Property:** The NEOCTIF District is intended to be a redevelopment area for the conversion of blighted or obsolete industrial, warehouse and wholesale properties into higher quality commercial,

hospitality, medical, and office uses. The following private properties shall be acquired by the City and used in the following fashion:

- i. City-owned Concord Lumber Site: The 19 acre City-owned Concord Lumber land shall be transferred to a private or not-for-profit development group for redevelopment for tax revenue generating commercial uses. Redevelopment of this property is now complete due to the development of the Marriott Hotel and Grappone Conference Center, new office buildings at 60, 70, and 80 Commercial Street.
- ii. Riviera, Inc. (Greenland's Corporation): Approximately 11,500 square feet of the 2.5 acre Riviera, Inc. (Greenland's Corporation) land will be acquired in fee simple or easement and will be utilized as street right-of-way across the south "gateway"/entrance to the District. The balance of the property shall be available for private redevelopment. Redevelopment of this property is now complete due to the development of the Weston Solutions Office Building at 45 Constitution Avenue.
- iii. Lockwood-Young Site: Approximately 30,000 sq. ft. of the Lockwood-Young site will be used for street right-of-way. The residual 2.3 acres might be partially retained for future rights-of-way and/or offered for redevelopment purposes and/or possible assembly with other area properties for redevelopment purposes. A portion of this property was redeveloped into a satellite parking lot for offices at 60 Commercial Street.
- iv. GPP Properties (Goulet Supply Co. Inc.): Approximately 400 square feet of GPP Properties land will be acquired for construction of Constitution Avenue. The balance of the property, 34,448 square feet of land and 20,197 square feet of buildings, will be acquired in fee simple title for the widening and redevelopment of Commercial Street. The residual 0.79 acres may be partially retained for future rights-of-way and/or offered for redevelopment purposes and/or possible assembly with other area properties for redevelopment purposes.
- v. #9 South Commercial Street (Map 55 Block 6 Lot 2): It is anticipated that the majority of this 1.61 +/- acre parcel will be used for future right-of-way associated with construction of a new highway connecting Storrs Street to Constitution Avenue / South Commercial Street. The City may retain any residual acreage not encumbered by the designation of said right-of-way for a public purpose, or may divest of said real estate for private redevelopment.

- vi. Tsunis Property (Map 46 Block 5 Lot 3): It is anticipated that the majority of this 4.04 +/- acre parcel will be used for future right-of-way associated with construction of a new highway connecting Storrs Street to Constitution Avenue. The City may retain any residual acreage not encumbered by the designation of said right-of-way for a public purpose, or may divest of said real estate for private redevelopment.
- vii. Storrs Street Avenue Parking Associate Parcel (Map 46 Block 4 Lot 11): It is anticipated that the majority of this 0.3 +/- acre parcel might be used for future right-of-way associated with construction of a new highway connecting Storrs Street to Constitution Avenue. The City may retain any residual acreage not encumbered by the designation of said right-of-way for a public purpose, or may divest of said real estate for private redevelopment.

5. Operation and Maintenance of the TIF District:

i. Operation and Maintenance:

1. Constitution Avenue, North / South Commercial Street: Upon completion of these roadways, the City shall maintain, plow, and sweep approximately 2,300 linear feet of new streets as described herein; will oversee maintenance of the upgraded storm water system; will maintain landscaped areas, and shall maintain approximately 4,600 linear feet of public sidewalks.
2. Storrs Street Extension: Upon construction of the Storrs Street Extension, the City will maintain, plow, and sweep approximately 1,700 linear feet of new roadway, 3,400 linear feet of sidewalks, lighting, landscaping, as well as a railroad crossing (whether at grade or a bridge).
3. Public Safety: The City Council may assess the NEOCTIF District for the cost of providing police and fire services. Otherwise these expenses shall be borne by the City's General Fund.
4. Public Utilities (Water, Sewer, Storm Drainage): The cost of maintaining public utilities may be provided through rate charges or incremental tax revenues generated within the TIF District, or combination thereof, as determined by the City Council.
5. Private Utilities (Gas, Electric, Telecommunications): The cost of maintaining private utilities shall be done at the expense

of said private utility after initial construction of said utilities is completed.

6. **Administration Costs**: The City Council may assess fees to the TIF District to cover the labor and overhead costs required to administer the TIF District.
 - ii. **Cost**: The cost of maintenance and operation of the improvements shall be charged against the incremental tax revenues generated by new development in the TIF. It has been determined that the new improvements have a general public benefit and that no individual assessments shall be levied against district properties. If Tax Increment proceeds are not sufficient to cover the operations and maintenance costs of the district, these costs shall become an obligation of the City's General Fund.
 - iii. **Records and Reports**: The City will maintain records of the financial activity of the District in accordance with governmental accounting standards and principals. It will include the financial reporting requirements in the Comprehensive Annual Financial Report.

B. Relocation and Displacement:

1. **General**: The City shall endeavor to comply with the provisions of NH RSA 162-K:15 and 162-K:6 concerning the relocation of persons displaced by the City's acquisition of property or construction of infrastructure only, unless 1) otherwise waived by said property owners or tenants or 2) tenants relocate for other reasons unrelated to the City's proposed activities 3) the city is acquiring the property after it has been put on the market by the owner for reasons unrelated to the City's activities. However, this provision shall not be construed to apply to acquisition of property by private parties through "arms-length" transactions, or construction of development projects by the private sector. The City shall utilize the Uniform Relocation Act of 1970 (as amended) as a general guide when displacing persons for the purpose of acquiring private property for municipal use, or construction of infrastructure to further redevelopment of the District, as applicable.
 - i. **Coastal Concrete**: The Coastal Concrete Company, together with their tenants, shall be eligible for relocation benefits as afforded herein. Costs to relocate the business will be part of the property Purchase and Sales Agreement financed by TIF bonds as described in Section V Financing Plan.
 - ii. **Riviera, Inc. (Greenland's Corporation)**: The acquisition of Rights-of-Way to cross Riviera, Inc. (Greenland's Corporation) will not adversely affect the future use of that property. No business relocation

is anticipated. This improvement will provide frontage on a City street that the property does not currently enjoy.

- iii. *Railroad Relocation:* The State of New Hampshire is in the process of acquiring the railroad right-of-way and tracks that pass through the TIF District. After acquisition, the track will be relocated easterly of its present locations, from the Interstate 393 bridge to the Fan Road crossing, as part of this Development Program. This relocation cost will be part of the redevelopment expenses assigned to the TIF District as outlined within Section V Financing Plan.
- iv. *Utility Relocation:*
 1. The relocation of the electric utility lines is proposed so that the City-owned land, which is currently bisected by the utility wires, may be united as one parcel. Electric and municipal sewer and water utilities will be similarly relocated, as necessary, through the site.
 2. Relocate the overhead electric, telephone, cable television and alarm system utility wires existing from the intersection of Commercial Street and Horseshoe Pond Lane northerly along the edge of Horseshoe Pond and the westerly side of Commercial Street to a point approximately 100 feet north of the intersection of Fan Road, to an *underground* location on the East side of and parallel to Commercial Street.
- v. *GPP Properties (Goulet Supply Co. Inc.):* Due to the necessity of taking Goulet's entire street frontage on Commercial and Constitutional Avenue, the property will no longer have adequate parking or access and will no longer be economically viable as a retail/wholesale storefront and distribution center. Therefore, it shall be necessary for the City to take the entire property and assist Goulet with a relocation benefit as defined by New Hampshire RSA 124-A, Relocation Assistance and Real Property Acquisition Policy.
- vi. *#9 South Commercial Street (Map 55 Block 6 Lot 2):* The City shall acquire this property for the future construction of a new roadway, together with associated utility improvements, sidewalks, and streetscape improvements, in order to facilitate connection of Storrs Street to Constitution Avenue, as well as possible relocation of railroad lines as part of said improvement. The City shall follow the provisions of this Section relative to relocation of displaced persons, as applicable.

- vii. *Tnunis Property (Map 46 Block 5 Lot 3)*: The City shall acquire this property for the future construction of a new roadway, together with associated utility improvements, sidewalks, and streetscape improvements, in order to facilitate connection of Storrs Street to Constitution Avenue, as well as possible relocation of railroad lines as part of said improvement. This acquisition shall also include purchase of any escheated rights which may have reverted to the State of New Hampshire. The property owner has waived any rights to relocation benefits as part of the purchase and sales agreement for the premises.
- viii. *Storrs Street Avenue Parking Associate Parcel (Map 46 Block 4 Lot 11)*: Pending final design of the connector road between Storrs Street and Constitution Avenue, the City may acquire this property for the future construction of a new roadway, together with associated utility improvements, sidewalks, and streetscape improvements, in order to facilitate connection of Storrs Street to Constitution Avenue, as well as possible relocation of railroad lines as part of said improvement. The City shall follow the provisions of this Section relative to relocation of displaced persons, as applicable.

C. Other Program Activities

1. **Acquisition of Land, Easements, and Rights-of-Way**: The City will acquire the following land or easements through negotiations or through powers of eminent domain, including:
 - i. *City-owned Former Concord Lumber Site*: Land previously acquired by the City of Concord General Fund is included in the Tax Increment Financing (TIF) District Development Program. The General Fund will be reimbursed from proceeds of the TIF bond as described in Section V (Financing Plan). The 19 acre property will be offered for redevelopment. The property will be transferred to a private or not-for-profit development group for redevelopment for tax revenue generating commercial uses.
 - ii. *Lockwood-Young*: Approximately 3.0 acres of land currently owned by Lockwood-Young Corporation and occupied by the Coastal Concrete plant on South Commercial Street will be acquired from TIF bond proceeds. Approximately 30,000SF shall be utilized for right-of-way for the proposed connector street. The residual 2.3 acres may be partially retained for future rights-of-way and/or offered for redevelopment.

- iii. Riviera, Inc. (Greenland's Corporation): Approximately 11,500 sq. ft. of the property owned by Riviera, Inc. will be acquired with TIF bond proceeds and utilized for a street and utility right-of-way.
- iv. Construction and Maintenance Easements: Additional highway, sidewalk, drainage, and utility construction and maintenance easements may be required as necessary in order to facilitate construction of highway related improvements.
- v. Railroad Right-of-Way: The State Department of Transportation is in the process of acquiring the railroad right-of-way and track that passes through the District. Once the State Department of Transportation completes acquisition and the tracks are relocated, the District may acquire the land not needed for railroad right-of-way for development purposes or utility rights-of-way.
- vi. GPP Properties (Goulet Supply Co. Inc.): Approximately 400 square feet of GPP Properties land will need to be acquired for construction Constitution Avenue. The balance of the property, 34,448 square feet of land and 20,197 square feet of buildings will need to be acquired in fee simple title for the widening and redevelopment of Commercial Street.
- vii. Utility and Slope Easements: Right-of way, utility, drainage and slope easements may need to be acquired from Concord Historic Associates LP (Page Belting), New Hampshire Distributors Inc., the Society for the Protection of New Hampshire Forests, and Timothy Woodman.

2. Pedestrian & Streetscape Improvements, Transportation Connectivity to Areas Outside of the NEOCTIF District: The City shall undertake the following activities or construct the following improvements as part of its development activities within the NEOCTIF District:

- i. Streetscape Amenities: During the redevelopment of the TIF District, North Commercial Street shall be reconstructed to meet contemporary street standards including installation of lighting systems, street signs, and street furniture, landscaping of street and public property, and other systems compatible with the character of the district. Cost of constructing this improvement will come from TIF supported bond proceeds.
- ii. Sidewalks: Sidewalks may be constructed or reconstructed connecting the NEOCTIF District to Horseshoe Pond Lane, the adjacent North Main Street Historic District, Commercial Street, South Commercial Street, Stickney Avenue, Storrs Street, and I-393, North Main Street,

and ultimately to Fan Road (a.k.a. Delta Drive), the McAuliffe-Sheppard Planetarium, and the New Hampshire Technical Institute. The cost of constructing these improvements may be funded through a combination of TIF supported bonds, grants, and private contributions.

- iii. *Downtown Highway and Pedestrian Connection:* The City Council hereby affirms that it shall be a City priority to make a physical transportation connection between the Downtown and development within the NEOCTIF District. Said connection shall be the construction of a new road (commonly referred to as Storrs Street North Extension), complete with sidewalks, utilities, and streetscape amenities, roughly situated between Storrs Street and Constitution Avenue / South Commercial Street.

In order to facilitate said connection, the City Council approved Resolution 8540 on March 12, 2012 for the purpose of expanding the geography of the NEOCTIF District to include parcels which shall need to be acquired in order to provide future right-of-way for said roadway.

In addition, the City has created Project #18 in its Capital Improvement Program (CIP) for construction of this roadway extension.

The City, with input from the NEOCTIF Advisory Committee, shall endeavor to acquire private real estate as opportunities arise to carry out this purpose.

Due to the need to acquire multiple private parcels, as well as secure rights to cross the high-speed rail corridor, it is anticipated that the design and construction of said roadway will require a partnership with the NH Department of Transportation, possibly in conjunction with the future widening of Interstate 93.

In the interim, the North End Opportunity Corridor Tax Increment Finance District will explore alternative options for connecting the District with the downtown to encourage vehicular and pedestrian movement back and forth, such as:

1. Well lighted and landscaped walkways along Commercial and Storrs Streets, Stickney Avenue, I-393, Horseshoe Pond Lane, and North Main Street through the Historic District.
2. Shuttle Bus Service including Trolley-like vehicles by private providers.

3. Rail trolleys along existing railroad tracks by private providers.

3. Property Clean Up and Removal of Blighted & Derelict Structures: The City shall undertake environmental cleanup, remediation, and demolition activities within the NEOCTIF District in order to prepare property for public improvements or private redevelopment:

i. Environmental Pollutants:

1. City Owned Concord Lumber Site: The land owned by the City of Concord, and proposed to be offered for redevelopment, shall require remediation of environmental pollutants to satisfy New Hampshire Department of Environmental Services prior to, or as a condition of, any City planning, zoning, or building permit approvals. The cost of remediation may be funded through a combination of TIF bonds, grants, and private contributions.

2. Lockwood-Young Site: Prior to reconstruction of Commercial Street or construction of Commercial Street Connector or redevelopment of the residual land, the City will need to have a Level 2 Environmental Assessment conducted and remediate environmental pollutants to satisfy New Hampshire Department of Environmental Services. The cost of assessment and remediation may be funded through a combination of TIF supported bonds, grants, and private contributions.

ii. Buildings, Structures, and Improvements:

1. City-owned Concord Lumber Site: The land owned by the City of Concord (formerly Concord Lumber), and offered for redevelopment, is to be cleared of buildings, structures, and improvements prior to conveyance.

2. Lockwood-Young Site: The land owned by Lockwood-Young, and offered for redevelopment, is to be cleared of buildings, structures, and improvements prior to conveyance.

4. Property Disposition:

i. City-owned Concord Lumber Site: The City-owned former Concord Lumber property will be transferred to a private or non-profit corporation for redevelopment for hotel, conference and trade centers,

office, medical, high quality retail use, and/or other commercial uses in accordance with adopted City plans and ordinances. Revenues derived from the sale of properties subdivided from the former Concord Lumber Property shall be reimbursed to the City's Economic Development Reserve Fund in order to reimburse said fund for investments in the NEOCTIF District per Resolution #6808. Said reimbursement was accomplished by Resolutions #6774, 6799, 6963, 6987, 6994 and 7162.

- ii. Lockwood-Young Site: Upon completion of the connector street from Commercial to South Commercial, the City will have 2 parcels of surplus property for potential redevelopment.

The first is a 1.22 acre parcel known as the so-called Fish Hook Lot located at #11 Constitution Avenue. This property was sold by the City to private parties which developed the premises into a parking lot for #60 Commercial Street.

The second is a 0.79 acre parcel located at 1 South Commercial Street. This property is being retained as potential right-of-way for the Storrs Street North Extension. Should any residual property be available after completion the Storrs Extension, the City may retain such real estate as road / railroad right of way, and/or convey said property to a private or non-profit corporation for redevelopment for office, medical, retail use, and/or other commercial uses in accordance with adopted City plans and ordinances.

Revenues derived from the sale of these properties shall be either 1) deposited into the NEOCTIF District project budget for defeasement of TIF supported bonds and notes sold in accordance with Resolution #6807, 2) used to fund the District's annual operating and maintenance expenses, or 3) any other legal purpose.

- iii. GPP Properties (Goulet Supply Co. Inc.): Upon completion of the Commercial Street, the City may have surplus land for potential redevelopment. The property may be partially retained for future rights-of-way and/or conveyed to a private or non-profit corporation for redevelopment for office, medical, retail use, and/or other commercial uses in accordance with adopted City plans and ordinances.
- iv. #9 South Commercial Street (Former Agway) and Tsunis Holding Parcels: These properties are being retained as potential right-of-way for the Storrs Street North Extension. Should any residual property be available after completion the Storrs Extension, the City may retain

such real estate as road / railroad right of way, and/or convey said property to a private or non-profit corporation for redevelopment for office, medical, retail use, and/or other commercial uses in accordance with adopted City plans and ordinances.

5. **Ordinance Changes:** The City shall endeavor to amend, modify, or otherwise adopt changes to the City's Code of Ordinances in order to support redevelopment of the NEOCTIF District as might be deemed prudent by the City Council.
6. **Grants:** The City may apply for, accept, and appropriate the use of private foundation grants and/or state and federal grants such as HUD Community Development Block Grants, Economic Development Administration, Environmental Protection Agency, Department of Transportation, and/or other state and federal funds as they become available to assist with on-site and off-site improvements to make the project economically feasible and to assure all improvements are in compliance with city, state, and federal regulations. The City shall not be required to update this Development Program and Financing Plan when accepting grants, providing grants are used to support activities contemplated within this document.

V. **FINANCING PLAN:**

- A. **Statement of Objectives:** (See Section I)
- B. **Estimated cost of the Development Program:** The following is a summary of costs associated with various activities within the NEOCTIF District relative to design and construction of public improvements:

Table 1: Summary of Development Costs

Appropriation Number	1	2	3 & 4	5	6	7	Total
Resolution Number	6808, 6809	6807	6993 & 7037	7064 & 7065	8540 & 8541	TBD	
Date Appropriated	April 13, 1998	April 13, 1998	March 13, 2000	June 19, 2000	March 12, 2012	March 10, 2014	
Development Activity							
Property, Easements, & Right-Of-Way Acquisition	\$550,000	\$800,000	\$20,000				\$1,370,000
Goulet Property Acquisition			\$310,000				\$310,000
Goulet Supply Relocation Benefit			\$20,000				\$20,000
#9 South Commercial Street Acquisition, Relocation, & Demolition					\$230,000		\$230,000
Tsunis Holdings, Inc. Storrs Street Acquisition & Related Activities						\$1,050,000	\$1,050,000
Utility Relocation		\$250,000		\$770,700			\$1,020,700
Building Demolition / Environmental Cleanup (1)							\$0
Railroad Relocation		\$500,000					\$500,000
Highway Improvements		\$1,000,000					\$1,000,000
Commercial St. Improvements Including Inspections & Administration			\$1,265,000				\$1,265,000
Design Services			\$100,000				\$100,000
Legal Services	\$49,500						\$49,500
Contingency / Overruns		\$90,000	\$250,000				\$340,000
Bond Costs			\$10,000				\$10,000
Capitalized Interest		\$145,000					\$145,000
Total	\$599,500	\$2,785,000	\$1,975,000	\$770,700	\$230,000	\$1,050,000	\$7,410,200
(1) CRDC Pledged				\$100,000			\$100,000
(2) Donal Associates Underground Utilities				In Kind Donation			

- C. **Proposed sources of revenue to meet cost of Development Program:** The following is a summary of funding sources and amounts appropriated for costs incurred by the NEOCTIF District:

Table 2: Summary of Appropriations

Original TIF Appropriation (1998 Original Appropriation)	\$2,785,000
Commercial Street Improvements Supplemental Appropriation	\$1,725,000
Economic Development Reserve Transfer*	\$849,500
Underground Wiring TIF Amendment	\$670,700
CRDC Pledge for Underground Utilities	\$100,000
Donal Associates Pledge to Trench & Install Conduits	In Kind
9 South Commercial Street Acquisition & Demolition March 2012	\$230,000
Tsunis Holdings, Inc. Storrs Street Acquisition 2014 - Fund Balance and TIF Supported G.O. Bond.	\$1,050,000
Total Project Appropriation	\$7,410,200
<i>*(Includes Conference Center / Trade Show appropriations prior to TIF Enactment for activities included within this Development Program and Financing Plan)</i>	

- D. **Estimated annual cost of Development District:** The following is a summary of estimated annual debt service and operating costs for the NEOCTIF District:

Table 3: Summary of Estimated Annual Debt Service & Operating Costs

Previously Authorized Debt (1998, 2000)	\$376,170
Average Annual Debt Service (Tsunis Holdings Purchase) FY 2014	\$130,800
Annual Operating & Maintenance Costs (FY 2014)	\$125,850
Total Estimated Annual Cost (FY2014)	\$632,820

- E. **Sources of revenue to meet annual cost of Development District:** The FY2014 assessed value of incremental development within the NEOCTIF District is \$50,329,700. This will generate approximately \$1,313,182 in incremental property tax revenues, which are eligible to be captured by the NEOCTIF District and retained to support TIF debt service and operating expenses.

Because new incremental development within NEOCTIF District has far exceeded the amount required to support debt service and operating expenses, the City Council, since FY2005, has released a portion of the incremental assessed value on an annual basis to support the City's General Fund, as well as the Concord School District, Merrimack County, and State of New Hampshire. In FY2014, the City Council released \$25,985,400, which yielded approximately \$678,001 in tax revenues for these entities, combined.

F. Duration of the Program's Existence: The NEOCTIF District shall remain in place until both of the following occur:

1. The City Council determines that the activities described within this Development Program, as amended, are accomplished; and,
2. All debt service issued to construct improvements set forth within the Development Plan and supported by the NEOCTIF District is retired or other legally defeased. Debt service shall include, but not be limited to; all TIF supported general obligation bonds and notes, as well as appropriations from the City's Economic Development Reserve ("EDR") Fund. All moneys appropriated from the EDR Fund are to be reimbursed to the EDR Fund by the NEOCTIF District, with interest.

G. Estimated Impact of Tax Increment Financing Upon All Related Taxing

Jurisdictions: The following is a summary of initial reduction in the assessed value available to the City's General Fund, School District, and State of New Hampshire, as a result of the acquisition of private property by the City to carry out the development program:

1. Lockwood Young Property (City Assessor's Parcel 56/1/2): A loss of assessed value in the amount of \$420,400 due to the City's acquisition of this property for right-of-way purposes. The City's acquisition of the property made it tax exempt.
2. GPP Properties (Goulet Supply Co. Inc.) Property (City Assessor's parcel number 58/2/5): A loss of assessed value in the amount of \$271,400 due to the City's acquisition of this property for right-of-way purposes. The City's acquisition of the property made it tax exempt.
3. 6-9 South Commercial Street (City Assessor's Parcel 55/6/2): A loss of assessed value in the amount of \$350,500 due to the City's acquisition of this property for right-of-way purposes. The City's acquisition of the property made it tax exempt.
4. Tsunis Holdings, Inc. Property / Storrs Street (City Assessor's Parcel #46/5/3): A loss of assessed value in the amount of \$361,900 due to the City's acquisition of this property for right-of-way purposes. The City's acquisition of the property made it tax exempt.

The incremental assessed value resulting from new development within the NEOCTIF District will replace the assessed value lost due to the acquisition of these properties. Further, since FY2005, the City has released a portion of the incremental assessed value on an annual basis to support the City's General Fund, as well as the Concord School District, Merrimack County, and State of New Hampshire. In

FY2014, the City Council released \$25,985,400, which yielded approximately \$678,001 in tax revenues for these entities, combined.

- H. Captured value dedicated towards retirement of TIF supported bonds and notes and repayment of contributions from the City's Economic Development Reserve Fund:** Up to 100% of the captured value of the District shall be dedicated for retirement of TIF supported bonds and notes as well as repayment of appropriations from the City's Economic Development Reserve Fund. (RSA 162-K:10 II, a).

Because new incremental development within NEOCTIF District has far exceeded the amount required to support debt service and operating expenses, the City Council, since FY2005, has released a portion of the incremental assessed value on an annual basis to support the City's General Fund, as well as the Concord School District, Merrimack County, and State of New Hampshire. In FY2014, the City Council released \$25,985,400, which yielded approximately \$678,001 in tax revenues for these entities, combined.

- I. Annual Allocation of Captured Value:** In regard to 162-K:10, II, b, the City, as part of its annual budgeting process, shall determine the amount of incremental assessed value required to support the NEOCTIF District's debt service and operating costs. With respect to surplus incremental assessed value (and property tax revenues associated therewith), the City Council may elect to have the NEOCTIF District retain said surplus value or to release any portion of said surplus value to the City's General Fund, Concord School District, Merrimack County, and State of New Hampshire.

VI. DISTRICT ADMINISTRATION:

The administration of the Development District shall be by the City Manager who shall make an annual financial report to the Council. The annual financial report may be in the form of the City's Comprehensive Annual Financial Report (CAFR), annual budget, or other document created to fulfill this requirement.

VII. ADVISORY BOARD RESPONSIBILITIES:

In accordance with RSA 162-K:14, the City Council passed Resolution #6681 on February 18, 1997, delineating the respective powers and duties of the Advisory Board. The Advisory Board shall consist of seven people, the majority of whom are landowners or tenants within or adjacent to the NEOCTIF District, as appointed by the City Manager and confirmed by the City Council.

The Advisory Board shall advise the governing body and district administration on planning, construction, and implementation of the development program and on maintenance and operation of the district after the program has been completed until such time as debt service has been fully repaid and the District is terminated.

The Advisory Board shall have 30 days to appeal any decision by the District Administration to the City Council for a final decision. The Advisory Board shall meet as frequently as circumstances require, as deemed necessary by the City Manager or the membership of the Advisory Board.



Exhibit 1
North End Opportunity Corridor – Tax Increment Finance District
Prepared by the City of Concord, N.H. (October 18, 2012)

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CITY OF CONCORD

REPORT TO MAYOR AND THE CITY COUNCIL

FROM: Cindy Flanagan, Chair, North End Opportunity Corridor Tax Increment Finance District Advisory Board

DATE: January 29, 2014

SUBJECT: North End Opportunity Corridor Tax Increment Finance ("NEOCTIF") District Amendment & Tsunis Holdings, Inc. Acquisition

Recommendation:

Accept this report.

Background:

The City established the NEOCTIF Advisory Board by passage of Resolution #6681 on February 18, 1997. In accordance with RSA 162-K:14, the Board's mission is to "advise the governing body and district administrator on planning, construction, and implementation of the development program and on maintenance and operation of the district."

Currently, the Board is comprised of Cindy Flanagan, Anne "Missy" Fields, Chris Brown, and Dr. Robert Thompson. The Board presently has two vacancies.

Discussion:

The Advisory Board met on January 28, 2014, to review the City Administration's proposal to acquire the Tsunis Holdings property located on Storrs Street east of the Holiday Inn. Upon review of this proposal, the Board offers the following recommendations to the City Council for its consideration:

1. Proceed with acquisition of the Tsunis Holdings Property. Upon acquisition, remove all shrubby vegetation and miscellaneous debris to make the property visually attractive, as well as to discourage illegal activity. The Board also recommends that turf be established at the property and mowed regularly by the City.
2. Pursue a partnership with the State of New Hampshire to design and construct the Storrs Street North Extension. However, if a partnership cannot be achieved in the near-term,

the City should proceed independently with construction of the new roadway prior to the expiration of the NEOCTIF District.

3. Lastly, the City Council should consider expanding the boundaries of the NEOCTIF District to include properties along Stickney Avenue, Higgins Place, and Hebert Street in order to support future redevelopment of the former NH Department of Transportation maintenance facility and other properties. The City Council should also consider expanding the District to include the Friendly Kitchen site and rail road right-of-way along the westerly side of the District in order to accommodate potential improvements that might be required as part of the future Storrs Street North Extension. Please see the attached map for more information.



Exhibit 1

North End Opportunity Corridor – Tax Increment Finance District

 Potential Expansion

Prepared by the City of Concord, N.H. (January 29, 2014)



CITY OF CONCORD

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In the year two thousand and fourteen

RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A PURCHASE AND SALES AGREEMENT WITH TSUNIS HOLDINGS, INC. FOR REAL ESTATE LOCATED ON STORRS STREET AND APPROPRIATING THE SUM OF \$1,050,000, INCLUDING \$450,000 FROM NEOCTIF UNDESIGNATED FUND BALANCE AND THE ISSUANCE OF \$600,000 IN NEOCTIF SUPPORTED BONDS AND NOTES, TO FACILITATE ACQUISITION OF PROPERTY AND RELATED ACTIVITIES.

Page 1 of 3

The City of Concord resolves as follows:

WHEREAS, Tsunis Holdings, Inc. owns certain real estate located on Storrs Street, City Assessor's Parcel Map 46 Block 5 Lot 3; and,

WHEREAS, the real estate is comprised of two parcels, known as Lot A and B, which total 4.036 +/- acres, as shown on Plan #10396 recorded at the Merrimack County Registry of Deeds; and,

WHEREAS, the subject real estate is located within the North End Opportunity Corridor Tax Increment Finance (NEOCTIF) District; and,

WHEREAS, the City desires to acquire this property for the purpose of establishing a future right-of-way for construction of a new roadway to connect Storrs Street to Constitution Avenue and South Commercial Street, as currently contemplated in Capital Improvement Program (CIP) Project #18; and,

WHEREAS, the estimated cost to acquire the property, as well as complete related site improvements and related activities is \$1,050,000; and,

WHEREAS, as of June 30, 2013 the NEOCTIF Fund had an undesignated fund balance of \$721,081 available, of which \$450,000 shall be appropriated to support the purchase of this property and related activities, therefore a net appropriation of \$600,000 shall be required to complete this transaction and related activities; and,

WHEREAS, the \$600,000 in funding required shall be secured through issuance of bonds and notes to be supported by the North End Opportunity Corridor Tax Increment Finance (NEOCTIF) District; and,

CITY OF CONCORD

In the year two thousand and fourteen

RESOLUTION **AUTHORIZING THE CITY MANAGER TO ENTER INTO A PURCHASE AND SALES AGREEMENT WITH TSUNIS HOLDINGS, INC. FOR REAL ESTATE LOCATED ON STORRS STREET AND APPROPRIATING THE SUM OF \$1,050,000, INCLUDING \$450,000 FROM NEOCTIF UNDESIGNATED FUND BALANCE AND THE ISSUANCE OF \$600,000 IN NEOCTIF SUPPORTED BONDS AND NOTES, TO FACILITATE ACQUISITION OF PROPERTY AND RELATED ACTIVITIES.**

Page 2 of 3

WHEREAS, the City desires to utilize available fund balance within the NEOCTIF District as well as future incremental property tax revenues generated within the District for this purpose; and,

WHEREAS, this is a purpose for which funds are not included in the FY14 adopted budget and RSA 33:9 mandates that a two-thirds vote of all members of the City Council is required to pass a bond resolution, which shall be taken by roll call vote.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Concord that:

1. The sum of\$1,050,000
be and is hereby appropriated as follows:

<u>NEOCTIF</u>	
Tsunis Holdings Purchase.....	\$1,050,000

2. Revenue to meet said appropriation shall be provided from the following sources:

<u>NEOCTIF</u>	
Fund Balance	\$ 450,000
Bonds and Notes	\$ 600,000
Total	\$1,050,000

3. In order to meet said expenditure the City Treasurer, with approval of the City Manager, is authorized to issue up to \$600,000 in bonds and notes of the City of Concord under the Municipal Finance Act. These bonds shall also be tax increment finance bonds issued under RSA 162-K.

CITY OF CONCORD

In the year two thousand and fourteen

RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A PURCHASE AND SALES AGREEMENT WITH TSUNIS HOLDINGS, INC. FOR REAL ESTATE LOCATED ON STORRS STREET AND APPROPRIATING THE SUM OF \$1,050,000, INCLUDING \$450,000 FROM NEOCTIF UNDESIGNATED FUND BALANCE AND THE ISSUANCE OF \$600,000 IN NEOCTIF SUPPORTED BONDS AND NOTES, TO FACILITATE ACQUISITION OF PROPERTY AND RELATED ACTIVITIES.

Page 3 of 3

4. The discretion of the fixing of dates, maturities, rate of interest, form and other details of such bonds and notes and providing for the sale are hereby delegated to the City Treasurer.
5. The useful life of the improvements is expected to be in excess of twenty (20) years.
6. These funds shall be available for any purpose associated with the acquisition of the Tsunis Holdings, Inc. property, including, but not limited to, acquisition of real estate, environmental due diligence, legal due diligence, architectural and engineering services, land planning services, title due diligence, boundary surveys, consultant services, demolition and environmental clean-up services, or any other lawful purpose related to redevelopment of this or any other properties within the NEOCTIF District.
7. Sums as appropriated shall be administered under the direction of the City Manager.
8. This resolution shall take effect upon its passage.



PURCHASE AND SALES AGREEMENT

This **PURCHASE AND SALES AGREEMENT** ("Agreement") is made as of the _____ day of _____, 2014 by and between Tsunis Holdings Inc. having a principal place of business at 172 North Main Street, Concord, New Hampshire 03301 (referred to the "Seller") and the City of Concord, a New Hampshire municipal corporation, with a principal place of business at 41 Green Street, Concord, New Hampshire 03301 (referred to as "the City" or "the Buyer") (referred to individually as a "Party" and collectively as the "Parties").

RECITALS

This Agreement relates to the sale of real estate located on Storrs Street, Concord, New Hampshire (the "Premises"), City Assessing Department Parcel Map 46 Block 5 Lot 2.

This Agreement is entered into upon the basis of the following facts and intentions of the Parties:

- I. The City wishes to encourage cleanup, redevelopment and revitalization of that portion of Concord known as the North-End Opportunity Corridor in order to remove blight, foster tax base and job creation, as well as promote transportation connections from Downtown to the Grappone Conference Center and Corporate Park at Horseshoe Pond;
- II. The Seller owns certain real estate, comprised of two separate tracts, located on Storrs Street Concord, New Hampshire consisting of 4.036 +/- acres of land, combined, as further described herein and depicted on Exhibit 1;
- III. The City acknowledges that it will need to acquire title to certain escheated parcels from the State of New Hampshire (the "Escheated Parcels") in order to make title to the Premises marketable.
- IV. The City, subject to the contingencies set forth within this Agreement, desires to acquire the Premises; and,
- V. All Parties signatory to this Agreement are willing to proceed upon the terms and conditions of this Agreement.

NOW, THEREFORE, the Parties hereby agree as follows:

1. DESCRIPTION OF PREMISES AND REAL ESTATE TRANSACTION:

- 1.1. **General:** Pending the results of the City's due diligence and the other conditions in this Agreement, the Seller intends to sell to the City, and the City intends to acquire from the Seller, the Premises, consisting of two lots known as Lot #A with approximately 3.484+/- acres of land and Lot #B with approximately 0.553 acres of land, as shown on the attached plan titled "Exhibit 1".
- 1.2. **Purchase Price:** The City shall acquire the Premises for the sum of SEVEN HUNDRED THOUSAND DOLLARS (\$700,000.00) cash at Closing.
- 1.3. **Deposit:** No deposit shall be required for this transaction.
- 1.4. **Payment of Purchase Price:** The Purchase Price shall be paid in full by the Buyer to the Seller at Closing and conveyance of the Premises to the Buyer.
- 1.5. **Access to Premises:** The Seller hereby grants authorization to the Buyer, its employees, representatives, consultants, and agents to enter the Premises for the purpose of completing due diligence and for all other purposes necessary to carry out the terms of this Agreement.

The Buyer and the Seller shall coordinate all access to the Premises by third parties working on behalf of the Buyer as part of the Buyer's due diligence.

The Buyer shall indemnify, defend, and hold harmless the Seller from and against any and all claims, actions, damages or losses arising out the Buyer's activities pursuant to this paragraph during its inspection and subsequent tasks related thereto which are caused solely by the Buyer's negligence. The Buyer shall require any and all contractors who are retained for the purpose of completing due diligence or for any other purpose necessary to carry out the terms of this Agreement, and who will need to access the Premises, to obtain a certificate of insurance in the amount of \$2 million aggregate, \$1 million per occurrence naming the Seller as an additional insured. The Buyer shall also require any such contractors to execute the City's standard indemnification form naming both the City and the Seller as indemnified parties. The standard indemnification form shall be as follows, unless written approval of a requested change is granted by both the Buyer and Seller:

"The contractor agrees to indemnify, defend and save harmless the City and Tsunis Holdings, Inc., their officials, officers, agents and employees from any and all claims and losses accruing or resulting to any and

all contractors, subcontractors, suppliers, laborers and any other person, firm, or corporation furnishing or supplying work, services, materials or supplies in connection with the performance of this contract, and from any and all claims and losses accruing or resulting to any person, firm or corporation which may be injured or damaged by the contractor in the performance of this contract. In any case, the foregoing provisions concerning indemnification shall not be construed to indemnify the City or Tsunis Holdings, Inc. for damage arising out of bodily injury to persons or damage to property caused by or resulting from the sole negligence of the City, Tsunis Holdings, Inc. or their employees. This indemnification shall survive the expiration or early termination of this contract.”

- 1.6. **Closing**: Closing shall occur no later than August 29, 2014. The Parties agree that all Closing documents, including Warranty Deed for conveyance of the Premises, easement deeds (if applicable) and other Closing documents, shall not be recorded at the Merrimack County Registry of Deeds and that cash shall not be exchanged between the Parties until all of the Buyer’s Contingencies, as set forth in Article 2, have been achieved or satisfied.
- 1.7. **Title and Deed Restrictions**: In addition to the terms and conditions set forth within this Agreement, the conveyance of the Premises by the Seller to the Buyer shall be of good and marketable title thereto by Warranty Deed and insurable for the benefit of the City by a title insurer licensed in the State of New Hampshire and acceptable to the Buyer pursuant to an ALTA standard form title insurance policy in an amount equal to the Purchase Price, insuring that the Buyer holds marketable fee simple title to the Premises, at Buyer’s expense and subject to the following:
- a) Existing matters of record accepted and approved by the City.
 - b) Acquisition by the City of the Escheated Parcels (which the cost of resolving shall not be at the Seller’s expense).
- 1.8. **Seller’s Affidavits and Certificates**: If requested to do so by the Buyer, the Seller, at the Closing, shall deliver such affidavits (in customary form) as may be required by the Buyer or Buyer’s title insurance company with respect to: (1) parties in possession of the Premises, (2) rights of third parties and title claims in or to the Premises, and (3) mechanic’s and materialmen’s liens affecting the Premises.

- 1.9. **Deed Preparation; Recording Fees:** The Seller shall convey the Premises by Warranty Deed. The Seller shall prepare all deeds (including easement deeds, if any) at its expense. The Seller will deliver the draft deeds to the Buyer as soon after the execution of this Agreement as possible. The Buyer shall review the deeds within ten (10) business days of receipt from the Seller and provide comments to the Seller. The Seller shall address the comments and respond in a timely manner and revise the Warranty Deed or Easement Deeds no later than ten (10) business days prior to the Closing.
- 1.10. **Transfer Taxes and Recording Fees:** The Parties shall pay their respective shares of normal and customary recording fees and transfer taxes customarily associated with real estate transactions. The parties acknowledge that the Buyer is exempt from the Real Estate Transfer Tax pursuant to RSA 78-B:2, I. To the extent the Seller is not exempt from the real estate transfer tax, Seller agrees to pay their respective half of the transfer tax in the customary fashion.
- 1.11. **Discharge of Liens:** The Seller shall, at its expense, pay or discharge all liens, mechanics liens, encumbrances, and attachments, if any, which may exist on the Premises through the date of Closing or filed after recording of the deed transferring the Premises to the City due to an action by the Seller prior to recording of the transfer deed, except those which the parties agree will not be discharged in accordance with Section 1.7 above. To enable the Seller to make conveyance as herein provided, the Seller may, at the time of delivery of the deed, use the Purchase Price or any portion thereof to clear the title or any or all encumbrances or interests, provided that all instruments so procured are recorded simultaneously with the delivery of said deed. The Seller shall also be entitled to use the proceeds to pay off any mortgagee, pursuant to standard customary practices for real estate transactions and conveyances, and receive therefrom a discharge(s) to be recorded in the ordinary course of business.
- 1.12. **Prorating of Property Taxes and Utility Costs:** At the time of recording of the Deed, the Seller shall be required to pay all property taxes and utilities (as applicable) for the Premises through the date of Closing.
- 1.13. **Delivery of Premises, Removal of Tenants, Property to be Retained by Seller:** The Seller shall deliver possession of the Premises to the Buyer in its AS IS, WHERE IS condition, free and clear of all tenants and third parties. Buyer acknowledges that the Property has piping, catch basins, manholes and other personal property located there. Seller, at its discretion, may remove such items, but is not obligated to remove them.

- 1.14. **Title Insurance:** If applicable, the Seller shall execute all customary documents required by the Buyer's Title Insurance Company.
- 1.15. **Real Estate Broker's Fees & Commissions:** Each Party hereby affirms that no real estate broker or realtor represents either Party in this transaction. The Parties agree that the acting Party shall be responsible for any broker's commission or compensation related to this transaction due to action by that Party.
- 1.16. **Environmental Contamination, Due Diligence, and Indemnification:**

- 1.16.1. **Environmental Reports Commissioned by the Seller:**
The Seller shall provide the Buyer with copies of any and all environmental studies, assessments, or reports which it has in its possession.

The Buyer acknowledges and agrees that it may not rely upon the representations, certifications, and statements contained therein without the express written consent of the parties who authored such reports or generated said data. Further, the Buyer acknowledges that the provision of such materials by the Seller does not constitute any representation or warranty by the Seller related to environmental conditions or potential presence of hazardous materials at the Premises.

- 1.16.2. **Due Diligence:** The Buyer shall have the right to conduct such studies and investigations it deems necessary with respect to the environmental condition of the Premises and any environmental contamination or hazardous material related thereto. Said studies and investigations shall be completed no later than July 31, 2014, which period shall be referred to as the Environmental Inspection Period.

The Seller shall provide the Buyer (or its agents, employees, consultants, contractors, and representatives) reasonable access to the Premises during the Environmental Inspection Period for the purpose of carrying out any environmental investigations or other due diligence required by the Buyer. In order to complete such examinations or investigations, the Buyer may undertake soil borings, test pits, or installation of groundwater monitoring wells. The Buyer shall perform these tasks at its own risk and at its own expense. The Buyer accepts full responsibility for the use of the Premises during its inspections and due diligence, and acknowledges

that such access is subject to the indemnity provisions of Section 1.5.

The Buyer hereby discloses that it may undertake said due diligence through grant or technical assistance programs provided by the U.S. Environmental Protection Agency (the "US EPA"). The Seller shall execute all documents required by the Buyer and the US EPA related to completion of said due diligence, including a right of entry form as required by the US EPA.

1.16.3. **Results of Environmental Due Diligence:** If based upon examination of data and reports provided by the Seller or upon the results of the Buyer's own environmental tests, examinations, investigations, or studies, the Buyer determines that the Premises are not acceptable because of the presence of environmental contamination, hazardous materials, or other buried materials at the Premises, the Buyer shall have the following options, as follows:

1.16.3.1. Terminate this Agreement in which case the Seller shall return the Buyer's deposit in full, following which this Agreement shall be null and void, and of no further force or effect; or,

1.16.3.2. Accept the Premises in its "as is condition" and proceed to Closing, subject to other contingencies as set forth within this Agreement.

1.16.4. **Completion of Transaction and Environmental Conditions:** If the Buyer proceeds to Closing either relying upon environmental due diligence, tests, studies, or investigations completed by the Buyer or previously by the Seller, the Buyer shall accept full responsibility for the Premises in its "as is" environmental condition with respect to the potential presence of hazardous waste or other buried materials regardless whether such waste or other materials were identified by said due diligence, tests, studies, or investigations.

1.17. **Seller's Disclosures:** The Seller makes no warranties or representations regarding environmental contamination or sub-surface conditions at the Premises.

- 1.18. **Casualty and Condemnation:** In the event that the Premises, prior to Closing, are damaged by fire, flood, collapse, or other casualty, or is subject to an eminent domain proceeding, the Buyer at any time after the occurrence of such damage or casualty may elect to terminate this Agreement by written notice, in which event all other obligations of the Parties hereunder shall cease, any Deposits shall be returned to the Buyer, and this Agreement shall thereupon be void and of no further force or effect.

In the event of partial eminent domain (leaving suitable residual Premises area for the Buyer's Project), the Buyer may choose to proceed with the acquisition and redesign of its intended use of the Premises to accommodate the portion of Premises taken and the Parties shall negotiate an extension of timing requirements for Closing. Further, the Parties shall agree to reduce the Purchase Price in an amount directly proportionate to the total lot area seized by said taking.

The City warrants and represents to the Seller that the City has no plans to take all or any portion of the Premises by eminent domain and is unaware of plans by any other entity to do so.

- 1.19. **Relocation:** The Seller hereby waives any and all relocation assistance which it might be eligible for under RSA 162-K:6 and 162-K:15 as a result of the property being located within the North End Opportunity Corridor Tax Increment Finance ("NEOCTIF") District.

2. **BUYER'S CONTIGENCIES:** The City's obligation to Close on acquisition of the Premises shall be subject to the following contingencies, the failure to satisfy any one of which shall give the City any of the options set forth below and, in addition, the right to withdraw from this Agreement, after which the City shall have no further obligation to the Seller.

- 2.1. **Title:** Upon execution of this Agreement by the Parties, the Buyer shall perform a title examination of the Premises, and must be reasonably satisfied that title to the Premises is good, marketable and insurable, subject to the City, at its expense, negotiating conveyances from the State of New Hampshire for the Escheated Parcels. In the event that the title to the Premises is not good, marketable and insurable, the Seller shall be provided a reasonable period of time, no less than thirty (30) days, within which to resolve such title defects. Buyer acknowledges that the Premises is subject to a mortgage and that the Seller shall work with its lender(s) to obtain a discharge of such mortgage with respect to the Premises. Such discharge may be delivered at Closing. In the event that such defects cannot be resolved to the Buyer's reasonable satisfaction, the Buyer, at its sole option, may proceed with any of the following options:

- 2.1.1. Afford the Seller any additional amount of time which the Buyer solely deems reasonable to cure said Title defects; or,
 - 2.1.2. Terminate this Agreement, in which case the Buyer shall be entitled to the return of the Deposit (if any), following which this Agreement shall be null and void, and of no further force or effect; or,
 - 2.1.3. The Parties may renegotiate the Purchase Price to appropriately account for the condition of the Premises' Title and then proceed to Closing.
- 2.2. **Environmental Due Diligence:** This Agreement is specifically contingent upon the City completing environmental due diligence with results acceptable to the City in its sole discretion, in accordance with Section 1.16 of this Agreement. In the event that such due diligence yields results which indicate the Premises contains hazardous materials the Buyer shall have the ability to pursue any of the options set forth within Section 1.16.3.
- 2.3. **Enrollment of Premises in NH Brownfields Program:** This Agreement is specifically contingent upon the City successfully enrolling the Premises in the New Hampshire Brownfields Program (a.k.a. "Covenant Not to Sue Program") as administered by the NH Department of Environmental Services. This cannot be accomplished until the City has completed its environmental due diligence in accordance with this Agreement. Because the City plans to file its application as a "prospective purchaser" of the Premises, the Seller shall execute any documents necessary to enroll the Premises into this program. The City shall complete the application process at its sole expense.
- 2.4. **Amendment of North End Opportunity Corridor Tax Increment Finance ("NEOCTIF") District and Funding Appropriation by City Council:** This Agreement is specifically contingent upon the City Council conducting public hearings and obtaining the necessary votes for the purpose of:
- 2.4.1. Amending and re-adopting the North End Opportunity Corridor Tax Increment Finance (NEOCTIF) District Development Program and Finance Plan in accordance with RSA 162-K in order to use TIF funds to finance this acquisition and related expenses;
 - 2.4.2. Appropriation of funds from the NEOCTIF District by the City Council to finance purchase of the Premises and all related due diligence.

In the event the City Council does not conduct the necessary public hearings or obtain the votes required by March 10, 2014, the Seller may elect to terminate this Agreement, following which this Agreement shall be null and void, and of no further force or effect.

- 2.5. **Rail Road Crossing Easements**: This Agreement is specifically contingent upon the City's verification that rail road crossing easements associated with the Premises exist, are legally valid, assignable to the City, and suitable for the construction of a new two lane highway and infrastructure related thereto for the purpose of connecting Storrs Street to Constitution Avenue / South Commercial Street.
- 2.6. **Escheated Rights Agreement with State of New Hampshire**: This Agreement is specifically contingent upon the City entering into an agreement with the State of New Hampshire to acquire the Escheated Parcels upon such terms and conditions acceptable to the City.

3. **SELLER'S CONTINGENCIES**: Deleted in its entirety.

4. **REPRESENTATIONS AND WARRANTIES**

4.1. **Representations and Warranties of the Buyer**. The City hereby represents and warrants to the best of its knowledge and belief that:

- 4.1.1. The execution and delivery of this Agreement and the performance of the City's obligations hereunder have been duly authorized by such municipal action as necessary, and this Agreement constitutes the legal, valid and binding agreement of the City, enforceable against the City in accordance with its terms subject only to the conditions set out in this Agreement.
- 4.1.2. Subject to the conditions set out in this Agreement, neither the execution or delivery by the City of this Agreement, the performance by the City of its obligations in connection with the transactions contemplated hereby, nor the fulfillment by the City of the terms or conditions hereof conflicts with, violates or results in a breach of any constitution, law or governmental regulation applicable to the City, or conflicts with, violates or results in a breach of any term or condition of any judgment or decree, or any agreement or instrument, to which the City is a party or by which the City or any of its properties or assets are bound, or constitutes a default there under.
- 4.1.3. Except as set forth in this Agreement, no approval, authorization, order or consent of, or declaration, registration or filing with, any Governmental Authority is required for the valid execution and delivery of this Agreement by the City, except such as have been duly obtained or made or disclosed in this Agreement.
- 4.1.4. There is no action, suit or proceeding, at law or in equity, or official investigation before or by any court or Governmental Authority, pending or threatened against the City, wherein an unfavorable decision, ruling or

finding would materially adversely affect the performance by the City of its obligations hereunder or the performance by the City of its obligations under the transactions contemplated hereby, or which, in any way, questions or may adversely materially affect the validity or enforceability of this Agreement, or any other agreement or instrument entered into by the City in connection with the transactions contemplated hereby.

4.2. Representations and Warranties of the Seller. The Seller hereby represents and warrants to the best of its knowledge and belief that:

- 4.2.1. The Seller has the power and authority to execute, deliver and carry out the terms and provisions of this Agreement and all necessary action has been taken to authorize the execution, delivery and performance by it of this Agreement. This Agreement will, upon execution and delivery thereof by the Seller, constitute valid, legal and binding obligations of the Seller enforceable against the Seller in accordance with the respective terms thereof.
- 4.2.2. Neither the execution or delivery by the Seller of this Agreement, the performance by the Seller of their obligations in connection with the transactions contemplated hereby, nor the fulfillment by the Seller of the terms or conditions hereof conflicts with, violates or results in a breach of any constitution, law or governmental regulation applicable to the Seller, or conflicts with, violates or result in a breach of any term or condition of any judgment or decree, or any agreement or instrument, to which the Seller are a party or by which the Seller or any of its properties or assets are bound, or constitutes a default there under.
- 4.2.3. No approval, authorization, order or consent of, or declaration, registration or filing with, any Governmental Authority is required for the valid execution and delivery of this Agreement by the Seller, except such as have been duly obtained or made.
- 4.2.4. There is no action, suit or proceeding, at law or in equity, or official investigation before or by any court or Governmental Authority, pending or threatened against the Seller, its principal(s), affiliate(s), or entities controlled by its principal(s), wherein an unfavorable decision, ruling or finding would materially adversely affect the performance by the Seller of their obligations hereunder or the performance by the Seller of its obligations under the transactions contemplated hereby, or which, in any way, questions or may adversely materially affect the validity or enforceability of this Agreement or any other agreement or instrument entered into by the Seller in connection with the transactions contemplated hereby.

5. GENERAL PROVISIONS

- 5.1. **Cooperation**: The Buyer and the Seller agree to cooperate with each other in order to achieve the purposes of this Agreement and, in connection therewith, to take such further actions and to execute such further documents as may reasonably be requested by the Seller, the Buyer, or their representatives, agents, and consultants.
- 5.2. **Entire Agreement; Amendments**. This Agreement embodies the entire agreement and understanding between the Parties hereto relating to the subject matter herein and supersedes all prior agreements and understandings between the Parties. This Agreement may not be changed, modified, waived, discharged or terminated orally, but only by an instrument in writing signed by each of the Parties hereto or by the Party against which enforcement is sought. Any change, modification or amendment, which requires the consent or approval of a Governmental Authority, shall be effective only upon receipt of such approval.
- 5.3. **Binding Effect; Successors and Assignors**. The terms and provisions of this Agreement and the respective rights and obligations of the Parties hereunder shall be binding upon, and inure to the benefit of, their respective heirs, successors, assigns, and nominees.
- 5.4. **Headings**. The headings to the sections and subsections of this Agreement have been inserted for convenience of reference only and shall not modify, define, limit or expand the express provisions of this Agreement.
- 5.5. **Exhibits**. All exhibits referred to in this Agreement are hereby incorporated by reference and expressly made a part hereof.
- 5.6. **Governing Law**. This Agreement shall in all respects be governed by, and construed and enforced in accordance with, the laws of the State of New Hampshire.
- 5.7. **Enforceability**. Any provision of this Agreement that is determined to be illegal or unenforceable by a court of competent jurisdiction, shall be ineffective to the extent of such prohibition or unenforceability without invalidating the remaining provisions hereof; and the Parties agree to negotiate in good faith to amend the Agreement to provide for each party to the Agreement the same relative rights and obligations existing prior to such determination of illegality or unenforceability.
- 5.8. **Consent to Jurisdiction and Venue**. The Buyer and Seller submit to the jurisdiction of the courts of the State of New Hampshire and the courts from which an appeal from such trial venue may be taken or other relief

may be sought for purposes of any action or proceeding arising out of this Agreement or any related agreement. All legal actions taken by the Parties shall be commenced in Merrimack County New Hampshire Superior Court. Both Parties hereby waive their right to a jury trial.

- 5.9. **Independent Parties.** The Buyer and Seller are independent parties under this Agreement, and nothing in this Agreement shall be deemed or construed for any purpose to establish between any of them or among them a relationship of principal and agent, employment, partnership, joint venture, or any other relationship other than independent parties.
- 5.10. **Survival of Agreement.** The agreements, covenants, indemnities, representations and warranties contained herein shall survive the execution and delivery of this Agreement.
- 5.11. **Waivers.** Failure on the part of any Party to complain of any action or non-action on the part of the other Party, no matter how long the same may continue, shall not be deemed to be a waiver of any such Party's rights hereunder. No waiver at any time of any provision hereof by any Party shall be construed as a waiver of any other provision hereof or a waiver at any subsequent time of the same provision.
- 5.12. **No Rights Conferred Upon Others.** Except as expressly set out herein, nothing in this Agreement shall be construed as giving any individual, corporation, limited liability company, partnership, joint venture, association, joint stock company, trust, unincorporated organization or government, other than the Parties hereto, their successors and permitted assigns, any right, remedy or claim under or in respect of this Agreement or any provision hereof.
- 5.13. **Preservation of Rights.** Nothing herein or in any Related Agreement shall limit or be construed to limit in any way rights or remedies the City may have for the collection of real property taxes under law, unless expressly set forth herein.
- 5.14. **Time of the Essence.** The Parties agree that time is of the essence in performance of their respective obligations under this Agreement
- 5.15. **Good Faith and Fair Dealing.** Unless expressly stated otherwise in this Agreement, whenever a party's consent or approval is required under this Agreement, or whenever a party shall have the right to give an instruction or request another party to act or to refrain from acting under this Agreement, or whenever a party must act or perform before another party may act or perform under this Agreement, such consent, approval, or instruction, request, act or performance shall be reasonably made or

done, or shall not be unreasonably withheld, delayed, or conditioned, as the case may be.

- 5.16. **Municipal Approvals.** The execution of this Agreement does not preempt or supersede the review process or powers of any City or other governmental Board, Committee, Commission, or Department, or excuse the parties from the requirement to apply for and receive all necessary permits and approvals from all applicable City or other governmental Boards, Committees, Commissions, or Departments.
- 5.17. **Warranties and Representations:** The Buyer and Seller each acknowledge that they have not been influenced to enter into this transaction or relied upon any warranties or representations not specifically set forth or incorporated into this Agreement.
- 5.18. **Saving Clause:** In the event that any of the terms or provisions of this Agreement are declared invalid or unenforceable by any Court of competent jurisdiction or any Federal or State Government Agency having jurisdiction over the subject matter of this Agreement, the remaining terms and provisions that are not effected thereby shall remain in full force and effect.

LIST OF EXHIBITS

- Exhibit 1 Land in Concord NH Boston & Maine Corporation to Tsunis Holdings, Inc. prepared by Holden Engineering and Surveying, Inc. dated May 24, 1988, recorded at the Merrimack County Registry of Deeds as Plat #11145, as well as a sketch plan titled "Compilation of Concord Tax Maps Land of Tsunis Holdings, Inc." undated, prepared by Orr & Reno detailing approximate location of escheated rights parcels.

[The remainder of this page left blank intentionally]

Executed as a sealed instrument this _____ day of _____, 2013.

BUYER

CITY OF CONCORD

By: _____ Date: _____
Thomas J. Aspell, Jr., City Manager
Duly Authorized

**STATE OF NEW HAMPSHIRE
COUNTY OF MERRIMACK**

In _____, on the _____ day of _____, 2013, before me, personally appeared **THOMAS J. ASPELL, JR.**, known to me or proved to be the person named in and who executed the foregoing instrument, and being first duly sworn, such person acknowledged that he executed said instrument for the purposes therein contained as his free and voluntary act and deed.

Justice of the Peace/Notary Public

SELLER

TSUNIS HOLDINGS INC.

By: _____ Date: _____

Duly Authorized

**STATE OF NEW HAMPSHIRE
COUNTY OF MERRIMACK**

In _____, on the _____ day of _____, 2013, before me, personally appeared _____, known to me or proved to be the person named in and who executed the foregoing instrument, and being first duly sworn, such person acknowledged that he executed said instrument for the purposes therein contained as his free and voluntary act and deed.

Justice of the Peace/Notary Public



CITY OF CONCORD

1-15

2-45(G)

2-52

In the year of our Lord two thousand and fourteen

RESOLUTION ACCEPT AND APPROPRIATE THE SUM OF TWENTY-THREE THOUSAND THREE HUNDRED DOLLARS (\$23,300) IN GRANT FUNDING FROM THE DEPARTMENT OF SAFETY, STATE HOMELAND SECURITY AND EMERGENCY MANAGEMENT EXERCISE AND EVALUATION PROGRAM, FOR FUNDING OF A HOMELAND SECURITY EXERCISE IN CONJUNCTION WITH CONCORD HOSPITAL.

Page 1 of 2

The City of Concord resolves as follows:

- WHEREAS,** the Concord Police Department has received notification from the Department of Safety - Homeland Security and Emergency Management Exercise and Evaluation Program that the City of Concord has been approved to receive funding in the amount of \$23,300 to conduct a Homeland Security Exercise; and
- WHEREAS,** the Concord City Council approved Resolution #8706, adopted October 15, 2013, at their regular meeting authorizing the City Manager to apply for the above grant; and
- WHEREAS,** Concord Hospital has requested the assistance of the Concord Police Department in training and participation in an active shooter exercise at the Concord Hospital; and
- WHEREAS,** Concord Hospital desires to utilize this exercise to assess the hospital's emergency response to such an incident, and this exercise will be conducted on Concord Hospital grounds; and
- WHEREAS,** the Concord Police Department, in conjunction with the Concord Fire Department, Merrimack County Sheriff's Office, NH State Police and Bow Police Department, desire to utilize this exercise to assess the response and interoperability capabilities of each agency in an active shooter incident; and
- WHEREAS,** there is no financial match required for this grant program; and
- WHEREAS,** this appropriation is for a purpose not included in the FY14 adopted budget, therefore Section 37 of the City Charter requires a two-thirds vote of the City Council.

CITY OF CONCORD

In the year of our Lord two thousand and fourteen

RESOLUTION ACCEPT AND APPROPRIATE THE SUM OF TWENTY-THREE THOUSAND THREE HUNDRED DOLLARS (\$23,300) IN GRANT FUNDING FROM THE DEPARTMENT OF SAFETY, STATE HOMELAND SECURITY AND EMERGENCY MANAGEMENT EXERCISE AND EVALUATION PROGRAM, FOR FUNDING OF A HOMELAND SECURITY EXERCISE IN CONJUNCTION WITH CONCORD HOSPITAL.

Page 2 of 2

NOW, THEREFORE, BE IT RESOLVED by the City Council of City of Concord that:

1. The sum of.....\$23,300
be and is hereby appropriated as follows:

Miscellaneous Special Revenue Fund
Police Department
Professional Development (Training).....\$23,300

2. Revenue for this project is available as follows:

Miscellaneous Special Revenue Fund
Police Department
2013 Dept. of Safety - Homeland Security and Emergency Management
Exercise and Evaluation Program.....\$23,300

3. These funds shall be expended under the direction of the City Manager.
4. This resolution shall take effect upon its passage.



John F. Duval
Chief of Police

City of Concord, New Hampshire

POLICE DEPARTMENT
35 Green Street • 03301-4299
(603) 225-8600
FAX (603) 225-8519
www.concordpolice.com

47A

REPORT TO MAYOR AND THE CITY COUNCIL

FROM: Chief John F. Duval
Concord Police Department

DATE: December 17, 2013

SUBJECT: State Homeland Security Exercise Funds Appropriation

Recommendation

Accept and appropriate the amount of twenty-three thousand three hundred dollars (\$23,300) of grant funding provided through the New Hampshire Department of Safety Homeland Security and Emergency Management Exercise and Evaluation Program. Said funding has been approved by the grantor to conduct an exercise designed to assess and evaluate the Department's response to an active shooter incident at Concord Hospital.

Background

The Concord Police Department has been in discussions with Concord Hospital over the past year regarding the potential threat of an active shooter in their environment. All hospital personnel are currently attending training sessions regarding their expected responses to an active shooter incident as well as how law enforcement intends to respond given this type of critical event. This training is being overseen by the Concord Hospital Security Director and Concord Police personnel.

In addition, Concord Hospital has revised its "Code Silver" policy which outlines hospital personnel roles during an active shooter event. Concord Hospital has approached the Concord Police Department and requested we conduct an exercise in a joint fashion in order to assess both the initial law enforcement and staff response, and also the Mass Casualty Incident operational plan with the Concord Fire Department.

The intention of conducting this exercise is to identify and evaluate any deficiencies and shortcomings that present during the training scenario. This exercise will also assess the interoperability between law enforcement, emergency services and civilian staff.

Discussion

The New Hampshire Department of Safety Homeland Security and Emergency Management Exercise and Evaluation Program has approved the Department's grant application and has set aside grant funds in the amount of \$23,300 for the Department to conduct this exercise. This grant funding will cover overtime expenses for personnel as well as backfill, supplies, evaluators, food supplies, and other incidentals that may occur with conducting such an exercise. There is no requirement for any matching city funds to be obligated for this training exercise, and it is anticipated that no city funds will be utilized.

The location of this training, Concord Hospital, is a preferred location by Homeland Security, and has the full support of the hospital administration. In addition to Concord Police Department and Concord Hospital personnel, this exercise will also include personnel and assets from the NH State Police, Merrimack County Attorney's Office, Bow Police Department, and Concord Fire Department. Costs associated with the participation of these agencies in this exercise have also been included in the grant appropriation.

Pending City Council approval this exercise is anticipated to be conducted during the end of March 2014.

Ben H. F. R.
11/3/14

1-16

2-45 (H)

2-53

CITY OF CONCORD

In the year of our Lord two thousand and fourteen

RESOLUTION ACCEPTING AND APPROPRIATING THE SUM OF TWENTY-ONE THOUSAND SIX HUNDRED TWENTY-ONE DOLLARS (\$21,621) FROM THE NEW HAMPSHIRE CHARITABLE FOUNDATION FOR MANAGEMENT AND MAINTENANCE OF MUNICIPAL PROPERTY.

The City of Concord resolves as follows:

WHEREAS, on October 29, 2013 the City received notification from the New Hampshire Charitable Foundation of a grant award in the amount of \$21,621 to support projects that enhance the special character and vitality of Concord's downtown and its neighborhoods, and encourage citizen participation in municipal affairs and community life; and

WHEREAS, the City has determined that upgrades and improvements are needed in the stairwell and other interior areas of City Hall; and

WHEREAS, this appropriation is for a purpose not included in the adopted budget, therefore section 37 of the City Charter requires a two-thirds vote of the City Council.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Concord that:

1. The sum of\$21,621
be and is hereby appropriated as follows:

Special Revenue Fund
City Hall Improvements.....\$21,621

2. Said revenue shall be available as follows:

Special Revenue Fund
NH Charitable Foundation FY2014.....\$21,621

3. Sums as appropriated shall be expended under the direction of the City Manager.

4. This resolution shall take effect upon its passage.



1/1A

CITY OF CONCORD

REPORT TO MAYOR AND THE CITY COUNCIL

FROM: Brian G. LeBrun, Deputy City Manager
DATE: December 27, 2013
SUBJECT: FY 2014 New Hampshire Charitable Foundation Grant

Recommendations:

- Accept the following report; and,
- Set the attach resolution accepting and appropriating the sum of \$21,621 from the New Hampshire Charitable Foundation for public hearing on February 10, 2014.

Background:

On October 29, 2013 the City Administration received notification from the New Hampshire Charitable Foundation that the City has been awarded \$21,621 in unmatched grant funds.

The City has been receiving these funds from the Charitable Foundation for more than a decade.

Discussion:

As Council knows, the City typically receives an annual allocation from the New Hampshire Charitable Foundation for the purpose of undertaking special projects to improve the community, and City properties/facilities in the community.

City Administration recommends using the FY2014 installment to make improvements in City Hall stairwell areas. There have been significant funds allocated to the City Hall roof, front entrance steps and the exterior of Green Street Community Center in recent years as well as tremendous improvements to the lobby area from donated funds. However, very little funds have been allocated to make any improvements to the other interior areas of City Hall including the stairwells. The stairwells are one of the main focal points of citizens and customers visiting the facility, and are in need of attention and upgrades. While these funds will not completely refurbish these interior spaces, it will help start the improvement process.

These projects will be managed by the Public Properties Division of the General Services Department.



TA

CITY OF CONCORD

REPORT TO MAYOR AND THE CITY COUNCIL

From: Board of Assessors

Date: January 28, 2014

RE: Overview of Assessment Process

1. HISTORY

In 2012, as in previous years, the City of Concord updated its values in accordance with national and state standards, which continues to produce fair and equitable values for the taxpayers of Concord. Doing annual statistical updates stops the periodic spikes in values and unpredictable changes to tax bills.

When doing an update, a number of changes within the economy impact various types of properties differently. Therefore all types of properties do not increase or decrease at the same rate every year (for example, commercial versus residential or the Heights versus the South End).

The following chart demonstrates the various percentage changes per year in the City since 2005.

History YEAR	% Change By Property Type			
	SINGLE FAMILY	COMM/ INDUSTRIAL	MANUFACTURED HOUSING	RES CONDOS
2005	9.41	-5.50	12.76	16.09
2006	7.26	11.53	9.06	9.72
2007	1.92	3.11	7.10	14.43
2008	-1.03	10.93	2.43	1.72
2009	-6.67	-6.26	-10.71	-3.52
2010	-5.80	-5.01	-5.45	-9.48
2011	-6.84	-0.15	-18.00	-7.00
2012	-2.64	13.77	-1.54	-2.96
2013	-0.45	-2.23	-13.48	-2.03

As noted in the chart above, the update for tax year 2012 resulted in a 13.77% average increase for commercial and industrial properties; and as shown above, there have been other years which have also had substantial changes. For example, commercial property values increased 11.53% in tax year 2006 and 10.93% in tax year 2008. There have also been large decreases in values over the years.

It is also important to understand what happens when values are not reviewed on a regular basis. The following chart shows the percentage of changes in value that occurred in 2004 after not having values reviewed for a number of years.

VALUE INCREASE BY NEIGHBORHOOD

<u>NEIGHBORHOOD</u>	<u>LOCATION</u>	<u>2004 PERCENTAGE INCREASE</u>
101	South St – Clinton St	53.05
102	Pleasant St - South St	56.57
103	Hopkinton Rd, I-89, Little Pond Rd	30.62
104	Centre St, Ridge St, Auburn St	35.81
105	Liberty St, White St, Penacook St	60.31
106	Union St, Church St, Bouton St	63.37
107	Lake St, Knight St, First St	44.61
108	Lake View Dr, Carter Hill Dr	36.05
109	Woodbine Ave, Sorrel Dr	48.91
110	Penacook (Merrimack School District)	38.74
111	Oak Hill Rd, Snow Pond Rd	39.09
112	W Portsmouth St, Locke Rd, Oakmont Dr	27.83
113	Sugarball Rd, Hampton St, S. Curtisville Rd	44.67
114	Loudon Rd	53.84
115	Broadway, S. Main St	52.96

2. The Tax Year 2012 Statistical Update

In 2012, the Assessing Department sent out 1,089 letters with income and expense forms asking property owners to voluntarily submit information that would be used to assist in determining the average rental rates for various property types, vacancy rates, expense percentages and interest rates. The forms also allowed the property owner to provide any additional information such as abnormal vacancies and/or inability to lease the property. For tax year 2012, three hundred and nine (309) or 28% of the forms were returned.

Attached you will find Exhibit A, a chart showing all of the commercial sales used in the 2012 update. Included in the chart are the sale prices, the 2011 assessment value before the 2012 update and the value after the 2012 update. The land sales did not indicate that across the board changes were needed to the land values. The only change to the land values was the removal of premium adjustments on some properties on Fort Eddy Road and D'Amante Drive.

3. Abatement Requests and Appeals for 2012

If a property owner believes that the assessment is incorrect and/or does not represent market value, the property owner has the right to appeal their value to the Board of Assessors. The City typically receives between 200 and 250 applications per year for abatements. For the 2012 tax year, the City received 356 abatement applications. Approximately 300 of the abatement applications were for commercial/industrial properties.

In the event the property owner is not satisfied with the outcome as determined by the Board of Assessors, the property owner may appeal the value to either the Board of Tax and Land Appeals (BTLA) or the Superior Court. The City typically has between 30 and 60 appeals to those entities every year. A total of 84 appeals were filed for tax year 2012. Significantly, 22 of the 84 appeals (26%) involved property owners who did not respond to letters from the Assessing Department. At this time, a total of 14 of those 84 appeals have since been withdrawn, settled or dismissed. The Assessing Department continues to work to schedule inspections and obtain information from those property owners who did not respond during the local abatement process.

4. Problems Found

1. During the abatement/appeal process, the City discovered that there were a number of properties with incorrect physical descriptions on the property record cards used to arrive at the values. For example, the size or description of the properties may have been incorrect because there were changes in use of the property, physical changes to properties without building permits, or properties that were not maintained over the years. In those instances, the values of the properties were incorrect due to outdated information on property record cards. In most instances, once the information was updated and/or corrected, the assessments were supported by the income approach and/or independent appraisals submitted by the property owner.
2. It should be noted that the last full measure and list of all properties in Concord was done in 1990; 24 years ago.

5. Changes Made To Improve Assessing and Communications

Letters will be mailed to property owners whose assessments increase by 20% or \$50,000 (whichever is greater) during the tax year for reasons other than building permits, subdivisions or changes in use. The letters will include a short explanation of the reason for the change, which will allow property owners to plan for an increase in their taxes and/or to contact the Assessing Department to review information in the event that they believe the increased assessment is incorrect.

6. Recommendations for Future Improvements

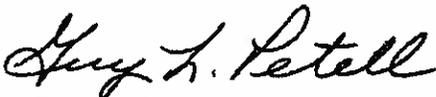
1. A full measure and list of properties should be conducted in the near future over a five year period. In the first year all of the commercial/industrial properties should be done. In the next four years thereafter 25% of the remaining properties should be completed each year.
2. Require "as built plans" to be submitted for all commercial/industrial projects. These plans are helpful in determining the building size, the use of the property, and whether the property has been fully developed and/or remains developable. These plans would save the Assessing Department significant time because they could be reviewed prior to inspections, and would allow for a more targeted visit when measurements and information about buildings have already been provided.
3. Strengthen the requirements for receiving a permit. Several properties had changes that impacted the value, however no permits were obtained. The City loses significant tax revenue when properties are updated and or/improved without building permits. If this is not an option then, alternatively, the City Council could consider the use of annual inventory forms; (RSA 74 form PA-28).

4. Support legislation requiring commercial property owners to submit income and expense information when requested by the community. This information is important because one of the primary methods for valuing commercial property is the "income approach." A third of the City's taxable value is from commercial properties, and it is important that every effort be made to acquire income and expense information. This data improves the process and allows for more precise calibration of the appraisal tables. The voluntary process has not always worked as well as we would like and the number of property owners responding to the forms has been steadily declining even though the information is maintained as confidential by the Assessing Department and not subject to right to know requests. It would be helpful to consider legislation that would require commercial property owners to provide the requested information. It is anticipated that most, if not all, of the larger communities would be supportive of enacting this type of legislation.
5. Support legislation to restore what was state law (RSA 74:17,II) which stated that a property owner would lose their right to appeal the value of their property if they refuse to allow an full inspection of the property. The law was recently repealed and property owners do not have to allow an inspection and do not lose their right to appeal their assessed value. Without an inspection of the property, it is often very difficult to determine the appropriate value of a property. It is anticipated that most communities would be supportive of restoring the state law.

We hope this report answers questions that the Council has regarding the 2012 update and we welcome the opportunity to work with you to continue improving the assessment process as we have outlined.

Respectively Submitted,


George Hildum, Chair


Guy Petell


Thomas Sargent

EXHIBIT A

SALE DATE	SALE PRICE	2011 Assessed Value	2011 Assessment Ratio	2012 Assessed Value	2012 Assessment Ratio	Address
09/09/09	\$135,000	\$127,000	94%	\$127,000	94%	12A Charnel Dr
07/02/09	\$1,877,800	\$1,892,000	99%	\$1,891,400	100%	2 Parkway St US1
07/15/09	\$210,000	\$184,800	88%	\$202,700	97%	7 Old Suncoot Rd
09/19/09	\$1,840,000	\$1,209,400	79%	\$1,209,400	79%	Brecht-O-Day Dr
08/25/09	\$412,800	\$407,200	99%	\$461,900	112%	48 Pleasant St
10/09/09	\$1,300,000	\$1,012,400	78%	\$1,284,400	99%	207 N Main St
10/07/09	\$928,000	\$938,100	92%	\$909,000	98%	45 B State St
11/09/09	\$2,000,000	\$1,709,700	85%	\$1,902,800	95%	182-188 Loudon Rd
08/29/10	\$728,000	\$698,300	96%	\$738,400	101%	105 N State St
08/21/10	\$400,000	\$394,200	99%	\$394,200	99%	6 Theodor St
10/12/10	\$180,300	\$182,100	101%	\$182,100	101%	Whitney Rd
12/09/10	\$988,000	\$932,800	91%	\$988,200	101%	14 Charnel Dr
12/16/10	\$240,000	\$228,400	95%	\$228,900	100%	2 S spring St
01/20/11	\$400,000	\$298,400	74%	\$348,200	87%	10 Pleasant st east
02/22/11	\$210,000	\$204,400	97%	\$201,400	96%	74 Parkerville Rd
09/02/11	\$910,000	\$198,000	22%	\$288,800	32%	8 Integrity Dr
04/08/11	\$998,000	\$878,300	88%	\$998,800	99%	41 Locke Rd
04/14/11	\$828,000	\$838,400	94%	\$848,800	103%	109 Manchester St
12/29/11	\$918,000	\$904,900	98%	\$938,300	102%	108 Airport Rd
12/29/11	\$488,000	\$328,300	70%	\$371,100	78%	128 Charnel Dr
09/29/12	\$280,000	\$248,200	89%	\$288,100	107%	89 Pleasant St
04/19/12	\$280,000	\$281,900	101%	\$271,000	100%	148 Pleasant St
09/29/12	\$1,890,000	\$1,388,100	73%	\$1,898,700	100%	182 Parkville Rd
09/29/12	\$900,000	\$488,800	54%	\$488,800	54%	Hill St
09/09/12	\$400,000	\$441,800	110%	\$457,800	114%	89-85 S Main St

AVERAGE
MEDIAN
WEIGHTED MEAN

\$18,808,300

\$14,392,800

108.5%

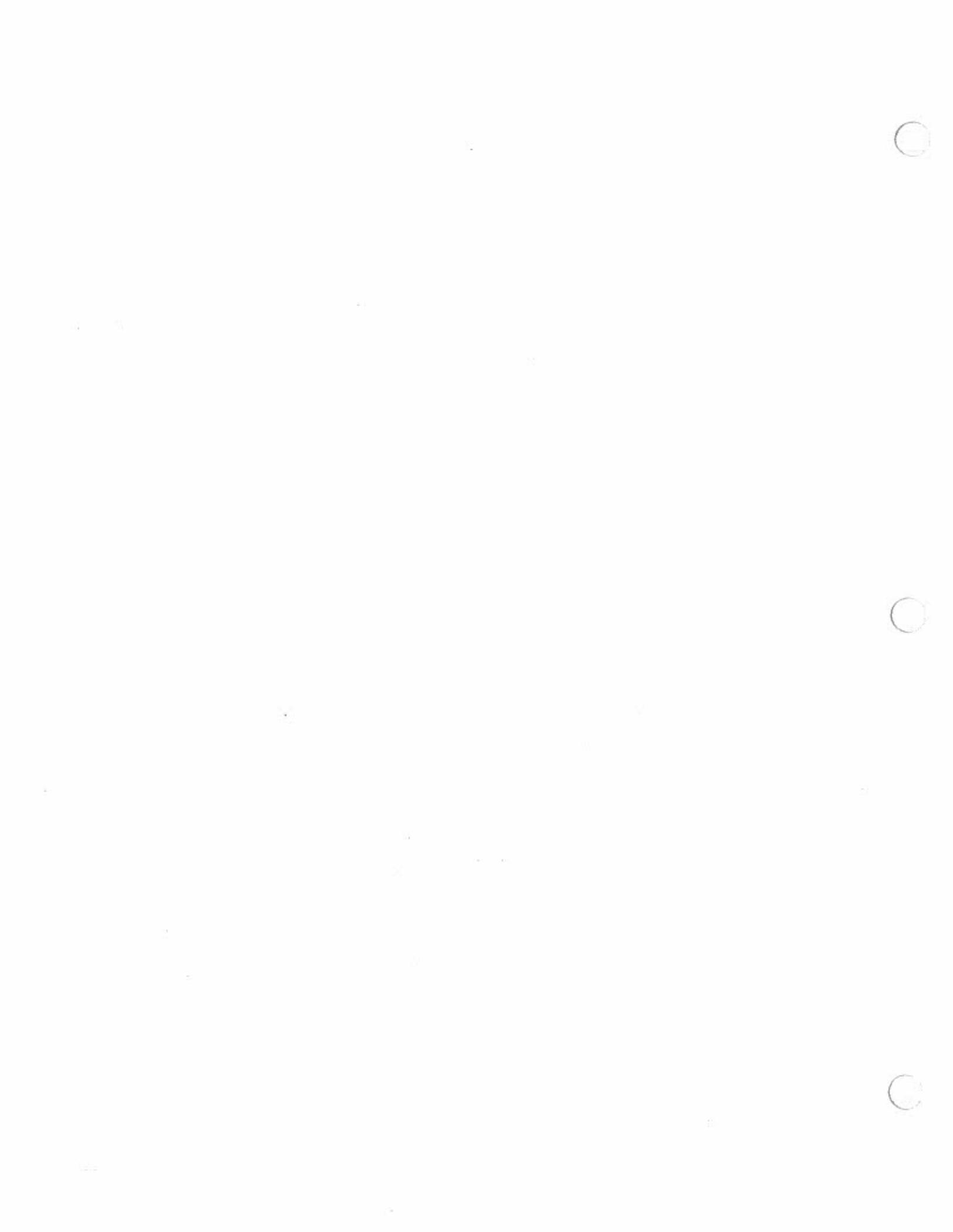
\$18,979,800

101.1%

PRD 0.98 TO 1.03 Low and High value properties are appraised equity
PRD <0.88 High value properties are over-appraised
PRD >1.03 High value properties are under-appraised

COO 9.08%

COO 6.72%



T/A



CITY OF CONCORD

REPORT TO THE MAYOR AND CITY COUNCIL

FROM: Carlos P. Baía, Deputy City Manager—Development

DATE: February 7, 2014

SUBJECT: Downtown Complete Streets Project

Recommendation

Authorize City staff to proceed with alternative contractor selection process under revised project parameters.

Background

On January 24, 2014, the City received only one bid for the Downtown Complete Streets Project. That bid far exceeded the project estimate.

At the Council's priority-setting session on February 3rd, the Council was apprised that the inflation in the existing bid's unit costs appeared to reflect the uncertainty as to risk assumed by the contractor. At that same meeting, Council was further informed that subsequent interviews with the non-bidding contractors confirmed that the restrictions as to the project's execution were significantly problematic and discouraged the contracting community from participating. Issues cited by contractors included the requirement for night work, maintenance of significant parking in work zones, and reduced work zones.

Staff also reported to the Council that both the City Engineer and City's consulting engineer, McFarland Johnson, had met with Federal Highway Administration officials (FHWA) and would continue to confer to arrive at possible solutions or alternatives for the current situation.

Staff informed Council that at the regular February Council meeting, a presentation would be made by staff and the consulting engineer that would outline alternatives and seek Council's direction as to how to proceed with this project.

Discussion

The following items will be presented to Council on the 10th:

1. The existing sole bid for the project should be rejected. Neither staff, McFarland Johnson, nor FHWA feel that this bid is supportable based on the regional construction marketplace.
2. Staff has received input from FHWA and is ready to pursue an alternative approach to contractor selection that provides a greater degree of flexibility for both the contractor and the City to cooperate on an effective and efficient work program. FHWA has experience with this alternative in other parts of the country, including in our neighboring states of Vermont and Maine.

The contractors with whom City staff and McFarland Johnson have communicated have expressed interest in such an alternative.

3. Should Council authorize staff to pursue the aforementioned alternative contractor selection option, the City would move to begin that process immediately and would seek to return to Council in April with a proposed contractor, scope and project price. If approved by Council at that time, the schedule should allow for construction to start in May.
4. Based upon consultations with the contracting community and in order for staff and the consulting engineer to have the flexibility needed to arrive at an acceptable project scope and price with a contractor, staff is requesting the following in terms of the project's parameters:
 - a. Day work. In communication with approximately a dozen contractors around the region, the night work requirement is not tenable due to a variety of issues including concrete supply, sub-contractor availability, sub-contractor management, etc. Night work would still be contemplated for significant paving or water work, but otherwise the project would be carried out during typical construction hours.
 - b. Expansion of work area. Based on contractor feedback, the present contract specifications are too restrictive and limit access to work areas. Staff and the contractor would still work to ensure the flow of vehicular and bicycle traffic and provide safe corridors for pedestrians.
 - c. Parking in work zones should be flexible enough to allow for proper work while still affording the local business community usable spaces. It is envisioned that parking will still be available in work zones, but 75% was too high a threshold for the contracting community to meet.

To mitigate for the temporary impacts on parking, Council may wish to consider other alternatives for parking in the downtown.

- d. Final decision on the snow-melt system. Concord Steam representatives have already indicated to the City that they have abandoned plans for their Langdon Avenue project. They have further stated that the possibility of a significantly renovated existing plant that could provide hot water to Main Street to power a sidewalk snow-melt system is unlikely.

The remaining viable alternative would be a City-owned, gas-fired heating plant to power such a system. The latest bid contemplated a continuously running hot water supply from Concord Steam to the snow-melt piping in the sidewalks from Centre Street to Hills Avenue. The cost for that piping was \$920,000 (in addition to the base bid). However, without a continuous source of hot water, an on-demand gas-fired system would require the incorporation of added pipe insulation and mechanical variation controls which are expected to raise the piping/distribution cost to an estimated \$1.5 million.

A gas-fired system would also necessitate the City's acquisition and siting of a heating plant of the proper magnitude whose capital costs, as estimated by the City's consulting engineer, could exceed \$1,000,000. The City would also incur on-going electricity and natural gas operating costs. Based on current natural gas pricing and the thermal energy needed to effectively cover the sidewalks from Centre Street to Hills Avenue during a typical Concord winter, the City could expect to pay in the range of \$90,000 to \$150,000 per year.

From an environmental perspective, the benefits of what was once projected to be a free, renewable resource (waste hot water from Concord Steam) would appear to be largely nullified by the use of this fossil fuel.

In addition to the aforementioned cost and environmental concerns, the contractors surveyed indicated that the snow melt system added a significant amount of complication to the bid process. If Council is not willing to accept the costs outlined above, staff recommends that this item be removed from any future contractor solicitation.

Resolution No.

11-40 5-58 3-39
12-37 6-53 1-16
1-42 7-40
2-56 8-65 2-33(I)
9-37 2-42
10-35 4-39

CITY OF CONCORD

In year of our Lord two thousand thirteen

RESOLUTION Amendment of the Official Map so as to establish the Mapped Lines of a Future Street for a new street from the intersection of Storrs and Theatre Streets southerly to Langdon Avenue.

The City of Concord resolves as follows:

WHEREAS, pursuant to enabling statutes, the City has established an Official Map as well as adopted an ordinance creating a process for mapping the lines of future streets; and

WHEREAS, mapping the lines of future streets reserves a corridor for a street to be constructed at a future time by restricting the issuance of building permits for buildings or structures within the mapped lines of future streets; and

WHEREAS, the adopted Master Plan 2030 recommends the creation of a roadway network to serve the southern Opportunity Corridor. The Opportunity Corridor Study and the 2030 Master Plan includes an extension of Storrs Street from the Intersection of Theatre Street and Storrs Street southerly under the Manchester Street Bridge to Gas Street, and then southerly to Langdon Avenue; and

WHEREAS, the City of Concord contributed over 1 million dollars in 1997-8 to the I-93 Exit 13 NH Department of Transportation improvement project to widen the Manchester Street Bridge to accommodate this planned roadway; and

WHEREAS, the Planning Board held a public hearing on December 19, 2012, after notifying the affected property owners on the planned new street from the intersection of Storrs and Theatre Streets southerly to Langdon Avenue and accepted testimony, and

WHEREAS, the future street is intended to be constructed as an urban street to support the redevelopment of the southern Opportunity Corridor.

WHEREAS, the Planning Board voted unanimously to forward a request to the City Council that the Board be authorized pursuant to Section 16-3-6, Mapping of Future Streets, of the Code of Ordinances, to prepare and certify a plan of the mapped lines of a future street for a new street from the intersection of Storrs and Theatre Streets southerly to Langdon Avenue.

CITY OF CONCORD

In year of our Lord two thousand thirteen

RESOLUTION Relative to the Establishment of the Mapped Lines of a Future Street for a new street from the intersection of Storrs and Theatre Streets southerly to Langdon Avenue.

Page 2

NOW, THEREFORE, BE IT RESOLVED by the City Council of Concord that:

- 1.) The Planning Board be, and hereby is authorized to prepare and certify a plan of the mapped lines of a future street for a new street from the intersection of Storrs and Theatre Streets southerly to Langdon Avenue.
- 2.) This resolution shall take effect upon its passage.



CITY OF CONCORD

120

REPORT TO THE MAYOR AND CITY COUNCIL

FROM: Stephen Henninger, Assistant City Planner
DATE: December 20, 2012
SUBJECT: Amendment to Mapped Lines of Future Streets – Storrs Street South

Recommendation

The Planning Board, after holding a public hearing on December 19, 2012, voted unanimously to forward the proposed revision of mapped lines of future streets to the City Council. The Board is requesting that the City Council direct the Planning Board to certify the mapped line of a future street pursuant to Article 16-3-6 Mapping of Future Streets, of the Code of Ordinances, and RSA 674:11, Amendments to Official Map, for a new street from the intersection of Storrs and Theatre Streets southerly to Langdon Avenue.

Prior to directing the Planning Board to certify the mapped street, the City Council will need to hold its own public hearing, send notice of the hearing by certified mail "to all owners over whose lands the proposed streets will cross," and publish the hearing notice in the newspaper.

Please see the attached map showing the location of the proposed 50' wide mapped line of future streets extending from the intersection of Theatre Street and Storrs Street, southerly adjacent to the NH main line railroad line, underneath the Water Street Bridge to Gas Street, then southerly from Gas Street to Langdon Avenue.

Background

This new road extending through the old Boston and Maine railroad yards southerly to the South Concord Industrial park has been planned for many decades. The yards and the South Concord Industrial park have languished as an underused and deteriorating brownfields site since prior to the 1960's.

The area has been begun a turnaround and several new developments have been completed including a new maintenance facility and headquarters for Concord Coach (an inter-city

bus company), Evolution Rock (a fitness center and climbing gym), and renovations to the J & S Leasing property.

The construction of Concord Steam Power Plant and cogeneration facility southerly of Langdon Avenue is planned for construction in 2013.

The City facilitated the extension of this new road in 1998-9 by increasing the length of the Water Street Bridge as part of the I-93 Exit 13 reconstruction project to allow for one bay under the bridge for the NH Main Line Railroad and one-bay for the Storrs Street extension at a cost of 1.3 million dollars.

The City has acquired the rights to develop Langdon Avenue as a public street from South Main Street to the NH Main Line Railroad (B & M Rail Line). A small amount of additional right-of-way in front of the Concord Coach facility still needs to be secured. A recent condominium subdivision of the J& S Property has preserved a corridor for the future road north from Langdon Avenue.

Master Plan

The Planning Board in 1993, as part of the Year 2010 Master Plan Update, adopted a Future Transportation Plan showing the southerly extension of Storrs Street from Theatre Street (Chandler Street) to the vicinity of Allison Street and South Main Street.

In the "The South Concord Redevelopment Area Study - A Small Area Master Plan" adopted by the Planning Board in 1997, the current alignment shown on the attached plan was developed.

The Concord Opportunity Corridor Master Plan prepared in April of 2005 reaffirmed the location and alignment of the southerly extension of Storrs Street and the recommendations of the South Concord Redevelopment Area Study.

In the current Master Plan 2030, the Planning Board reaffirmed the location and purpose of the southerly extension of Storrs Street to facilitate the redevelopment within the southern segment of the Opportunity Corridor.

Analysis

The proposed new mapped street has been referred for decades as the southerly extension of Storrs Street. Based on E-911 mapping and addressing conventions, when this street is developed a new street name will need to be selected. In this report we will continue to identify this proposed street as the southerly extension of Storrs Street.

The southern extension of Storrs Street has a well-defined beginning, middle and end. The starting point at the intersection of Storrs Street and Theatre Street is anchored at an existing four way intersection, falls between two large industrial scale buildings, and is the

ideal location from a grade standpoint to connect back to Storrs Street. The Merrimack River bluffs along South Main Street are on average about 26' above the grade of the plain below the bluff. Langdon Avenue is located at a low point in the bluffs and has 5-6% slopes on both approaches on South Main Street and on Langdon Avenue. Other connecting points between the two locations would require significant grade changes and impacts to existing buildings. Full access at Gas Street will be a design consideration given the available right-of-way for Gas Street, grade of Gas Street at South Main Street, and site distance at the South Main Street/Gas Street intersection. The underpass designed specifically for the future road under the Water Street Bridge is the only feasible location for the street between South Main Street and the NH Main Line Railroad. This section of the NH Main Line Railroad has been designated as one of five high speed rail corridors in the country with service proposed from Boston to Montreal. New at-grade rail crossings of this line are unlikely to be approved.

The corridor could be completed in two independent phases, one section from Theatre Street to Gas Street, and the second section from Gas Street to Langdon Avenue. Improvements to Langdon Avenue and the intersection of Langdon Avenue and South Main Street will be needed to support redevelopment in the southern section.

The following properties would be affected by the proposed mapped line of future streets.

<u>Property Owner</u>	<u>Map/Lot Number</u>	<u>Address</u>
State of New Hampshire	35A-1-2	50 Storrs Street
Pan Am Railroad	B & M Railroad	Storrs Street
Energynorth North Natural Gas, Inc.	26-1-6	Gas Street
Cohen Properties of Concord, LLC	26-1-5	Gas Street
Automotive Supply Associates, Inc.	26-1-3	219-231- S. Main St
J & S Leasing General Partners	25B-1-19	287 South Main St.

There are no environmentally sensitive areas along the corridor.

For the extension of Storrs Street to be completed south of Gas Street a complete take would be required for parcel 26-1-5 owned by Cohen Properties of Concord, LLC. This 0.65 acre parcel has a total assessed value of \$87,600. No other building or structure is impacted.

The corridor is located in a Brownfield area; however recent development in this area has proceeded without major expenditures for the cleanup of either soil or ground water contamination. The Energynorth parcel (26-1-6) at Gas Street was the site of a coal-gasification plant and the source of coal tar contamination in the area. Liberty Gas, the successor to Energynorth, would be are responsible for any Brownfield remediation associated with this contamination which may be required due to construction of the new street.

Storrs Street Southern Extension Mapped Line of Future Street



Mapped Line of Future Street
Storrs Street South
as of November 2, 2012

Address/Block	Owner
35A-1-2	35A-1-2
26-1-6	26-1-6
26-1-3	26-1-3
26-1-5	26-1-5
25B-1-9	25B-1-9

11/18/12
Concord Planning Division
Concord, NH
SLH

1 inch = 416,666,667 feet

11-41 8-14
12-38 9-26 (c)
1-43 9-29
2-57 10-36

CITY OF CONCORD

In the year of our Lord two thousand and thirteen

AN ORDINANCE amending the CODE OF ORDINANCES, Title III, Building and Housing Codes; Chapter 27, Housing Maintenance and Occupancy Code; Article 27-1, Housing Maintenance and Occupancy Code, Section 27-1-5, Amendments to the International Property Maintenance Code/2009.

The City of Concord ordains as follows:

SECTION I: Amend the CODE OF ORDINANCES, Title III, Building and Housing Codes; Chapter 27, Housing Maintenance and Occupancy Code; Article 27-1, Housing Maintenance and Occupancy Code, by amending Section 27-1-5, Amendments to the International Property Maintenance Code/2009, as follows:

Section 101 – General

Add new section 101.3.1 Licensed Trades as follows:

101.3.1 Licensed Trades: To further ensure the public health, safety and welfare, any new installations or major repairs in residential rental property to plumbing, mechanical or electrical work must be performed by State of NH licensed tradesperson who shall obtain the necessary permits for such work. The Code Official may require licensed tradesperson to correct non-compliances to plumbing, mechanical or electrical work performed by the property owner or his or her agent.

Section 102- Applicability

102.3 Application of other codes: Delete this section in its entirety and replace with the following:

102.3 Application of other codes. Repairs, additions or alterations to a structure, or changes of occupancy, shall be done in accordance with the procedures and provisions of the most recently adopted versions of the following codes: International Building Code, International Fuel Gas Code, International Mechanical Code, International Plumbing Code, NFPA 70, International Existing Building Code, NFPA 101 Life Safety Code, International Building Code, International Fuel Gas Code, International Mechanical and NFPA 70.

Nothing in this code shall be construed to cancel, modify or set aside any provision of the Municipal Code of Ordinances, Chapter 28.

Section 104- Duties and Powers of the Code Official

Add new section "104.3.1 Access by owner/operator/agent" as follows:

104.3.1 Access by owner/operator/agent: Every occupant of a structure or premises shall give the owner or operator thereof, or agent or employee, access to any part of such structure or its premises at reasonable times for the purpose of making such inspection, maintenance, repairs or alterations as are necessary to comply with the provisions of this code.

Section 202 – General Definitions

Under Section 202, General Definitions, add the following definitions:

Cooking Appliance: A stove containing an oven and cooking surface, or a stove top cooking surface and wall oven.

Weed(s): All grasses, annual plants and vegetation other than trees or shrubs or cultivated flowers and gardens.

Under Section 202, General Definitions, amend paragraph 7 of the definition of "Public Nuisance" as follows:

7. Any premises that is unsanitary, or that is littered with rubbish or garbage ~~or that has an uncontrolled growth of weeds;~~ or

Under Section 202, General Definitions, amend the definition of "Rooming House" as follows:

Rooming House: A detached dwelling unit containing sleeping accommodations for ~~individuals other than~~ **more than three (3) unrelated individuals** ~~other than members of the resident family and~~ having common kitchen and dining facilities.

Section 302 – Exterior Property Areas

302.4 Weeds: Delete this section in its entirety and replace with the following:

302.4 Weeds. Weeds on all exterior premises shall be maintained at a height that does not obstruct sight distance when entering or exiting a roadway or has the potential to create a fire hazard or public nuisance.

Section 307 – Handrails and Guardrails

307.1 General: Delete this section in its entirety and replace with the following:

307.1 General. Every exterior and interior flight of stairs having more than four risers shall have a handrail on one side of the stair and every open portion of a stair, landing, balcony, porch, deck, ramp, or other walking surface which is more than 30 inches above the floor or grade below shall have guards. Handrails shall not be less than 30 inches high or more than 42 inches high measured vertically above the nosing of the tread or above the finished floor of the landing or walking surfaces. Guards shall not be less than 30 inches high above the floor of the landing, balcony, porch, deck of ramp or other walking surface.

Exception: Guards shall not be required where exempted by the more recently adopted building code.

Section 405 – Dwelling Units

405.1 Dwelling Unit: Amend paragraph 1 as follows:

1. The unit shall be provided with a kitchen sink, cooking appliance (a microwave is not considered a cooking appliance per section 403.3) ***with all components in safe, clean working condition***, and a clear working space of not less than 30 inches. Light and ventilation conforming to this code shall be provided.

Add the following as a new section:

Section 406 – Rooming Houses

406.1 A person shall not operate a rooming house, hotel or motel unless that person holds a valid rooming house permit per Article 27-1-3 of the City of Concord Code of Ordinances.

406.2 A detached dwelling housing three (3) or more unrelated individuals other than members of the resident family is classified as a rooming house and is subject to an annual inspection.

Section 503 – Toilet Rooms

503.3 Floor surface: Amend this section as follows:

503.3 Floor surface. ~~In other than~~ dwelling units, every toilet room floor shall be maintained to be a smooth, hard, non-absorbent surface to permit such flooring to be easily kept in a clean and sanitary condition.

Section 605 – Electrical Equipment

Add new sections "605.4, 605.5, 605.6, 605.7 and 605.8" as follows:

605.4 Branch circuits in buildings with more than one occupancy. Branch circuits in each dwelling unit shall supply only loads within that dwelling.

605.5 Common area branch circuits with more than one occupancy. Branch circuits installed for the purpose of lighting, central alarm, signal, communications, or other purposes for public or common areas of a two-family dwelling, a multi-family dwelling, or a multi-occupancy building shall not be supplied from equipment that supplies an individual dwelling unit or tenant space.

605.6 Identification. Each circuit in an electrical panel is required to be identified as to what area of the building that circuit supplies power.

605.7 Occupancy. Each occupant shall have ready access to all overcurrent devices protecting the conductors supplying that occupancy.

Exception: Where electrical service and electrical maintenance are provided by the building management and where these are under continuous building management supervision, the service overcurrent devices and feeder overcurrent devices supplying more than one occupancy shall be permitted to be accessible only to authorized management personnel in multiple-occupancy building and guest rooms/guest suites.

605.8 Unused openings. Unused openings for circuit breakers and switches shall be closed using identified closures or other approved means that provide protection substantially equivalent to the wall of the enclosure.

Section 702 – Fire Protection Systems

704.2 *Smoke alarms*: Amend this section as follows:

704.2 Smoke alarms. ~~The minimum standard pursuant to the City Housing Code, Article 27 of the Municipal code of Ordinances and a July 1, 1999 amendment to the State of NH Smoke Detector Law Rules (RSA 153:10 a) requires that~~ Existing battery powered smoke detectors located within single family rental housing and multi-family (two or more dwelling units) housing, must be replaced with a hard wired*, electrically powered battery back-up smoke detectors, which incorporate a "false alarm silencing" feature. The electrically powered smoke detector(s) must be installed by a New Hampshire licensed master electrician. An electrical permit must be obtained prior to installation. This code standard applied to the installation of smoke detection where none were previously provided ~~but~~ *or additional units* are required.

**Remote Smoke Detectors. In existing buildings, wireless remote, battery-back up smoke detectors may be installed. Installation must be performed by a State of NH licensed electrician.*

SECTION II: This ordinance shall take effect upon its passage.





CITY OF CONCORD

REPORT TO THE MAYOR AND CITY COUNCIL

FROM: Michael Santa, CBO, Code Administrator

DATE: July 16, 2013

SUBJECT: Updating of the City's Housing Code

Recommendation

Accept this report recommending that the City Council amend the Code of Ordinances, Chapter 27, Housing Maintenance and Occupancy Code.

Background

The current Code of Ordinances, Chapter 27, Housing Maintenance and Occupancy Code was last updated in March of 2011. The Housing Maintenance and Occupancy Code is based on the 2009 International Property Maintenance Code. Staff is proposing amendments to the Housing and Maintenance Occupancy Code because recent State of New Hampshire changes to the smoke detector and carbon monoxide requirements in residential structures has created a conflict between standards. Staff is also proposing other amendments to the Housing and Maintenance Occupancy Code to provide clarification regarding the requirements of certain sections.

Discussion

The City's Housing Maintenance and Occupancy Code was last updated in 2011. Since the Housing Maintenance and Occupancy Code is specifically tailored to the City of Concord, situations are encountered that occasionally require the amending of the code. The proposed amendments have been written to provide consensus between State and local law, as well as to provide clarification in sections of the code to prevent any ambiguities about the requirements.

cc: Thomas J. Aspell, City Manager
Carlos Baia, Deputy City Manager, Development
Gloria McPherson, City Planner
Craig Walker, Zoning Administrator
Sean Toomey, Deputy Fire Chief



Proposed changes to Housing Maintenance and Occupancy Code 2012

(Red font = additions to code)
(Deletions)

101.3.1 Licensed Trades: To further ensure the public health, safety and welfare, any new installations or major repairs in residential rental property to plumbing, mechanical or electrical, work must be performed by State of NH licensed tradesmen who shall obtain the necessary permits for such work. The Code Official may require a licensed tradesman to correct non-compliances to plumbing, mechanical or electrical work performed by the property owner or his agent.

104.3.1 Access by owner/operator/agent: Every occupant of a structure or premises shall give the owner or operator thereof, or agent or employee, access to any part of such structure or its premises at reasonable times for the purpose of making such inspection, maintenance, repairs or alterations as are necessary to comply with the provisions of this code.

704.2 Smoke alarms. ~~The minimum standard pursuant to the City Housing Code, Article 27 of the Municipal Code of Ordinances and a July 1, 1999 amendment to the State of NH Smoke Detector Law Rules (RSA 153:10-a) requires that~~ Existing battery powered smoke detectors located within single family rental housing and multi-family (two or more dwelling units) housing, must be replaced with hard wired*, electrically powered battery back-up smoke detectors, which incorporate a "false alarm silencing" feature. The electrically powered smoke detector(s) must be installed by a New Hampshire licensed master electrician. An electrical permit must be obtained prior to installation. This code standard applies to the installation of smoke detection where none were previously provided ~~but~~ or additional units are required.

***Remote Smoke Detectors.** In existing buildings, wireless remote, battery-back up smoke detectors may be installed. Installation must be performed by a State of NH licensed electrician.

102.3 Application of other codes. Repairs, additions or alterations to a structure, or changes of occupancy, shall be done in accordance with the procedures and provisions of the most recently adopted versions of the following codes: International Building Code, International Fuel Gas Code, International Mechanical Code, International Plumbing Code, NFPA 70, International Existing Building Code, NFPA 101 Life Safety Code, International Building Code, International Fuel Gas Code, International Mechanical and NFPA 70. Nothing in this code shall be construed to cancel, modify or set aside any provision of the Municipal Code of Ordinances, Chapter 28.

~~**302.4 Weeds.** All premises and exterior property shall be maintained free from weeds or plant growth in excess of ten (10) inches in height. All noxious weeds shall be prohibited. Weeds shall be defined as all grasses, annual plants and vegetation, other than trees or shrubs provided; however, this code term shall not include cultivated flowers and gardens.~~

~~Upon failure of the owner or agent having charge of a property to cut and destroy weeds after service of a notice of violation, they shall be subject to prosecution in accordance with Section 106.3 and as prescribed by the authority having jurisdiction. Upon failure to comply with the notice of violation, any duly authorized employee of the jurisdiction or contractor hired by the jurisdiction shall be authorized to enter upon the property in violation and cut and destroy the weeds growing thereon, and the costs of such removal shall be paid by the owner or agent responsible for the property.~~

Weeds on all exterior premises shall be maintained at a height that does not obstruct sight distance when entering or exiting a roadway or has the potential to create a fire hazard.

SECTION 202 - GENERAL DEFINITIONS

Public Nuisance: Includes, but is not limited to, the following:

7. Any premises that is unsanitary, or that is littered with rubbish or garbage ~~or that has an uncontrolled growth of weeds;~~ or

Rooming House: A detached dwelling unit containing sleeping accommodations for ~~individuals other than~~ more than three (3) unrelated

individuals ~~other than members of the resident family~~ and having common kitchen and dining facilities.

Weeds: All grasses, annual plants and vegetation, other than trees or shrubs or cultivated flowers and gardens.

SECTION 406 - ROOMING HOUSES

406.1 A person shall not operate a rooming house, hotel or motel unless that person holds a valid rooming house permit per Article 27-1-3 of the City of Concord Code of Ordinances.

406.2 A detached dwelling housing three (3) or more unrelated individuals other than members of the resident family is classified as a rooming house and is subject to an annual inspection.

Section 307 - Handrails and Guardrails

307.1 General. ~~Handrails and guardrails in residential occupancies shall comply with the minimum standards established by the appropriate of the most recently adopted version of NFPA 101 Life Safety Code.~~ Every exterior and interior flight of stairs having more than four risers shall have a handrail on one side of the stair and every open portion of a stair, landing, balcony, porch, deck, ramp or other walking surface which is more than 30 inches above the floor or grade below shall have guards. Handrails shall not be less than 30 inches high or more than 42 inches high measured vertically above the nosing of the tread or above the finished floor of the landing or walking surfaces. Guards not less than 30 inches high above the floor of the landing, balcony, porch, deck or ramp or other walking surface.

Exception: Guards shall not be required where exempted by the most recently adopted building code.

Under Chapter 6 Mechanical & Electrical Requirements:

605.4 Branch circuits in buildings with more than one occupancy. Branch circuits in each dwelling unit shall supply only loads within that dwelling unit.





REPORT TO MAYOR AND THE CITY COUNCIL

FROM: Thomas J. Aspell, Jr., City Manager
DATE: February 4, 2014
SUBJECT: 2014 – 2015 City Council Priorities

TA A

Recommendation

Review and adopt the City Council Priorities as developed by Mayor Bouley and the members of the City Council at their February 3, 2014 City Council Priority Setting Session.

Background

Members of the City Council met on February 3, 2014 to discuss and set priorities for 2014 – 2015. The following items are the top priorities the City Council chose for 2014 – 2015. Note the information below is in a non-prioritized order.

Calendar Year 2014 – 2015 Priorities

Responsible fiscal management is the guiding principal pertaining to all priorities listed below:

1. Balanced Budget Issues: Fiscal Year 2015 & 2016 (Collective Bargaining/Contract Negotiations, Grant Writing & Health Insurance Costs)
2. Community Wide Economic Development Initiatives to Expand Tax Base
3. Public Information, Marketing & Communications
4. Parking Master Plan/Implementation Measures

Projects:

1. Main Street Complete Streets Project
2. City-Wide Multi-Generational Community Center
3. Opportunity Corridor Economic Development Initiatives – South Main Street, Penacook Village, Downtown 2nd & 3rd Floor Redevelopment, North Central Corridor/Storrs Street Connection & South End Rail Yard
4. Expand Neighborhood Street Improvement Program

On-Going Initiatives:

1. Major Transportation Corridor Improvements
2. Municipal Complex Planning/Improvements
3. Memorial Field Complex Planning/Improvements
4. Sewalls Falls Bridge
5. Create and Expand Partnerships (Particularly In Regards to Recreation and Economic Development Opportunities)
6. Creative Economy Work
7. Hall Street WWTP Odor Control Program

Bonenfant, Janice

Pat Harbour

From: Patricia Harbour <patriciaharbour@comcast.net>
Sent: Sunday, February 02, 2014 5:03 PM
To: * City Clerk; Allan Herschlag
Subject: Construction on Amy Way, Sandwood Crossing, Penacook, NH

TA

Janice: (thanks in advance)

Pat Harbour
37 Borough Road
PO Box 6058
Penacook, NH 03303
603-753-4810

I am requesting that this letter be referred to the appropriate committee(s) and city department(s), to determine if the contractors working in the Sandwood development are meeting all city codes. Since there were so many problems during the initial construction of this development I would like to know what the city has done and is continuing to do to insure that no further damage will occur to my home and property.

There was an incident Friday, January 31, 2014 at about 8-8:30am with shaking of my home, rattling the windows, rippling across the floors and vibrating throughout the house. It was very alarming to me as it was reminiscent to what occurred in the early 2000s when construction on and in and about Borough Road caused great damage to my home and property. While this was happening I had to leave for work. On my return I noted the large heavy duty equipment working in Sandwood Crossing. Now understanding the cause of the vibrations, I placed a call to city hall starting with a conversation with the Planning Department, moving on to Code Enforcement, expressing my concerns to Ted Evans when he returned a call to me late Friday afternoon. Under no circumstances do I want a repeat of what was a **VERY BAD AND EXPENSIVE** experience that took years to correct as a result of the original construction. Therefore, I am in need of answers in advance of any damage. What steps are going to be put in place to insure that no damage will be done to my home and property? And if damage does occur, how will I be compensated?

Thank you for your attention in this matter.
Pat Harbour

2 In F1
TAA

City of Concord
Transportation Policy Advisory Committee

Meeting Minutes

Thursday, October 24, 2013 - 6:00pm to 9:20pm
City Council Chambers

1. Call to Order/Introductions

Dick Lemieux called the meeting to order. Those in attendance included:

Committee Members Present:

Dick Lemieux (Downtown - Chair)
Jennifer Kretovic (City Council)
Brent Todd (Penacook)
Craig Tufts, (Bicycling Community)
Ursula Maldonado (At-Large)
Rob Mack, Traffic Engineer - Staff Representative

Committee Members Not Present:

Keith Nyhan, City Council
Rob Werner, City Council
Tom Irwin (North/West Concord)
Jim Sudak (Public Transit - Concord Area Transit)
Alex Vogt (Pedestrian Community)

Staff, Visitors and Guests Present:

Ed Roberge, City Engineer - Staff Representative

2. Approval of September 26, 2013 meeting minutes

A motion to approve the September 26, 2013 minutes as submitted was made by Ursula Maldonado, seconded by Brent Todd, and approved by unanimous vote.

3. Review of TPAC Accomplishments

An updated draft of the document dated October 23, 2013 was reviewed. Several minor formatting suggestions were made. Craig Tufts provided some additional descriptive text related to the annual spring bike swap. Jennifer Kretovic provided a Walk Concord video made by TPAC-Ped and aired on Concord Community TV, as well as a link to a new video produced as a nation-wide promotion for the Safe Routes to School National Partnership. The latter video was filmed in Concord with the assistance of Concord's safe routes to school team and will be aired nationally on ABC next weekend. Staff was also requested to add another TPAC-PT accomplishment related to the implementation of a bus stop at the new Friendly Kitchen location on S. Commercial Street.

Ursula Maldonado made a motion to approve the TPAC Accomplishments as discussed and, when finalized by staff, to submit the document to City Council and post it on the city web site. The motion was seconded by Brent Todd and approved by unanimous vote. Staff

will continue to refine the document format and compile a library of reference documents and links as needed to develop the web document.

4. Presentations

a. None

5. Public Comment

There was no public comment.

6. New Business

a. Langley Parkway North Study (CIP 40) follow-up discussion on public information meetings

Ed Roberge summarized the two public information meetings held on October 8 and 10 regarding the Langley Parkway North study. Both meetings were attended largely by residents, invited by mailed notice, in the immediate vicinity of the project alignment (meeting announcements were mailed to about 200 nearby properties). A large group in excess of 90 (generally from the Auburn Street area) attended the first meeting, while a smaller group of about 60 (generally from the Penacook Street area) attended the second meeting. Most that spoke were generally opposed to the project. Concerns included: visual impact; noise; impact to currently open space used for hiking and recreation; water and drainage issues; change in property values; and potential for secondary development along the new corridor. One resident speaking in support of the project stated a strong need to reduce travel time to the medical center due to a family member needing prompt medical care.

Ed Roberge noted that a third public information meeting is scheduled for November 21 and will focus on the community-wide aspects of the project including: benefits of providing an alternative travel route to traffic otherwise cutting through dense neighborhoods; reduced life-safety travel time to the regional medical facility; and potential to avoid significant future street-widening improvements along the Pleasant Street corridor to the east.

TPAC members indicated overall strong support for the project and overall benefits it can provide to the Concord community as a whole, although they acknowledged that potential impacts to adjacent properties were also a consideration. It was suggested that public officials need to consider the overall community benefit of this project, not just the localized concerns of abutters heard thus far. TPAC members also discussed the possibility of writing a TPAC letter to the Concord Monitor encouraging people to attend the November 21 meeting. Ed Roberge suggested that notice of the community-wide meeting would be mailed to other neighborhoods such as the residential core area west of downtown, the Heights, Penacook, and area businesses.

b. Sharrow placement recommendations for Main Street from TPAC-Bike (motion requested)

Craig Tufts reported that at its last meeting, TPAC-Bike considered the lateral locations of shared-lane symbols (sharrows) on the Main Street Complete Streets Project. In particular, the current design plans indicate the symbols but do not give any dimensional offsets to denote their exact location within the shared lane. Based

on national guidelines, TPAC-Bike suggested that sharrows adjacent to parallel parking be centered about 14 feet from the outside curb, or about 6 feet from edge of parked vehicles to allow clearance from doors that might open (current plans indicated markings that are about 12 feet from the outside curb). Along areas of angle parking, TPAC-Bike suggests that sharrows be centered about 4.5 feet from the rear edge of parked vehicles (17-foot parking stall depth) to allow clearance from vehicles that might be about to back into the bicyclists travel path (current plans indicate markings that are consistent with this 21.5 foot offset).

Rob Mack noted that the requested moving of sharrows along parallel parking areas a further two feet into the travel lane would make more of the symbol subject to wear from vehicle tires. Ed Roberge noted a concern that the sharrow locations should look uniform as one travels along the corridor in either direction so that driver expectations remain consistent. Ed Roberge will share TPAC-Bike's suggestions with the Main Street design team.

c. Draft NHDOT Recommendations for the Ten Year Transportation Improvement Plan (2015-2024)

Rob Mack distributed a list of NHDOT highway projects currently proposed for the central New Hampshire region in the latest draft of the State's Ten-Year Transportation Improvement Plan. Of note in the Concord area is the addition of a new project to improve the I-89 Exit 2 ramp intersections at Clinton Street (FY 2023). This project addresses increasing traffic demands between I-89 and the Clinton Street/Langley Parkway corridors. Another major project is the I-93 Bow-Concord project which has been added to the draft STIP as a needed project but would require additional funding beyond current limits.

d. Potential consolidation of TPAC-Bike and TPAC-Pedestrian

Ursula Maldonado reported that TPAC-Ped's discussion at its last meeting focused on reduced attendance at recent subcommittee meetings, some members only being available for one-half of the year and the need to recruit new members. An option discussed was to potentially consolidate TPAC-Ped with TPAC-Bike and have meetings to discuss issues related to both travel modes.

TPAC members felt that it still seemed beneficial to have distinct subcommittees for both pedestrian and bicycle issues. It was felt that a potential combined subcommittee might tend toward greater attention on bicycle issues and less on pedestrian issues. Craig Tufts noted that TPAC-Bike is also concerned with member attrition within its own subcommittee, lower meeting attendance and the need for recruiting new members. He and Ursula agreed to plan for a joint TPAC-Bike and TPAC-Ped meeting in November as a trial. He suggested that joint meetings might have benefit during the winter months when availability of subcommittee members is less.

7. Consent Reports

a. Approval of Subcommittee Minutes (Pedestrian, Bicycle, Public Transit, and Traffic Operations)

The following subcommittee minutes were reviewed and accepted by unanimous consent: Pedestrian - July 18, 2013; Bicycle - September 3, 2013; Public

TPAC Minutes - October 24, 2013

Transportation - August 20, 2013; and Traffic Operations - August 20, 2013 and September 17, 2013.

8. City Council meeting update

At its October 15, 2013 meeting, City Council accepted TPAC-PT's August 12, 2013 report to Council on the CAT FY2013 Annual Progress Report and Performance Indicator Report. Also accepted was TOC's report on Centre Street driveway access concerns near The Prescription Center and TD Banknorth driveways.

9. TPAC Referrals from City Council, Staff and Chair

There were no new referrals to consider.

10. Status report on subcommittees

a. Pedestrian Committee, Alex Vogt

See discussion Item 6d, above.

b. Bike Committee, Craig Tufts

Craig Tufts reported that TPAC-Bike discussed potential grant applications for wrong-way bike signage as well as maintenance of a bench along the Silk Farm Road bike path. Another potential grant application being considered could be the northerly end of the first phase of the Merrimack River Greenway Trail (Loudon Road southerly to the northern limit of the wetland area near Terrill Park).

c. Public Transit Committee, Jennifer Kretovic

The TPAC-PT subcommittee did not meet.

d. Traffic Operations Committee, Rob Mack

Rob Mack reported that TOC met on October 15 and discussed the following: a request to add a crosswalk on N. State Street near Blossom Hill Cemetery; a concern related to constricted traffic flow due to the crosswalk Weeble on S. Main Street near Sanel Auto Parts; and a concern on one-way signage and enforcement of the one-way traffic designation along Allen Street at the Merrimack Valley High School driveway to High Street.

11. Staff Updates

a. Downtown Complete Streets Improvement Project - TIGER 2012 (CIP460)

Ed Roberge noted that bids for construction would be re-advertised in November. Also, the FHWA recently approved the design of sidewalk accessibility features along building faces.

b. US Route 3 North Improvements (CIP 35)

Ed Roberge reported that construction of the Phase 4 segment of the project has been completed, with final pavement striping completed this week. Staff would be presenting the Phase 5 project design for Village Street at the Penacook Village Association (PVA) meeting next week. A PVA video clip was also discussed that promoted traveling and walking around the Village Street area of downtown Penacook during street construction activity.

c. Sewalls Falls Bridge Replacement (CIP 22)

Ed Roberge reported that all project-related agencies have agreed on the bridge-replacement alternative and that discussion of potential mitigation measures is underway. The firm of McFarland Johnson will be retained to design the new bridge.

d. Loudon Road Corridor Improvements (CIP 19)

Rob Mack reported that the public information meeting on the project was being rescheduled for mid-December at the Heights Community Center. A public hearing and consideration of project approval would be expected at the February 2014 City Council Meeting. NHDOT project funding was approved by the Governor and Executive Council on October 16.

12. Old Business

Members discussed walking access to the Friendly Kitchen following the newly-constructed fence along the back of the Concord Center. Concerns discussed included increased walking along the railroad tracks and winter sidewalk maintenance along the I-393/S. Commercial Street approach.

13. Adjourn

The meeting was adjourned by unanimous consent at about 9:20 PM.



2 INF2

TA

Concord Public Library Trustee Meeting

January 6, 2014

DRAFT

Present: Jeremy Clemans, Megan DeVorse, Inez McDermott, Elizabeth Mulholland, Mary Beth Robinson, Lisa Sands and Library Director Patricia Immen.

The meeting was called to order at 7:04 p.m.

Sandi Lee, Technical Services Manager, spoke to the trustees about technical services. She provided an overview of staff and their duties, which included acquisitions, cataloging, processing, and interlibrary loan.

The minutes of the December 2, 2013 meeting were approved.

Mrs. Immen presented the Library Director's Report:

- New chairs for the Children's Room and new study carrels for the Lower Level Lounge have arrived and are in use. The furniture was purchased using funding from a grant from the Alice J. Reen Charitable Trust.
- Deb Baker started as Adult Services Manager on January 6, 2014. She will oversee the Adult Services staff, which includes the pages, the circulation staff and the reference staff.
- Staff is setting goals for library services in FY2015, and those were reviewed.
- Recruitment for a new Library Director has not yet begun.

CPL Foundation Update: Tom Aspell spoke to the Foundation at their last meeting.

New Business: No new business was discussed.

Old Business:

- Four candidates for the open trustee positions have been passed on to the City Manager's office for consideration.
- An RFP has gone out for the community center project.

The meeting adjourned at 8:22. The next meeting is February 3, 2014 at 7:00 p.m.

Respectfully submitted,

Elizabeth Mulholland, Secretary

2 Inf 3
T/A

December 12, 2013
Approved Meeting Minutes
Beaver Meadow Golf Advisory Committee

Members Present:

Chris Mulleavey, Chair
Jim Marshall
Jennifer Kretovic
Dick Holden
Bob Vachon
Mark Coen
Bob Norton
Bernard "Sid" Chase
David Gill
Vera Buck

Fran Hunt

Members Absent:

David Croft
Roger Jobin
Bill Veroneau
Charles Vanasdalan

Others Attending:

A call to Order

5 Minutes of Public Input

None

Sid takes a moment to thank Jennifer for time on the Committee
Jennifer says it is not her last meeting, that the Mayor will be reappointing her

Chris asks if there is a motion to approve the Draft minutes from the November 14, 2013 meeting or any questions about the minutes

Bob moves approval of the minutes from the November 14, 2013 Meeting.
Mark seconds the motion.
Motion Carries 8-0

Course Update

We have about 106 members committed for the 2014 Season between New Fall Members, Renewals and ACH signees

We have 3 RFP's currently out or in the works for public proposals

The RFP for Food and beverage closes soon

The RFP the Range Ball dispenser is going out in the near future

The RFP for a golf simulator is in its final stages of preparation

Revenue

Revenues for Year to Date FY14 are up over same period FY13.

+23% Green Fees

+17% Cart

+10% Range

Jim asks that Brian give the Committee a season long overview of revenue versus 2012

David says he will bring information to the January meeting

Chris asks how the Pro Shop did

Margins better than expected

Will make our budgeted gross revenue amount

It was a challenge to stock and start

We have some internal criticisms, we were slow to hire Julie and stock, staff and set up the shop. The POS was not ready. This prevented Julie from being in the public eye more.

We have much of the inventory pre-ordered for 2014.

Chris asks what Julie status is, how long is her contract

Both Julie and Ed were on one year deals

Chris asks we consider a two year agreement. It would provide more stability and consistency. If she does not return we could be right back where we were this spring. He recommends a two year term

Bob feels there should be some vote of confidence.

Bob moves, we offer a contract in excess of one year as a sign of confidence

Jennifer seconds

Motion carries 9-0

Jim hopes this vote demonstrates our happiness with her performance.

Fran asks if the assistant is also one a one year deal

Brent was a temporary employee also. He was in the PGA Program and plans to re-enter the program

Staff is looking at bringing in college interns interested in getting into the golf business.

Jim asks how Ed did with the kids programs
David says we did not get the growth we had hoped. He will bring numbers for
January

As part of year end numbers Chris would like to see Pro Shop numbers
David says he will bring for January

Mark asks for clarification of organizational chart at Golf Course
Davis will review and bring for January
Bob notes that Ed consistently deferred to Julie
David feels it was not an easy situation for either

Course Update, cont

Looking at cutting trees on #8 to improve fairway
Started range expansion
Sid has met with cart vendor regarding getting more cars for 2014
Jennifer suggests adding it to RFP
Winter activities starting
Jill to open 10 to 4 weekends as business and weather dictates
Current contract expires February 27th

Bob asks if the Simulator still in the plans
Yes, but there may be a no compete for the brand at Pembroke Pines

There are plans to update décor in the function room in March
Clubhouse paid off in FY17
Major renovation would be part of 10 year CIP
Starting to turn the corner financially, it allows us to have discussion.

Fewer to no complaints this fall
Mark observes that people who have not played at the course in a awhile, notice
the improvements we have made.
Bob N reiterates our need to invest in the course.

RFP for range dispenser going out soon, machine to take cash,, credit cards,
tokens.
Building to be secure, locked at night.

Symetra Tour update

Tour Committee looking for \$60,000 title sponsor
Have leads in Manchester Nashua area
Preference to have event at Stonebridge, closer to Manchester
Course cost \$27,000, \$200,000 total to put on event.
Beaver Meadow will not host
Decision driven by sponsorship money

Handicap Committee

Fran asks for status

Chuck to Chair Committee

Will meet in January

Vera is also on Committee

Linda Mattledge is interested in helping

5 Year Needs and Improvement Plan

Sid reminds Committee it needs to update for FY15 budget

Chris asks if there is a motion to adjourn.

Jennifer so Moves.

Vera Seconds,

Motion Carries. 8-0

Meeting is set for January 9, 2013

7:30 AM

Beaver Meadow Clubhouse

Agenda:

Public Input

Approval of Minutes

Course Update

Old Business

Meeting Adjourned.

City of Concord Recreation and Parks Advisory Committee
Meeting Minutes from Nov 21, 2013

2 INF 4

1/1A

Attendees:

Committee Members: Chair Mary Miller, Glenn Mathews, Jamie Bryant, Lauren Fielder, Chiara Dolcino, Marilyn Anne Fraser, Althea Barton.

Staff Members: Parks and Recreation Director David Gill, Recreation Supervisor Laura Bryant and Grounds Superintendent Chris Jacques

Meeting was called to order at 5:00 pm by RPAC Chair, Mary Miller.

Meeting minutes approval. Motion by Mary, seconded by Lauren. Approved by all.

New Business

1. New Signs for White Park: David Gill gave an update on the new signs for the park donated by the Black Ice. These new signs will have history of skate and of skating in the park and on the front will have information of skating rules. The committee requested the black ice logo be smaller and located on the lower right side of the sign. In addition during the non-skating months we will be able to list the park rules and regulations which are currently not posted. Everyone was in agreement with the new signs as discussed.

2. Letter from Softball League asking to take over Martin Park new baseball field (City Council request). David Gill reviewed the email request that was sent to City Council. City Council sent it to Legal and to RPAC to review. The committee recommended we table this until legal has an opportunity to review and make a recommendation on the current lease.

Updates from Department staff:

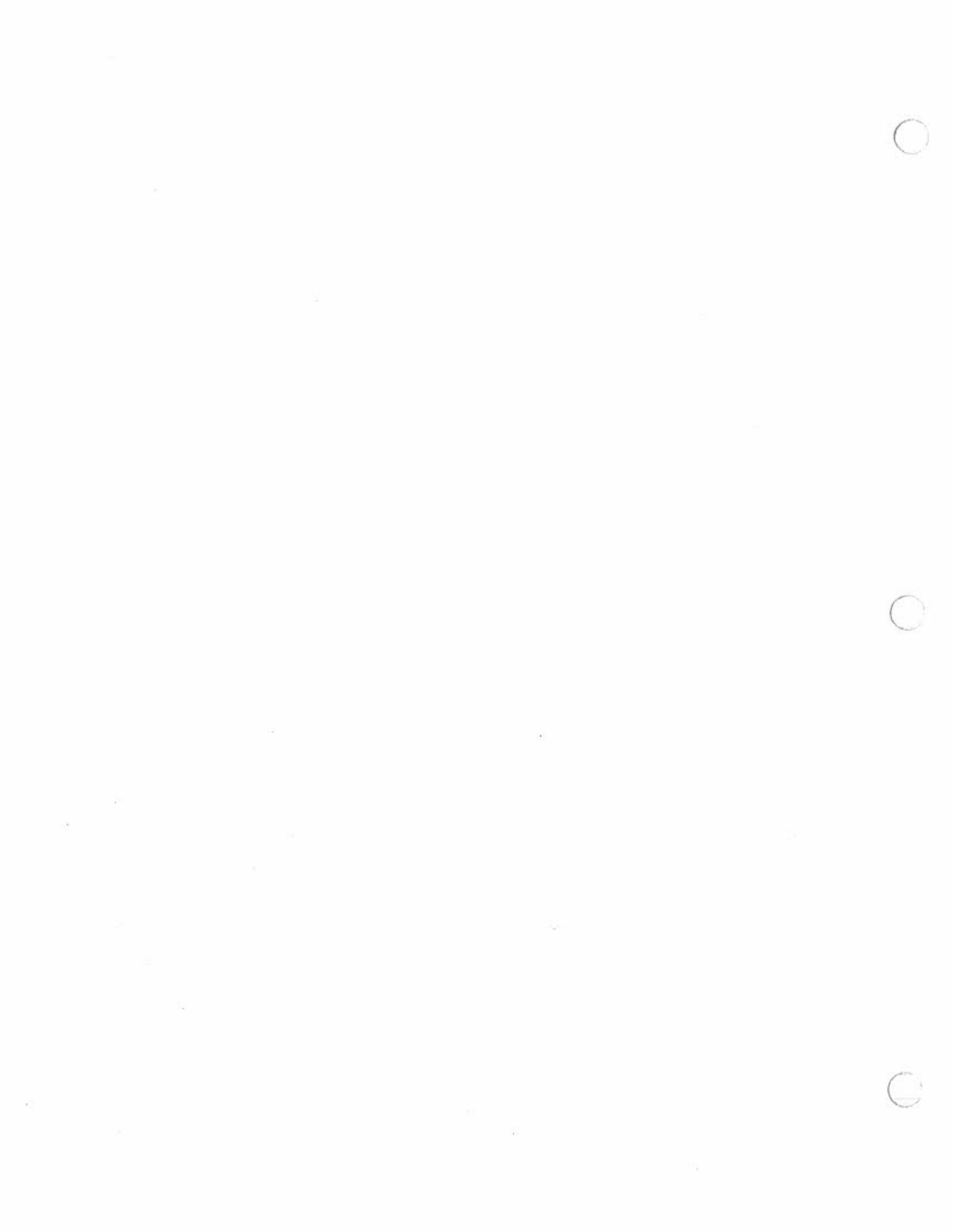
New Community Center Planning: David Gill gave an update on RFP for the design of the new Community Center at Dame School. RFP is out and results expected in January. David reported he hope is to have a firm selected by March. David passed out copies of the 2011 Tuner Group Final report on the Community Center.

Skate House Update Staff held another public information meeting on the proposed new skate house. Chiara and Lauren indicated they went to the meeting and thought the options where presented fairly. David Gill indicated he will continue to hold meetings are gather input from the community. He is looking at writing a report to Council by spring with recommendations.

Three year plan for the Department: David brought forward the need to develop a three year plan for the department. Everyone indicated they would like David to begin one and bring back for input.

Meeting adjourned at 6:15 pm

David Gill



2 Inf5
TJA

MINUTES

Fiscal Policy Advisory Committee
November 21, 2013 4:30-6:00 PM
Second Floor Conference Room

In Attendance: Chairman – Allen Bennett; Mayor Jim Bouley, Mayor Pro-Tem Dan St. Hilaire; City Councilors – Mark Coen, Keith Nyhan and Jan McClure; City Staff – Tom Aspell, City Manager; Brian LeBrun, Deputy City Manager-Finance; Katie Graff, Assistant Finance Director; Bob McManus, OMB Director; Matt Walsh, Director of Redevelopment, Downtown Services and Special Projects; Kathy Temchack, Director of Real Estate Assessments; Susan Golden, Deputy Assessor

Excused: Councilors Fred Keach and Candace White Bouchard

1) **Approval of October 24, 2013 Meeting Minutes:** Chairman Bennett called the meeting to order at 5:30 PM and requested a motion to approve the minutes of the October 24, 2013 meeting. Councilor Nyhan moved to accept the minutes, seconded by Councilor Coen. The minutes were unanimously approved as presented.

2) **Parking Strategic Master Plan** – Matt Walsh, Director of Redevelopment, Downtown Services and Special Projects, presented the Parking Fund strategic master plan to the committee. This is the same plan that was presented to the Parking Advisory Committee. Mr. Walsh discussed the report and the struggles of the Parking Fund. He stated that even with the increase in parking rates over the past couple of years, the Fund will most likely be in a deficit position sometime in Fiscal Year 2015. Mr. Walsh recommended hiring a consultant to develop a parking study and evaluate all potential areas for revenue enhancements. While there was some concern about spending dollars to conduct the study with the Fund in such a difficult position, the recommendation is to utilize Economic Development reserve funds since parking in the City really is a very strong economic tool that is critical in the continued improvements in the downtown area. Mayor Bouley stressed that it is very important to have professionals who are well versed in parking issues to conduct this study and the committee agreed. Mr. Walsh noted that both the Parking Advisory Committee and the Economic Development Advisory Committee support hiring a consultant to prepare this study.

Councilor McClure moved to accept the report and forward to City Council without changes. Councilor Nyhan seconded the motion which passed unanimously.

3) **Property Valuations** – Kathy Temchack, Director of Real Estate Assessment presented the 2013 Property Assessment Report and discussed market and real growth changes, valuation decrease due to abatements that were granted, changes in values by neighborhoods for residential properties, and exemptions. The committee asked Director Temchack a few questions about the assessments and specific neighborhoods and the changes in exemptions.

- 4) **Tax Rate** – Deputy City Manager LeBrun presented the 2013 Tax Rates and Property Assessments memo. The City portion of the tax rate was set at \$9.04/\$1,000, the total tax rate for Concord is \$25.58 and Penacook is \$29.34. The tax rate increase projected at budget adoption time was an increase of 3.11%. Due to a decrease in real growth (net of abatements) the actual rate was an increase of 3.43%. LeBrun also noted that unexpected premium holiday revenue from Primex was used during tax rate setting to increase the amount of overlay in order to set additional funds aside for abatement requests.
- 5) **Use of Surplus** – Deputy City Manager LeBrun presented the Use of Surplus report to the Committee. He identified a final FY13 surplus amount of \$953,300 based on certain revenues collected in excess of budget and spending less in certain expense categories. In addition to using \$935,000 of surplus for the listed purposes, the report also requests that FPAC recommend to City Council to transfer \$618,788.14 from Committed Fund Balance to Assigned Fund Balance and to use \$1,553,788.14 from Assigned Fund Balance to support \$1,008,788.14 as additional allowance for abatements and the balance of \$545,000 as a transfer to reserves. Additionally the report recommends a supplemental appropriation of \$145,000 from reserves to the FY 2014 budget.

LeBrun also discussed the rate at which the City's Fund Balance has been growing over the past several years. The rate of growth is certainly a very strong positive for the City and is looked upon very favorably by the rating agencies, most notably with the S&P upgrade last May from AA to AA+. As of the close of books for FY13, based on the City's calculation of unassigned fund balance retention, this amount is currently 18.7% which exceeds the City's fund balance policy of 17.5%. With the City in a very strong position, it is still a goal to achieve an AAA rating from both Moody's and S&P. Maintaining a healthy fund balance is a key component to achieving and maintaining high ratings. In future years the City will need to manage the fund balance level by using portions of the unassigned balance for things like transfers to reserve for paving, equipment and other capital that may reduce the need to bond portions of certain projects. By using more of unassigned fund balance it will give the appearance of deficit spending when annual surplus does not exceed the supplemental appropriations for transfers to reserve accounts.

The committee noted that it is important to send the right message regarding reserves and fund balance.

- 6) **Tax Rate Target** – City Manager Aspell discussed that over the past couple of years the committee has not set a specific tax rate target for the City Manager for the upcoming budget. The committee discussed the pros and cons of setting a target for the FY15 budget and agreed that they like the way the budget has progressed and recommend keeping it the same for next year.

Councilor St. Hilaire moved to recommend no tax rate target for the upcoming FY15 budget and instead to direct the City Manager to present a responsible budget with a reasonable tax rate increase. Councilor Nyhan seconded the motion. The motion passed unanimously.

7) Adjournment - A motion was made by Councilor Nyhan to adjourn, seconded by Councilor McClure, and a unanimous vote brought the meeting to an end at 6:04 PM.

Respectfully submitted,

Brian LeBrun
Deputy City Manager – Finance





Engineering Services Division

Traffic Operations Committee

Meeting Minutes – January 21, 2014

Attendees: Rob Mack, PE, PTOE, Engineering Services
 Ed Roberge, PE, Engineering Services
 Steve Henninger, Planning Division
 Greg Taylor, Concord Police Department
 Eric Crane, Concord Police Department
 Rick Wollert, Concord Fire Department

A. Regular Discussion Items

- 1) **Overview of city-wide accident data, including prior-month accident summary and discussion of select accident locations, circumstances and potential action.**

DISCUSSION / ACTIONS: Traffic accident data for December 2013 was reviewed. There were 117 reportable accidents in December 2013. This compares with 123 and 125 reportable accidents in December 2012 and 2011, respectively. 12 accidents resulted in total of 12 people injured, 2 of which occurred on Loudon Road. There were no fatalities.

There were no accidents involving pedestrians or bicyclists in December.

TOC overviewed 2013 annual accidents. There were 1,100 reportable accidents in 2013. This compares with 1,225 and 1,193 reportable accidents in 2012 and 2011, respectively, and is about 15 percent below the city-wide crash average of 1,296 over the prior eight years from 2005 through 2012. In 2013, 210 accidents resulted in total of 272 injuries and 2 fatalities. This compares with 351 injuries and 4 fatalities reported in 2012.

- 2) **City Council meeting update.**

DISCUSSION / ACTIONS: Council consideration of the Loudon Road Corridor Improvements Project (CIP #19) is scheduled for February 10, 2014.

- 3) **Transportation Policy Advisory Committee (TPAC) update.**

DISCUSSION / ACTIONS: TPAC did not formally meet last month, choosing instead to attend the December 18, 2013 public information meeting on the Loudon Road Corridor Improvements project.

B. On-going Discussion and Action Items

- 1) **Referral from City Council requesting an examination of traffic performance at the Regional Drive/Chenell Drive intersection (Council: 08/12/13).**

DISCUSSION / ACTIONS: Rob Mack summarized that TOC had reviewed traffic operations and safety at this intersection on several occasions since the opening of Regional Drive in November 2004. The primary concern reported to staff by employees of businesses in the intersection vicinity has been long traffic delays during peak traffic periods for vehicles approaching the intersection from the southern leg of Chenell Drive (the cul-de-sac end) and attempting to turn onto or cross heavy traffic flows along Regional Drive. A TOC study in September 2007 found that traffic conditions did not meet minimum warrants for signalization or multi-way STOP control. TOC again reviewed intersection operations in November 2010 pursuant to additional public concerns on difficult peak-period egress from the south leg of Chenell Drive. Increasingly-restrictive sight lines were found due to private landscaping vegetation and the property owner cooperated with General Services in facilitating low-branch trimming. In FY2012, CIP 541 was initiated to include implementation of future intersection improvements. CIP 541 is currently programmed in FY20-21.

Regional Drive is classified as a Major Collector street and provides for east-west traffic movement through the commercial/industrial area of the Heights generally between I-93 Exit 13 to the west and NH Route 106 to the east. It is marked with two 12-foot travel lanes and wide shoulders for a total paved width of about 38 feet. The posted speed is 30 mph. Chenell Drive is a north-south local street providing access to local businesses to the south as well as a connection to Pembroke Road to the north. North of the intersection, Chenell Drive is about 34 ft wide and provides one travel lane in each direction. The southerly leg of Chenell Drive is about 42 ft wide and provides one very wide travel lane in each direction; the 21 ft width approaching the intersection northbound is sufficiently wide so that traffic tends to operate in two informal 'lanes' (albeit unmarked), one to freely turn right and one for left/through traffic movement. Regional Drive is the non-stopping through street and both Chenell Drive approaches are controlled by STOP signs. Pavement condition at the intersection is very good. Sidewalk is located along the northerly side of Regional Drive with a crosswalk located on the north leg of Chenell Drive. Street lighting is located on the southwest corner.

Staff conducted traffic volume and speed counts at the intersection location for a 48-hour weekday period in September, 2013. Regional Drive has about 9,800 vehicles per day (vpd) west of the intersection and about 8,050 vpd to the east. Chenell Drive has about 2,100 vpd and 1,650 vpd to the north and south of the intersection, respectively. Recorded traffic speeds along Regional Drive east and west of the intersection indicated average speeds ranging from 29 to 35 mph and 85th percentile speeds ranging from 37 to 38 mph. The posted speed limit on Regional Drive is 30 mph.

Intersection traffic peaks during the 4:00 to 5:00 PM afternoon commuter peak period when peak hourly flows along Regional Drive also coincide with peak flows exiting local businesses on Chenell Drive. Supplemental traffic counts conducted by staff in November 2013 indicate about 1,150 vehicles per hour using the intersection at this time. About 56 percent of this peak flow represents through traffic along Regional Drive, with the remaining 44 percent turning to/from Chenell Drive; this is indicative of a high percentage of cross-street traffic. A substantial volume of truck traffic also utilizes Regional Drive to access the many industrial/commercial uses in the area. During the PM peak hour, about 27 large trucks were counted traveling through the intersection along Regional Drive; only a handful of trucks were observed coming out of Chenell Drive (south) at this time. Higher volumes of truck typically occur during off-peak hours when overall traffic flows are substantially less.

Concord Police Department crash reports for the five-year period from January 2009 to December 2013 indicate 10 reported crashes, or an average of about two crashes per year. 90 percent of the crashes occurred during dry roadway conditions and 80 percent occurred during daytime. The predominant crash-type is Chenell Drive traffic failing to yield to Regional Drive traffic resulting in a right-angle crash; crashes are evenly split between the northbound and southbound Chenell Drive approaches. As an intersection

crash rate of five or more per year typically justifies further engineering investigation, the current rate of about two per year is not indicative of significant crash history.

Staff observed traffic operations at the intersection on a number of occasions. Overall intersection operation appears reasonable, particularly for traffic traveling along regional Drive. Adequate shoulder space allows through traffic to bypass vehicles momentarily slowing or stopping to turn left onto Chenell Drive. Traffic movements from the Chenell Drive approaches operate reasonably and with low delays for most hours, although delays can become long during the lunchtime and afternoon commuter peaks when increased left turns and crossing movements from Chenell Drive need to wait for limited gaps in heavier through flows along Regional Drive. The most profound delays appear to be the Chenell Drive northbound left/through movement, which during peak times is the heaviest side-street crossing movement at the intersection, generally concurrent with employee release times at local businesses south of the intersection. Queues of up to six vehicles waiting at the stop sign were observed on a number of occasions, although all vehicles were able to clear the intersection in the course of a few minutes. Although some risk-taking by several drivers was observed, most drivers turning out of Chenell Drive did so appropriately.

Operational analysis of afternoon peak-hour traffic conditions using Synchro traffic analysis software provides computational results consistent with staff observations. Good traffic level of service and low delays are computed for all movements approaching the intersection along Regional Drive. The Chenell Drive southbound approach operates with moderate delay averaging less than 30 seconds per vehicle. The Chenell Drive northbound approach, however, operates with computed long delays and at poor levels of service (average delays in excess of two minutes and 95th percentile queues nearing nine vehicles). Long delays are associated with the northbound left/through movement; the wide approach width allows right-turns to bypass queued left turns with low delays averaging about 10 seconds.

Rob Mack noted that current intersection traffic volumes continue to fall below the minimum thresholds for consideration of traffic signalization, a finding similarly reported by TOC in 2007. Current volumes are also below thresholds for multi-way stop control, although such control would be inappropriate (per city policy) on a major collector such as Regional Drive. Traffic growth along the corridor has increased substantially over the years and is a testament to the success of the Regional Drive project. Since some further corridor growth is anticipated, delays for turns from Chenell Drive may get progressively longer during peaks without more advanced intersection traffic control. One option is to widen the intersection for turn lanes and install traffic signals when and if traffic levels increase to minimum threshold values for signalization. Another option would be construction of a roundabout; this would provide the least delay to vehicles, would not need to be predicated by established traffic-volume thresholds, and can reduce the need for lane construction.

TOC concurred with staff findings that the current intersection operation appears safe. Potential growth in side-street traffic delays are a consideration and TOC supports the need to consider a future upgrade to the intersection (CIP 541). Of the two potential improvement options, TOC concurred that a roundabout would be more appropriate at this location. It was noted that both TOC and TPAC have in the past recommended CIP 541 as a 'medium priority' intersection improvement, with 'higher priorities' recommended for needed safety projects such as CIP 24 (Exit 16/Mountain Road roundabout) and CIP 31 (McKee Square improvements). CIP 541 is currently programmed in FY 2020-21 and reflects the realities of fiscal constraint as well as prioritization based on safety needs and public benefit. Staff will continue to monitor traffic operations at this intersection.

C. New Discussion and Action Items

- 1) Referral from City Council regarding a resident request to install a stop sign at the intersection of Governors Way and Peterson Circle to slow traffic along Governors Way (Council: 01/03/14).

DISCUSSION / ACTIONS: At issue is a resident request to install a STOP sign to slow traffic on Governors Way at Peterson Circle. Rob Mack visited the intersection and provided an overview of findings. The Governors Way/Peterson Circle intersection provides local access within a small cul-de-sac neighborhood northwest of Sewalls Falls Road near Beaver Meadow School. Traffic volumes are limited to neighborhood traffic (minimal through traffic) and are very light. Short street segments and some curved alignment promote low travel speed and sight lines at intersections are ample. The Governors Way/Peterson Circle intersection is configured as a plus-intersection, with Governors Way and the northeasterly section of Peterson Circle being the 'straight-through' street and the westerly and easterly legs of Peterson Circle being the stopping cross streets (with STOP signs). There are no reported crashes at this intersection back to the 2004 limit of the Police Department's crash database. Furthermore, there have been no prior-reported concerns regarding excessive traffic speed in the area.

Per city policy, installation of new stop signs are subject to an engineering study of need, and are not to be installed solely for purpose of 'speed control.' The two existing stop signs on Peterson circle are appropriate and required to assign right-of-way at the intersection; in this case Governors Way and the northeast leg of Peterson Circle have the indicated right-of way. Addition of stop signs to make a multi-way stop condition needs to meet Federally-established thresholds of traffic volume or crash history, neither of which would be met at this location.

TOC members concurred that the current intersection configuration and traffic control is reasonable for the neighborhood area and that the addition of new stop signs is neither justified nor appropriate. Regarding perception of excessive speeds in any local-only neighborhood area, it would not be atypical to expect a few inconsiderate drivers to drive carelessly and with apparent disregard of others, regardless of signage or other controls. This appropriately becomes an enforcement issue for which the Concord Police Department encourages descriptions of offending vehicles or times of day to assist in enforcement efforts.

D. Open Discussion Items

- 1) Staff response to miscellaneous inquiries (refer to correspondence in agenda packet).

DISCUSSION / ACTIONS: None.

Respectfully submitted,



Robert J. Mack, PE, PTOE, Traffic Engineer
Chair, Traffic Operations Committee

**The next Traffic Operations Committee meeting will be held on
Tuesday, February 18, 2014 @ 12:00 PM in the 2ND Floor Conference Room.**

Bonenfant, Janice

2 Inf 7

From: colinvo=vanostern.com@mail.salsalabs.net on behalf of Colin Van Ostern
<colinvo@vanostern.com>
Sent: Friday, January 10, 2014 12:47 PM
To: * City Clerk
Subject: 10 memories of a year on the Executive Council

120



Friends,

This week marks one year since I swore an oath to serve the people of New Hampshire on the state Executive Council.

Over the holidays I started a 'thank you' email to you several times, but each time the words have felt like what you might get from any other elected official at the end of the year.

So instead, I thought I'd write down ten personal memories – including some lessons, unique experiences, eye-openers, and snapshots of what the Executive Council really does – that represent the opportunity I am grateful to have on behalf of the people of a great state.

10. RAIL BACK ON TRACK - A great early 'win' - the Council resurrected the previously stalled Capitol Corridor rail project to study how to bring commuter rail from Boston to Central NH. I've heard many business leaders express real hope for the economic development rail would bring and was pleased to help pass it as one of our first actions after being sworn-in.

9. A VERY QUIET LISTENING TOUR – Shortly before being sworn in, I held open office hours for a day each in the various regions across the district. I got some great input and visitors – but also, to be honest, spent a fair amount of time alone. I learned quickly that helping citizens on the Executive Council doesn't involve waiting for them to come to you. Sitting in the City Council chambers alone in the Dover city hall, I resolved to write a personal update after every Council meeting to distribute as widely as possible to help connect our work with more citizens who might be helped (BTW, if you aren't getting these biweekly updates but would like to, drop me a line and I'll add you to the list).

8. JOBS, JOBS, JOBS – For the highlight reel: last spring, the Council approved key Business Finance Authority financing to support new job creation via Warwick Mills in Keene and Fruedenberg-NOK in Northfield – and we launched a unique project to convert the I-93 rest stops in Hooksett into full welcome centers with Common Man restaurants, delis, cafes, gas stations, double-sized liquor stores – and 147 full time jobs, with a net positive cash flow to the state from on-site revenues. Every single time I drive by the Hooksett rest area (usually 2x/day!) I think about this project and its potential.

7. STEPPING INTO HISTORY – A personal memory: the Council met at the historic Wentworth-Coolidge Mansion & state park in Portsmouth. Not only had the Council met with the Governor here hundreds of years prior – a humbling context – but my wife actually grew up in the caretaker's

quarters of the property, when her Dad worked for the state park system in the '80s and early '90s. A special visit for me.

6. STOPPING A QUESTIONABLE CONTRACT – An easy date to remember; a few hours after my second son was born (and everyone was healthy & sleeping), I called in to a Council meeting via speakerphone from the hospital. I ended up raising concerns about a six-figure state Dept of Ed contract awarded to a just-departed employee. The Department smartly pulled the contract and re-distributed the work in a more careful manner.

5. ROADS & BRIDGES – Local citizens in the two corners of my district packed field hearings (in Hinsdale, on the VT & MA borders, and Somersworth on the ME border) to advocate for adding two projects to the state ten-year transportation plan: replacement of the Hinsdale Bridge to VT, and a new Exit 10 off the Spaulding Turnpike in Rochester. While we still have a ways to go to get them done, I was proud of the citizens who won these steps in the right direction.

4. PARDON HEARING – The Council voted narrowly (3-2) against granting a pardon to a convicted burglar who turned his life around and became a corrections officer in Cheshire County. I received lots of local feedback on both sides of the issue, voted my conscience informed by a view of how pardons impact our judicial process, and wrote out my thinking to share on [my Council facebook page](#).

3. UNH STUDENTS THANK THE GUV – I was proud to host a Council meeting at the University of New Hampshire in Durham, and to join with students in thanking Governor Hassan, legislative leaders and administrators for passing the first tuition freeze in twenty-five years.

2. SUNDAY NIGHTS AT THE STATE HOUSE – Those Council agenda packets (typically 3,000 – 10,000+ pages) don't read themselves! Dunkin Donuts hot chocolate with a turbo shot, plus the portrait of Josiah Bartlett (yes, he is a real guy – the 1st American Guv of NH) which hangs near my State House desk kept me moving through the pages. In August, I began using an iPad instead of the hefty paper packet, and in November I asked the Secretary of State & Department of Admin services to end printing of my Council packets entirely – I'm now 100% electronic!

1. FROM THE CONNECTICUT TO MAINE BORDER WITH RAY BURTON – In September, Councilor Ray Burton and I co-chaired the first of 25 field hearings on the state ten-year transportation plan in Charlestown, NH where our districts meet – and that week, we learned that our joint letter to Washington on behalf of a grant for improved freight rail connecting our districts (from Rochester to Ossipee) got the green light. I deeply enjoyed serving with Councilor Burton, who passed away this fall after serving thirty-five years on the Council. I will miss his kindness and the twinkle in his eye.

That's a lot of great memories in just one year – and there's even more to come in 2014.

I'm humbled so many people who have helped give me the opportunity to do this meaningful work – from those of you who helped with my campaign two years ago, to those who offer ideas, feedback, questions, and concerns about how our state government can do a better job.

So for these memories over this past year, I thank you.

Colin

PS - I'd love to keep it touch - and I do my best not to clog your email inbox unless you ask! So, drop me an email to let me know if you'd like to be added to my biweekly Council reports, and/or follow my work on my Council Facebook page and Twitter too!

CONTRIBUTE ONLINE

Paid for by Van Ostern for New Hampshire, PO Box 193, Concord, NH 03302-0193, Colin Van Ostern, fiscal agent.

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empowered by  salsa

Bonenfant, Janice

2 Inf 7

From: colinvo=vanostern.com@mail.salsalabs.net on behalf of Colin Van Ostern
<colinvo@vanostern.com>
Sent: Thursday, January 23, 2014 6:53 AM
To: * City Clerk
Subject: Exec Council Report - New judges, women's prison

1/20

Dear friends,

A slightly different format on my Council report today -- a shorter email, with a link to more detailed documentation online in a PDF. Let me know if you have any feedback!

We had a productive Council last week with Governor Hassan, confirming two Circuit Court Judges, three Superior Court Judges, a new Director of the Division of Economic Development (Carmen Lorentz of Belmont) and plans for a \$35 MM new women's prison to be built behind the existing men's prison in Concord.

The Council approved:

IN CENTRAL NH: New prison construction, scheduled to complete by fall 2016; realignment of electric lines at the NH Hospital Cemetery on Clinton St; a grant for a wastewater treatment facility in Franklin.

IN MONADNOCK: Repairs to the Stone Arch Bridge, public transit for the elderly & disabled; and \$3.5 MM in airport runway improvements in Keene (95% federal funds).

IN STRAFFORD: \$1 MM loan to the Strafford Economic Development Corporation and an arts grant for UNH.

STATEWIDE: New prison construction; nine programs to promote local agriculture; HHS database improvements to make patient personal records more secure; water testing at community water sources statewide; and the final renewable energy project of the most recent portfolio, for a large solar array in Peterborough.

Details and documentation for all those items, and a the full list of nominations & confirmations here:
<http://www.nh.gov/council/district2/reports/2014/documents/20140115.pdf>

Happy New Year,
Colin
Executive Councilor, District 2

Paid for by Van Ostern for New Hampshire.
www.vanostern.com PO Box 193, Concord, NH 03302.
Colin Van Ostern, fiscal agent.

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STATE OF NEW HAMPSHIRE
Executive Council

COLIN VAN OSTERN
EXECUTIVE COUNCILOR
DISTRICT TWO



STATE HOUSE ROOM 207
107 NORTH MAIN STREET
CONCORD, NH 03301
(603) 271-3632

January 15, 2014

Dear friends,

We had a productive Council meeting with Governor Hassan this week, confirming two Circuit Court Judges, three Superior Court Judges, a new Director of the Division of Economic Development, Carmen Lorentz of Belmont, and plans for a \$35 MM new women's prison to be built behind the existing men's prison in Concord.

The Council approved:

IN CENTRAL NH: New prison construction, scheduled to complete by fall 2016; realignment of electric lines at the NH Hospital Cemetery on Clinton St; a grant for a wastewater treatment facility in Franklin.

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IN STRAFFORD: \$1 MM loan to the Strafford Economic Development Corporation and an arts grant for UNH.

STATEWIDE: New prison construction; nine programs to promote local agriculture; HHS database improvements to make patient personal records more secure; water testing at community water sources statewide; and the final renewable energy project of the most recent portfolio, for a large solar array in Peterborough.

Details and links to documentation for all those items below.

Happy New Year,
Colin
Executive Councilor, District 2

FULL 1/15 AGENDA
(or follow the links below for documentation of each item)

FULL INFORMATION

1. DETAIL: CENTRAL NH

Colin Van Ostern PO Box 193 Concord, NH 03302 603-290-5848

Authorized the Bureau of Public Works Design and Construction to enter into a contract with Gilbane Building Company, Bedford, NH, for the NH State Prison for Women and Men's Prison steam line repairs and underground storage tank removal, for an amount not to exceed \$34,997,783. (2) Further authorized a contingency in the amount of \$2,465,117 for unanticipated structural and site expenses, bringing the total to \$37,462,900. (3) Further authorized the amount of \$135,000 for payment to the Department of Administrative Services, Bureau of Public Works Design and Construction, Capital Clerk for oversight and engineering services, bringing the total to \$37,597,900. (4) Further authorized the transfer of \$75,000 to the State Art Fund, within the Department of Cultural Resources for the purchase of art for the NH State Prison for Women, Concord, NH, bringing the total to \$37,672,900. Effective upon G&C approval through October 1, 2016. **100% Capital - General Funds.**

Authorized, on behalf of the Department of Health and Human Services, to amend an existing electric utility transmission line license held by Unitil Corporation (originally approved by G&C on 10-2-13, item #47), affecting the NH Hospital Cemetery parcel located on the north side of Clinton Street in Concord in order to alter the existing utility corridor license area to accommodate a utility pole line realignment project proposed for the upcoming winter months of 2014. Effective upon G&C approval.

Authorized to award grant aid funds to: (1) Winnepesaukee River Basin Program, Franklin, NH, in the amount of \$2,159,471; and (2) City of Manchester, NH, in the amount of \$3,164,815, in the aggregate amount of \$5,324,286 for wastewater facility projects. Effective upon G&C approval. **100% General Funds.**

2. DETAIL: MONADNOCK REGION

Authorized to award a Conservation Number Plate Grant to the City of Keene for repairs to the Stone Arch Bridge in the amount of \$10,000. Effective upon G&C approval through December 31, 2015. **100% Other Funds.**

Authorized the Bureau of Rail & Transit to amend a contract with the County of Cheshire, Keene, NH, (originally approved by G&C on 5-15-13, item #97), for coordinated transportation services for elderly persons and persons with disabilities, by increasing the amount by \$20,000 from \$99,921 to \$119,921. Effective upon G&C approval through June 30, 2015. **100% Federal Funds.**

Authorized the Bureau of Aeronautics to provide funding to the City of Keene, NH, to rehabilitate Runway 2-20 and to make improvements to the Runway Safety Areas at the Dillant-Hopkins Airport in Keene, NH, in the amount of \$3,499,402.40. Effective upon G&C approval through December 31, 2017. **94.74% Federal, 5.26% General Funds.**

3. DETAIL: STRAFFORD COUNTY

Authorized to hold a Public Hearing with respect to the financing of a loan to Southeast Economic Development Corporation located in Dover, NH. Action will authorize a Resolution under RSA 162-A:18 to determine the financing will serve a public use, provide public benefit and is within the policy and authority of the Act.

Authorized the Division of Arts to award a General Project Grant in the amount of \$4,190 to the University of NH, Durham, NH, to document the cultural diversity and preserve the history of NH citizens through a documentary film: Fade to Black: Recovering NH's Buried African American History. Effective upon G&C approval through June 30, 2014. **100% General Funds.**

4. STATEWIDE PROJECTS AND POLICIES

Authorized the Bureau of Public Works Design and Construction to enter into a contract with Gilbane Building Company, Bedford, NH, for the NH State Prison for Women and Men's Prison steam line repairs and underground storage tank removal, for an amount not to exceed \$34,997,783. (2) Further authorized a contingency in the amount of \$2,465,117 for unanticipated structural and site expenses, bringing the total to \$37,462,900. (3) Further authorized the amount of \$135,000 for payment to the Department of Administrative Services, Bureau of Public Works Design and Construction, Capital Clerk for oversight and engineering services, bringing the total to \$37,597,900. (4) Further authorized the transfer of \$75,000 to the State Art Fund, within the Department of Cultural Resources for the purchase of art for the NH State Prison for Women, Concord, NH, bringing the total to \$37,672,900. Effective upon G&C approval through October 1, 2016. **100% Capital - General Funds.**

Authorized to accept and expend grant funds from the US Department of Agriculture, Agricultural Marketing Service, in the amount of \$224,025.35. Effective upon G&C approval through June 30, 2015. **100% Federal Funds. Contingent upon Fiscal Committee approval on January 10, 2014.**

Authorized to amend an existing **sole source** contract with Deloitte Consulting LLP, Harrisburg, PA (originally approved by G&C on 10-3-12, item #36), to complete the modernization of the New HEIGHTS infrastructure, and to provide functionality to support DHHS's strategic vision for improved service delivery, by increasing the price by \$11,345,012 from \$33,310,624.33 to an amount not to exceed \$44,655,636.33. Effective upon G&C approval. **90% Federal, 10% General Funds.**

Authorized to enter into a contract with Arthur Pyburn & Sons Incorporated of Lynnfield, MA, to conduct leak detection surveys at 23 NH community water systems, in an amount not to exceed \$62,240. Effective upon G&C approval through December 31, 2014. **100% Federal Funds.**

5. DETAIL: APPOINTMENTS AND NOMINATIONS

(= District 2 Resident)*

New Nominations by Governor Hassan:

Board of Licensing for Alcohol and Other Drug Use Professionals:

Cheryl Wilkie, Concord, NH*

Athletic Trainers Governing Board:

Renee C. Kleszcynski, Durham, NH*

Compensation Appeals Board:

Dennis Teravainen, Hooksett, NH

Division of Libraries Director (State Librarian), Department of Cultural Resources:

Michael York, Goffstown, NH*

Dental Hygienists Committee:

Margaret A. Ray, Hancock, NH*

Board of Licensed Dieticians:

Jeanne S. Brown, Goffstown, NH*

Division of Higher Education, Department of Education:

Edward R. MacKay, Durham, NH*

Board of Foresters:

Donald W. Winsor, Plymouth, NH

Board of Registration of Funeral Directors and Embalmers:

Timothy P. Kenney, Goffstown, NH

Board of Professional Geologists:

Thomas C. Shevenell, Hancock, NH*

State Historical Resources Council:

James L. Garvin, Pembroke, NH

Interstate Bridge Authority:

Henry B. Stebbins, Portsmouth, NH

Manufactured Housing Installation Standards Board:

Kevin J. Breen, Salem, NH

Fred Emanuel, Stratham, NH

Linda J. Rogers, Exeter, NH

Physical Therapy Governing Board:

Gilliam Cavezzali, Plymouth, NH

State Radiation Advisory Committee:

Richard A. Fralick, Durham, NH*

Francis H. La Branche, Northfield, NH*

James P. Tarzia, East Hampstead, NH

Real Estate Appraisers Board:

Cynthia L. Baron, Sunapee, NH

Director of the Municipal and Property Division at the Department of Revenue Administration:

Stephan W. Hamilton, Salem, NH

Speech-Language Pathology Governing Board:

Robin Kingsley, Exeter, NH

Telecommunications Planning and Development Advisory Committee:

Christopher K. Hodgdon, Contoocook, NH*

Martha McLeod, Franconia, NH

Advisory Council on Unemployment Compensation:

Dennis Caza, Goffstown, NH

Matthew Kfoury, Manchester, NH

Robert E. Martel, Dunbarton, NH

Lee C. Nyquist, New Boston, NH

Waste Management Advisory Council:

Frederick J. McGarry, Deerfield, NH

Wetlands Council:

Richard Mellor, Rindge, NH

Confirmed by the Council:

Judge of the Superior Court:

David A. Anderson, Portsmouth, NH
Lawrence A. MacLeod, Lebanon, NH
Charles S. Temple, Concord, NH*

Judge of the Circuit Court:

David S. Forrest, Keene, NH
Elizabeth M. Leonard, Manchester, NH

Director of the Division of Economic Development:

Carmen R. Lorentz, Belmont, NH

Manager of Risks & Benefits, Department of Administrative Services:

Catherine A. Keane, Concord, NH*

New Hampshire State Council on the Arts:

Timothy G. Sink, Concord, NH*

Medical Review Subcommittee:

David C. Conway, Henniker, NH*
Nick P. Perencevich, Concord, NH*
Louis E. Rosenthal, Concord, NH*

Pesticides Control Board:

Carl J. Majewski, Westmoreland, NH*

Agricultural Advisory Board:

David L. Babson, Ossipee, NH

Athletic Trainers Governing Board:

Scott J. Roy, Grantham, NH

Community College System of New Hampshire:

Stephen J. Ellis, Pittsburg, NH

Fire Standards Training Commission:

Richard P. McGahey, Hooksett, NH

New Hampshire Health and Education Facilities Authority:

Allan M. Moses, Bow, NH

Board of Hearing Care Providers:

David P. Dachowski, Bedford, NH

Director of Agency Software, Department of Information Technology: Christiana

Goodwin, Merrimack, NH

Advisory Committee on Marine Fisheries:

Geno J. Marconi, Stratham, NH

Ritchie White, Rye, NH

New Hampshire Board of Medicine:

Emily R. Baker, Hanover, NH

New Hampshire Motor Vehicle Industry Board:

Margaret S. McCabe, Sanbornton, NH

Board of Natural Scientists:

Christopher Albert, Nottingham, NH

Occupational Therapy Governing Board:

Dwayne Oothoudt, Tilton, NH

Pre-Engineering Technology Advisory Council:

Debra Melton-Livingston, Manchester, NH

###

Mulholland, Michelle

From: colinvo=vanostern.com@mail.salsalabs.net on behalf of Colin Van Ostern
<colinvo@vanostern.com>
Sent: Friday, January 31, 2014 8:48 AM
To: * City Clerk
Subject: Exec Council Report - Family planning funds restored

Friends,

We had an unusually short Governor & Council meeting this week, which was highlighted by the unanimous vote to restore funds for ensuring low- or no-costs access to birth control pills, cancer screenings, and annual exams at Planned Parenthood health centers and two other local nonprofits.

Additionally, the Council voted to:

- **IN CENTRAL NH:** Accept donations from friends and family of Dolly Conron, a longtime tollbooth attendant at Winslow State Park, to build a picnic shelter in her honor.
- **IN MONADNOCK & WESTERN NH:** Grant \$13k in Arts grants to the Colonial Theatre in Keene, NH; and approve Beaconwood 2012 Realty Trust's proposed work on Lake Sunapee in New London, NH.
- **IN STRAFFORD CO:** Support Rochester Teen Night events in partnership with the Rochester Police Department; approve a contract for removal of the Sawyer Mills Upper and Lower Dams.
- **STATEWIDE:** Accept federal funding to help cyber/network security measures for the statewide IT network.
- The Council also approved a number of appointments – full list, and links to all the items mentioned above, are available below.

Sincerely,

Colin

Executive Councilor, District 2

--> [LINK TO FULL 1/29 AGENDA](#) <--

(or follow the links below for documentation of each item)

1. DETAIL: CENTRAL NH

Authorized the Division of Parks and Recreation to accept \$5,305 in donations given in memory of Dolly Conron, from the individuals as detailed in letter dated December 11, 2013. Effective upon G&C approval.

2. DETAIL: MONADNOCK REGION

Authorized the Division of Arts to award a Public Value Partnership Grant in the amount of \$13,000 to Colonial Theatre Group, Keene, to strengthen the capacity for affordable diverse arts programs to NH residents and visitors. Effective upon G&C approval through June 30, 2014. **100% Federal Funds.**

Authorized Beaconwood 2012 Realty Trust's request to perform work on Sunapee Lake in New London.

3. DETAIL: STRAFFORD COUNTY

Authorized to enter into an agreement with the City of Rochester Police Department to provide juvenile court diversion services by providing support services for Rochester Teen Night events, in an amount not to exceed \$10,000. Effective upon G&C approval through February 1, 2015. **100% Federal Funds.**

Authorized to enter into a **sole source** agreement with Sawyer Mill Associates Inc., Dover, NH, for feasibility studies, design, and permitting associated with the removal of the Sawyer Mills Upper and Lower Dams, in the amount of \$10,000. Effective upon G&C approval through December 15, 2015. **100% Federal Funds.**

4. STATEWIDE PROJECTS AND POLICIES

Authorized to accept funds in the amount of \$254,995 in SFY 14 from the State Homeland Security Program funds available from the Department of Safety for funding of cyber/network security measures at DoIT for the Statewide IT network. (2) Further authorized to establish 046 consultant positions for the purpose of reviewing and recommending cyber/networking security measures at DoIT for the statewide IT network. Effective upon G&C approval through June 30, 2014. **100% Other Funds; the funds used by DOS reimburse DoIT are 100% Federal Funds. Fiscal Committee approved.**

Authorized to enter into agreements with: (1) Concord Feminist Health Center, in the amount of \$73,218, (2) Feminist Health Center of Portsmouth d/b/a Joan G Lovering Health Care, in the amount of \$89,214, and (3) Planned Parenthood of Northern New England, in the amount of \$737,568, to provide family planning services, for an amount not to exceed \$900,000. Effective upon G&C approval through June 30, 2015. **100% General Funds.**

5. DETAIL: APPOINTMENTS AND NOMINATIONS

*(* = District 2 Resident)*

*****New Nominations by Governor Hassan*****

Advanced Manufacturing Education Advisory Council:

John F. Olson, Charlestown, NH*

Current Use Advisory Board:

Thomas A. Mullin, Rochester, NH*

Judicial Council:

Steven D. Lubrano, Hanover, NH

Alan Seidman, Bedford, NH

Judicial Retirement Plan Board of Trustees:

Deborah B. Butler, Concord, NH*

Board of Landscape Architects:

Douglas H. Greiner, Salisbury, NH*

Advisory Committee on Marine Fisheries:

Peter A. Whelan, Portsmouth, NH

Board of Mental Health Practice:

Joseph P. Nadeau, Durham, NH*

Oil Fund Disbursement Board:

Thomas Klemm, Salem, NH

Personnel Appeals Board:

Joseph Casey, Rochester, NH*

Physical Therapy Governing Board:

Nicole Lavoie, Nashua, NH

Racing and Charitable Gaming Commission:

Frederick Booth, New Durham, NH

Recreational Therapy Governing Board:

Rebecca K. Taylor, Manchester, NH

Transportation Appeals Board:

Christopher R. Bean, Concord, NH*

Volunteer New Hampshire Board of Directors:

Pamela S. Hall, Portsmouth, NH

Charles Lloyd, Concord, NH*

Waste Management Council:

Nancy E. Kinner, Lee, NH

Wetlands Council:

Deborah Lievens, Londonderry, NH

*****Confirmed by the Council*****

Board of Licensing for Alcohol and Other Drug Use Professionals:

Cheryl Wilkie, Concord, NH*

Athletic Trainers Governing Board:

Renee C. Kleszcynski, Durham, NH*

Compensation Appeals Board:

Dennis Teravainen, Hooksett, NH

Division of Libraries Director (State Librarian), Department of Cultural Resources:

Michael York, Goffstown, NH*

Dental Hygienists Committee:

Margaret A. Ray, Hancock, NH*

Board of Licensed Dieticians:

Jeanne S. Brown, Goffstown, NH*

Division of Higher Education, Department of Education:

Edward R. MacKay, Durham, NH*

Board of Foresters:

Donald W. Winsor, Plymouth, NH

Board of Registration of Funeral Directors and Embalmers:

Timothy P. Kenney, Goffstown, NH

Board of Professional Geologists:

Thomas C. Shevenell, Hancock, NH*

State Historical Resources Council:

James L. Garvin, Pembroke, NH

Interstate Bridge Authority:

Henry B. Stebbins, Portsmouth, NH

Manufactured Housing Installation Standards Board:

Kevin J. Breen, Salem, NH

Fred Emanuel, Stratham, NH

Linda J. Rogers, Exeter, NH

Physical Therapy Governing Board:

Gilliam Cavezzali, Plymouth, NH

State Radiation Advisory Committee:

Richard A. Fralick, Durham, NH*

Francis H. La Branche, Northfield, NH*

James P. Tarzia, East Hampstead, NH

Real Estate Appraisers Board:

Cynthia L. Baron, Sunapee, NH

Director of the Municipal and Property Division at the Department of Revenue Administration:

Stephan W. Hamilton, Salem, NH

Speech-Language Pathology Governing Board:

Robin Kingsley, Exeter, NH

Telecommunications Planning and Development Advisory Committee:

Christopher K. Hodgdon, Contoocook, NH*

Martha McLeod, Franconia, NH

Advisory Council on Unemployment Compensation:

Dennis Caza, Goffstown, NH

Matthew Kfoury, Manchester, NH

Robert E. Martel, Dunbarton, NH

Lee C. Nyquist, New Boston, NH

Waste Management Advisory Council:

Frederick J. McGarry, Deerfield, NH

Wetlands Council:

Richard Mellor, Rindge, NH

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Box 193, Concord, NH 03302. Colin Van Ostern, fiscal agent.

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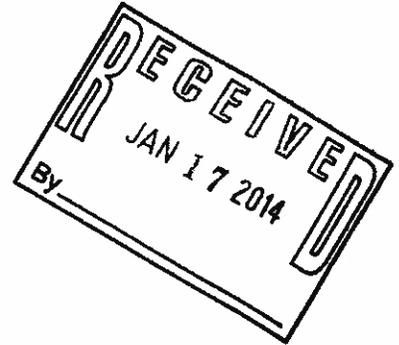




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xfinityTM
TJA

January 15, 2013

The Honorable James Bouley
Office of the Mayor
City of Concord
41 Green Street
Concord, NH 03301



Re: Annual Customer Notice

Dear Mayor Bouley:

Each year Comcast provides its customers with annual notices, including such information as Comcast's customer privacy policy, payment procedures, equipment compatibility and billing dispute and complaint procedures.

In accordance with RSA 53-C:3-d, enclosed please find a copy of the inserts received by customers in their bills during 2013. In addition, please find a copy of the Affidavit submitted to the Attorney General's Office certifying the inclusion of such documents into customer bills during the 2013 calendar year.

Please do not hesitate to contact me if you have any questions at 603-224-1871, ext. 202.

Sincerely,

Bryan Christiansen

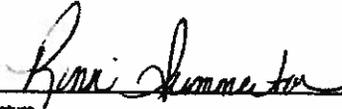
Bryan Christiansen, Sr. Manager
Government & Regulatory Affairs

Enclosures

AFFIDAVIT

Customer Annual Notice

I, Ronni Summerton, certify that Comcast of Connecticut/Georgia/ Massachusetts/New Hampshire/New York/North Carolina/Virginia/Vermont, LLC, Comcast of Maine/New Hampshire, Inc., Comcast of Massachusetts/New Hampshire, LLC and Comcast of New Hampshire, Inc. complied with New Hampshire RSA 53-C:3-d (Notice to Subscribers Regarding Quality of Service) by providing each customer located in the communities attached hereto an insert regarding 1) *Customer Privacy Notice*, 2) *Important Information* and 3) *Notice to Customers Regarding Equipment Compatibility & Important Information*. Each notice was submitted with subscriber bills in February, September and September of 2013 respectively.



Signature

Ronni Summerton
Print Name

January 9, 2014
Date

Attachment

Your first statement will include a monthly charge for the upcoming month. It may also include:

1. Your installation charge.
2. A partial charge for your first month's service if you are connected in the middle of a billing cycle: for example, if your monthly cable fee is \$24.00 and you connect to cable on the tenth day of a 30-day month, you would be billed for 2/3 of a month. The amount shown next to the line entry "prorate" or "partial month" would be \$16.00.
3. Your payment due date.
4. An address to send any written requests in a separate letter to Comcast, and
5. All prices for services (these may be subject to applicable franchise fees and taxes).

THEFT OF SERVICE

The Cable Act (47 USC § 533) created both civil and criminal penalties for manufacturers, suppliers and users of unauthorized cable devices. This federal theft-of-service law supplements any existing state or local laws, and provides a federal remedy against any person who, without authorization, intercepts or receives any communication service which is provided over a cable system.

This federal law prohibits the unauthorized interception or receipt of any communications service over a cable system. This would include the theft of audio, video, textual data or other service, including data transmitted to or from a customer over a system that has interactive capability. The law applies to both manufacturers and distributors of equipment, as well as individual subscribers.

The Cable Act provides both civil and criminal penalties for theft of cable services. Under this federal legislation, a cable operator may seek substantial monetary damages for the theft of its cable services. In addition, if the violations are willful and for commercial advantage or private financial gain, the court may award damages of up to \$50,000 in civil cases and a maximum of \$100,000 for certain criminal violations, in addition to a maximum of five years imprisonment for subsequent offenses.

Theft of service creates unfair burdens on cable subscribers who are forced to subsidize the benefits that other individuals are getting by receiving cable service without paying for it.

ABOUT YOUR CONVERTER

Many television sets cannot receive the large number of channels offered by cable television. In order to receive these channels, as well as to descramble certain optional premium or pay-per-view services, you may require an electronic channel selection device called a "converter." A converter and a remote control are available from Comcast on a lease basis or may be purchased at certain retail outlets, including consumer appliance or electronics stores.

Some television components like VCRs, cable-ready sets and remote-control devices may not be compatible with your cable television service. We encourage you to make certain components you purchase are compatible with your cable television service prior to making a purchase. For further information, please refer to the Equipment Compatibility section of this notification, or call your local Comcast office.

Converters that unscramble services also provide our customers with the option to use "parental control" to block channels they wish not to view.

It is easy to watch your television after connecting to cable using a converter. Just turn on both your television set and the converter. Make sure that your television is tuned to the output channel of your converter (Ch. 2, 3 or 4), and then select the channel you want to watch by using the controls on either the converter or the hand-held remote control device. To ensure reliable operation, make sure the converter is plugged into a "live" electrical outlet, rather than one controlled by a light switch. Loss of power to some converters may result in a temporary loss of cable service, even after the power is restored.

IF YOUR CONVERTER IS PROVIDED TO YOU BY COMCAST YOU MUST RETURN IT ONCE YOU ARE NO LONGER A CUSTOMER.

IF YOU HAVE PROBLEMS

If you experience a problem with picture or signal quality, you should review your television and/or VCR owner's manual for proper adjustment or please try the troubleshooting information below. If your service problem does not clear up you should call the local customer service number listed below and describe the problem to a customer service representative.

In order to correct the problem, we may need access to your premises if required, a service call will be scheduled at a time convenient to you. We will make all reasonable efforts to resolve any complaints you have concerning the quality of our signals promptly and efficiently. Excluding conditions beyond our control, we will respond to a service interruption no later than twenty-four hours after receipt of notification. We respond to other service problems no later than the next business day after notification. If our service technician is unable to correct the problem to your satisfaction we will, at your request, schedule a second service appointment. If we remain unable to correct the problem you will be notified of this fact and the reason why. If you are dissatisfied with our resolution of your service problem, you may contact the local franchising authority to discuss the problem with your service. Please refer to your monthly cable bill or call the local customer service number listed below for the name and address of your local franchising authority.

IMPORTANT: Is your television set dial set on the converter output channel (example: Ch. 2, 3 or 4)?

Wrong Channel

- Check television set dial and converter for channel setting.



Snow on Screen

- Check to make sure converter is plugged into a working outlet.



No Picture, No Sound

- Make sure the television set is plugged into a "live" electrical outlet, and not controlled by a wall switch.
- Push red "reset" button on back of television set, if your set has one.
- Adjust "brightness" control on television set, if your set has one.



Picture Shrinks

- May be an overloaded circuit in your television set, or
- Electric company power cutback.



No Picture

- Check channel setting on converter and television set.
- Check listing to make sure channel is broadcasting during this time slot.
- Wait for the television station announcement of difficulty.
- Check other channels to compare reception.



CABLE AND YOUR VCR, DVD PLAYER, DVD RECORDER

If you are a VCR, DVD Player, DVD Recorder owner, you can use your VCR, DVD Player, DVD Recorder to receive additional enjoyment from your cable television service.

Comcast wants to help you understand how to make your VCR, DVD Player, DVD Recorder and cable television service compatible entertainment components. With your cable service VCR, DVD Player, DVD Recorder combination, you can record your favorite movies and cable programs for later viewing. We want you to have maximum flexibility in watching what you want, when you want to watch it.

VCR, DVD Player, DVD Recorder-Cable Hookup Warnings

1. Additional equipment, such as coaxial cables, signal splitters or A/V switches, may cause picture distortion if it does not meet Comcast systems standards. Please call our repair department before you purchase additional hookup equipment.
2. We recommend against cutting cable wire connectors. An improperly cut cable may cause picture distortion.
3. All cable connections must be fitted "wrench tight."

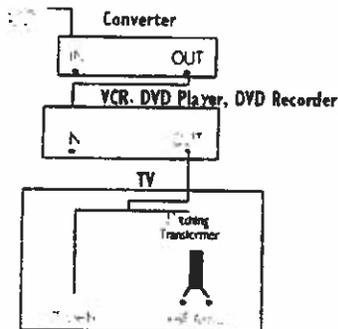
Installing Your VCR, DVD Player, DVD Recorder

Installation of your VCR, DVD Player, DVD Recorder can be completed through a variety of different methods depending upon your viewing and recording requirements. The various options available for connecting your VCR, DVD Player, DVD Recorder are described below.

To Record What You View

The diagram below shows how to install your VCR, DVD Player, DVD Recorder so you may view and record the same channel. When using this option, be sure you have both your TV and VCR, DVD Player, DVD Recorder set to the proper channel.

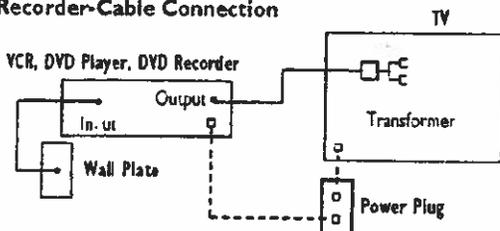
- Step 1: The coaxial cable from the wall connects to the "in" terminal on the converter.
- Step 2: A coaxial cable is connected from the converter "out" terminal to the "in" terminal on your VCR, DVD Player, DVD Recorder.
- Step 3: A second coaxial cable is connected from the "out" terminal of your VCR, DVD Player, DVD Recorder to the back of your television set.
- Step 4: The coaxial cable is then either attached to the 75 OHM input terminal if you have a cable-ready television, or a "matching transformer" is installed on the end of the cable connector, and the transformer is then attached to the VHF aerial terminals.



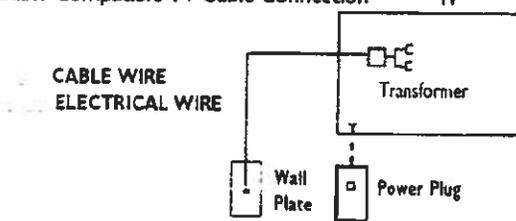
True Cable Compatibility

Please refer to the Equipment Compatibility section in this notice regarding cable compatibility, or call your Comcast office if you have questions. If your service level and your equipment are compatible, then generally you can be hooked up to cable service according to the following diagrams:

Cable-Compatible TV & VCR, DVD Player, DVD Recorder-Cable Connection



Cable-Compatible TV Cable Connection



Installing Digital Cable Service

Upon request for an upgrade to Comcast Digital Cable, self-installation kits and manuals for Digital Consumer Terminals ("DCT") are available from your local Comcast cable office for a separate charge. The installation and other instructions relating to DCTs differ from those set forth above due to the uniqueness of the DCT and the digital and other services and functions that may be received through it. Contact your local Comcast cable office for further details.

A BRIEF NOTE ABOUT THE SERVICES WE OFFER

Not all services are available in all areas. Please call your local Comcast office for details.

Basic Service

Basic Service is one of our most viewed levels of service. Basic Service may include off-air broadcast stations and franchise-required public, educational and government access channels. All such programming varies on a community-by-community basis and is subject to change at any time. Currently, our cable customers must subscribe to Basic Service in order to subscribe to any tiers of video service offered by Comcast.

Expanded Basic Service

Expanded Basic Service is the level of service that generally carries all non-premium cable channels, such as The Discovery Channel, Lifetime, ESPN, A&E, USA, TNT and, where available, regional sports services. All such programming varies on a community-by-community basis and is subject to change at any time.

Expanded Basic Service, where available, is an optional level of service above and beyond Basic Service. A customer must receive Basic Service in order to be eligible to receive Expanded Basic Service.

Premium Services

Premium Services are generally available to customers who receive Basic Service. Customers typically do not need to receive Expanded Basic Service in order to get premium channels. Premium channels generally include Home Box Office (HBO), Showtime, Cinemax, STARZ!, and Encore. All premium services may not be available in all areas. There is a separate monthly charge for each premium channel a customer receives.

Digital Cable Services

Many of our customers have chosen Comcast Digital Cable. It provides a special interest and other channels, digital music channels and access to multiple pay-per-view channels and multiplexed services, among other features, in addition to the analog service our customers already receive.

In addition, interactive television services may be available in some areas.

Other Optional Services

In addition to these programming services, we may also offer our customers the option of renting converters or remotes for an additional monthly charge; the Cable Guide, Pay-Per-View or other services, including ordering and downloading pay-per-view services; and optional interactive television services, such as e-mail and access to the Internet.

We may also have available Comcast High-Speed Internet Service for personal computers that offers content-enhanced access to the Internet; full motion video; national, regional, and local content; e-mail; personalized browsers; and other exciting features at unprecedented speed and convenience. Comcast High-Speed Internet service may not be available in all areas and is subject to certain terms and conditions.

A NOTE ABOUT PROGRAMMING

We receive programming from various non cable and cable networks. We are not responsible for the content of programs aired by these networks. Programming complaints or questions should be directed to the particular cable or broadcast networks.

MOVING

BEFORE YOU MOVE, please call Comcast. This is the best way for us to disconnect your service, recover your converter and arrange for cable television service in your new home. Call us in advance, and we will schedule a new installation if your new home is in our service area.

If you decide to disconnect your cable television service, converters, remote control devices and any other equipment provided by Comcast should be returned to us *immediately*. Customers are liable for these items and will continue to be billed until the equipment is returned, or, if you have lost it or are otherwise unable to return it, paid for.

EMERGENCIES

Emergencies such as fallen utility lines, violent storms or sub-freezing weather may interfere with reception of cable service. We will promptly have one of our crews correct an emergency situation as soon as it is safely possible.

IMPORTANT NOTICE TO OUR CUSTOMERS REGARDING EQUIPMENT COMPATIBILITY

"CABLE READY" AND "CABLE COMPATIBLE EQUIPMENT"

Many subscribers currently rent or own set-top converters to receive our cable services. Because a set top converter functions as the channel tuner on your television or VCR, it may prevent you from using some of the special features and functions of your television or VCR. For example, you may not be able to view one program while recording another, record two or more consecutive programs that appear on different channels, use advanced picture generation and display features such as "picture in picture," channel review or use other features that necessitate channel selection by the television set or VCR. Some of these problems may be resolved by the use of A/B switches, signal splitters, and/or other supplemental equipment that can be purchased from Comcast or at electronic stores. Please call us if you would like to discuss the type of special equipment needed to resolve individual compatibility problems or if you have any questions regarding other equipment compatibility issues.

In order to enable you to utilize special features, which your television and VCR may have, we will make available, upon your request, equipment which will allow for simultaneous reception of two or more scrambled or encrypted signals and for tuning to alternative channels on a pre-programmed schedule. This equipment could include for example, set-top converters and multiple descrambler/decoders and/or tuners (or if such devices are not available, multiple set-top devices will be provided), and signal bypass switches.

If you plan to purchase cable services that we scramble or encrypt, such as premium, pay-per-view or digital services, you should make sure that any set-top converter, or navigation device or Digital-cable-ready television (which can receive digital cable services using a device that we must provide called a CableCard in place of a converter) that you purchase from a retail outlet is compatible with our system or Note: CableCards will not support two-way, interactive services such as On Demand, pay-per-view and the Comcast interactive program guide. Sets capable of supporting two-way services will be available in the future, and Comcast is committed to supporting that technology when it becomes available.

Upon your request, we will provide you with the necessary technical parameters necessary for any set top converter rented or acquired from retail outlets to operate with our cable system. If you see advertisements for set-top converters that have descramblers in them, you should understand that these devices may be illegal to use. Because of the need to protect our scrambled services, we will not authorize the use of any converter/descrambler which does not conform to all required signal security specifications. People who

use illegal converters/descramblers may be subject to prosecution for theft of cable service. It is unlawful to alter or tamper with any device belonging to a cable operator in order to receive, intercept or assist in receiving or intercepting any communications service offered over a cable system. People who take such actions may be subject to fines or imprisonment.

AVAILABILITY OF SPECIAL BY-PASS EQUIPMENT

Some of the channels offered on the Comcast cable system may also be scrambled and viewed only if a set-top converter is used. However, as described above, a converter may limit your ability to use certain advanced features on your television set VCR, DVD Player, DVD Recorder. If you use a converter and you have problems using the special features, additional special equipment may be necessary to regain some or all of these features. Comcast will consult with you in order to determine what specific equipment may be available to solve your particular situation. This equipment may include an additional converter, or, if you have a receiver that can tune our cable channels, possibly a switch (or a special converter with a switch) that will enable you to by-pass the converter and tune all unscrambled channels with your television set VCR, DVD Player, DVD Recorder.

Please contact Comcast regarding your needs, and we will be happy to discuss alternative solutions with you and give you a schedule of applicable charges. In addition, you may purchase by-pass switches and additional converters at retail outlets. Cable converters that have descramblers in them (so-called "pirate boxes" or "black boxes") may be illegal to sell or use, unless authorized by Comcast. Because of the need to protect our scrambled services, we will not authorize the use of any converter/descramblers which does not conform to all required signal security specifications.

PAY-PER-VIEW PROGRAMMING

Comcast may not have the right to distribute pay-per-view programming to commercial establishments, and you may not order or request pay per view programming for receipt, exhibition or taping in a commercial establishment. You may neither exhibit nor assist in the exhibition of pay-per-view programming in a commercial establishment unless explicitly authorized to do so in advance, by Comcast and our program provider. If you fail to abide by this restriction, you will be held liable for any claims made against you or Comcast on account of any unauthorized commercial exhibition.

REMOTE CONTROLS

If you use a converter with remote control capability, Comcast provides remote control devices for a monthly charge. In some areas, you may also be able to buy them from us. It is also possible the remote control that came with your TV or VCR is capable of controlling the converter box. In that case, please feel free to use it. Finally, you may choose to buy a "universal" remote control device capable of working with our converters at retail outlets, including many appliance or consumer electronics stores. Examples of compatible universal remote control devices include: Zenith, including Gemini's "Rabbit" series; the Mac 10 and the Mac 20; Mentek Memorex CP-8; Universal Electronics One Four All III; and Tandy Corporation 15902. Others may be available as well.

Any or all of the above remote control devices may not be compatible with the DCT's required for optional services voluntarily requested by you.

We hope this information has been useful. If you have any questions, please contact us. The phone number of your Comcast office is contained on your monthly bill, or in your monthly billing mailing.

IMPORTANT INFORMATION

SERVICE AREA
MA, NH & ME

PHONE NUMBERS

BILLING/REPAIR

1-800-COMCAST (266-2278)

NEW SERVICES/SALES

1-800-COMCAST (266-2278)

AFTER-HOURS REPAIR

1-800-COMCAST (266-2278)

MAILING/OFFICE ADDRESS

Comcast
1 Comcast Center
Philadelphia, PA 19102

LOCAL FRANCHISING AUTHORITY

Consumer Division of the
Department of Telecommunications and Cable
1-800-392-6066
1000 Washington Street, Suite 620
Boston, MA 02118

Office of the Attorney General
Consumer Protection and Antitrust Bureau
33 Capital Street
Concord, NH 03301

Office of the Attorney General
Consumer Information and Mediation Service
6 State House Station
Augusta, ME 04333



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Comcast Customer Privacy Notice for Cable Television, High-Speed Internet and Phone Services

Why is Comcast providing this notice to me?

As a subscriber to cable service or other services provided by Comcast, you are entitled under Section 631 of the federal Cable Communications Policy Act of 1984, as amended, (the "Cable Act") to know the following:

- the limitations imposed by the Cable Act upon cable operators in the collection and disclosure of personally identifiable information about subscribers;
- the nature of personally identifiable information we collect;
- the nature of the use of personally identifiable information;
- under what conditions and circumstances we may disclose personally identifiable information and to whom;
- the period during which we maintain personally identifiable information;
- the times and places at which you may have access to your personally identifiable information, and
- your rights under the Cable Act concerning personally identifiable information and its collection and disclosure.

Personally identifiable information is information that identifies a particular person; it does not include aggregate data that does not identify a particular person or persons. This notice is also provided to you in accordance with applicable California law, which only applies to our customers located in California who are served by a cable television corporation.

In addition, Section 702 of the federal Telecommunications Act of 1996, as amended, (the "Telecommunications Act") provides additional privacy protections for certain information related to our phone services:

- information about the quantity, technical configuration, type, destination, location, and amount of your use of the phone services; and
- information contained on your telephone bill concerning the type of phone services and features you receive.

That phone information when matched to your name, address, and telephone number is known as customer proprietary network information or CPNI for short. This notice, which includes our CPNI Policy, describes what CPNI information we obtain, how we protect it, and how it may be used. If you are a customer of our phone services, you have the right, and Comcast has a duty, under the Telecommunications Act and applicable state law, to protect the confidentiality of CPNI. We also honor any restrictions applied by state law, to the extent applicable. **WE EXPLAIN BELOW UNDER "HOW DO I GIVE OR WITHHOLD MY APPROVAL FOR COMCAST TO USE CPNI TO MARKET ADDITIONAL PRODUCTS AND SERVICES TO ME?" HOW YOU CAN APPROVE OUR USE OF CPNI OR WITHDRAW YOUR APPROVAL?**

Special Note: Our CPNI Policy applies to the voice communications-related services provided by the applicable Comcast operating company that delivers voice services to our customers.

In this notice, the terms "Comcast," "we," "us," or "our" refer to the operating company subsidiary or subsidiaries of Comcast Corporation that (i) owns and/or operates the cable television system in your area pursuant to a cable television franchise with the local franchising authority, or (ii) is operating in your area. The term "you" refers to you as a subscriber to one or more of our cable service and other services.

I. Collection

What kind of information does this notice apply to?

The Cable Act applies to personally identifiable information that you have furnished to Comcast, or that Comcast has collected using the cable system, in connection with the provision of cable service or other services. The Telecommunications Act applies to CPNI related to our regulated phone services, and certain orders of the Federal Communications Commission apply the CPNI rules to our interconnected voice over Internet protocol communications services. This notice applies to our cable television service, our high-speed Internet service, and our phone services as provided for by applicable law and except as otherwise noted.

Special Note: This notice only covers information that is collected by Comcast in connection with the provision of our cable television service, our high-speed Internet service, and our phone and communications services to you as a subscriber to one or more of these services. It does not cover information that may be collected through any other products, services, or websites, even if accessed through our services and even if co-branded with them. You should read the privacy policies for these other products, services, and websites to learn how they handle your personal information.

For what purposes may Comcast collect personally identifiable information and CPNI?

The Cable Act authorizes Comcast as a cable operator to use the cable system to collect personally identifiable information concerning any subscriber for the following purposes:

- to obtain information necessary to render our cable service or other services to our subscribers; and
- to detect unauthorized reception of cable communications.

The Cable Act prohibits us from using the cable system to collect personally identifiable information concerning any subscriber for any purposes other than those listed above without the subscriber's prior written or electronic consent.

The Telecommunications Act authorizes us to use, disclose, or permit access to individually identifiable CPNI in our provision of

- the telecommunications services from which this information is derived; or
- services necessary to, or used in, the provision of these services, including the publishing of directories.

The Telecommunications Act prohibits us from using CPNI for any purposes other than those listed above except as permitted or required by law or with your approval.

What kind of personally identifiable information and CPNI does Comcast collect?

Comcast collects information from you at several different points when you initiate and use our services. Some of this information is personally identifiable information, but much of it is not. We collect certain personally identifiable information that our subscribers furnish to us in connection with the provision of cable service or other services. In order to provide reliable, high quality service to you, we keep regular business records containing information about you that may constitute personally identifiable information. These records include some but typically not all, of the following information:

- your name;
- service address;
- billing address;
- e-mail address;
- telephone number;
- driver's license number;
- social security number;
- bank account number;

- credit card number; and
- other similar account information.

With respect to phone services, examples of CPNI include information typically available from telephone-related details on your monthly bill, such as:

- location of service;
- technical configuration of service;
- type of service;
- quantity of service;
- amount of use of service; and
- calling patterns

CPNI does not include your name, address, and telephone number, because the Telecommunications Act classifies that information as "subscriber list information" which is not subject to the protections applicable to CPNI. However, that information is also subject to certain protections as described below under "To whom may Comcast disclose personally identifiable information?"

We also collect and maintain certain other information about your account. For example, this information may include:

- billing, payment, and deposit history;
- additional service information;
- customer correspondence and communications records;
- maintenance and complaint information;
- records indicating the number of television sets, set-top boxes, modems, or telephones connected to our cable system; and
- additional information about the service options you have chosen.

Some of our services permit you to establish secondary accounts, and if you do so we collect similar information in order to establish and service the secondary accounts. During the initial provisioning of our services, and during any subsequent changes or updates to our services, Comcast may collect technical information about your televisions, any set-top boxes, computer hardware and software, cable modems, telephones, and/or other cable or other service-related devices, and customization settings and preferences. Additionally, if you rent your residence, we may have a record of whether landlord permission was required prior to installing our cable facilities as well as your landlord's name and address.

What kind of information do you collect if I use interactive or transactional services or television viewing controls?

When you use our interactive or other transactional services such as video on demand, for example, our systems may automatically collect certain information about your use of these services. Most of this information is not personally identifiable information and it is simply used, for example, to carry out a particular request you make using your remote control, set-top box, or other equipment. This may include information required to change your television channel, review listings in an electronic program guide, pause or fast forward through certain on demand programs, or invoke a calling feature for our phone service, among other things. It may also include other information such as the time you actually use our services and the use of other features of our services, and which menus and menu screens are used most often and the time spent using them. In order to carry out a particular request you make to watch a pay-per-view program or purchase a product, service, or feature, for example, our system may collect certain personally identifiable information. This information typically consists of account and billing-related information such as the pay-per-view programs or other products, services, or features ordered so that you may be properly billed for them. Follow your program guide commands or any special instructions on your video screen when you make these transactional requests. These commands and instructions will explain your choices so that you can complete or cancel your requests as you wish.

What kind of information do you collect and use to improve your cable services and deliver relevant advertising?

Our cable systems may collect anonymous and/or aggregate information using set-top boxes and other equipment. We use this information to determine which programs are most popular, how many people watch a program to its conclusion, and whether people are watching commercials, for example. As described below under "How does Comcast use personally identifiable information and CPNI?", we may provide subscriber lists or certain anonymous and/or aggregate information to third parties working on our behalf, such as audience measurement or market research firms, for example. These firms may combine this information with other aggregated or non-aggregated demographic information (such as census records) to provide us with audience analysis data, though we will require them to remove personally identifiable information about our subscribers from this data. We use this information to improve our cable television service and other services and make programming and advertising more relevant to our subscribers. We may also use this information to distribute and deliver relevant programming

and advertising to you without disclosing personally identifiable information about you to programmers or advertisers. In addition to this privacy notice, we may provide additional notices to you regarding specific advertising or other initiatives. These notices will describe the initiatives in greater detail and may, as appropriate, contain information you can use to choose to participate, or not participate, in these initiatives.

II. Use:

How does Comcast use personally identifiable information and CPNI?

We collect, maintain, and use personally identifiable information and CPNI as permitted by the Cable Act and the Telecommunications Act and other applicable laws. We use this information primarily to conduct business activities related to providing you with our cable service and other services, and to help us detect theft of service. Generally speaking, we use personally identifiable information in connection with:

- billing and invoicing;
- administration;
- surveys;
- collection of fees and charges;
- marketing;
- service delivery and customization;
- maintenance and operations;
- technical support;
- hardware and software upgrades; and
- fraud prevention.

More specifically, we also use personally identifiable information to:

- install, configure, operate, provide, support, and maintain our cable service and other services;
- confirm you are receiving the level(s) of service requested and are properly billed;
- identify you when changes are made to your account or services;
- make you aware of new products or services that may be of interest to you;
- understand the use of, and identify improvements to, our services;
- detect unauthorized reception, use, or abuse of our services;
- determine whether there are violations of any applicable policies and terms of service;
- manage the network supporting our services;

- configure cable service and other service-related devices; and
- comply with law.

The Telecommunications Act further permits Comcast to use, disclose, and permit access to CPNI obtained from our customers, either directly or indirectly, to:

- initiate, render, bill, and collect for telecommunications services;
- protect our rights and property, and protect our users of these services and other carriers from fraudulent, abusive, or unlawful use of, or subscription to, these services;
- provide any inbound telemarketing, referral, or administrative services to you for the duration of the call, if you initiated the call and you approve of the use of this information to provide these services; and
- to provide call location information concerning the user of a commercial mobile phone service.

With respect to phone services, unless we obtain your approval in accordance with our policies described below under "How do I give or withhold my approval for Comcast to use CPNI to market additional products and services to me?", Comcast may not use CPNI to market products and services to you other than the phone services.

Comcast transmits, and may collect and store for a period of time, personally identifiable and non-personally identifiable information about you when you use our high-speed Internet and phone services to:

- send and receive e-mail, video mail, and instant messages;
- transfer and share files;
- make files accessible;
- visit websites;
- place or receive calls;
- leave and receive voice mail messages;
- use the applicable communications center or voice center;
- establish custom settings or preferences;
- communicate with us for support; or
- otherwise use the services and their features.

Our transmission, collection, and storage of this information are necessary to render the services. In certain situations, third-party service providers may transmit, collect, and store this information on our behalf to provide features of our services. These third parties are not permitted to use your personally identifiable information except for the purpose of providing these features.

We may also combine personally identifiable information, which we collect as described in this notice as part of our regular business records, with personally identifiable information obtained from third parties for the purpose of creating an enhanced database or business records. We may use this database and these business records in marketing and other activities related to our cable service and other services. We also maintain records of research concerning subscriber satisfaction and viewing habits, which are obtained from subscriber interviews and questionnaires.

III. Disclosure

Under what circumstances may Comcast disclose personally identifiable information to others?

Comcast considers the personally identifiable information contained in our business records to be confidential. The Cable Act authorizes Comcast as a cable operator to disclose personally identifiable information concerning any subscriber if the disclosure is:

- necessary to render, or conduct a legitimate business activity related to, the cable service or other services provided to the subscriber;
- required by law or legal process (described below under "When is Comcast required by law to disclose personally identifiable information and CPNI by law?"); or
- of the names and addresses of subscribers for "mailing list" or other purposes (subject to each subscriber's right to prohibit or limit this disclosure and the CPNI Policy described below under "How do I place myself on Comcast's 'do not call' and 'do not mail' lists?").

The Cable Act prohibits us from disclosing personally identifiable information concerning any subscriber for any purposes other than those listed above without the subscriber's prior written or electronic consent.

To whom may Comcast disclose personally identifiable information?

We may disclose personally identifiable information as provided for in the Cable Act when it is necessary to render, or conduct a legitimate business activity related to, the cable service or other services we provide to you. These kinds of disclosures typically involve billing and collections, administration, surveys, marketing, service delivery and customization, maintenance and operations, and fraud prevention, for example. We may also collect, use, and disclose information about you in non-

personally identifiable or aggregate formats, such as ratings surveys and service usage and other statistical reports, which do not personally identify you, your particular viewing habits, or the nature of any transaction you have made over the cable system. The frequency of any disclosure of personally identifiable information varies in accordance with our business needs and activities.

The Cable Act authorizes Comcast as a cable operator to disclose limited personally identifiable information to others, such as charities, marketing organizations, or other businesses, for cable or non-cable "mailing list" or other purposes. From time to time we may disclose your name and address for these purposes. However, you have the right to prohibit or limit this kind of disclosure by contacting us by telephone at 1-800-COMCAST or by sending us a written request as described below under "How do I contact Comcast?" Any "mailing list" and related disclosures that we may make are limited by the Cable Act to disclosures of subscriber names and addresses where the disclosures do not reveal, directly or indirectly, (i) the extent of any viewing or other use by the subscriber of a cable service or other service provided by us; or (ii) the nature of any transaction made by the subscriber over our cable system.

We may sometimes disclose personally identifiable information about you to our affiliates or to others who work for us. We may also disclose personally identifiable information about you to outside auditors, professional advisors, service providers and vendors, potential business merger, acquisition, or sale partners, and regulators. We make these disclosures as provided for in the Cable Act. Typically, we make these disclosures when the disclosure is necessary to render, or conduct a legitimate business activity related to, the cable service or other services we provide to you. We may be required by law or legal process to disclose certain personally identifiable information about you to lawyers and parties in connection with litigation and to law enforcement personnel.

If we (or our parent company) enter into a merger, acquisition, or sale of all or a portion of our assets, subscribers' personally identifiable information will, in most instances, be one of the items transferred as part of the transaction. If this notice will be changed as a result of a transaction like that, you should refer below under "Will Comcast notify me if it changes this notice?"

We may also use or disclose personally identifiable information about you without your consent to protect our customers, employees, or property, in emergency situations, to enforce our rights under our terms of service and policies, in court or elsewhere, and as otherwise permitted by law.

When may Comcast disclose personal information to others in connection with phone service?

Comcast may disclose to others personally identifiable information in connection with features and services such as Caller ID, 911/E911, and directory services as follows:

- We may transmit your name and/or telephone number to be displayed on a Caller ID device unless you have elected to block such information. Please note that Caller ID blocking may not prevent the display of your name and/or telephone number when you dial certain business or emergency numbers, 911, 900 numbers, or toll-free 800, 888, 877, 866, or 855 numbers.
- We may provide your name, address, and telephone number to public safety authorities and their vendors for inclusion in E911 databases and records, inclusion in "reverse 911" systems, or to troubleshoot 911/E911 record errors.
- We may publish and distribute, or cause to be published and distributed, telephone directories in print, on the Internet, and on disks. Those telephone directories may include subscriber names, addresses, and telephone numbers, without restriction to their use.
- We may also make subscriber names, addresses, and telephone numbers available, or cause such subscriber information to be made available, through directory assistance operators.
- We may provide subscribers' names, addresses, and telephone numbers to unaffiliated directory publishers and directory assistance providers for their use in creating directories and offering directory assistance services.
- Once our subscribers' names, addresses, and telephone numbers appear in telephone directories or directory assistance, they may be sorted, packaged, repackaged and made available again in different formats by anyone.

We take reasonable precautions to ensure that non-published and unlisted numbers are not included in our telephone directories or directory assistance services, but we cannot guarantee that errors will never occur.

When is Comcast required to disclose personally identifiable information and CPNI by law?

We make every reasonable effort to protect subscriber privacy as described in this notice. Nevertheless, we may be required by law to disclose personally identifiable information or individually identifiable CPNI about a subscriber. These disclosures may

be made with or without the subscriber's consent and with or without notice, in compliance with the terms of valid legal process such as a subpoena, court order, or search warrant.

For subscribers to our cable television service, the Cable Act requires Comcast as a cable operator to disclose personally identifiable information to a third-party or governmental entity in response to a court order. If the court order is sought by a non-governmental entity, we are required to notify the subscriber of the court order. If the court order is sought by a governmental entity, the Cable Act requires that the cable subscriber be afforded the opportunity to appear and contest in a court proceeding relevant to the court order any claims made in support of the court order. At the proceeding, the Cable Act requires the governmental entity to offer clear and convincing evidence that the subject of the information is reasonably suspected of engaging in criminal activity and that the information sought would be material evidence in the case.

For subscribers to our high-speed Internet and phone services, the Cable Act requires Comcast to disclose personally identifiable information and individually identifiable CPNI to a private third party in response to a court order, and we are required to notify the subscriber of the court order. The Cable Act requires us to disclose personally identifiable information and individually identifiable CPNI about subscribers to high-speed Internet and phone services to a government entity in response to a subpoena, court order, or search warrant, for example. We are usually prohibited from notifying the subscriber of any disclosure of personally identifiable information to a government entity by the terms of the subpoena, court order, or search warrant.

How does Comcast protect personally identifiable information?

We follow industry-standard practices to take such actions as are necessary to prevent unauthorized access to personally identifiable information by a person other than the subscriber or us. However, we cannot guarantee that these practices will prevent every unauthorized attempt to access, use, or disclose personally identifiable information.

How long does Comcast maintain personally identifiable information?

Comcast maintains personally identifiable information about you in our regular business records while you are a subscriber to our cable service or other services. We also maintain this information for a period of time after you are no longer a subscriber if the information is necessary for the purposes for which it was collected or to satisfy legal requirements. These

purposes typically include business, legal, or tax purposes. If these purposes no longer apply, we will destroy the information according to our internal policies and procedures.

IV. Customer Access and Choice

How can I see my personally identifiable information or CPNI and correct it, if necessary?

You may examine and correct, if necessary, the personally identifiable information regarding you that is collected and maintained by Comcast in our regular business records. In most cases, the personally identifiable information contained in these records consists solely of billing and account information. We will correct our records if you make a reasonable showing that any of the personally identifiable information we have collected about you is inaccurate.

If you have Internet access, you can view and change certain information yourself as follows:

- For accounts you have established at the Comcast.com website, use the Sign In or My Account (or similar) feature at www.comcast.com;
- For high-speed Internet accounts, use the Sign In or My Account (or similar) feature at www.comcast.net;
- For digital voice accounts, use the applicable communications center or voice center, using the Sign In or My Account (or similar) feature at www.comcast.net/digitalvoicecenter.

You may also examine the records containing your personally identifiable information at your local Comcast office upon reasonable prior notice to us and during our regular business hours. If you wish to examine these records, please contact us by mail or telephone at 1-800-COMCAST, giving us a reasonable period of time to locate and, if necessary, prepare the information for review, and to arrange an appointment. You will only be permitted to examine records that contain personally identifiable information about your account and no other account.

If you make an affirmative, written request for a copy of your CPNI, we will disclose the relevant information we have to you at your account address of record, or to any person authorized by you, if we reasonably believe the request is valid. However, subscribers to our phone services should be aware that we generally do not provide them with records of any inbound or outbound calls or other records that we don't furnish in the ordinary course of business (for example, as part of a bill) or which are available only from our archives, without valid legal process such as a court order. In addition, we cannot correct any errors in customer names, addresses, or telephone numbers

appearing in, or omitted from, our or our vendors' directory lists until the next available publication of those directory lists. Further, we may have no control over information appearing in the directory lists or directory assistance services of directory publishers or directory assistance providers which are not owned by us or our subsidiaries.

Comcast reserves the right to charge you for the cost of retrieving and photocopying any documents that you request.

How do I give or withhold my approval for Comcast to use CPNI to market additional products and services to me?

In addition to phone and voice services, various direct and indirect subsidiaries of Comcast Corporation offer many other communications-related services, such as High-Speed Internet services. From time to time we may like to use the CPNI information we have on file to provide you with information about our communications-related products and services or special promotions. Our use of CPNI may also enhance our ability to offer products and services tailored to your specific needs. In addition, Comcast also offers various other services that are not related to the services to which you subscribe. Under the CPNI rules some of those services, such as Comcast cable television services, are considered to be non-communications related products and services. Therefore, you may be asked during a telephone call with one of our representatives for your oral consent to Comcast's use of your CPNI for the purpose of providing you with an offer for communications-related or non-communications related products and services. If you provide your oral consent for Comcast to do so, Comcast may use your CPNI only for the duration of that telephone call in order to offer you additional services.

If you deny or restrict your approval for us to use your CPNI, you will suffer no effect, now or in the future, on how we provide any services to which you subscribe. Any denial or restriction of your approval remains valid until your services are discontinued or you affirmatively revoke or limit such approval or denial.

How do I place myself on Comcast's "do not call" and "do not mail" lists?

You may contact Comcast at 1-800-COMCAST to ask us to put your name on our internal company "do not call" and "do not mail" lists so that you do not receive marketing or promotional telephone calls or postal mail from us or made at our request. You also have the right to prohibit or limit disclosure of your personally identifiable information for "mailing list" or other purposes as described above in this notice by contacting us at 1-800-COMCAST.

Comcast's use of your account information for marketing and promotional activities is also subject to your right to limit or restrict us from making those offers as described above in "How do I give or withhold my approval for Comcast to use CPNI to market additional products and services to me?" in this notice.

If you prefer to contact Comcast in writing instead of by telephone, you may send a written request to the address listed below under "How do I contact Comcast?". Be sure to include your name and address, your Comcast account number, and a daytime telephone number where you can be reached in the event we have any questions about your request. The written request should be signed by the person who is identified in our billing records as the subscriber. If you have a joint account, a request by one party will apply to the entire account. If you have multiple accounts, your notice must separately identify each account covered by the request.

What e-mail communications will Comcast send to me and how do I manage them?

We may send a welcome e-mail and sometimes other information to new subscribers to our cable service and other services (including each new secondary account holder, where applicable). We may also send service-related announcements to our subscribers from time to time. For example, we may send you an e-mail announcement about a pricing change, a change in operating policies, a service appointment, or new features of one or more of the cable service or other services you receive from us. You may not opt-out of these service-related communications. If you fail to check your primary e-mail address for service-related announcements, you may miss important information about our services, including legal notices, for example.

We reserve the right to send you promotional or commercial e-mail as permitted by applicable law. You can manage the promotional or commercial e-mails Comcast may send to you by following the instructions contained in the e-mails or by going to the Web page located at www.comcast.com/preferences and following the directions there. We may ask for additional information on this preferences page such as your zip code, for example. By providing this additional information to us we will be able to better inform you of the availability of special offers and promotions in your area. If you no longer wish to receive these e-mails you may opt-out of receiving them by going to the same page and changing your contact preferences.

What can I do if I think my privacy rights have been violated?

If you believe that you have been aggrieved by any act of ours in violation of the Cable Act, we encourage you to contact us directly as described below in "How do I contact Comcast?" in order to resolve your question or concern. You may also enforce the limitations imposed on us by the Cable Act as applicable with respect to your personally identifiable information through a civil lawsuit seeking damages, attorneys' fees, and litigation costs. Other rights and remedies may be available to you under federal or other applicable laws as well.

Will Comcast notify me if it changes this notice?

As required by the Cable Act, we will provide you with a copy of this customer privacy notice at the time we enter into an agreement to provide any cable service or other service to you, and annually afterwards, or as otherwise permitted by law. You can view the most current version of this notice by going to www.comcast.com, searching for "privacy policy," and selecting the appropriate link.

We may modify this notice at any time. We will notify you of any material changes through written, electronic, or other means and as otherwise permitted by law. If you find the changes to this notice unacceptable, you have the right to cancel your service. If you continue to use the service following notice of the changes, we will consider that to be your acceptance of and consent to the changes in the revised privacy notice. This includes your consent for any personally identifiable information that we may collect and use starting on the effective date of the revised notice, as well as for any personally identifiable information that we have collected prior to the effective date of the revised notice. However, we will only consider your continued use of the service to be your acceptance of and consent to changes in the revised privacy notice for changes made after December 31, 2006.

How do I contact Comcast?

If you have any questions or suggestions regarding this privacy notice, or wish to contact us about your personal information, please reach us as follows:

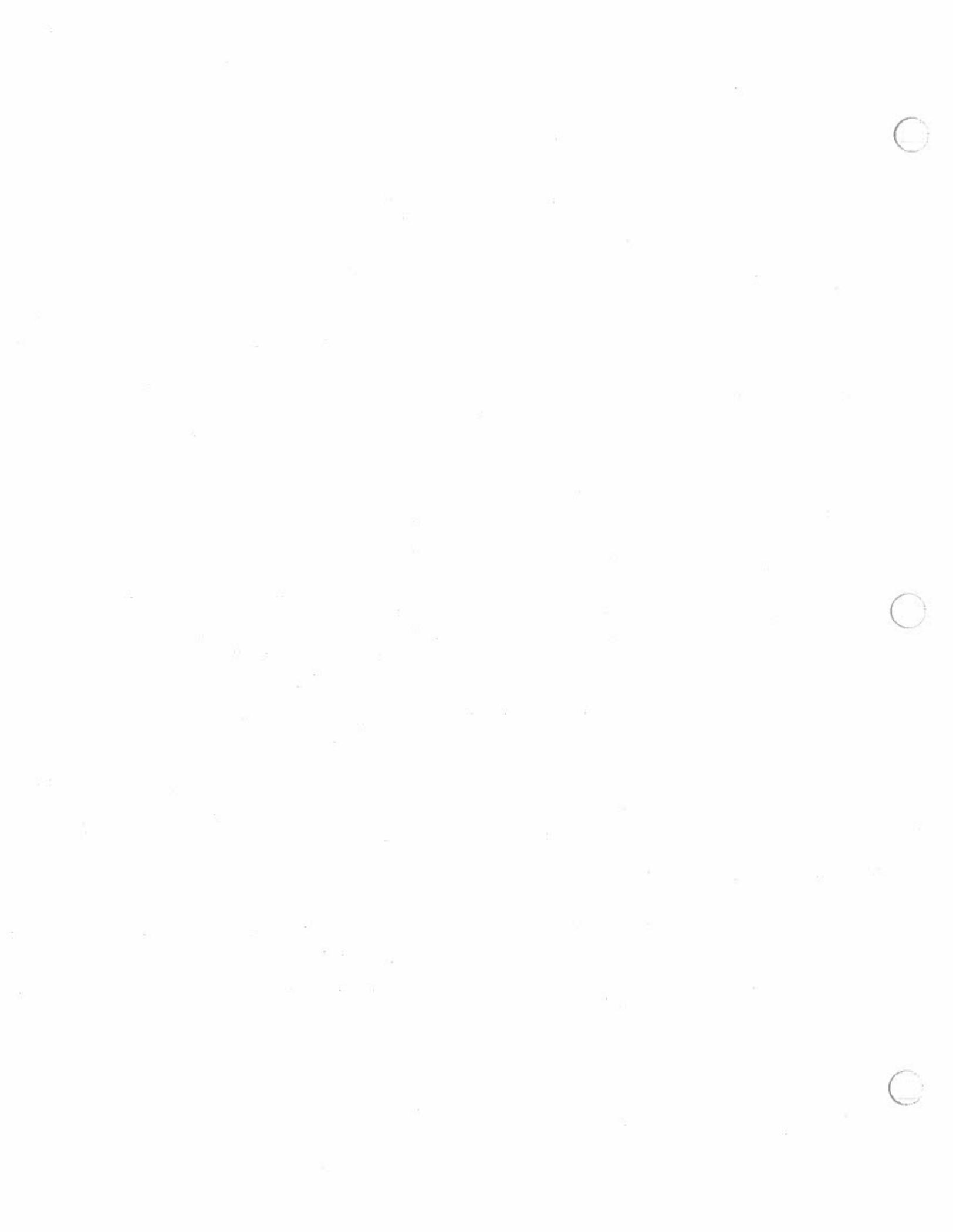
Phone: 1-800-COMCAST

Website: <http://customer.comcast.com/contact-us/>

Mail: Comcast Cable Communications, LLC

Attn: Law Department - Customer Privacy Notice
One Comcast Center
Philadelphia, PA 19103-2838

Revised and effective: March 1, 2011



Mulholland, Michelle

2 Inf9

From: Warren Emley <weemley@comcast.net>
Sent: Wednesday, January 29, 2014 12:50 PM
To: jpbouley@comcast.net
Cc: * City Clerk
Subject: Langley Parkway extension

TA

Dear Mayor Jim, I will be brief. I am OPPOSED to construction of the northeast extension of the Langley Parkway. The reasons have been articulated in multiple hearings and letters to the editor of the Monitor. Please urge that THE ISSUE BE TAKEN OFF THE TABLE so that the Council can get on with more pressing and needed issues for our community. I have sent this letter to each member of City Council. Thank you. Warren Emley. Resident of Ward 5.

Mulholland, Michelle

From: Julia Emley <emley23@gmail.com>
Sent: Wednesday, January 29, 2014 11:43 AM
To: brenttoddconcord@gmail.com; allan4council@gmail.com; janward3@comcast.net; chamby@comcast.net; magrrw@myfairpoint.net; jallenbennett@comcast.net; ke9@comcast.net; gailmatson@comcast.net; cccwhite@aol.com; dansthilaire@comcast.net; markcoen@tds.net; amandakgrady@gmail.com; fkeach@dmflowers.com; steveshurtleff@aol.com; jpbouley@comcast.net
Cc: * City Clerk
Subject: Removing Phase 3

I respectfully request that the Phase 3 Langley Parkway project be removed from the city's list of projects. It is fiscally and environmentally unsound.

We have improved the access to the hospital already with the previous phases. They are serving the community well.

We are trying to make Main Street a priority. Once visitors come to Concord we need to have the wonderful conservation/recreational area close by within city limits. Our trails are wonderful. How rare!

The road location would ruin neighborhoods as well as the flora and fauna. The road width planned is massive to be going through neighborhoods. We don't need an inner city parkway! Devaluation should occur which means less taxes for the city to collect.

We shouldn't be spending our tax money to benefit one city employer, regardless of whether Concord Hospital paid for part of the study.

Respectfully,
Julia Emley

Sent from my iPad

Bonenfant, Janice

From: Jim Bouley <jpbouley@comcast.net>
Sent: Thursday, January 30, 2014 5:47 PM
To: Bonenfant, Janice
Subject: Fwd: Removing Phase 3

Begin forwarded message:

From: Julia Emley <emley23@gmail.com>
Date: January 29, 2014 11:42:43 AM EST
To: "brenttoddconcord@gmail.com" <brenttoddconcord@gmail.com>, "allan4council@gmail.com" <allan4council@gmail.com>, "janward3@comcast.net" <janward3@comcast.net>, "chamby@comcast.net" <chamby@comcast.net>, "magrrw@myfairpoint.net" <magrrw@myfairpoint.net>, "jallenbennett@comcast.net" <jallenbennett@comcast.net>, "ke9@comcast.net" <ke9@comcast.net>, "gailmatson@comcast.net" <gailmatson@comcast.net>, "cccwhite@aol.com" <cccwhite@aol.com>, "dansthilaire@comcast.net" <dansthilaire@comcast.net>, "markcoen@tds.net" <markcoen@tds.net>, "amandakgrady@gmail.com" <amandakgrady@gmail.com>, "fkeach@dmflowers.com" <fkeach@dmflowers.com>, "steveshurtleff@aol.com" <steveshurtleff@aol.com>, "jpbouley@comcast.net" <jpbouley@comcast.net>
Cc: "cityclerk@concordnh.gov" <cityclerk@concordnh.gov>
Subject: Removing Phase 3

I respectfully request that the Phase 3 Langley Parkway project be removed from the city's list of projects. It is fiscally and environmentally unsound.

We have improved the access to the hospital already with the previous phases. They are serving the community well.

We are trying to make Main Street a priority. Once visitors come to Concord we need to have the wonderful conservation/recreational area close by within city limits. Our trails are wonderful. How rare!

The road location would ruin neighborhoods as well as the flora and fauna. The road width planned is massive to be going through neighborhoods. We don't need an inner city parkway! Devaluation should occur which means less taxes for the city to collect.

We shouldn't be spending our tax money to benefit one city employer, regardless of whether Concord Hospital paid for part of the study.

Respectfully,
Julia Emley

Sent from my iPad

1-30-14
To Concord City Clerk Junina Bonenfant,
over 60 years ago the NORTHWEST
BY PASS was presented. It is now called
Langley Parkway and does not bypass
but bisects established neighborhoods.
I am against this phase 3 of the Langley
Parkway.

Sincerely,

Noel L. Grossman

62 Auburn St

Concord, NH 03301-3048

224-4366

email: maudenoel@comcast.
net

1-30-14

To my Councilman Robert Werner

Like you I have lived in a
area with open space + greenery on a
not too busy street + no sidewalks.
If the Langley Parkway is built all
this will change. Already the
trees have been cut, the gas line
extended to the proposed parkway,
the "NO TRUCKS" removed from
Auburn St, the speed posted for
30 mph. This parkway will change
forever this area.

Please consider voting against
the Langley Parkway
Thank you.

Sincerely

Noel L. Grossman

62 Auburn St

Concord, N. H 03301-3048

email - maudenoel@comcast.net

1/29/14

To Councilor *Byron Champkin - Ward 4*

Over 60 years ago this Langley Parkway was presentd as a NORTHWEST BY-PASS. This Phase 3 is a BISECTOR of NORTHWEST well established neighborhoods. I am against this third phase.

Sincerely,

Noel L. Grossman
Noel L. Grossman
62 Auburn Street
Concord, NH 03301-3048

224-4366

email: maudenoel@comcast.net

1/29/14

To Councilman *at Large Fred Beach*

Over 60 years ago this Langley Parkway was presentd as a NORTHWEST BY-PASS. This Phase 3 is a BISECTOR of NORTHWEST well established neighborhoods. I am against this third phase.

Sincerely,

Noel L. Grossman

Noel L. Grossman
62 Auburn Street
Concord, NH 03301-3048

224-4366

email: maudenoel@comcast.net

1-29-14

To: Councilman At Large Stephen Shurtleff

Over 60 years ago this Langley Parkway
was presented as a NORTHWEST BY PASS.
It now is a bisector of neighborhoods. I am
against this phase 3 of the Langley Parkway.

Sincerely,

Noel L. Grossman

62 Auburn St

Concord, N.H. 03301-3048

224-4366

email mandenoel@comcast.net

1-29-14

To: Councilman at Large Amanda Brady Sexton.

Over 60 years ago this Langley Parkway
was presented as a NORTHWEST BY PASS.
It now is a bisector of neighborhoods. I am
against this phase 3 of the Langley Parkway.

Sincerely,

Noel L. Grossman

62 Auburn St

Concord, N.H. 03301-3048

224-4366

email maudenoel@concast.net

1-29-14

To: Councilman at-Large Mark Coen

Over 60 years ago this Langley Parkway
was presented as a NORTHWEST BY PASS.
It now is a bisector of neighborhoods. I am
against this phase 3 of the Langley Parkway.

Sincerely,

Noel L. Grossman

62 Auburn St

Concord, N. H. 03301-3048

224-4366

email maudennoel@comcast.net



Bonenfant, Janice

a Inf 9

From: Sally Helms <Tahanto@comcast.net>
Sent: Saturday, February 01, 2014 7:29 PM
To: brenttoddconcord@gmail.com; allan4council@gmail.com; janward3@comcast.net; chamby@comcast.net; Mary Ann Gaschnig; jallenbennett@comcast.net; ke9@comcast.net; gailmatson@comcast.net; cccwhite@aol.com; dansthilaire@comcast.net; markcoen@tds.net; amandakgrady@gmail.com; fkeach@dmflowers.com; steveshurtleff@aol.com
Cc: Jim Bouley; * City Clerk
Subject: Langley Parkway extension

TNA

Dear Councilors,

I am sure you have heard from many who oppose the Langley Parkway extension with convincing statistics about traffic flows, neighborhood congestion, etc. And you are of course aware of the position of Concord Hospital in support of the parkway because of the effect it would have on ambulance drive times to the hospital from points north and east. Because I have been involved in health policy issues for more than four decades here in New Hampshire, I would like to comment on the issue of ambulance drive times.

Would there be occasions when getting to the hospital a few minutes faster would be critical for a patient? Perhaps, but rarely. But the more important question is: Should the ambulance drive time become the central force behind a change that would clearly have a huge effect on neighborhoods and open space?

Many states, including New Hampshire, have defined "adequate drive times" for access to health care services. In most cases those times are required to be within half an hour for 80% of a region's population. Other studies, both in the U.S. and Canada, have shown that a patient's distance from a hospital has almost no measurable effect on a region's mortality or morbidity rates. I know of no legitimate definition of health that has as a central tenet the ambulance drive time to a hospital.

Our health is affected far more positively by living in neighborhoods that don't add to our stress levels and that provide opportunities for outdoor recreation than it is by a few minutes saved in an ambulance drive. We are talking about the overall health of our community, not our ability to conform to the desires of a single facility about drive time.

Our community health will be advanced by wise decisions that preserve the quality of life in our neighborhoods and access to open space, both of which would be substantially depleted by the expansion of Langley Parkway. I urge you to consider this as you decide on the city's priorities for 2014.

Sincerely,

~Ned Helms
2 Terrace Road, Concord
224-9696

