



*Non-public session in accordance with RSA 91-A: 3, II (d)
to discuss property acquisition to be held at 6:15 p.m.*

City Council Meeting
Agenda
February 9, 2015
City Council Chambers
7:00 p.m.

1. Call to Order.
2. Invocation
3. Pledge of Allegiance.
4. Roll Call.
5. Approval of the January 12, 2015 Minutes.
6. Agenda overview by the Mayor.

- Consent Agenda Items -

Items Tabled for a March 9, 2015 Public Hearing

7. 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.
8. Ordinance amending the Code of Ordinances, Title I, General Code; Chapter 17, Vehicles and Traffic, Article 17-7, Rights and Duties of Pedestrians, Section 17-7-3, the Passing of Items to or from the Occupant of a Motor Vehicle on a Roadway; together with report from the Police Chief.
9. Ordinance amending the Code of Ordinances, Title IV, Zoning Code; Chapter 28, Article 28-2, Zoning Districts and Allowable Uses, Article 28-5, Supplemental Standards, Article 28-7, Access, Circulation, Parking, and Loading and Glossary, Alternative Treatment Centers; together with report from the Deputy City Manager – Development. (11-10)

From the City Manager

10. Positive Citizen Comments.

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Consent Reports

11. Diminimus gifts and donations report from the Library Director requesting authorization to accept monetary gifts totaling \$2,515.75 as provided for under the preauthorization granted by City Council.
12. Diminimus gifts and donations report from the Police Department requesting authorization to accept monetary gifts totaling \$1,500 as provided for under the preauthorization granted by City Council.
13. Council Quarterly Priorities Report from the City Manager.
14. Report from the Deputy City Manager – Finance outlining the Fiscal Policy Advisory Committee's (FPAC) recommendation on the FY2016 tax rate target.
15. December fiscal year to date 2015 Financial Statements from the Deputy City Manager – Finance.
16. Report from the City Treasurer regarding the City of Concord's January 15, 2015 bond sale.
17. Semi-Annual Report of Contracted Solid Waste and Recycling Services from the General Services Director.
18. Hall Street Wastewater Facility Odor Mitigation Update from the General Services Director.
19. Report from the Transportation Policy Advisory Committee recommending the development of a multi-year capital replacement program for Concord Area Transit buses.
20. Report from the Transportation Policy Advisory Committee (TPAC) recommending that City Council authorize TPAC to submit a letter to the New Hampshire Department of Transportation supporting Central New Hampshire Regional Planning Commission's intention to apply for Federal Transit Authority funding for the Boarding and Alighting Study for Concord Area Transit.
21. Current Use Change Tax Quarterly Status Report from the Director of Real Estate Assessments.
22. Report from the Director of Real Estate Assessments on behalf of the Tax Exemption Committee regarding revisions to the existing elderly and blind exemptions and veteran tax credits.
23. Report from the Director of Parks and Recreation recommending the City Manager be authorized to amend cemetery rules.

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Consent Resolutions

24. Resolution in recognition of the services of Administrative Specialist I, Betty L. Martin.
(For presentation in March)
25. Resolution authorizing the City Manager to enter into a land transaction between the City and Unutil Energy Systems, Inc.; together with report from the Deputy City Manager – Development.

Consent Communications

26. Street closure request for the 2015 Making Strides Against Breast Cancer event to take place on Sunday, October 18, 2015.
27. Street closure request from the Concord Farmers Market Association requesting Capitol Street be closed on Saturdays from 6:00 a.m. to 1:00 p.m. beginning May 16, 2015 with an anticipated closing date of October 31, 2015.

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

28. February 9, 2015 Public Hearings

- A. Resolution accepting and appropriating the sum of \$12,500 in grant funds from the Critical Infrastructure Protection Grant 2015 for the purpose of purchasing video surveillance equipment at the Hall Street Wastewater Plant; together with report from the General Services Director. (1-10)
- B. Resolution accepting and appropriating the sum of \$12,500 in grant funds from the Critical Infrastructure Protection Grant 2015 for the purpose of purchasing video surveillance equipment at the Hutchins Street Water Treatment Plant; together with report from the General Services Director. (1-11)
- C. Resolution authorizing the transfer and use of \$422,402.16 as allowance for abatements in the Fiscal Year 2015 General Fund Operating Budget; together with report from the Deputy City Manager – Finance. (1-12)
- D. Resolution accepting and appropriating the sum of \$36,186.70 from the sale of tax deeded property located at 114 Iron Works Road for management of the tax deeded property account; together with report from the Treasurer/Tax Collector. (1-13)

February 9, 2015 Public Hearing Action

29. Resolution accepting and appropriating the sum of \$12,500 in grant funds from the Critical Infrastructure Protection Grant 2015 for the purpose of purchasing video surveillance equipment at the Hall Street Wastewater Plant; together with report from the General Services Director. (1-10)

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30. Resolution accepting and appropriating the sum of \$12,500 in grant funds from the Critical Infrastructure Protection Grant 2015 for the purpose of purchasing video surveillance equipment at the Hutchins Street Water Treatment Plant; together with report from the General Services Director. (1-11)
31. Resolution authorizing the transfer and use of \$422,402.16 as allowance for abatements in the Fiscal Year 2015 General Fund Operating Budget; together with report from the Deputy City Manager – Finance. (1-12)
32. Resolution accepting and appropriating the sum of \$36,186.70 from the sale of tax deeded property located at 114 Iron Works Road for management of the tax deeded property account; together with report from the Treasurer/Tax Collector. (1-13)

Reports

33. Presentation of schematic design, cost estimates, and financial pro forma for a proposed City-wide Multigenerational Community Center, CIP #443 by the Director of Redevelopment, Downtown Services, & Special Projects.

New Business

Unfinished Business

34. 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) (2-56) (3-45) (4-18) (5-45) (6-42) (7-38) (8-26) (9-42) (10-41) (11-41) (12-33) (1-47) (*Action on this item tabled following a February 2013 public hearing*)
35. 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) (2-57) (3-46) (4-49) (5-46) (6-43) (7-39) (8-27) (9-43) (10-42) (11-42) (12-34) (1-48) (*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 Suspense Items

Adjournment

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Information

- 2 Inf 1 October 21, 2014 and November 25, 2014 Concord TV Board of Directors Meeting Minutes.
- 2 Inf 2 December 18, 2014 Transportation Policy Advisory Committee Meeting Minutes.
- 2 Inf 3 January 5, 2015 Concord Public Library Board of Trustees Meeting Minutes.
- 2 Inf 4 January 15, 2015 Fiscal Policy Advisory Committee Meeting Minutes.
- 2 Inf 5 January 20, 2015 Traffic Operations Committee Meeting Minutes.
- 2 Inf 6 2014 Capital Area Mutual Aid Fire Compact report.
- 2 Inf 7 District Two Executive Council reports.
- 2 Inf 8 Communication from Comcast Cable.
- 2 Inf 9 Copy of the Planning Board's appointment to the Heritage Commission.
Rich Woodfin
- 2 Inf 10 Copy of communication from the State of New Hampshire, Department of Safety, notifying the City that Concord's 250th commemorative plate design was approved.
- 2 Inf 11 Informational report from the City Engineer on the status of the Langley Parkway – Phase 3 Transportation Feasibility Study (CIP #40)





2-5

TJA

*Non-public session in accordance with RSA 91-A: 3, II (d)
to discuss property acquisition to be held at 6:15 p.m.*

City Council Meeting
Draft Minutes
January 12, 2015
City Council Chambers
7:00 p.m.

1. The Mayor called the meeting to order at 7:00 p.m.
2. Invocation by Pastor Kevin Twombly from the Grace Capital Church
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 8, 2014 Minutes.

Action: Councilor St. Hilaire moved approval of the December 8, 2014 meeting minutes. The motion was duly seconded and passed with no dissenting votes.
6. Mayor Bouley presented a resolution in recognition of the services of Sergeant Roger L. Baker. (11-31)
7. Agenda overview by the Mayor.

- Consent Agenda Items -

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

Action: Councilor Nyhan moved approval of the consent agenda with item 23 being removed for discussion at the end of the agenda. The motion, as amended, was duly seconded and passed with no dissenting votes. Mayor Bouley recused himself from voting on item 21 by taking Rule Six.

Referral to City Administration

8. Communication from Deb Cuddahy, Penacook Community Center, asking the City to consider selling or entering into a long term lease of a city owned parcel of land on Village Street, lot #143P-31.

Referral to the Heritage Commission

9. Communication from Councilor Champlin requesting that consideration be given to relocating the monument honoring General Charles A. Doyen to a location within Doyen Park.

Items Tabled for a February 9, 2015 Public Hearing

10. Resolution accepting and appropriating the sum of \$12,500 in grant funds from the Critical Infrastructure Protection Grant 2015 for the purpose of purchasing video surveillance equipment at the Hall Street Wastewater Plant; together with report from the General Services Director.
11. Resolution accepting and appropriating the sum of \$12,500 in grant funds from the Critical Infrastructure Protection Grant 2015 for the purpose of purchasing video surveillance equipment at the Hutchins Street Water Treatment Plant; together with report from the General Services Director.
12. Resolution authorizing the transfer and use of \$422,402.16 as allowance for abatements in the Fiscal Year 2015 General Fund Operating Budget; together with report from the Deputy City Manager – Finance. *(Revised resolution submitted)*
13. Resolution accepting and appropriating the sum of \$36,186.70 from the sale of tax deeded property located at 114 Iron Works Road for management of the tax deeded property account; together with report from the Treasurer/Tax Collector.

From the City Manager

14. Positive Citizen Comments.

Consent Reports

15. Diminimus gifts and donations report from the Library Director requesting authorization to accept monetary gifts totaling \$2,982.38 as provided for under the preauthorization granted by City Council.
16. 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.

17. Diminimus gifts and donations report from the City Manager requesting authorization to accept monetary gifts totaling approximately \$150 as provided for under the preauthorization granted by City Council.
18. Diminimus gifts and donations report from the Parks and Recreation Director requesting authorization to accept monetary gifts totaling approximately \$3,240 as provided for under the preauthorization granted by City Council.
19. Diminimus gifts and donations report from the Police Department requesting authorization to accept monetary gifts totaling approximately \$5,350.80 as provided for under the preauthorization granted by City Council.
20. Comprehensive Annual Financial Report for Fiscal Year 2014.
21. Report from the City Planner requesting the City Manager be authorized to accept the Conservation Easements located at 22 Long Pond Road and 37 Curtisville Road.
22. Report from the Transportation Policy Advisory Committee and the Traffic Operations Committee in response to a communication from Councilor Herschlag with concerns on speeds in the West Village neighborhood and a request to consider additional traffic calming methods on Wildflower Drive between Abbott Road and Woodbine Avenue and on Woodbine Avenue between Mayflower Drive and Sorrell Drive. (4-10)
23. Public Safety Board report on a referral from the City Council on a report from the Police Department. (6-11) (10-9) *(Pulled from consent by Councilor Champlin)*

Action: Item removed from the consent agenda for discussion.
24. Report from the Fire Chief on an application for funding to the Assistance to Firefighters Grant Program.
25. Report from the Deputy City Manager – Community Development recommending the City Manager be authorized to enter into an agreement with CGI Communications, Inc. to have the City participate in the “Community Showcase Video Program”.

Consent Resolutions

26. Resolution authorizing the City Manager to apply for and accept up to \$45,000 from the New Hampshire Department of Environmental Services for Household Hazardous Waste Collection and Special Project Grants; together with report from the General Services Director.
27. Resolution de-authorizing the amount of \$80,000 for closing costs associated with the City’s purchase of State of New Hampshire parcel MBL 111E-1-12 as no longer necessary; together with report from the Deputy City Manager – Community Development.

28. Resolution accepting and appropriating \$39,141.54 from Siena Investments, LLC for the purchase of remnant city property identified as portions of MBL 111E-1-17 and 111E-1-18 and transferring said sum to the City's Economic Development Reserve; together with report from the Deputy City Manager – Community Development. (*Revised resolution submitted*)
29. Resolution repurposing \$25,000 from completed and unexpended arena roof improvement project, CIP #64 to replace doors and door hardware at the Arena; together with report from General Services.
30. Resolution designating depositories for the City of Concord New Hampshire for the fiscal year 2015; together with report from the City Treasurer/Tax Collector.
31. Resolution relative to short term investment of excess funds.
32. Resolution adopting a cash management policy.

Consent Communications

33. Street closure request from Girls on the Run for a 5K Road Race to be held at Memorial Field on Sunday, June 7, 2015.
34. Street closure request form Concord Food Co-op for their annual Spring Into Healthy Living event to be held on Saturday May 16, 2015.
35. Street closure request for the 1883 Black Ice Pond Hockey Championship to begin on January 22, 2015.

Appointments

36. City Manager's proposed reappointments to the Conservation Commission.
James Owers, Kristine Tardiff, Tracey Boisvert and Pamela Hunt
37. Mayor Bouley's proposed appointments to the Energy and Environment Committee.
Maura Adams, Randy Bryan, Jonathan Gregory, Roger Hawk, Charles Willing, Kate Epton and Jennifer Galbraith
38. Mayor Bouley's proposed reappointments to the Golf Course Advisory Committee.
Chris Mulleavey and Jim Marshall
39. Mayor Bouley's proposed reappointment to the Recreation and Parks Advisory Committee.
Mary Miller
40. Mayor Bouley's proposed appointment to the Upper Merrimack River Local Advisory Committee.
Gary S. Lemay

From the Mayor

41. Communication from the Mayor regarding the City Manager's Annual Performance evaluation.

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

42. January 12, 2015 Public Hearings

- A. Resolution accepting and appropriating the sum of \$22,176 from the New Hampshire Charitable Foundation for management and maintenance of municipal property; together with report from the Deputy City Manager – Finance. (12-11)

Action: City Manager Tom Aspell provided a brief overview.

Mayor Bouley opened the public hearing. There being no public testimony, the Mayor closed the hearing.

- B. Resolution authorizing the City Manager to enter into a Development Agreement Amendment #5 with Capital Commons L.L.C.; together with a report from the Director of Redevelopment, Downtown Services, and Special Projects. (12-12)

Action: Matt Walsh, Director of Redevelopment, Downtown Services, and Special Projects, provided a brief overview explaining that they have gotten to a point in which they can enter into another amendment to the development agreement, amendment number five, which would restore parking in the garage back to what it was before Casey Family Services moved into Capital Commons. He outlined the agreement contained within his report pointing out that if the Council ratifies this amendment, it will give the city the ability to work with the other tenants within the garage as well as Mr. Simchik's tenants to essentially reorganize how the garage is currently laid out with respect to public parking and lease parking.

Mayor Bouley opened the public hearing. There being no public testimony, the Mayor closed the hearing.

- C. Resolution accepting and appropriating \$17,500 in donations from Main Street Property Owners for the design of a sidewalk snowmelt system on Main Street in conjunction with the Downtown Complete Streets Improvement Project, CIP #460; together with report from the City Engineer. (12-13)

Action: City Manager Tom Aspell provided a brief overview explaining that staff has received statements of interest and payments of deposit from four downtown property owners. He noted that it's recommended that Council accept the report, accept and appropriate the \$17,500 from Main Street property owners for the design of sidewalk snow melt system in conjunction with the downtown complete street improvement project.

Councilor Herschlag asked if the snowmelt systems currently in place would need to be replaced. Mr. Aspell responded that to be correct.

Mayor Bouley opened the public hearing. There being no public testimony, the Mayor closed the hearing.

- D. Public hearing on way finding signage designs and lighting designs in conjunction with the Downtown Complete Streets Improvement Project (CIP #460). (12-32)

Action: City Manager Tom Aspell provided a brief overview

Mayor Bouley opened the public hearing.

Public Testimony

Roy Schweiker, resident, stated that one of the key testimonies indicated that good lighting is lighting that isn't noticed. He feels that this is not the plan that was received and feels that the lighting contained with the plan is too garish and tacky.

Don Jewell, resident, inquired whether there has been a study done on the maintenance cost in regards to the type of light bulbs and what it's going to cost on an annual basis to operate this lighting design and energy/utility costs for this part of the project. He asked whether those numbers are available and, if so, could he get a copy of those numbers. The Mayor responded that those numbers are available and he would make sure that Mr. Jewell receives a copy. Mr. Jewell noted that lighting in this project is essential to everything that they want to accomplish. He stated that he feels that there are lighting needs for other parts of the city as well.

Mark Ciborowski, downtown property owner, noted his support of the signage stating that appropriate signage for wayfinding is crucial for the function of the project working correctly. In regards to suggestions to change the parking garages names to their street names, he feels that this makes a lot of sense. He stated that, as far as the signage packages, there had been a lot of discussion and polls taken for the style. He noted that he feels that the historical package would be the most fitting for downtown; two changes he would advocate for this package: adding "Concord" to the vertical downtown signs and adding the classic blue parking color to the parking. He feels that the parking blue component of the architectural package pops a bit more than the one in the historical package.

Mr. Ciborowski indicated that he would like to see something such as kiosks directing people into both Eagle and Bicentennial Squares. In regards to the lighting, he feels that is one of the finishing touches that provides a "pop" and can have a dramatic effect on the attractive look of downtown. He stated that there were a lot of different options that were discussed within the presentation but there were no prices attached to any of the options. He likes the lights that are attached to the trees because they are dramatic and attractive but feels that these may be more expensive because they may have to be put on annually whereas the ones in the ground for uplighting may be more affordable and would need to

be put in sooner since they are in the ground. Mr. Ciborowski referenced a mural that he understands would be painted on the brick as opposed to a sign affixed to it; he feels that the mural is very bland looking and needs more flair and fashion advocating that it be done on a board affixed to the building. He stated that anything painted on brick eventually will begin to peel and fade.

Mr. Ciborowski would like to see a speaker system for music for the season and events; uprights that go into the sidewalk are a concern because they may not hold up well due to sand and salt and corrosion; lighting going into Bicentennial Square and fixtures hanging in the pedestrian arcade in the Chase Block would dress up this area; adding steeple lighting for churches; he doesn't like the rope lighting that outlines the cornices and tops of buildings; doesn't want the trees cut around the Fire House Garage; uplighting on the facades of buildings has a dramatic effect but he is concerned with it being expensive and harder to justify on a return standpoint as a building owner.

Councilor Coen asked to what degree Mr. Ciborowski would go with the lighting. He further asked if there are any thoughts of how a public/private partnership would work to achieve the goals to enhance the city. Mr. Ciborowski responded that he likes more classic historical looks for lighting. In regards to the public/private partnership, he responded that he wouldn't mind carrying on the electrical costs moving forward for lighting on his buildings.

Councilor Champlin, for point of clarification, asked if Mr. Ciborowski is referring to the what is being referred to as the marker lights, the individual lights within the sidewalks and not necessarily the first story uplighting. Mr. Ciborowski responded yes noting that he does like the first story uplighting.

David Parker, resident and downtown business owner, stated that he thinks of function and design and often times function outweighs design. He likes the concept that Ed Roberge, City Engineer, brought up which applies both to the lighting and the signage. In his view, less is more. He stated that from the pictures, it's hard to get a sense of how things will look. He would like to see tasteful lighting and not bright lights such a Vegas or the Disneyland effect. He feels that signage is overused and if they are looking at signs he suggests they look at the function and be minimal but intentional. He feels that the historic signs may be less impactful.

Councilor Champlin asked that when Mr. Parker referenced the Disneyland effect whether he was referring to the rope lighting along the building. Mr. Parker responded yes and isn't very fond of this lighting noting that he doesn't feel that these accent the buildings per se.

Councilor Keach noted that Mr. Parker states that "less is more" but if someone has never come to Concord, they may want very clear signs designating a location and people that live here want less signage. He asked how to strike this balance. Mr. Parker responded that he feels that they would strike the balance by just having signs to get people where they need to go, basic signs such as street name signs and parking signs.

Lee Richmond feels that there are many original and exciting ideas put forth but would like to suggest to refrain them to the approach; step back a little bit from the profusion of lights that is being presented and let the buildings on Main Street speak for themselves a little bit more. He suggests that, instead of running Christmas tree lights along the upper edge of the buildings, they actually light the top fourth or fifth part of the buildings themselves to bring out the historical quality and beauty in these buildings. He further suggested placing small signs at the bottom of each of the buildings with a short summary and includes a code that can be scanned by handheld phone which brings up a website about the history of Main Street. Concepts were handed out to the Council – a copy is on file at the City Clerk's Office.

Mr. Richmond added that he likes the uplighting of the trees, the lighting of Bicentennial Square and Eagle Square and uplit memorial in the State House Plaza. In terms of lighting the buildings, he imagines that the city could anticipate a bit of resistance from the building owners but feels that this idea or some variation of this idea is going to enhance the beauty and ultimately enhance the value of the building.

Referencing the handout, Councilor McClure noted that it appears that Mr. Richmond is proposing that they highlight a particular architectural feature or sign in the buildings. She inquired whether he has looked at how many buildings there are with these signs. She stated that the reason she is asking is because at one of the public meetings last week someone noted that if some building owners light their upper story and others don't, there would be a hodge podge effect. She is interested as to how he thinks his plan would play out if there was a hodge podge effect because it would depend upon as to whether there was something there to highlight. Mr. Richmond responded that the possibility of a hodge podge effect is there and is something that would have to be guarded against and dealt with as the design evolves; there would be trial and error involved. He stated that he doesn't have an answer for this and this is something that needs to be kept in mind.

Councilor Shurtleff pointed out that the buildings on Main Street in Littleton are marked with the history. He feels that it adds a lot to the community and feels that it would be a wonderful addition to what they are doing in the city.

Bob Carey, Chambers Creative Concord Co-Chair, pointed out that all three signage examples have attributes that people may like or dislike but they all provide more information to visitors, provide more character and strikes the balance between practicality of information and the attractiveness of style. He feels that having the street lights replace the I-93 lights is a big plus. With respect to the lighting, he thinks it's a big improvement of what is currently there. He noted that the lighting could be done in steps if not all at once. He complimented the efforts that have gone into this project.

Tim Sink, Chamber of Commerce, stated that it had been mentioned regarding the lighting program that perhaps a full package that can't be covered by public funding but some private investment would be necessary. He noted that if the city can come up with some sort of matching program that would incentivize property owners downtown and if it went in the right direction and was a fair match, they would support an effort moving forward. In terms of the lighting program, he feels that they should proceed on the bold

side particularly when it comes to the public areas. He stated that they liked what they saw on the wayfinding signage and, in a straw poll at a local government affairs committee meeting, the historical style came out favorably. Mr. Sink pointed out that the Chamber is working on a historic walking tour of downtown and suggested to coordinate some of the wayfinding with these tours. He noted that he will follow up with the Heritage Commission regarding possible plaques on buildings.

Kevin Twombly favors the historical look on the signage because Concord is historic and it should be spoken through everything. He feels that the lighting in the sidewalk could become a waste of money and could become a blemish on the plan. He favors building architectural uplighting but it may affect the residential aspect if it is near residences.

Anthony Mento, Concord architectural designer, feels that a very thoughtful and creative sign package was presented. He noted that each package had a lot of great details and elements within each and there seemed to be more of a favor going towards the historic package. He stated that the lighting package was creative and complete and as a designer himself, he appreciated a lot of the ideas and it was clear that they were trying to show opportunities and what could be done. He is not in favor of the lighting in the sidewalk; favors uplighting on the lower level pedestrian area as it could be a nice approach to show some of the architectural details and to create more of a consistent profile; likes the full washing of buildings and feels that going bolder is better however he would be systematic in proposing two or three of these buildings to highlight and wash. In general, he feels that both the signage and lighting were very well thought out and were good designs.

Michael Herrmann, resident and downtown property/business owner, noted that he agrees with Mr. Ciborowski in regards to the signage. He stated that lighting is for being in a place that you want to stay at and visit again; you don't know that is what has done it to you and is what has had that affect. He can't emphasize enough that they should be bold in lighting and not try to minimize it. In terms of how to pay for upper stories for the washing, he noted that this lighting wouldn't allow someone to increase their rent so why not allow property owners to offset a portion of those costs by buying tax credits. He stated that he would buy one if it helped to put lighting on his building and feels that others would as well.

Councilor Coen asked what Mr. Herrmann's opinion on string lighting on the outline of the buildings and façade lighting. Mr. Herrmann responded that he knows that façade lighting is important; the more they get into details; he doesn't feel qualified to have an opinion.

Don Jewell the cost is going to be considerably more than what they pay for their current utility bill for the street lights they currently have. He believes there is going to be a benefit from this but doesn't know if running these lights at full demand from 1:00 a.m. to 6:00 a.m. is going to really be necessary or provides the benefit that they are looking for. He pointed out that there are nights in which there is considerable light provided by the moon and cloudless nights; they can measure the amount of light with light meters and tie this into the use by a dimming system. Being green as much as possible they

would want to minimize any waste of resources. He added that he hopes that there will be an analysis on the lighting on the streets adjacent to and parallel to Main Street to ensure there is sufficient lighting on those streets as well.

There being no further public testimony, the Mayor closed the hearing.

January 12, 2015 Public Hearing Action

43. Resolution accepting and appropriating the sum of \$22,176 from the New Hampshire Charitable Foundation for management and maintenance of municipal property; together with report from the Deputy City Manager – Finance. (12-11)

Action: Councilor Nyhan moved approval. The motion was duly seconded and passed with one dissenting vote.

44. Resolution authorizing the City Manager to enter into a Development Agreement Amendment #5 with Capital Commons L.L.C.; together with a report from the Director of Redevelopment, Downtown Services, and Special Projects. (12-12)

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

45. Resolution accepting and appropriating \$17,500 in donations from Main Street Property Owners for the design of a sidewalk snowmelt system on Main Street in conjunction with the Downtown Complete Streets Improvement Project, CIP #460; together with report from the City Engineer. (12-13)

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

46. Public hearing on way finding signage designs and lighting designs in conjunction with the Downtown Complete Streets Improvement Project (CIP #460). (12-32)

Action: City Manager Tom Aspell noted that what staff has tried to do is, based on all the comments they heard throughout the meetings, design two projects, one signage and one lighting, that reflects those but only really reflects what's in the public's sphere. He stated that what Council can achieve through here is to implement most, if not all, that are in the public sphere within the budget that's already been appropriated; if they want to do more, they would have to appropriate more funds.

Councilor McClure noted that the work plan for the lighting doesn't have a base project title questioning if the whole thing is the base project. The Mayor indicated that to be correct. Referencing the right side, Councilor McClure inquired whether the base project is only the first section. Mr. Aspell indicated that to be correct.

Councilor Herschlag asked if the lighting plan includes the consultant's costs. Mr. Aspell responded that the consultant's cost is a separate budget with separate funding. Councilor Herschlag inquired as to what the consultant's costs are. Mr. Aspell responded that they had

budgeted \$100,000 and have spent approximately \$50,000. Councilor Herschlag asked if there is an estimate on operation and maintenance cost for each element. Mr. Aspell responded that staff had given Council, in the past, a complete pro forma associated with the entire Main Street program. He stated that they have not updated it for this because they haven't chosen what each one of these are yet.

Mr. Aspell asked Matt Walsh, Director of Redevelopment, Downtown Services, and Special Projects, to outline the elements that he put into the pro forma that was provided.

Mr. Walsh explained that, in the past, staff had developed a comprehensive pro forma for the complete streets project as it evolved; at this point they are in the process of working on it yet again for future budgets that are coming up for FY16 and beyond. He indicated that they have not included anything specifically yet for installation of seasonal lighting displays and they are also looking at refining what the units cost may be for any of the options that may be selected. He pointed out that they had included the lighting cost for the 97 street lights.

Councilor Herschlag questioned whether the uplighting had been included. Mr. Walsh responded that, to the best of his recollection, they were not put in because they weren't exactly clear on what the Council is going to select.

Councilor Herschlag noted that he was hoping that they would see a plan or a drawing that shows all the streetscape elements from the perspective of a car driving down Main Street and a pedestrian walking down Main Street. He feels that it's important that once they decide on the elements and before making a final vote that they could see how that looks on the street itself.

Councilor Herschlag and Mr. Aspell had a brief discussion in regards to plans. Mr. Aspell indicated that he would come back to the Council with estimates for what it would take to design the plan Councilor Herschlag is looking for. Mr. Aspell cautioned the Council explaining that they need to take a vote this month on this project if they want it to be completed next year.

Councilor Herschlag stated that he would be happy with taking an existing design and adding the additional elements if this would be a lower cost and quicker remedy.

Councilor Coen noted that through the process with the parking consultant and the lighting consultant, it was very enlightening that they talked about the issues of safety around the parking garages and the pathways to them. He feels that this is a win-win situation to take care of not only Main Street but also the parking garages.

Councilor St. Hilaire noted that he thought some of the lighting was going to be underneath the benches and some of the outcroppings in the crosswalks. He inquired whether these are still included. Mr. Aspell responded that the lighting for the benches are not included because the cost of these were very high. He indicated that there is lighting for the individual bump outs themselves. Councilor St. Hilaire asked what the directionals in the ground are within the base project. Mr. Aspell replied that those are referring to a sign element.

Councilor Champlin questioned whether there is funding for the inground marker lights in the lighting page. Mr. Aspell responded no.

Referencing page 3 of the staff report dated January 9th, Mayor Bouley pointed out the first action requested which is to select a design theme with respect to signage. He noted that they have heard overwhelmingly based upon the meetings held that the historic design seemed to fit in best with the downtown. He stated that his choice would also be the historic sign design and that he would also support the base project of this piece. He agreed with some of the comments made during public testimony and feels that: the signs need to be functional, they don't need excessive amounts of them but they need to be placed well so that they are useful, and that the word "Concord" be added to the downtown sign. He does not support the parking garages and lots explaining that they are currently in the process of going through a parking analysis and study and that he would like to complete this before they attack the garages any further. He wants to wait to hear what they have to say first. Mayor Bouley noted that there was testimony in regards to painting the brick of a building but explained that there is technology that exists which they may want to explore before painting a sign on the side of a building.

Councilor St. Hilaire agreed with the Mayor's points. He added that he feels that the signage for parking should remain blue.

Councilor Champlin noticed that the large gateway sign pillars are not part of the base project and inquired whether it should be proposed to adding these. He stated that he supports including these.

Mr. Aspell indicated that it would cost an additional \$60,000 to include the gateway signs. He feels that it's an important element to add and will try to do the best they can to get this into the project but Council may need to appropriate additional dollars for this element.

Councilor Champlin asked if this element could be added at a later date. Mr. Aspell responded yes.

Councilor St. Hilaire indicated that he noticed that one of the banners on the street lights is bigger than the other on the design that they are leaning towards. He questioned whether this will present a problem for when people buy banners because they won't be even. He advocates having equally sized banners on each side.

Councilor Champlin inquired as to whether they are confined to the length of banner because he has heard from others that the banners within this design are too short, not large enough.

City Engineer Ed Roberge explained that these are just a representation; they will be large and equal size in the end.

Councilor Herschlag asked if it would impact the project moving forward if Council were to delay the vote until next month. Mr. Aspell responded that it would delay the project and it would not be done next year.

Councilor McClure inquired that if the Council chose to go with fewer signs as listed would they be able to fit the gateway sign in. Mr. Aspell responded that they would reduce the cost.

Mayor Bouley requested that they allow for some space to do the walking tour.

Referencing the first category uplighting, Mayor Bouley indicated that he chooses the inground programmable color lighting. He explained that his thinking was to do it right the first time. In terms of the State House Plaza, he thinks this is a good idea and has received positive feedback on this. He feels that Eagle Square is a good idea but the only thing that he would cross off is the overhead festival lights because it doesn't fit into his theme of safety. He thinks the uplighting for NH Savings Bank is a good idea; he suggested holding on the extra \$20,000 for festival lighting at Phenix Hall; Warren Street he agrees with; Bicentennial Square is fine but he would cross off the illuminated seating; he feels that Capital Commons Plaza is a good idea; he thinks that \$60,000 for the Capitol Center for the Arts is expensive for this part of the process; he would include the holiday tree lighting. In regards to the building uplighting, he believes that they could do a separate motion later on and ask Administration to work with the building owners as to whether there is a partnership that can be created and feels that they can look at what can be uplighted on the buildings; he likes the idea of creating a historical piece to this. Personally, he did not like the rope lighting because your eye would go to the rooftop and not to the building.

Councilor Coen agreed that the rope lighting would bring your eyes just to the top of the building so he feels that the uplighting is very critical. He pointed out that the one area that was outstanding to him is having the drop lighting across and the fountain lighting in Eagle Square and feels strongly about including this lighting in this square. He agreed with the Mayor in regards to his Phenix Hall suggestion.

Councilor St. Hilaire agreed with the Mayor's comments including the Mayor's suggestion not to do the string lights in Eagle Square stating that it may create more of a nuisance than it's worth. He asked that when they choose the lights that they use warm and not the cold white. He supports programmable lights.

Councilor Herschlag asked if the inground lights at the Clock Tower would be built into the sidewalk. Mr. Aspell responded yes. Councilor Herschlag questioned whether the lens would be flush to the sidewalk. Mr. Aspell responded that they would be placed so that they can be maintained; the idea is to shine up to the façade of the Clock Tower and have lighting within the tower itself. Councilor Herschlag asked if he was correct in understanding that a number of people that testified tonight talked about concerns with the inground lighting. Mr. Aspell replied that what he thought were being referenced were the inground lights in front of the State House Plaza in which there were approximately 200 lights that would be scattered about and also the walkways throughout the downtown along some of the granite elements.

Councilor McClure noted her agreement with the Mayors comments. In regards to Warren Street, she questioned what the acorn streetlights are. Mr. Aspell responded that their appearance is similar to an acorn. Councilor McClure asked if staff had explored the idea of

the state assisting with any of this for the State House Plaza. Mayor Bouley responded that he has a meeting scheduled to get their appetite for the willingness to participate.

Councilor Champlin appreciates the Mayor's recommendations but doesn't know if he agrees with him in regards to the overhead festival lights/net lighting at Eagle Square. He feels that it may create a welcoming approach. He wonders that if that was eliminated, whether this is something that can be put in at some future time because it's not an inground type of project. Referencing the NH Savings Bank inground uplights, Councilor Champlin inquired whether this is the only building that will have ground level uplighting. Mr. Aspell responded yes. Councilor Champlin asked why they are only doing this one building. Mr. Aspell replied that the only reason it's in there is to show an example of what it would look like. He would talk to the building owners to find out if someone would be willing to partner with the city to do something to do the rest of it. Councilor Champlin asked whether it would be possible to identify those key signature architectural buildings downtown that the city would want to uplight and determine the cost of doing. Mr. Aspell indicated that he has estimates for what those key buildings are and what the annual operating costs are for each one of those key buildings. He would like to sit down individually with each building owner because how the city thinks that building should be lit up may be different than how they think it should be; it's their property, their building. He added that this may be something a building owner wants to do but can't necessarily do it now; they may want to do it in a few years so staff may be able to develop an ongoing program with building owners. Councilor Champlin noted that, while he thinks it's a good idea to have the flexibility to shut the lights off, he also wants the option to keep them on if they find that that's valuable.

Councilor Coen noted his disappointment with NH Savings Bank being the only building right now with lighting. He further indicated his disappointment with not going after selecting other buildings to light or at a minimum, have the infrastructure in place so that, at a later date, they don't have to tear up the sidewalks.

Mayor Bouley indicated that he knows what Councilor Coen is saying and personally doesn't feel 100 percent comfortable taking a final vote on this tonight because he has questions. He noted that the City Manager had indicated that he has numbers for some of the other buildings identified that he can bring forward to the Council. He added that they could put some fine tuning based on what was heard this evening. He asked if this would be acceptable to the Council or whether they feel comfortable moving forward this evening.

Councilor St. Hilaire stated that he would like to see what the price is so he would rather come back and see the big picture. He would also like to get a price on the midpoint which is doing the conduit for the key buildings but not the total price of what it is to light it. Mr. Aspell responded that its already included explaining that the only reason NH Savings Bank is on there is because that is the only one that had uplighting in the city street. He explained that if a building owner wanted to do uplighting of their building, Council wouldn't have to do anything to the project or appropriate any dollars for an owner to do so; they can do that completely on their own and not disturb the project.

Mayor Bouley pointed out that Council is referencing the bottom half of the building and Mr. Aspell is talking about the top half of the building. Council is concerned with the bottom

half of the building. Mr. Aspell responded that they don't need to put any other conduit in or any other lighting whatsoever for any of the other buildings. He confirmed that they would not have to rip up the sidewalks elsewhere only at the NH Savings Bank property which is why that one is included.

The Council's confusion with the building uplighting was clarified.

Councilor Grady Sexton asked how they ensure uniformity if the private sector is opting in whether or not they are going to uplight the upper story. Mr. Aspell responded that one way to do this is to have an incentive program and working together to make it work. He noted that if somebody wanted to do their own thing then they would be limited to the zoning regulations and architectural design standards that are in place. He suggested that Council may want to rewrite these because of this project.

Councilor Champlin asked if it would be fair to say that the city may go to other cities that were used as examples to find out how it is that they got everybody on board to do this. Mr. Aspell responded yes.

Councilor Herschlag asked that, if the City Manager has to come back in a week with a more precise estimate of costs, would they also be able have an updated pro forma for the operating and maintenance costs of the project as proposed with the new elements.

Mayor Bouley stated that since some of the questions have been clarified, he doesn't find the need to come back next week.

Councilor Champlin asked what would be left at Phenix Hall if the lighting is eliminated. Mayor Bouley responded that it will have what there is at every other bump out.

Mr. Aspell indicated that there have been discussions regarding the redevelopment of the Phenix Hall area and they would hate to spend \$20,000 and then have somebody do a redevelopment and have to spend the \$20,000 again.

Councilor Todd noted that people are very pleased with the lighting on Village Street feeling that it's safe at night and offers a warm glow. He encouraged Council to look for that warm glow option in the lighting. He agreed with the Mayor's selections and feels that it's money well spent for downtown.

Councilor Shurtleff indicated that he would like to maintain the option of consulting with the Heritage Commission to possibly come back to the Council in regards to the historical markers downtown.

For efficiency purposes, Mayor Bouley indicated that he was going with the questions contained on page 3 of the January 9th staff report to guide them through. He pointed out that the first issue is the three different themes for signs.

Councilor St. Hilaire moved number one as an affirmative to proceed with the historical package. The motion was duly seconded.

Councilor Herschlag asked if this included the change with the parking signs.

Mayor Bouley pointed out that they added: functional, blue for parking signs, walking tours and adding "Concord" to the downtown signs.

Councilor Coen inquired whether this included the large gateway signage.

Mayor Bouley responded no explaining that would cost an additional \$60,000 and the motion was just for the base project. He indicated that what he heard the City Manager explain is that if they are able to work in the money then he would come back to the Council asking them for the funds.

Councilor St. Hilaire's motion passed with one dissenting vote.

Councilor St. Hilaire moved that the Council not proceed with question #2 of the report at this time given the fact that they are doing a parking study and should wait to see what the results of the study are. The motion was duly seconded and passed with no dissenting votes.

Councilor St. Hilaire, in regards to lighting, moved to approve this in the manner that Mayor Bouley described elements to be included and elements not to be included which included: deleting overhead festival lights, delete illuminated seating, delete the piano keys, and add a timing element to the lighting and colored lights. The motion was duly seconded.

Councilor Champlin indicated that he hopes that, at some point, they can look at the possibility of the festival lighting in Eagle Square.

Councilor Coen stated that he will be voting no on the motion because of his strong feelings towards the festival lighting.

Councilor Todd inquired whether festival lighting is something that can be added after the project is completed. Mr. Aspell responded that it could be set up so that they can add it in.

Councilor St. Hilaire's amended his motion by separating the issue of the festival lighting from his original motion to vote on. The motion to include overhead lighting in the package failed on a voice vote.

The motion to approve Councilor St. Hilaire's original motion passed with one dissenting vote.

Mayor Bouley noted that there is not a need to take a motion with number 4 but suggested that Council agree to instruct the City Manager to come back with alternatives and considerations for discussions with the downtown property owners. He asked that they also include the fact that they need to go back and look at the ordinances so that there are some consistency moving forward downtown.

Council agreed with the Mayor in regards to number 4 on the report.

Appointments by the Mayor

Reports

New Business

Unfinished Business

47. 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) (2-56) (3-45) (4-18) (5-45) (6-42) (7-38) (8-26) (9-42) (10-41) (11-41) (12-33) (*Action on this item tabled following a February 2013 public hearing*)

Action: This item remains on the table.

48. 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) (2-57) (3-46) (4-49) (5-46) (6-43) (7-39) (8-27) (9-43) (10-42) (11-42) (12-34) (*Action on this item was tabled after a public hearing was held on September 9, 2013.*)

Action: This item remains on the table.

Comments, Requests by Mayor, City Councilors

Councilor Todd indicated that Concord 250 partnered with the YMCA for the New Year's Eve Gala which sold out. He invited everyone to a Concord 250 community forum being held Thursday at 6:00 p.m. in Council Chambers.

Councilor Herschlag recognized Tom Wright, city employee, for rescuing an individual who had fell through the ice at White Park.

Councilor Champlin reminded everyone of the Winter Festival on Saturday, January 17th, from 1:00 p.m. to 4:00 p.m. at White Park. He added that the following weekend is the Black Ice Hockey Tournament at White Park.

Councilor Werner recognized the hundreds of people that will be converging in Concord on Wednesday, January 21st, as part of the NH Rebellion.

Comments, Requests by the City Manager

City Manager Tom Aspell thanked John Simonella for donating a historical picture of Bouton Street which will be hung up in City Hall.

Mr. Aspell asked if the Council would be interested in meeting on an extra evening on Tuesday, February 17th for CIP outyear and unveiling of a pavement management plan for the city.

Consideration of items pulled from the consent agenda for discussion

- Item 23 has been pulled from the consent agenda for discussion.

23. Public Safety Board report on a referral from the City Council on a report from the Police Department. (6-11) (10-9) *(Pulled from consent by Councilor Champlin)*

Action: Councilor Champlin thanked the committee, the City Solicitor and Police Chief Osgood for spending a great deal of time on this matter. He feels that this is an important issue that affects not only Ward Four and Rumford Street but also other streets and neighborhood in the city.

Councilor Champlin moved to accept the report. The motion was duly seconded.

Mayor Bouley pointed out that this is a citywide issue and the approach that is being taken is a very reasonable and thoughtful one. He noted his appreciation for Councilor Grady Sexton's leadership and thanked the Police Chief for participating.

The motion to accept passed with no dissenting votes.

Adjournment

The time being 9:40 p.m., Councilor Bennett 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*

CITY OF CONCORD

In the two thousand fifteenth 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, 2015.



CITY OF CONCORD

TAA

REPORT TO MAYOR AND THE CITY COUNCIL

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

Date: January 15, 2015

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, 2015.

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.

CITY OF CONCORD

In the year of our Lord two thousand and fifteen

AN ORDINANCE amending the CODE OF ORDINANCES, Title I, General Code; Chapter 17, Vehicles and Traffic, Article 17-7, Rights and Duties of Pedestrians, Section 17-7-3, The Passing of Items To or From the Occupant of a Motor Vehicle on a Roadway

The City of Concord ordains as follows:

SECTION I: Amend the CODE OF ORDINANCES, Title I, General Code; Chapter 17, Vehicles and Traffic, Article 17-7, Rights and Duties of Pedestrians, Section 17-7-3, The Passing of Items To or From the Occupant of a Motor Vehicle on a Roadway, by deleting paragraph (4) in its entirety and renumbering paragraphs (5) and (6) as follows:

17-7-3 - The Passing of Items to or from the Occupant of a Motor Vehicle on a Roadway.

- (1) *Intent of Section.* This Section is intended to provide for the free flow of motor vehicle traffic on roadways in the City. The City Council finds that persons who distribute any item to, receive any item from or exchange any item with the occupant of a motor vehicle upon a roadway present a threat to the free and safe flow of motor vehicle traffic. By this Section, the City Council intends to promote the health, safety and welfare of the citizens traveling by vehicle in the City.
- (2) *Definitions.* For purposes of this Section, the following definitions apply:
 - (a) *Pass/Passing.* Distributing any item to, receiving any item from, or exchanging any item with the occupant of a motor vehicle that is located in the roadway.
 - (b) *Roadway.* All public roads open to motorized vehicles within the City. This definition excludes private roads and private property. This definition also excludes areas in which parking is permitted in the City.
 - (c) *Item.* Any physical object.
- (3) *Prohibition on Roadways.* It shall be unlawful to violate any of the prohibitions set forth below in the City.
 - (a) No person shall knowingly distribute any item to, receive any item from, or exchange any item with the occupant of any motor vehicle when the vehicle is located in the roadway.
 - (b) This Section shall not apply to the distribution, receipt or exchange of any item with the occupant of a motor vehicle on private property or in a permitted parking area.

- (c) This Section shall not apply to any law enforcement officer acting in the scope of his/her official duty.
- (d) This Section shall not apply to the distribution, receipt or exchange of any item with the occupant of a motor vehicle located in the roadway in order to assist the occupant after a motor vehicle accident, with a disabled motor vehicle or where the occupant is experiencing a medical emergency.
- ~~(4) Sunset. This Section shall automatically repeal on April 9, 2015, unless otherwise ratified by the City Council.~~
- (4[5]) *Penalty.* A person found in violation of this Section shall be guilty of a violation and may be fined not more than \$500.00.
- (5[6]) *Severability.* If any provision of this section is declared invalid or unconstitutional by any Court of competent jurisdiction, the remaining provisions shall be severable and shall continue in full force and effect.

SECTION II: 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~~].



Bradley C. Osgood
Chief of Police

City of Concord, New Hampshire

POLICE DEPARTMENT

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TA

REPORT TO MAYOR AND THE CITY COUNCIL

FROM: Bradley C. Osgood, Chief of Police
Concord Police Department

DATE: January 2, 2015

SUBJECT: Update on Panhandling in the City of Concord

Recommendation

Accept this report regarding a status update on City Ordinance 17-7-3; The Passing of Items to or from the Occupant of a Motor Vehicle on a Roadway, as well as a status update on Panhandling in the City of Concord. It is further recommended that ordinance 17-7-3 become permanent by removing the sunset clause.

Background

Over the past couple of years, the City of Concord has experienced a rise in calls for service regarding panhandlers, aggressive panhandling tactics and panhandlers in the roadways. To address this issue, in part, the City Council enacted an ordinance (17-7-3) on May 13, 2013 "to provide for the free flow of motor vehicle traffic on the roadways" and with the intention "to promote health, safety and welfare of citizens traveling by vehicle in the City."

Discussion

In calendar year 2014, Concord police officers responded to more than 160 calls for service regarding panhandling incidents. Many were reported by concerned citizens while others were self-initiated by the patrol officers. Officers have taken enforcement action in several of the incidents and have provided dozens of warnings to violators as well. Of the enforcement actions taken by the police officers, approximately 30 have been based upon the ordinance 17-7-3. Additionally, Concord police officers continue to assist business owners, especially in the Downtown area and on Ft. Eddy Rd., in serving Trespass Letters to numerous individuals who were engaging in panhandling on private property.

The matter of panhandling, especially aggressive panhandling and the passing of items to and from a motor vehicle on the roadway remains an important matter that Concord police officers will continue to address in 2015. The ordinance, as written, continues to be an effective resource in this public safety matter.



CITY OF CONCORD

In the year of our Lord two thousand and fifteen

AN ORDINANCE

amending the CODE OF ORDINANCES, Title IV, Zoning Code; Chapter 28, Article 28-2, Zoning Districts and Allowable Uses, Article 28-5, Supplemental Standards, Article 28-7, Access, Circulation, Parking, and Loading 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 28-2, Zoning Districts and Allowable Uses, Section 28-2-4, Allowable Principal and Accessory Uses in Zoning Districts, Paragraph J, Table of Principal Uses, by adding two new Principal Uses, Use L-12, Alternative Treatment Center subject to the Supplemental Standards of Section 28-5-51 and Use L-13, Alternative Treatment Center (Cultivation Location Only), as a Permitted Use (P) in the following district:

Industrial District (IN)

SECTION II: Amend the CODE OF ORDINANCES, Title IV, Zoning Code, Chapter 28, Zoning Ordinance, Article 28-2, Zoning Districts and Allowable Uses, Section 28-2-4, Allowable Principal and Accessory Uses in Zoning Districts, Paragraph J, Table of Principal Uses, by adding a new Principal Use, Use E-5, Alternative Treatment Center (Non-Cultivation Location), as a Permitted Use (P) in the following district:

Institutional (IS)

SECTION III: Amend the CODE OF ORDINANCES, Title IV, Zoning Code, Chapter 28, Zoning Ordinance, Article 28-7, Access, Circulation, Parking, and Loading, Section 28-7-2(e), Table of Off-street Parking Requirements, Section E, Services - Medical, by adding "Alternative Treatment Center (Non-Cultivation Location)" as a new category as follows:

PRINCIPAL USES	UNIT OF MEASUREMENT	MINIMUM PARKING SPACES REQUIRED PER UNIT OF MEASUREMENT
Alternative Treatment Center (Non-Cultivation Location)	Gross floor area	One (1) per three hundred (300) square feet

SECTION IV: Amend the CODE OF ORDINANCES, Title IV, Zoning Code, Chapter 28, Zoning Ordinance, Article 28-5, Supplemental Standards, by creating a new Section 28-5-51, Alternative Treatment Center as follows:

28-5-51 Alternative Treatment Center.

In the Industrial (IN) District, an Alternative Treatment Center shall be located on lots that have direct access to and from a collector or arterial street, or access to a street which shall be physically improved in order to fulfill the function and meet the standards of a collector street.

SECTION V: Amend the CODE OF ORDINANCES, Title IV, Zoning Code, Chapter 28, Zoning Ordinance, Glossary, by adding the following Definitions of Terms:

Alternative Treatment Center. An "alternative treatment center" as defined in RSA 126-X:1, I, namely, a not-for-profit entity registered under RSA 126-X:7 that acquires, possesses, cultivates, manufactures, delivers, transfers, transports, sells, supplies, and dispenses cannabis, and related supplies and educational materials, to qualifying patients and alternative treatment centers.

Alternative Treatment Center (Cultivation Location Only). A "cultivation location" as defined in RSA 126-X:1, IV, namely, a locked and enclosed site under the control of an alternative treatment center where cannabis is cultivated, secured with one or more locks or other security devices in accordance with RSA 126-X and the Department of Health and Human Service's administrative rules.

Alternative Treatment Center (Non-Cultivation Location). An alternative treatment center operated in accordance with RSA 126-X and the Department of Health and Human Service's administrative rules that has a separate location for the cultivation of cannabis.

SECTION VI: This Ordinance shall take effect upon its passage.



CITY OF CONCORD

TAA

REPORT TO MAYOR AND CITY COUNCIL

FROM: Carlos P. Baía, Deputy City Manager—Development
DATE: January 28, 2015
SUBJECT: Proposed amendments to Zoning Code related to “Alternative Treatment Centers”

Recommendation

If acceptable, set the attached ordinance amendment for public hearing in March.

Background

In 2013, the New Hampshire Legislature enacted a comprehensive law for the use of medical marijuana. The law has been codified as RSA chapter 126-X, entitled the Use of Cannabis for Therapeutic Purposes. RSA chapter 126-X includes administrative requirements for alternative treatment centers, which are non-profit entities registered for the purpose of acquiring, possessing, cultivating, manufacturing, delivering, transferring, transporting, selling, supplying and dispensing cannabis to qualified patients and designated caregivers.

Discussion

RSA 126-X:7 required the New Hampshire Department of Health and Human Services to issue registration certificates to no more than four non-profit alternative treatment centers. At least two of the registration certificates must be issued within 18 months after the law goes into effect, which would be January 2015.

Currently there is no zoning use category under which an alternative treatment center could be operated, and therefore, the City of Concord’s Zoning Code requires that any use be placed in the category to which it is most similar and regulated under that category. Anticipating the need for local zoning, City Staff evaluated the new law and developed local zoning regulations to determine the most appropriate locations for an alternative treatment center.

An alternative treatment center is defined in RSA 126-X:1, I as a not-for-profit entity registered under RSA 126-X:7 that acquires, possesses, cultivates, manufactures, delivers, transfers, transports, sells, supplies, and dispenses cannabis, and related supplies and educational materials, to qualifying patients and alternative treatment centers. RSA 126-X:7, IV(2) states that an alternative treatment center “may include a second location for the cultivation of cannabis.”

Based on its review of the statute, City Staff is recommending the adoption of a new ordinance that would create three new principal uses. The first new principal use would be designated as an "Alternative Treatment Center," which is a facility permitted in the Industrial District that involves both the cultivation and dispensing of cannabis. The second new principal use would be designated as an "Alternative Treatment Center (Cultivation Location Only)," which is a facility that would be permitted in the Industrial District for the purpose of cultivating cannabis. The third new principal use would be designated as an "Alternative Treatment Center (Non-Cultivation Location)" which is a facility that is permitted in the Institutional District for the purpose of dispensing cannabis. The proposed ordinance also sets forth the parking requirements for an Alternative Treatment Center (Non-Cultivation Location).

The proposed ordinance also creates a new supplemental standard, Section 28-5-1, for Alternative Treatment Centers located in the Industrial District that involve both the cultivation of cannabis and dispensing to patients. Due to the potential increased traffic created by the retail dispensary for such facilities, the supplemental standard would require that it be located on lots that have direct access to and from a collector or arterial street, or access to a street which shall be physically improved in order to fulfill the function and meet the standards of a collector street.

It should be noted that RSA 126-X:8, II already prohibits alternative treatment centers from being located in a residential district or within 1,000 feet of the property line of a pre-existing public or private elementary or secondary school or designated drug free property zone. Any proposed location will need to comply with these requirements. It should be further noted that nothing in the proposed ordinance purports to permit activities that are otherwise illegal under state or local law.

The attached ordinance amendment was reviewed by the Planning Board at its January 21st meeting and recommended to City Council.

Council should be aware that the State Department of Health and Human Services rules governing alternative treatment centers labeled ATCs as "charitable trusts." This was done, in the City staff's estimation, to provide the State with the means to regulate these organizations through the Department of Justice's Charitable Trusts Unit. The challenge for municipalities is that this designation may prompt the entities to request an exemption under RSA 72:23, V from the payment of local property taxes. This issue was raised in a City letter sent to the Joint Legislative Committee on Administrative Rules (JLCAR) as well as through oral testimony at the final rule-setting hearing in December where the City voiced its disagreement over the charitable trust designation. The City's concerns were recognized by the members of JLCAR and a commitment was made to rectify the situation in the 2015 legislative session. SB 54 has since been filed that would mandate that ATCs enter into Payment in Lieu of Tax agreements (PILOTS) with municipalities for the same amount as they would have paid in ad valorem taxation.

On January 28th, the Senate Municipal and Public Affairs Committee took up SB 54. The City of Concord, again, testified that the "charitable trust" designation was not appropriate in the case of ATCs but supported SB 54 as a means to clarify the present situation. It is anticipated that the Committee will vote on the proposed bill in the following weeks.

Under the proposed ordinance, ATCs could be significant consumers of industrial real estate invaluable to the City's tax base. It is unknown whether the Legislature will have clarified the taxability of ATCs by the time Council holds a public hearing on this ordinance.



CITY OF CONCORD

TJA

REPORT TO MAYOR AND THE CITY COUNCIL

DATE: January 28, 2015
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



Stevens, Suzanne

From: Amy Martel <alm76@comcast.net>
Sent: Friday, January 09, 2015 1:43 PM
To: * City Manager Office
Subject: Outstanding service

Dear Sir,

Yesterday, on what was predicted to be the coldest day of the year, the tree crew worked on Autumn Drive in the morning. The branches/trees they cleared have been a hazard since the storm before Thanksgiving and this past Sunday's ice made the month-old archway much worse to drive under/through. These guys worked in the bitter cold and in the shade to boot and did an outstanding job opening our road back up. Their efforts yesterday should assure that future storms do not create another hazard. Please extend my sincere thanks for their efforts.

Thanks again,

Derek Martel
4 Autumn Drive
Concord NH 03301

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

Results based on total comment cards received for January 2015

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

Motor Vehicle (2)	Property Taxes (0)	Utility Payments (0)	Misc. Billing (0)
----------------------	-----------------------	-------------------------	----------------------

Our staff was:	courteous (1)	knowledgeable (1)	professional (2)
-----------------------	------------------	----------------------	---------------------

Our service was:	courteous (3)	knowledgeable (1)	professional (3)
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Comments and suggestions:

- 1) She was very helpful – give her a raise.
- 2) Entire crew was very pleasant. I did not feel rushed. Also, a compliment to the police officer who pulled me over re: above. Very pleasant, professional and courteous.

Results based on total surveys received for December 2014
City of Concord – City Clerk’s Office
Customer Service Survey

I received services related to (circle all that apply): (Total surveys completed: (4)

City Council	Elections	Vital Records	Dog Licensing
()	()	(4)	()
Voter Registration	UCC Filings	Other: <u>General Information</u>	
()	()	<input type="checkbox"/> Marriage License	

Were you greeted promptly and friendly?

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

Was your wait for service reasonable?

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

Was the staff person knowledgeable?

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

Was your transaction complete and accurate?

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

Comments and suggestion

“Everyone was very nice and helpful-very professional.”
 “Very quick & prompt service. Friendly & warm service.”
 “Pay them more money.”

JAN 15 2015

Dear Jim

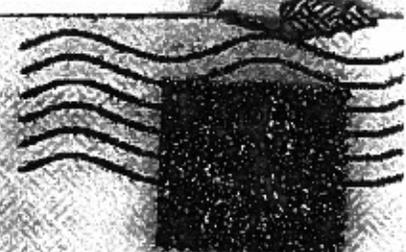
I came to Concord
in the year 2000
to get away
from my
girlfriend.

I feel that
I could not
possibly do
I am NH.

I have enjoyed
my time in
CONCORD.

it is a blessed
city

T. BLOUIN MANCHESTER NH 030
15 PITMAN ST
CONCORD, NH. JAN 15 2015 PM 11



JAN 15 2015

JIM THE MAYOR
10 GREEN ST.
CONCORD, NH.

03301



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

2-11

TJA

TODD FABIAN
 LIBRARY DIRECTOR
 603-225-8670

TO: Honorable Mayor and City Council
FROM: Todd Fabian, Library Director
RE: Authorization to Accept Monetary Gifts Totaling \$2,515.75 as
 Provided for Under the Preauthorization Granted by City Council
DATE: January 27, 2015

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	Project Accounting
Concord Public Library Patrons	\$347.00	Fees paid by patrons to replace lost and damaged library materials from 12/26/2014 through 01/25/2015	GRTLIBLstPd 2910 2013 - 2013 and beyond
Concord Public Library Book Sale	\$1,118.75	Revenue from sale of used and donated books, audio materials and videos from 12/26/2014 through 01/25/15	GRTLIBMAt 2910 Book Sale Rev - Book Sale Revenue
Ann D. Kolb	\$50.00	To purchase Library materials in memory of Lillian Soderstrom for the Penacook Branch	GRTLIBMAt 2910 Library Materials Gifts, 2013 & beyond, Library Materials
Concord Public Library Foundation	\$1,000.00	Bagan Grant for children's multi-cultural materials.	GRTCPLF 2910, 2013 & beyond, Children's Multi-cultural
TOTAL	\$2,515.75		

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





Bradley C. Osgood
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

2-12

TA

To: Honorable Mayor and City Council
From: Gregory S. Taylor – Deputy Chief
Re: Authorization to accept a grant from the New Hampshire Highway Safety Agency in the amount of \$1,500.00 as provided for under the pre-authorization granted by City Council¹
Date: January 19, 2015

Recommendation

It is recommended that City Council approve the acceptance and expenditure of the above cited grant from the New Hampshire Highway Safety Agency in the amount of \$1,500.00 for the purpose of partial funding of a lease for a police motorcycle.

Background

1. Funds are requested to be expended under the authority established pursuant to resolution # 8120 adopted December 10, 2007.
2. The grant application for the purposes specified were approved by City Council per resolution #8802 adopted October 14, 2014.
3. The purpose of this grant as stated above is a condition of the grantor and 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 department.
4. The remaining lease amount for a police motorcycle has been accounted for in CIP #575 – Police Vehicle Replacement.
5. The New Hampshire Highway Safety Agency has accepted the authority granted by the City Council for the City Manager to enter into a grant or other agreement pursuant to the resolution cited in number one (1) above.
6. The Finance Director has approved the agreement providing for reimbursement of funds extended in advance by the City.
7. A copy of this communication has been sent to the grantor for their information and with the thanks of the City Council and the citizens of the City of Concord.

Discussion

The Concord Police Department continues its commitment to making the roadways of the City safe for motorists, bicyclists, and pedestrians. The Department seeks to utilize the most productive means of accomplishing this goal, and to that end the Department has implemented a

¹ Reimbursements of expenses can be credited to the account charged. Cash should be deposited upon receipt. Small individual dollar amounts (usually less than \$50) can be combined and reported monthly or quarterly using the process described herein.

police motorcycle to its fleet of marked vehicles. The police motorcycle has primarily been used to address traffic concerns and safety issues. The Department has been leasing its police motorcycles through New England Police Vehicle Leasing. This grant provided through the NH Highway Safety Agency provides \$1,500 to be applied towards the yearly expenses for leasing a police motorcycle. These Highway Safety funds may be expended between April 1, 2015 and September 30, 2015. The remainder of the lease amount has been accounted for in CIP #575 – Police Vehicle Replacement.

Cc: City Manager
City Clerk
Deputy City Manager and Finance Director
Grantor



CITY OF CONCORD

REPORT TO THE MAYOR AND CITY COUNCIL

FROM: Thomas J. Aspell, Jr., City Manager *TJA*
DATE: January 30, 2015
SUBJECT: 2014 – 2015 City Council Priorities

Recommendation

Accept this report as to the current status of the City Council Priorities established on February 3, 2014.

Background

Members of the City Council met on February 3, 2014 to discuss and set priorities for the remainder of Calendar Year 2014, as well as Calendar Year 2015.

Discussion

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

GOAL 1. BALANCED BUDGET ISSUES: FY 2015 and 2016

a) Collective Bargaining/Contract Negotiations

Status: All unions are currently under contract. Our next contract negotiations will likely begin in early 2015 with the Concord Fire Officers Association, whose contract expires on 6/30/2015. By eliminating the Point of Service health plan from all contractual language, we have been able to reduce our plan offerings to three, more cost effective HMO selections through Harvard Pilgrim. Further, five of the unions have entered into contracts that provide for cost sharing of medical and dental premiums. The Concord Police Supervisors Association (CPSA) will begin cost sharing in July 2015, and the remaining four unions will begin cost sharing in July 2016.

b) Grant Writing

Status: In April, the City was awarded \$155,000 in Community Development Block Grant funds to support renovations to NAMI-NH's facility on North State Street.

The Fire Department has applied for \$189,864 through the Assistance to Firefighters grant program to install fire sprinklers in the four Fire Stations.

The Police Department currently manages three Justice Assistance Grant awards, which have provided approximately \$90,000 to the Concord Police Department and the Merrimack County Sheriff's Department. These funds are designated for equipment, training and other police-related needs identified by each agency to improve the police services provided.

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, DWI patrols, seatbelt enforcement patrols, and other initiatives targeting aggressive driving and pedestrian safety.

In 2013, the Police Department applied for and was approved to receive funding through the Office of Domestic Preparedness, State Homeland Security Program and Law Enforcement Terrorism Prevention Program, for a specialized response/rescue vehicle. The Department received this vehicle in July 2014. This vehicle will be an important asset for both the Department and the Central NH Special Operations Unit for incidents involving the need for a vehicle with such response capabilities.

In March 2014, the Police Department received funding through the State of NH Homeland Security and Emergency Management Exercise and Evaluation Program to conduct an active shooter exercise in conjunction with Concord Hospital. This exercise proved extremely beneficial in assessing not only the Department's response to an active shooter incident, but also in evaluating the interoperation capabilities of other responding agencies, as well as staff at Concord Hospital.

Future grant opportunities are being explored to determine their applicability to the Police Department and whether further action is warranted. A number of grant solicitations are expected during the upcoming year and the Department will remain vigilant in seeking out funding through these grants in order to further the Department's goals.

Library staff applied for and received a number of grants. They prepared a successful Reen Grant application (\$6,635) for additional comfortable, stacking chairs for the auditorium, and new plastic chairs for children's programs. They also received the following grants from the Concord Public Library Foundation: \$370 for PlaySpace equipment in the Children's Room; \$375 to purchase books to give away at National Night Out; \$645 to help with the Teen Summer Reading Program; \$1,000 to purchase books for Book Club kits; \$600 to purchase a discounted library pass for patrons to the Museum of Science in Boston; and \$1,000 to help establish a teen zone in the Library. All of these grants help supplement the offerings the library provides for the community. In addition, the Library recently received a grant from the Network of Libraries of Medicine to purchase library materials for three programs, as well as to support the filming of the three programs for the Library's YouTube channel. Those programs are: "How to Sign Up for Healthcare"; "Alzheimer's Memory Loss and Dementia"; and "Healing from Lyme Disease".

The Human Resources Department applied for and was awarded the 2014 New England ADA Center's Field Based Training Day for municipalities, which included a \$1,000 grant to be used to improve accessibility for the disabled. City employees participated in a hands-on training experience on September 29, 2014. The training provided experience conducting an accessibility review and identifying solutions that would improve accessibility to the public for municipal services and programs, as designated under the Americans with Disabilities Act. The City recently received the \$1,000 monetary award and is evaluating the best use of the grant.

c) Health Insurance Costs

Status: The City has worked diligently with Harvard Pilgrim Healthcare to accomplish a five year average increase on premiums of only 3.88%, with the last two years representing an unprecedented rate hold. The rate increase for FY 2016 will be in the range of 8-10%. Throughout this time, we have been able to maintain the level of benefits provided to our employees. We have increased our wellness program participation amongst employees and spouses with a focus on providing greater access to fitness programs and healthcare consumer awareness. This has correlated to lower standard claim costs. Most recently, high cost claimants have increased due to several serious care claims. Through successful contract negotiations, we have been able to eliminate two of our costliest medical plans, which has resulted in a savings on retiree health care costs. In addition, five of our six unions have agreed to a cost sharing provision with respect to premium payments on medical and dental insurance, which will help to contain the cost of providing health care to employees. These changes will help to mitigate the potential impact of the pending Excise (Cadillac) Tax of 2018 under the Affordable Care Act by keeping our overall premiums lower.

GOAL 2. COMMUNITY-WIDE ECONOMIC DEVELOPMENT INITIATIVES TO EXPAND TAX BASE

Status: The Mayor's Impact Fee Committee completed its work in September 2014. The Committee's final report recommended a series of changes to the impact fee ordinance including the elimination of the Merrimack Valley School District impact fee, the transition from a square footage to a dwelling unit measure for residential impact fees, and the clarification of incentive language. The proposed ordinances were adopted by City Council at its November 2014 meeting.

The Upper Floor Development Committee met several times and comprehensively analyzed the municipal review process for downtown redevelopment projects, using the Endicott Hotel case as a model. This committee also held an open forum with downtown property owners from which one of the salient take-aways was the need for the community to revisit the creation of a possible downtown lender's consortium.

In terms of new development, Liberty Utilities received approval for the construction of a new 7,000 SF training facility at 10 Broken Bridge Road. In June, the redevelopment of a new auto dealership at 94 Manchester Street was approved by the Planning Board. In May, a new 3,300 SF Sugar River Bank branch at 198 Loudon Road was given the green light. In February, a 31,000 SF retail/restaurant center on Loudon Road, across from the Sears Auto Center, was approved. In November a nanobrewery was approved for the Smokestack Center off of North State Street.

The Concord Racquet Club was sold to a seacoast investor and re-branded as the "Health Club of Concord." The new owner plans to continue to operate the Club as a fitness/athletic facility with few changes in the short term. Long-term improvements are being contemplated.

GOAL 3. PUBLIC INFORMATION, MARKETING & COMMUNICATIONS

Status: The City is working effectively towards increasing public awareness through branding, marketing and communications.

- a) **Assessing:** All property assessments are available on the City website. The information includes property data along with building sketches. A Powerpoint presentation on the website entitled "Understanding Property Assessments and Taxation" is a useful tool for taxpayers who wish to become more familiar with the assessment process, tax credits, exemptions and tax bills. An informational meeting explaining the property assessment process is scheduled for February 19, 2015, at 7:00 PM, in City Council Chambers.
- b) **Finance - Purchasing:** The Purchasing Division has considerable public contact, mostly through bids, proposals and quotes. Information is distributed to vendors as warranted. Vendors are encouraged to register on the City's website in order to receive e-mail notification when a solicitation has been issued that the vendor may be interested in. The Purchasing website is easy to navigate for any citizen wishing to review bids and proposals. The website is reviewed regularly to ensure all information is current and updated with every new bid or request for proposal that is released.
- c) **Community Development:** Louis Karno & Company has revamped the Main Street Project website and added two project "cams" located at both ends of Main Street. The firm continues to work closely with the construction team to disseminate information now that the construction phase has begun.
- d) **Fire Department:** The Fire Department's Facebook page has 2,643 followers, up 28.4% from last quarter. The Department posted information on community benefits activities by the two IAFF locals, chainsaw safety, outage and shelter updates during the Thanksgiving Eve storm, turkey fryer safety, Ebola preparedness, the Change Your Clock/Change Your Battery campaign, Halloween safety, officer promotions, Fire Prevention Week activities, and safety quizzes. The Fire Department's Twitter page has 483 followers and the same information is shared there. The Department's web pages continue to see a high volume of traffic. Additional safety information is constantly being added. The *Concord Monitor* published articles on the retirement of Battalion Chief Ken Folsom, the community benefits fundraising of the IAFF locals, the Department's response to the Thanksgiving storm, and the ongoing problem of homelessness. NH-1 News conducted several interviews on winter safety, maintaining hydrants, and on the growing number of opiate overdoses.

- e) **General Services Department:** In February 2014, the General Services Department hired the City's first Communications Coordinator to help the department with marketing, promotions, and public communication efforts. The Department updated its web pages on the City website and increased its web page views to a total of 4,241. The Department also launched a monthly newsletter, *The General Gazette*, which features top stories from the Department. The Department also launched Google+ and YouTube pages. The first video that was launched showcased downtown snow removal.

In April 2014, the General Services Department launched two new YouTube videos regarding Spring Leaf Collection and Arbor Day. The Department created and mailed its first annual Trash and Recycling brochure to residents, which included information regarding PAYT trash bag locations, recycling, contact information, a calendar of trash holidays and other solid waste events, and a PAYT trash bag contest that encouraged residents to sign up for News Flash on the City website. The brochure received the 2014 Outstanding Recycling Brochure Award by the Northeast Resource Recovery Association.

In May 2014, the Department released a new YouTube video showcasing the City's Water Conservation Technician presenting information to school children at the Manchester Water Fair regarding the City's leak detection efforts and the importance of water conservation.

In June 2014, the Department published a YouTube video showcasing a tour at the Water Treatment Plant with a brief explanation of the City's water treatment process. The Department also launched a Twitter page, and diligently tweets about street sweeping, road work, water conservation, recycling, trash holidays, promotions, arena events and more.

In July 2014, the Department initiated a Facebook page. The Department posts 2-3 times a week about things like *The General Gazette*, water conservation, trash and recycling, street maintenance, holidays, General Services' YouTube videos, pictures of events, and other engaging topics. The Department also had a presence at Downtown Market Days, with a mini golf hole built by staff, which advertised General Services' social media pages and the City website. Department staff engaged with the community on-site and encouraged them to follow General Services online. Also in July, the Department published another YouTube video to instruct residents how to read their water meter. Another community engagement opportunity was with the Department's Truck Photo Contest. The Department requested Concord residents to submit photos of what Concord means to them. Two winning photos will be printed on Casella trash and recycling trucks.

In August 2014, the Department attended National Night Out to promote its vehicles, water conservation, solid waste, etc. The mini golf hole from Market Days was brought back as well. Also in August, the Department created and mailed a water brochure, which contained information about utility billing, water conservation, water quality, and two promotions. The first promotion was a Goody Bag Giveaway, which encouraged residents to follow the Department's Facebook, Twitter, Google+, and YouTube pages with an incentive of a free goody bag filled with General Services' promotional items. A YouTube video was also created to promote the Goody Bag Giveaway. The second promotion was "E-Z Pay for

WaterSense," a contest that encouraged water consumers to enroll in E-Z Pay for Utility Billing for a chance to win a WaterSense labeled showerhead.

In September 2014, a new YouTube video was released of the Everett Arena ice painting. The Department also continued its E-Z Pay for WaterSense contest to encourage residents to enroll in E-Z Pay and to promote the importance of saving water.

In October 2014, the Department participated in the EPA WaterSense "Shower Better Month" campaign with their E-Z Pay for WaterSense contest and a WaterSense labeled showerhead coupon for use at The Granite Group. When the E-Z Pay for WaterSense contest ended, the Department had gained a total of 79 new E-Z Pay enrollees. Five residents were randomly selected to win a WaterSense labeled showerhead and were educated on how water efficient products can help save water, energy and money. Also in October, a new YouTube video was developed featuring details of the Fall Leaf Collection Program.

In November 2014, the Department created a winter operations web page to showcase information regarding street and sidewalk plowing priorities, plowing route maps, downtown snow removal, winter parking bans, and sand locations. The skating web page was also updated with more recent and detailed information.

In December 2014, the Department began promoting a pilot program for curbside Christmas tree collection. The Department issued a press release which was sent to the local media and which was posted on the Department's social media sites. Information about the program was also distributed to residents with their water bills.

Eleven new web pages were created on the City website regarding wastewater treatment; biosolids; odor control; what is flushable; sanitary sewer collection; RV waste; septage discharge; industrial pretreatment; facility tours; and how to prevent fats, oils and greases in our sewers.

Also in December, the Department mailed out its second annual solid waste brochure, this time including a full year calendar. Similar to the last brochure, the calendar included information about trash holidays, household hazardous waste day, and spring and fall leaf collection. The calendar also included the Christmas tree collection for this year. The brochure also included information about collection services, the Transfer Station, Earth Materials Recycling Center, single-stream recycling, and the PAYT Program. The Department also released another PAYT bag contest with the new brochure, which provides the opportunity for residents to win a free bundle of PAYT bags if they sign up for General Services topics within Notify Me on the City website.

The General Services Department also features press releases in the local media regarding important information about events, programs and promotions. This year, the Department was featured 20 times in the Concord Monitor, 16 times in Concord Patch, and at least five times in the Concord Insider. All releases link back to the City website.

Since hiring the new Communications Coordinator in February 2014, the Department's web page visits have increased by 1,648 views, to 5,889 in December 2014. The Department has steadily gained followers on their social media pages with their Facebook page totaling 275 likes, their Twitter page having 138 followers, their Google+ page reaching over 28,000 views with 21 subscribers, and their YouTube page achieving 2,736 video views and 26 subscribers.

- f) **Human Resources:** In an effort to improve outreach activities as they pertain to position vacancies within the City, the Human Resources Department utilizes online cloud-based recruitment software for applications. Now an applicant can be made aware of other City job opportunities by completing a job interest card. Job interest cards are sent out to those who have completed a profile and have let us know what types of work they are looking for. This has served to reduce phone calls within the Department, while saving the job seeker time in having to check back to our website. It has also saved in recruitment advertising costs. Our job vacancies are a hotlink from the home page of the City's website.
- g) **Library:** Staff has focused on improving marketing by revising the Library's list of publicity contacts in order to reach a broader audience. Staff created two Tumblr pages – one for teens and one for book clubs and adult readers. The Library has created a YouTube channel for the posting of videos of Library programs and they also maintain a Facebook page. The Library makes great use of the Newsflash feature of the City website, highlighting upcoming programs and information about library services. Staff continues to highlight library services and programs through monthly *Insider* ads.
- h) **Parks & Recreation:** The Department creates four seasonal brochures each year, which are delivered to all elementary school children in the city. These brochures highlight all Department programs and events for the next 3-4 months. The content of the brochures is also posted on the Parks & Recreation web site. In addition, the Department maintains a very active Facebook page, with over 1,600 "likes". The Department also creates a monthly newsletter for the web site, weekly news releases for local media, a monthly TV show ("We Are Serious About Fun") with Concord TV, and numerous public service announcements. The Department works very closely with the Friends of the Audi to advertise events and rental opportunities.

The Parks & Recreation Department also maintains the web site for the Beaver Meadow Golf Course. Staff creates and sends out weekly and monthly e-mail blasts to several thousand golfers who have signed up to belong to our online e-club. The web site receives between 2,500 and 3,500 unique web hits per month. The Department also maintains a very active Facebook page for the course, with over 1,100 "likes". During the golf season, staff coordinates weekly newspaper and radio ads. This past summer, the Department made a promotional video with Concord TV.

- i) **Police Department:** The Police Department utilizes a number of social media sites, as well as the City website to present information regarding the Department to the public and to keep the public informed of events occurring within the City. The Department's website includes many pages with valuable information, including guidance on how to obtain reports and other services that the Department provides. The site also provides notification on upcoming hiring processes, drug take-back

days, upcoming citizen police academies, and other events. In addition, all Department press releases are placed on the Department's web page.

The Police Department's Twitter page has over 1,500 followers and its Facebook page has over 800 friends. Both of these sites also disseminate information regarding Department and/or City events, and provide emergency information as necessary.

The Department also administers the Concord Regional Crimeline, which allows individuals to anonymously provide tips regarding ongoing investigations in Concord and surrounding towns. Tips can be submitted by phone, online or by text message. During 2014, 298 tips were received by the Department through Crimeline. These tips have led to the arrest of 24 individuals and closed out numerous cases.

The Community Resources Unit of the Police Department produces a segment on Concord TV entitled, "On the Beat", which is aired every other month. "On the Beat" allows the Department to disseminate news of interest regarding the Department, as well as helpful tips to prevent crime and how to respond if one has been a victim of crime. In addition, interviews are conducted with other City employees and community leaders to help pass on useful information to the residents of Concord.

The Police Chief participates in a weekly radio show on WKXL, where different topics are addressed based upon events occurring in the city, state and, on occasion, the nation.

GOAL 4. PARKING MASTER PLAN / IMPLEMENTATION MEASURES

Status: The City issued a Request for Qualifications and Experience (RFQ) for this project on January 21, 2014. Statements of qualifications were received on February 28, 2014 from four consultant teams. Consultant teams were subsequently interviewed on April 4th and April 21st. On June 9, 2014, the City Council appropriated \$115,000 to proceed with the project. On June 24, 2014, the City engaged Nelson Nygaard and Desman Associates to undertake the project. The total contract is \$108,775. The project began this summer with data collection. To date, the consultant has reviewed all past City parking studies, completed an inventory of all public and private parking spaces in the study, as well as held 10 stakeholder focus group meetings. Stakeholder forums included residents, downtown business owners and employees, the State of New Hampshire, the US Federal Court, UNH Law School, landlords and developers, as well as staff from the Parking Division and the General Services Department. A community "open house" to receive public input about the City parking system was held on October 6, 2014. On January 7, 2015, the Consultant collected additional parking counts when the Legislature was in session, as well as to hold meetings with long-term lease holders to gauge potential interest in moving to a permit system. A second public forum is scheduled for January 28, 2015. The purpose of the forum will be to preview the Consultant's preliminary findings and recommendations for the study. The City Administration plans to present the final study to the City Council in February or March.

PROJECT 1. MAIN STREET COMPLETE STREETS PROJECT

Status: The project received City Council approval on July 30, 2014. Two additional meetings with downtown merchants were held in August to arrive at the preferred construction sequence. Ultimately, the merchants attending unanimously approved the construction of the entirety of the North Main Street streetscape in 2015, with the southern section, from Pleasant Street to Concord Street, being done in 2016.

Per Council direction, a lighting firm was sought to be part of the project team. The lighting design firm of Horton Lees Brodgen, with offices across the country, including in Boston, was selected. A lighting design was presented to City Council in December 2014.

A way finding signage package was also presented to City Council in December 2014. Council directed staff to meet with downtown stakeholders to obtain input on the designs. Meetings were scheduled for January 6th and 8th, 2015, to be followed by a public hearing on January 12th.

PROJECT 2. CITYWIDE MULTI-GENERATIONAL COMMUNITY CENTER

Status: On April 23, 2014, the City engaged a design team for the project led by the H.L. Turner Group of Concord. As part of the FY 2014 and FY 2015 budgets, the City has appropriated approximately \$751,000 to complete design. Focus group meetings were held on May 29, 2014, with six stakeholder groups, including the Recreation and Parks Advisory Committee (RPAC), to confirm the findings of the 2011 Needs Assessment, as well as reintroduce the community to the project. A public forum was held on June 24, 2014. During its August 2014 meeting, staff reported on the results of the stakeholder input and the City Council authorized the City Manager to proceed with schematic design, as well as updates to the 2011 business plan and financial pro forma for the project. Schematic designs, as well as business plans/financial proformas, have been completed for three options. All design options include alternative floor plans for a potential branch library or a studio for Concord TV. These options will be presented to the City Council at their regular meeting on February 9, 2015. A public hearing on these options has been proposed for March 9, 2015. Final design will only proceed if the City Council selects a preferred option and authorizes a final design to move forward.

PROJECT 3. OPPORTUNITY CORRIDOR ECONOMIC DEVELOPMENT

a) South Main Street

Status: On June 9, 2014, the City Council authorized the City Manager to enter into a Purchase and Sales Agreement with the State of New Hampshire to acquire the former Employment Security property located at 32-34 South Main Street. The City Council also appropriated \$1.99 million, supported by the Sears Block TIF District, to support this effort. The City acquired the property on October 31, 2014 for the purpose of holding it on an interim basis until such time as a developer can be found with a suitable redevelopment plan that maximizes the highest and best use of the property. The City, with the aid of an independent contractor, is in the process of weatherizing and securing the property. In addition, the City will open the property's 75-space parking lot for paid public parking on or about February 2, 2015. City Administration plans to engage a commercial real estate broker this winter to help market the property.

Concord Steam representatives have not approached the City since their announcement in December 2013 to abandon the development of their new plant at the South Main Street/Langdon Avenue site. The City has directed developers in need of project sites to the area but, to date, is not aware of any concrete plans for the property.

b) Penacook Village

Status: The final phase of environmental cleanup activities at the Former Allied Leather Tannery and Amazon Realty sites were completed in August and a full report was provided to the City Council in September. Working with its environmental consultant, the City is in the process of amending institutional controls for the site, as well as project close-out with the USEPA and NHDES. This will be completed in early 2015. With cleanup now completed, the City will place the property on the open market with a commercial real estate broker.

The overhead power lines were buried in downtown Penacook over the spring. The visual difference has been warmly received. Construction on the roadway progresses and the roundabout is expected to take shape over the next couple of months.

City Planning staff and the consultant continue to finalize the Penacook Village Zoning study. It is anticipated that this project will be closed out in the fall.

c) Downtown 2nd & 3rd Floor Redevelopment

Status: The Upper Floor Development Committee continued its review of the City's development review process to determine what changes, if any, should be implemented to facilitate upper floor development. A forum with downtown property owners over the summer illustrated a need for alternate funding sources for redevelopment projects. The committee is exploring a possible lender's consortium.

Related to this effort, on December 8, 2014, the City Council approved an RSA 79-E Community Tax Relief Incentive application for redevelopment of the Vegas Block. The City Council also approved a license agreement for installation of balconies for the upper floors of the building. Staff has also met with the developer, CRDC, and the developer's lender regarding potential use of the City's Revolving Loan Fund program to provide gap financing for the project.

d) North Central Corridor/Storrs Street Connection & South End Rail Yard

Status: On May 12, 2014, the City Council authorized the City Manager to enter into a Purchase and Sales Agreement with Tsunis Holdings to acquire a 4.04 acre property to facilitate future construction of Storrs Street North. The City Council also approved Resolution #8756, which appropriated \$1.05 million to support this purchase and related activities. The City acquired the property on October 1, 2014. Working with third party consultants, the City is currently in the process of preparing bid documents and securing permits from the State to conduct removal of vegetation and interim grading of the property until such time as the City is prepared to advance CIP #18 (Storrs Street North Extension).

PROJECT 4. EXPAND NEIGHBORHOOD STREET IMPROVEMENT PROGRAM

Status: To maintain our local roadway network of 220 miles of streets, annual funding of \$2.6 million is needed.

In recent years, the City has invested in its major arterial streets that receive heavier traffic volumes and, consequently, has had to reduce annual expenditures directed towards local streets to approximately \$1 million. With the funding for the final phase of the Route 3 North Street Rehabilitation project now in place, City Council may now wish to focus on funding for local neighborhood streets. At the same time, City Council and Administration will determine how to best augment existing funding with new sources to increase the number of local neighborhood streets to be repaved each year. The General Services Department is actively engaged in the development of that plan and has launched an informational page on the City's website. It is anticipated that City Administration will present the final draft program during the third quarter of the fiscal year, in concert with the CIP out-year discussions slated for mid-February. The basic financial assumptions of the program have been initially presented to FPAC.

ON-GOING INITIATIVE 1. MAJOR TRANSPORTATION CORRIDOR IMPROVEMENTS

Status: Work on CIP #35 (Route 3-Village Street Improvements) has made significant progress. The downtown utilities were placed underground, the roundabout and sidewalks completed, and paving done. Work on the final phase (Stark Street to Manor Road) will be completed in 2015.

CIP #19 (Loudon Road Improvements): The "road diet" was approved by City Council and is under design. Construction is anticipated during the spring/summer of 2015.

CIP #40 (Langley Parkway): A draft report on the Langley Parkway project findings to date is being reviewed by staff. A final report is anticipated to be distributed to Council later this year in preparation for the CIP out years meeting.

ON-GOING INITIATIVE 2. MUNICIPAL COMPLEX IMPROVEMENTS

Status: In March 2014, the General Services Department completed a major renovation of the second and third floors of City Hall, which consolidated Finance Department staff on the second floor and Engineering and Planning Division staff on the third floor. The work consisted of the renovation of approximately 3,100 square feet of office space. With these improvements, both Deputy City Manager offices are located on the second floor adjacent to the offices of the City Manager and City Solicitor. The work included constructing a new private office and repurposing a larger private office into a needed conference room on the second floor. Planning staff were moved to the third floor with a new private office constructed for the City Planner. A small conference room on the third floor was also constructed for use by Engineering and Planning staff. The work also included a new entryway into the repurposed space for the Engineering and Planning staff, with extended counter service. New office furniture and privacy cubicles were also provided to enhance the work environment. Through a grant the City received from the NH Charitable Foundation, the General Services Department was able to have both staircases in City Hall painted.

ON-GOING INITIATIVE 3. MEMORIAL FIELD COMPLEX IMPROVEMENTS

Status: The General Services Department managed the much-needed renovations of the press box and immediate grounds of the Doane Diamond baseball complex at Memorial Field. Work included a new roof, new siding, new windows and a refurbished interior. Security panels were installed to cover the windows when the building is not in use. The stairway to the second floor was reconstructed to meet present code and safety requirements. The grounds were improved, including the addition of foundation drains, area drains and a ground water pumping station to improve the wet conditions of the past. The work on the building included the addition of two large overhead doors at each end to provide secure storage space for equipment. Walkways and access drives were reconstructed and paved for safe access for users and patrons.

ON-GOING INITIATIVE 4. SEWALLS FALLS BRIDGE

Status: Funding for the design of this bridge was released and construction funding was programmed in the State's Transportation Improvement Program. Bid authorization is contemplated for February 2015. The existing bridge was closed permanently on December 1, 2014.

ON-GOING INITIATIVE 5. CREATE AND EXPAND PARTNERSHIPS (particularly in regards to Recreation & Economic Development Opportunities)

Status: The sale of City and State-owned land for the proposed 31,000 SF Siena Development, located across from the Sears Auto Center on Loudon Road, was closed in early December. In addition to the State and private land involved, the City received \$39,141 for remnant slivers of City property and the developer has since cleared the land in preparation for spring construction of the shopping center and public roadway improvements.

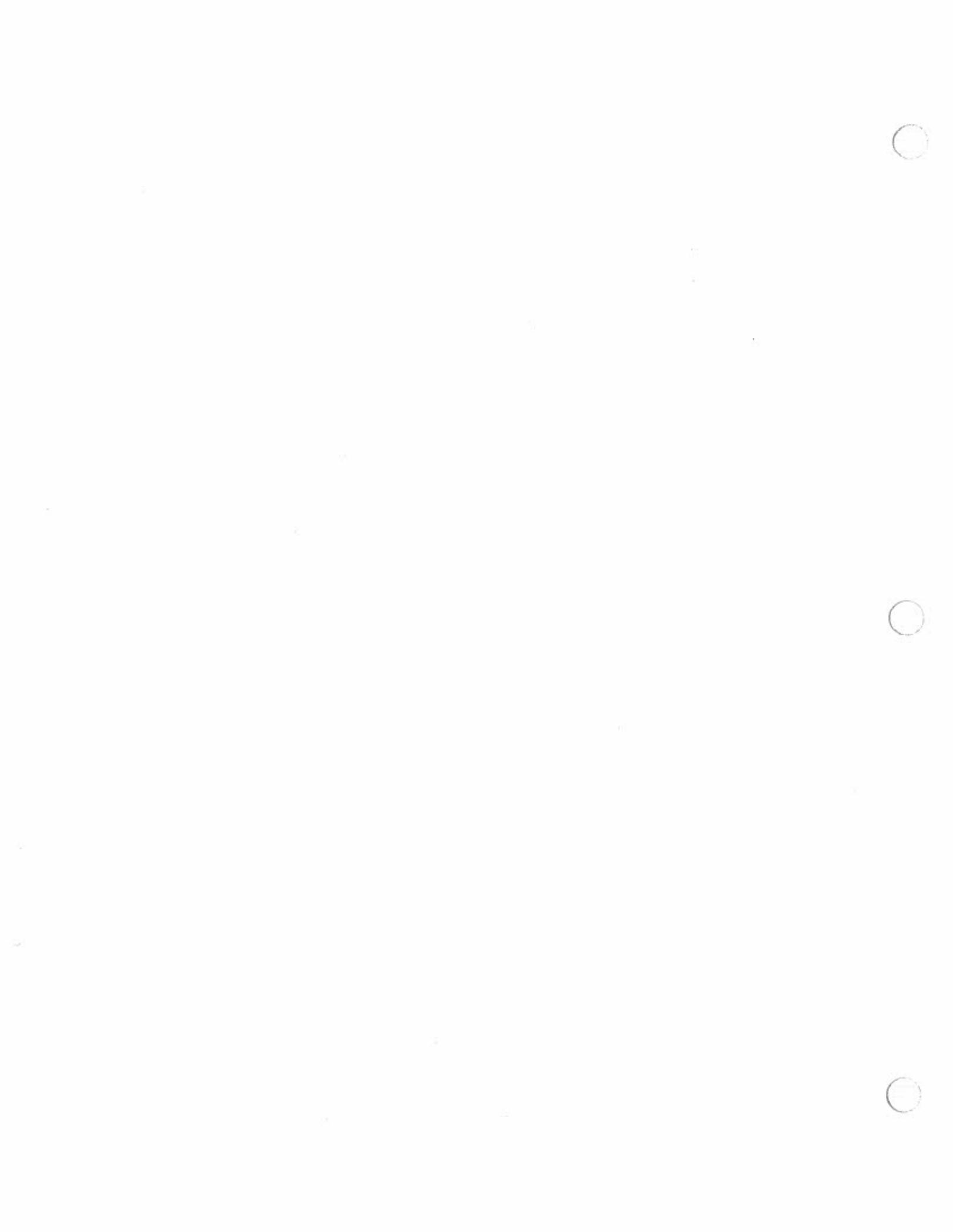
The Library has partnered with the NH League of Conservation Voters on a public meeting with an EPA representative; the National Network of Medical Libraries for programs and materials; the Appalachian Mountain Club for programs; and Second Start for an English language learning group. The Library also has a number of community partners for Concord Reads programs.

ON-GOING INITIATIVE 6. CREATIVE ECONOMY WORK

Status: In the summer of 2014, a fact-finding visit was made by City Councilor Byron Champlin and representatives from the Chamber of Commerce and NHTI to the Plymouth State Enterprise Center. Representatives of the Enterprise Center subsequently made a formal presentation to EDAC at its September 2014 meeting. EDAC formed a subcommittee to explore the concept of the incubator and has since visited the Hannah Grimes Center in Keene, along with members of Creative Concord. Investigation of the incubator concept continues.

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

Status: The second phase of the three phased comprehensive odor mitigation program at the Hall Street Wastewater Treatment Plant has been operating since November 2013. In order to ensure that future capital funds are spent appropriately, the General Services Department is moving forward with two rounds of odor source sampling and analyses in FY 2015. This effort is intended to rank remaining unmitigated sources of odor and to determine the effectiveness of the investments made to date. Atmospheric dispersion modeling will also be conducted to predict potential off-site odor emissions. The current Capital Improvement Program has funds scheduled in FY 2016 and FY 2017 to address remaining process areas that are identified as significant contributors to off-site odor emissions. The General Services Department is working on a report for City Council which will discuss the effectiveness of the first two phases of the comprehensive odor mitigation program.



2-14

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CITY OF CONCORD

REPORT TO MAYOR AND CITY COUNCIL

FROM: Brian LeBrun – Deputy City Manager Finance

DATE: January 20, 2015

SUBJECT: FPAC Recommendation on FY 2016 Tax Rate Target

Recommendation

Accept and approve this report, and provide the City Manager discretion to present a fiscally conservative budget that is in keeping with the City and Fiscal Policy Advisory Committee (FPAC) goals for FY 2015-2016, as recommended by FPAC.

Background

In FY 2015, FPAC recommended providing the City Manager discretion to present a fiscally conservative budget that is in keeping with the City and FPAC goals. Again for the FY 2016 budget, FPAC has recommended to keep the same process and provide the City Manager with the latitude to present a fiscally responsible budget without a specific tax rate target.

Discussion

Over the past several years, FPAC has not set a specific tax rate target for the City Manager to meet for the upcoming budget. FPAC has discussed the pros and cons of setting a target for the FY 2016 budget and the consideration of only bringing a target request to the full City Council in future years if a tax rate target increase is desired. FPAC also wants to be sure that the tax rate target discussion is presented to them each year so that they have the opportunity to discuss at the committee level and determine if a tax rate target is desired for that year. For FY 2016, they have recommended that the City Manager present a responsible budget without a specific tax rate target.

cc: City Manager



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CITY OF CONCORD

REPORT TO CITY MANAGER, FINANCIAL STATEMENTS

FROM: Brian LeBrun – Deputy City Manager Finance
DATE: January 13, 2015
SUBJECT: December Fiscal Year to Date 2015 Financial Statements

The attached financial statements for the period ending December 31, 2014 represent 50% of the elapsed Fiscal Year 2015. 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 FY15 adopted budget or previous year FY14 same period results.

General Fund

Revenues:

- 1) Mid-way through the Fiscal Year, revenue and expense lines are on track, trends that develop will be identified as early as possible. Notable items will be listed below.
- 2) Finance
 - a. MV Registration and Title: Six months into the fiscal year, this line is on target at 52% compared to budget and ahead of FY14 by \$273,300.
 - b. Sale of Surplus Property: This line is 294% of budget due to the sale of remnant City property to the Sienna/Bodwell Joint Venture Group.
- 3) Community Development
 - a. Building, Electrical, Mechanical and Plumbing Permits: These lines combined are slightly short of projection at 45.5% and short of FY14 by \$174,700.
- 4) Parks & Recreation
 - a. Miscellaneous Services: This line is slightly ahead of budget at 52% and ahead of FY14 by \$25,200.
 - b. Building Lease, Rental Use: This line is slightly ahead of budget at 55% and ahead of FY14 by \$17,700.

Expenses:

- 1) Most expense items are on track with budget. It is important to recognize when reading these financial statements that FY15 has 52 pay periods. December

represents 25 of 52 payrolls elapsed or 48.1%. This is the ratio that is important to use to compare wage lines to budget. Other notable items are listed below.

- 2) General Liability, Property, Auto, & Workers' Comp Insurances – please note that general liability, property, auto and workers' comp insurances have been charged for the full year in July.
- 3) Assessing
 - a. Prof & Tech Serv: Including encumbrances, this line is overspent by \$52,700 due to the large number of abatements and other tax/assessing cases pending, and the need to hire third party appraisal services.

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

The City and Concord Aviation Services have verbally agreed to a new ten year lease and Airport Manager contracts. The new contracts are under legal review and anticipated to be signed shortly. While the projected loss in the Airport for FY15 was \$56,700, it is now anticipated that the airport fund will lose approximately \$86,000 for Fiscal Year 2015.

Golf Course Fund

Six months into the fiscal year revenues are down compared to Fiscal Year 2014 by \$12,600. This is mainly due to lower Daily Fees, down \$15,100, and Concession Revenue is down \$13,200. Cart Rentals are up \$4,800, Driving Range is up \$4,300, League and Tournament Revenue up \$14,100. Pro Shop sales and rentals are flat. Expenses are up \$68,300 compared to Fiscal Year 2014. The main drivers for the increase are: Transfers to Capital Projects \$20,000, Prof & Tech services up \$9,000, Cost of Goods Sold up \$13,200 and League and Tournament Expenses up \$15,400, Miscellaneous Expense up \$8,900 and Debt Service is up \$6,300. Overall, the Golf Fund is \$81,000 behind compared to the same time period for Fiscal Year 2014.

Note 1: In order to make it as seamless as possible for groups holding golf tournaments at Beaver Meadow, all tournament revenue including food and greens fees are recorded as League & Tournament Fees revenue and food expenses are shown as an expense under League & Tournament Expenses.

Note 2: December also recognized a change in the concession management at Beaver Meadow from the 1896 Bar and Grill to the new 19th Hole at Beaver Meadow and the Misc. Expense line of the financial statements includes the purchase of the bar and bar stools in the banquet room.

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 12/31/14
 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									
REVENUE									
Property Taxes	34,747,965.00	(3,823.00)	34,744,142.00	4,643.64	.00	34,769,105.63	(24,963.63)	100	33,430,108.06
Other Taxes	746,148.00	(1.00)	746,147.00	631,267.70	.00	645,465.69	100,681.31	87	587,827.73
Intergovernmental	3,798,367.00	3,824.00	3,792,191.00	2,315,909.65	.00	3,140,916.15	651,274.85	83	3,007,251.50
Rents and Leases	272,190.00	.00	272,190.00	19,914.45	.00	186,630.39	85,559.61	69	185,476.69
Fines and Penalties	612,500.00	.00	612,500.00	97,254.26	.00	343,711.53	268,788.47	56	259,924.46
Licenses and Permits	1,027,769.00	.00	1,027,769.00	69,266.32	.00	456,409.19	571,359.81	44	639,249.51
Investment Income	24,400.00	.00	24,400.00	5,472.29	.00	16,773.11	7,626.89	69	15,208.96
Donations	6,500.00	.00	6,500.00	.00	.00	546.06	5,953.94	8	236.08
Transfer In	2,592,580.00	45,000.00	2,637,580.00	180,836.25	.00	1,531,162.50	1,106,417.50	58	1,522,315.00
Capital Contributions	.00	.00	.00	.00	.00	.00	.00	+++	.00
Use of Fund Balance/Retained Earnings	.00	817,015.00	817,015.00	.00	.00	.00	817,015.00	0	.00
Motor Vehicle Registrations	5,600,000.00	.00	5,600,000.00	511,982.20	.00	2,890,840.00	2,709,160.00	52	2,617,571.72
Department Service Charges	3,080,180.00	2,000.00	3,082,180.00	256,270.02	.00	1,662,503.99	1,419,676.01	54	1,651,881.51
Retiree Health Reimbursement	1,494,360.00	.00	1,494,360.00	123,882.43	.00	729,030.39	755,329.61	49	744,673.58
Other Revenue	1,022,060.00	6,714.00	1,028,774.00	53,454.85	.00	727,987.32	300,786.68	71	811,088.95
REVENUE TOTALS	\$55,005,019.00	\$870,729.00	\$55,875,748.00	\$4,270,154.06	\$0.00	\$47,101,081.95	\$8,774,666.05	84%	\$45,472,813.75
EXPENSE									
Compensation	25,411,984.00	.00	25,411,984.00	1,958,507.34	.00	12,195,303.65	13,216,680.35	48	11,599,322.16
Fringe Benefits	15,351,290.00	.00	15,351,290.00	1,133,625.06	1,058,112.27	7,631,280.84	6,661,896.89	57	7,416,158.34
Outside Services	2,249,948.00	41,729.00	2,291,677.00	117,010.90	268,720.96	1,035,561.47	987,394.57	57	1,018,640.17
Supplies	2,506,665.00	2,000.00	2,508,665.00	156,990.07	377,099.81	1,055,831.16	1,075,734.03	57	929,026.21
Utilities	1,341,761.00	.00	1,341,761.00	96,785.32	3,962.04	463,007.94	874,791.02	35	500,469.12
Insurance	491,600.00	.00	491,600.00	.00	.00	480,029.00	11,571.00	98	453,080.28
Capital Outlay	50,400.00	27,000.00	77,400.00	25,110.26	115.85	32,696.64	44,587.51	42	13,154.52
Debt Service	5,432,273.00	.00	5,432,273.00	151,185.68	.00	1,631,367.62	3,800,905.38	30	1,521,574.97
Miscellaneous	1,059,630.00	50,000.00	1,109,630.00	20,800.76	726.17	478,281.34	630,622.49	43	450,362.43
Allocated Costs	(737,230.00)	.00	(737,230.00)	(61,753.17)	.00	(365,068.02)	(372,161.98)	50	(332,938.04)
Transfer Out	1,846,698.00	750,000.00	2,596,698.00	836,053.33	.00	2,080,377.98	516,320.02	80	872,789.05
EXPENSE TOTALS	\$55,005,019.00	\$870,729.00	\$55,875,748.00	\$4,434,315.55	\$1,708,737.10	\$26,718,669.62	\$27,446,341.28	51%	\$24,441,639.21
Fund 11 - Gen Fund Totals									
REVENUE TOTALS	55,005,019.00	870,729.00	55,875,748.00	4,270,154.06	.00	47,101,081.95	8,774,666.05	84	45,472,813.75
EXPENSE TOTALS	55,005,019.00	870,729.00	55,875,748.00	4,434,315.55	1,708,737.10	26,718,669.62	27,446,341.28	51	24,441,639.21
Fund 11 - Gen Fund Totals	\$0.00	\$0.00	\$0.00	(\$164,161.49)	(\$1,708,737.10)	\$20,382,412.33	(\$18,673,675.23)		\$21,031,174.54
Grand Totals									
REVENUE TOTALS	55,005,019.00	870,729.00	55,875,748.00	4,270,154.06	.00	47,101,081.95	8,774,666.05	84	45,472,813.75
EXPENSE TOTALS	55,005,019.00	870,729.00	55,875,748.00	4,434,315.55	1,708,737.10	26,718,669.62	27,446,341.28	51	24,441,639.21
Grand Totals	\$0.00	\$0.00	\$0.00	(\$164,161.49)	(\$1,708,737.10)	\$20,382,412.33	(\$18,673,675.23)		\$21,031,174.54

General Fund Budget by Account Class Report

Through 12/31/14
Prior Fiscal Year Activity Included
Summary Listing

Engineering Inspections Fund Budget by Account Class Report

Through 12/31/14
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									
Licenses and Permits	60,000.00	.00	60,000.00	9,999.10	.00	72,766.60	(12,766.60)	121	42,535.00
Investment Income	400.00	.00	400.00	67.53	.00	149.19	250.81	37	188.00
Department Service Charges	160,000.00	.00	160,000.00	9,742.20	.00	82,938.62	77,061.38	52	56,974.47
Other Revenue	120.00	.00	120.00	.00	.00	348.33	(228.33)	290	60.80
REVENUE TOTALS	\$220,520.00	\$0.00	\$220,520.00	\$19,808.83	\$0.00	\$156,202.74	\$64,317.26	71%	\$99,758.27
EXPENSE									
Compensation	154,210.00	.00	154,210.00	13,664.93	.00	82,956.77	71,253.23	54	70,137.11
Fringe Benefits	80,092.00	.00	80,092.00	6,916.07	.00	46,646.00	33,446.00	58	39,735.87
Outside Services	4,740.00	.00	4,740.00	655.43	.00	2,757.03	1,982.97	58	2,846.60
Supplies	5,460.00	.00	5,460.00	1,252.65	.00	2,882.50	2,577.50	53	2,610.55
Insurance	1,130.00	.00	1,130.00	.00	.00	1,130.00	.00	100	.00
Capital Outlay	.00	.00	.00	.00	.00	.00	.00	+++	.00
Transfer Out	400.00	.00	400.00	33.33	.00	199.98	200.02	50	199.98
EXPENSE TOTALS	\$246,032.00	\$0.00	\$246,032.00	\$22,522.41	\$0.00	\$136,572.28	\$109,459.72	56%	\$115,530.11
Fund 2100 - Engineering Inspections Fund Totals									
REVENUE TOTALS	220,520.00	.00	220,520.00	19,808.83	.00	156,202.74	64,317.26	71	99,758.27
EXPENSE TOTALS	246,032.00	.00	246,032.00	22,522.41	.00	136,572.28	109,459.72	56	115,530.11
Fund 2100 - Engineering Inspections Fund Totals	(\$25,512.00)	\$0.00	(\$25,512.00)	(\$2,713.58)	\$0.00	\$19,630.46	(\$45,142.46)		(\$15,771.84)
Grand Totals									
REVENUE TOTALS	220,520.00	.00	220,520.00	19,808.83	.00	156,202.74	64,317.26	71	99,758.27
EXPENSE TOTALS	246,032.00	.00	246,032.00	22,522.41	.00	136,572.28	109,459.72	56	115,530.11
Grand Totals	(\$25,512.00)	\$0.00	(\$25,512.00)	(\$2,713.58)	\$0.00	\$19,630.46	(\$45,142.46)		(\$15,771.84)

Parking Fund Budget by Account Class Report

Through 12/31/14
 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 2200 - Parking Fund									
REVENUE									
Rents and Leases	522,686.00	.00	522,686.00	103,580.66	.00	355,629.34	167,056.66	68	399,018.96
Fines and Penalties	.00	.00	.00	.00	.00	.00	.00	+++	.00
Investment Income	250.00	.00	250.00	67.93	.00	106.00	144.00	42	30.00
Transfer In	402,744.00	.00	402,744.00	22,500.00	.00	267,744.00	135,000.00	66	246,244.02
Capital Contributions	10,500.00	.00	10,500.00	.00	.00	.00	10,500.00	0	.00
Parking Metered Spaces	724,750.00	.00	724,750.00	72,569.28	.00	399,422.94	325,327.06	55	378,034.54
Parking Penalties	330,000.00	.00	330,000.00	30,590.00	.00	166,796.93	163,203.07	51	168,155.26
Other Revenue	500.00	.00	500.00	19.15	.00	846.52	(346.52)	169	1,844.47
REVENUE TOTALS	\$1,991,430.00	\$0.00	\$1,991,430.00	\$229,327.02	\$0.00	\$1,190,545.73	\$800,884.27	60%	\$1,193,327.25
EXPENSE									
Compensation	383,024.00	.00	383,024.00	29,393.83	.00	172,506.42	210,517.58	45	175,927.47
Fringe Benefits	204,047.00	.00	204,047.00	14,077.16	.00	88,428.05	115,618.95	43	89,680.15
Outside Services	224,625.00	.00	224,625.00	25,239.46	88,366.31	87,754.66	48,504.03	78	84,793.16
Supplies	43,990.00	.00	43,990.00	9,877.19	12,998.52	19,386.33	11,605.15	74	20,042.49
Utilities	58,401.00	.00	58,401.00	3,950.77	.00	23,047.00	35,354.00	39	20,591.05
Insurance	21,710.00	.00	21,710.00	.00	.00	21,600.00	110.00	99	21,370.00
Capital Outlay	.00	.00	.00	.00	.00	.00	.00	+++	.00
Debt Service	876,149.00	.00	876,149.00	.00	.00	496,249.33	379,899.67	57	496,858.84
Miscellaneous	79,772.00	.00	79,772.00	.00	.00	29,290.38	50,481.62	37	25,651.63
Allocated Costs	9,480.00	.00	9,480.00	790.00	.00	4,740.00	4,740.00	50	2,865.00
Transfer 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	\$2,069,048.00	\$0.00	\$2,069,048.00	\$102,980.91	\$101,364.83	\$1,027,857.17	\$939,826.00	55%	\$1,022,634.79
Fund 2200 - Parking Fund Totals									
REVENUE TOTALS	1,991,430.00	.00	1,991,430.00	229,327.02	.00	1,190,545.73	800,884.27	60	1,193,327.25
EXPENSE TOTALS	2,069,048.00	.00	2,069,048.00	102,980.91	101,364.83	1,027,857.17	939,826.00	55	1,022,634.79
Fund 2200 - Parking Fund Totals	(\$77,618.00)	\$0.00	(\$77,618.00)	\$126,346.11	(\$101,364.83)	\$162,688.56	(\$138,941.73)		\$170,692.46
Grand Totals									
REVENUE TOTALS	1,991,430.00	.00	1,991,430.00	229,327.02	.00	1,190,545.73	800,884.27	60	1,193,327.25
EXPENSE TOTALS	2,069,048.00	.00	2,069,048.00	102,980.91	101,364.83	1,027,857.17	939,826.00	55	1,022,634.79
Grand Totals	(\$77,618.00)	\$0.00	(\$77,618.00)	\$126,346.11	(\$101,364.83)	\$162,688.56	(\$138,941.73)		\$170,692.46

Airport Fund Budget by Account Class Report

Through 12/31/14
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 2300 - Airport Fund									
REVENUE									
Intergovernmental	2,100.00	.00	2,100.00	.00	.00	.00	2,100.00	0	.00
Rents and Leases	366,050.00	.00	366,050.00	22,477.71	.00	183,193.84	182,856.16	50	175,624.08
Investment Income	600.00	.00	600.00	139.39	.00	326.92	273.08	54	304.00
Transfer In	.00	.00	.00	.00	.00	.00	.00	+++	.00
Use of Fund Balance/Retained Earnings	.00	.00	.00	.00	.00	.00	.00	+++	.00
Department Service Charges	10,500.00	.00	10,500.00	2,080.26	.00	9,574.18	925.82	91	6,349.07
Other Revenue	.00	.00	.00	.00	.00	.00	.00	+++	11.40
REVENUE TOTALS	\$379,250.00	\$0.00	\$379,250.00	\$24,697.36	\$0.00	\$193,094.94	\$186,155.06	51%	\$182,288.55
EXPENSE									
Compensation	74,526.00	.00	74,526.00	7,714.35	.00	42,200.84	32,325.16	57	40,036.83
Fringe Benefits	31,482.00	.00	31,482.00	2,780.40	.00	17,168.53	14,313.47	55	21,473.33
Outside Services	88,776.00	.00	88,776.00	8,416.68	130.00	33,551.81	55,094.19	38	39,699.65
Supplies	45,445.00	.00	45,445.00	2,030.88	12,212.00	13,342.77	19,890.23	56	4,984.24
Utilities	25,329.00	.00	25,329.00	1,565.27	.00	6,453.23	18,875.77	25	9,129.72
Insurance	7,460.00	.00	7,460.00	.00	.00	5,330.00	2,130.00	71	5,140.00
Debt Service	12,830.00	.00	12,830.00	5,313.03	.00	6,103.03	6,726.97	48	1,721.47
Miscellaneous	39,879.00	.00	39,879.00	.00	.00	9,969.80	29,909.20	25	19,939.61
Allocated Costs	7,449.00	.00	7,449.00	620.75	.00	3,724.50	3,724.50	50	2,760.00
Transfer Out	102,733.00	.00	102,733.00	2,696.67	.00	86,553.02	16,179.98	84	65,851.02
EXPENSE TOTALS	\$435,909.00	\$0.00	\$435,909.00	\$31,138.03	\$12,342.00	\$224,397.53	\$199,169.47	54%	\$210,735.87
Fund 2300 - Airport Fund Totals									
REVENUE TOTALS	379,250.00	.00	379,250.00	24,697.36	.00	193,094.94	186,155.06	51	182,288.55
EXPENSE TOTALS	435,909.00	.00	435,909.00	31,138.03	12,342.00	224,397.53	199,169.47	54	210,735.87
Fund 2300 - Airport Fund Totals	(\$56,659.00)	\$0.00	(\$56,659.00)	(\$6,440.67)	(\$12,342.00)	(\$31,302.59)	(\$13,014.41)		(\$28,447.32)
Grand Totals									
REVENUE TOTALS	379,250.00	.00	379,250.00	24,697.36	.00	193,094.94	186,155.06	51	182,288.55
EXPENSE TOTALS	435,909.00	.00	435,909.00	31,138.03	12,342.00	224,397.53	199,169.47	54	210,735.87
Grand Totals	(\$56,659.00)	\$0.00	(\$56,659.00)	(\$6,440.67)	(\$12,342.00)	(\$31,302.59)	(\$13,014.41)		(\$28,447.32)

CD Conservation Fund Budget by Account Class Report

Through 12/31/14
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 2400 - CD Con Prop Mgmt Fund									
REVENUE									
Rents and Leases	64,510.00	.00	64,510.00	13,076.51	.00	31,856.65	32,653.35	49	24,607.84
Transfer In	9,000.00	.00	9,000.00	.00	.00	.00	9,000.00	0	6,990.00
Use of Fund Balance/Retained Earnings	54,550.00	.00	54,550.00	.00	.00	.00	54,550.00	0	.00
Other Revenue	.00	.00	.00	.00	.00	.00	.00	+++	.00
REVENUE TOTALS	\$128,060.00	\$0.00	\$128,060.00	\$13,076.51	\$0.00	\$31,856.65	\$96,203.35	25%	\$31,597.84
EXPENSE									
Compensation	3,268.00	.00	3,268.00	.00	.00	422.98	2,845.02	13	2,797.50
Fringe Benefits	383.00	.00	383.00	.00	.00	324.79	58.21	85	243.77
Outside Services	37,859.00	.00	37,859.00	.00	8,040.15	2,595.42	27,223.43	28	6,872.99
Supplies	32,000.00	.00	32,000.00	.00	.00	.00	32,000.00	0	.00
Debt Service	.00	.00	.00	.00	.00	.00	.00	+++	.00
Transfer Out	54,550.00	.00	54,550.00	3,963.33	.00	30,769.98	23,780.02	56	11,650.02
EXPENSE TOTALS	\$128,060.00	\$0.00	\$128,060.00	\$3,963.33	\$8,040.15	\$34,113.17	\$85,906.68	33%	\$21,564.28
Fund 2400 - CD Con Prop Mgmt Fund Totals									
REVENUE TOTALS	128,060.00	.00	128,060.00	13,076.51	.00	31,856.65	96,203.35	25	31,597.84
EXPENSE TOTALS	128,060.00	.00	128,060.00	3,963.33	8,040.15	34,113.17	85,906.68	33	21,564.28
Fund 2400 - CD Con Prop Mgmt Fund Totals	\$0.00	\$0.00	\$0.00	\$9,113.18	(\$8,040.15)	(\$2,256.52)	\$10,296.67		\$10,033.56
Grand Totals									
REVENUE TOTALS	128,060.00	.00	128,060.00	13,076.51	.00	31,856.65	96,203.35	25	31,597.84
EXPENSE TOTALS	128,060.00	.00	128,060.00	3,963.33	8,040.15	34,113.17	85,906.68	33	21,564.28
Grand Totals	\$0.00	\$0.00	\$0.00	\$9,113.18	(\$8,040.15)	(\$2,256.52)	\$10,296.67		\$10,033.56

Housing Revolving Loan Fund Budget by Account Class Report

Through 12/31/14
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									
Investment Income	.00	.00	.00	185.88	.00	396.42	(396.42)	+++	264.00
Department Service Charges	.00	.00	.00	8,198.60	.00	228,648.26	(228,648.26)	+++	58,845.56
Other Revenue	.00	.00	.00	.00	.00	.00	.00	+++	.00
REVENUE TOTALS	\$0.00	\$0.00	\$0.00	\$8,384.48	\$0.00	\$229,044.68	(\$229,044.68)	+++	\$59,109.56
EXPENSE									
Compensation	.00	.00	.00	.00	.00	.00	.00	+++	.00
Fringe Benefits	.00	.00	.00	.00	.00	.00	.00	+++	.00
Outside Services	5,650.00	.00	5,650.00	19.89	175.36	485.12	4,989.52	12	351.43
Supplies	200.00	.00	200.00	52.30	55.86	96.44	47.70	76	91.10
Insurance	.00	.00	.00	.00	.00	.00	.00	+++	.00
Miscellaneous	.00	651,438.57	651,438.57	7,600.00	.00	18,000.00	633,438.57	3	34,069.20
EXPENSE TOTALS	\$5,850.00	\$651,438.57	\$657,288.57	\$7,672.19	\$231.22	\$18,581.56	\$638,475.79	3%	\$34,511.73
Fund 2701 - Housing Revolv Loan Fd Cons-2008 Totals									
REVENUE TOTALS	.00	.00	.00	8,384.48	.00	229,044.68	(229,044.68)	+++	59,109.56
EXPENSE TOTALS	5,850.00	651,438.57	657,288.57	7,672.19	231.22	18,581.56	638,475.79	3	34,511.73
Grand Totals	(\$5,850.00)	(\$651,438.57)	(\$657,288.57)	\$712.29	(\$231.22)	\$210,463.12	(\$867,520.47)		\$24,597.83
Grand Totals									
REVENUE TOTALS	.00	.00	.00	8,384.48	.00	229,044.68	(229,044.68)	+++	59,109.56
EXPENSE TOTALS	5,850.00	651,438.57	657,288.57	7,672.19	231.22	18,581.56	638,475.79	3	34,511.73
Grand Totals	(\$5,850.00)	(\$651,438.57)	(\$657,288.57)	\$712.29	(\$231.22)	\$210,463.12	(\$867,520.47)		\$24,597.83

NEOCTIF District Fund Budget by Account Class Report

Through 12/31/14
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 4100 - NEOCTIF District Fund									
REVENUE									
Property Taxes	635,000.00	.00	635,000.00	.00	.00	646,415.91	(11,415.91)	102	622,727.20
Investment Income	600.00	.00	600.00	205.54	.00	355.81	244.19	59	416.00
Use of Fund Balance/Retained Earnings	.00	.00	.00	.00	.00	.00	.00	+++	.00
Other Revenue	.00	.00	.00	.00	.00	.00	.00	+++	79,031.15
REVENUE TOTALS	\$635,600.00	\$0.00	\$635,600.00	\$205.54	\$0.00	\$646,771.72	(\$11,171.72)	102%	\$702,174.35
EXPENSE									
Outside Services	14,400.00	.00	14,400.00	.00	.00	.00	14,400.00	0	.00
Debt Service	359,570.00	.00	359,570.00	.00	.00	169,622.50	189,947.50	47	174,685.00
Miscellaneous	.00	.00	.00	.00	.00	.00	.00	+++	15,935.88
Transfer Out	132,140.00	.00	132,140.00	11,011.67	.00	66,070.02	66,069.98	50	62,925.00
EXPENSE TOTALS	\$506,110.00	\$0.00	\$506,110.00	\$11,011.67	\$0.00	\$235,692.52	\$270,417.48	47%	\$253,745.88
Fund 4100 - NEOCTIF District Fund Totals									
REVENUE TOTALS	635,600.00	.00	635,600.00	205.54	.00	646,771.72	(11,171.72)	102	702,174.35
EXPENSE TOTALS	506,110.00	.00	506,110.00	11,011.67	.00	235,692.52	270,417.48	47	253,745.88
Fund 4100 - NEOCTIF District Fund Totals	\$129,490.00	\$0.00	\$129,490.00	(\$10,806.13)	\$0.00	\$411,079.20	(\$281,589.20)		\$448,428.47

Grand Totals									
REVENUE TOTALS	635,600.00	.00	635,600.00	205.54	.00	646,771.72	(11,171.72)	102	702,174.35
EXPENSE TOTALS	506,110.00	.00	506,110.00	11,011.67	.00	235,692.52	270,417.48	47	253,745.88
Grand Totals	\$129,490.00	\$0.00	\$129,490.00	(\$10,806.13)	\$0.00	\$411,079.20	(\$281,589.20)		\$448,428.47

Sears Block TIF Fund Budget by Account Class Report

Through 12/31/14
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 4200 - Sears Block TIF District Fund									
REVENUE									
Property Taxes	641,860.00	.00	641,860.00	84,931.47	.00	778,834.43	(136,974.43)	121	567,608.41
Investment Income	180.00	.00	180.00	140.31	.00	178.50	1.50	99	152.00
Use of Fund Balance/Retained Earnings	.00	.00	.00	.00	.00	.00	.00	+++	.00
Other Revenue	.00	.00	.00	.00	.00	.00	.00	+++	.00
REVENUE TOTALS	\$642,040.00	\$0.00	\$642,040.00	\$85,071.78	\$0.00	\$779,012.93	(\$136,972.93)	121%	\$567,760.41
EXPENSE									
Outside Services	8,925.00	.00	8,925.00	.00	9,800.00	.00	(875.00)	110	.00
Debt Service	239,160.00	.00	239,160.00	.00	.00	200,251.99	38,908.01	84	199,531.99
Miscellaneous	30,000.00	.00	30,000.00	.00	.00	.00	30,000.00	0	.00
Transfer Out	552,780.00	.00	552,780.00	46,065.00	.00	276,390.00	276,390.00	50	257,215.02
EXPENSE TOTALS	\$830,865.00	\$0.00	\$830,865.00	\$46,065.00	\$9,800.00	\$476,641.99	\$344,423.01	59%	\$456,747.01
Fund 4200 - Sears Block TIF District Fund Totals									
REVENUE TOTALS	642,040.00	.00	642,040.00	85,071.78	.00	779,012.93	(136,972.93)	121	567,760.41
EXPENSE TOTALS	830,865.00	.00	830,865.00	46,065.00	9,800.00	476,641.99	344,423.01	59	456,747.01
Fund 4200 - Sears Block TIF District Fund Totals	(\$188,825.00)	\$0.00	(\$188,825.00)	\$39,006.78	(\$9,800.00)	\$302,370.94	(\$481,395.94)		\$111,013.40
Grand Totals									
REVENUE TOTALS	642,040.00	.00	642,040.00	85,071.78	.00	779,012.93	(136,972.93)	121	567,760.41
EXPENSE TOTALS	830,865.00	.00	830,865.00	46,065.00	9,800.00	476,641.99	344,423.01	59	456,747.01
Grand Totals	(\$188,825.00)	\$0.00	(\$188,825.00)	\$39,006.78	(\$9,800.00)	\$302,370.94	(\$481,395.94)		\$111,013.40

Penacook Village TIF Fund Budget by Account Class Report

Through 12/31/14
Prior Fiscal Year Activity Included

Account Classification	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	YTD Budget - YTD Transactions	% used/ Rec'd	Prior Year YTD
Fund 4300 - Penacook Village TIF									
REVENUE									
Property Taxes	52,070.00	.00	52,070.00	.00	.00	56,352.12	(4,282.12)	108	51,045.74
Investment Income	50.00	.00	50.00	20.70	.00	31.48	18.52	63	32.00
Transfer In	.00	.00	.00	.00	.00	.00	.00	+++	.00
Use of Fund Balance/Retained Earnings	.00	.00	.00	.00	.00	.00	.00	+++	.00
Other Revenue	.00	.00	.00	.00	.00	.00	.00	+++	825.00
REVENUE TOTALS	\$52,120.00	\$0.00	\$52,120.00	\$20.70	\$0.00	\$56,383.60	(\$4,263.60)	108%	\$51,902.74
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	20,970.00	.00	20,970.00	.00	.00	2,985.50	17,984.50	14	3,135.50
Transfer Out	1,240.00	.00	1,240.00	103.33	.00	619.98	620.02	50	589.98
EXPENSE TOTALS	\$27,460.00	\$0.00	\$27,460.00	\$103.33	\$0.00	\$3,605.48	\$23,854.52	13%	\$3,725.48
Fund 4300 - Penacook Village TIF Totals									
REVENUE TOTALS	52,120.00	.00	52,120.00	20.70	.00	56,383.60	(4,263.60)	108	51,902.74
EXPENSE TOTALS	27,460.00	.00	27,460.00	103.33	.00	3,605.48	23,854.52	13	3,725.48
Grand Totals	\$24,660.00	\$0.00	\$24,660.00	(\$82.63)	\$0.00	\$52,778.12	(\$28,118.12)		\$48,177.26
Grand Totals									
REVENUE TOTALS	52,120.00	.00	52,120.00	20.70	.00	56,383.60	(4,263.60)	108	51,902.74
EXPENSE TOTALS	27,460.00	.00	27,460.00	103.33	.00	3,605.48	23,854.52	13	3,725.48
Grand Totals	\$24,660.00	\$0.00	\$24,660.00	(\$82.63)	\$0.00	\$52,778.12	(\$28,118.12)		\$48,177.26

Golf Course Fund Budget by Account Class Report

Through 12/31/14
 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 7300 - Golf Course Fund									
REVENUE									
Rents and Leases	.00	.00	.00	.00	.00	.00	.00	+++	.00
Investment Income	280.00	.00	280.00	.70	.00	18.85	261.15	7	30.00
Transfer In	26,480.00	.00	26,480.00	2,206.67	.00	13,240.02	13,239.98	50	14,550.00
Department Service Charges	80,550.00	.00	80,550.00	.00	.00	20,362.08	60,187.92	25	37,425.20
Golf Permit and Fees	581,845.00	.00	581,845.00	1,775.00	.00	224,105.25	357,739.75	39	239,633.08
Golf Sales	276,800.00	.00	276,800.00	5,972.50	.00	191,438.20	85,361.80	69	168,344.68
Other Revenue	.00	.00	.00	.00	.00	84.20	(84.20)	+++	1,891.24
REVENUE TOTALS	\$965,955.00	\$0.00	\$965,955.00	\$9,954.87	\$0.00	\$49,248.60	\$516,706.40	47%	\$461,874.20
EXPENSE									
Compensation	355,601.00	.00	355,601.00	20,621.42	.00	202,221.56	153,379.44	57	195,606.40
Fringe Benefits	107,322.00	.00	107,322.00	5,629.77	.00	46,438.30	60,883.70	43	49,206.94
Outside Services	89,630.00	.00	89,630.00	8,695.74	14,960.96	71,831.52	2,837.52	97	59,288.06
Supplies	210,420.00	.00	210,420.00	6,822.26	5,106.46	130,341.13	74,972.41	64	113,273.66
Utilities	41,430.00	.00	41,430.00	2,483.04	.00	18,265.53	23,164.47	44	17,857.62
Insurance	3,120.00	.00	3,120.00	.00	.00	3,120.00	.00	100	3,940.00
Debt Service	46,600.00	.00	46,600.00	8,620.63	.00	10,810.60	35,789.40	23	4,464.36
Miscellaneous	.00	.00	.00	.00	.00	11,671.00	(11,671.00)	+++	2,723.03
Allocated Costs	.00	.00	.00	.00	.00	.00	.00	+++	.00
Transfer Out	97,950.00	.00	97,950.00	6,245.83	.00	60,474.98	37,475.02	62	40,474.98
(Gain) Loss on Refunding	.00	.00	.00	.00	.00	.00	.00	+++	.00
EXPENSE TOTALS	\$952,073.00	\$0.00	\$952,073.00	\$59,118.69	\$20,067.42	\$555,174.62	\$376,830.96	60%	\$486,835.05
Fund 7300 - Golf Course Fund Totals									
REVENUE TOTALS	965,955.00	.00	965,955.00	9,954.87	.00	449,248.60	516,706.40	47	461,874.20
EXPENSE TOTALS	952,073.00	.00	952,073.00	59,118.69	20,067.42	555,174.62	376,830.96	60	486,835.05
Fund 7300 - Golf Course Fund Totals	\$13,882.00	\$0.00	\$13,882.00	(\$49,163.82)	(\$20,067.42)	(\$105,926.02)	\$139,875.44		(\$24,960.85)
Grand Totals									
REVENUE TOTALS	965,955.00	.00	965,955.00	9,954.87	.00	449,248.60	516,706.40	47	461,874.20
EXPENSE TOTALS	952,073.00	.00	952,073.00	59,118.69	20,067.42	555,174.62	376,830.96	60	486,835.05
Grand Totals	\$13,882.00	\$0.00	\$13,882.00	(\$49,163.82)	(\$20,067.42)	(\$105,926.02)	\$139,875.44		(\$24,960.85)

Arena Fund Budget by Account Class Report

Through 12/31/14
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	.00	.00	.00	.00	.00	.00	.00	+++	.00
Rents and Leases	508,209.00	.00	508,209.00	75,990.92	.00	193,762.29	314,446.71	38	195,937.43
Investment Income	490.00	.00	490.00	46.41	.00	127.54	362.46	26	95.00
Transfer In	16,030.00	.00	16,030.00	1,335.83	.00	8,014.98	8,015.02	50	8,355.00
Capital Contributions	.00	.00	.00	.00	.00	.00	.00	+++	.00
Department Service Charges	50,000.00	.00	50,000.00	7,086.75	.00	19,232.25	30,767.75	38	16,949.70
Other Revenue	25,250.00	.00	25,250.00	34.75	.00	1,531.57	23,718.43	6	417.49
REVENUE TOTALS	\$599,979.00	\$0.00	\$599,979.00	\$84,494.66	\$0.00	\$222,668.63	\$377,310.37	37%	\$221,754.62
EXPENSE									
Compensation	194,726.00	.00	194,726.00	18,024.98	.00	66,852.69	127,873.31	34	83,712.44
Fringe Benefits	73,474.00	.00	73,474.00	5,968.38	.00	26,616.21	46,857.79	36	41,774.59
Outside Services	29,485.00	.00	29,485.00	4,152.00	7,341.64	10,302.23	11,841.13	60	10,718.79
Supplies	42,172.00	.00	42,172.00	2,929.63	3,067.46	14,991.01	24,113.53	43	19,891.55
Utilities	91,490.00	.00	91,490.00	8,779.22	.00	26,433.34	65,056.66	29	25,998.78
Insurance	7,240.00	.00	7,240.00	.00	.00	7,037.00	203.00	97	7,373.00
Capital Outlay	.00	.00	.00	.00	.00	.00	.00	+++	693.17
Debt Service	94,340.00	.00	94,340.00	1,095.56	.00	37,170.80	57,169.20	39	38,540.86
Allocated Costs	16,259.00	.00	16,259.00	1,354.92	.00	8,129.52	8,129.48	50	6,435.00
Transfer Out	88,444.00	.00	88,444.00	3,953.67	.00	64,722.02	23,721.98	73	120,879.98
(Gain) Loss on Refunding	.00	.00	.00	.00	.00	.00	.00	+++	.00
EXPENSE TOTALS	\$637,630.00	\$0.00	\$637,630.00	\$46,258.36	\$10,409.10	\$262,254.82	\$364,966.08	43%	\$356,018.16
Fund 7400 - Arena Fund Totals									
REVENUE TOTALS	599,979.00	.00	599,979.00	84,494.66	.00	222,668.63	377,310.37	37	221,754.62
EXPENSE TOTALS	637,630.00	.00	637,630.00	46,258.36	10,409.10	262,254.82	364,966.08	43	356,018.16
Fund 7400 - Arena Fund Totals	(\$37,651.00)	\$0.00	(\$37,651.00)	\$38,236.30	(\$10,409.10)	(\$39,586.19)	\$12,344.29		(\$134,263.54)
Grand Totals									
REVENUE TOTALS	599,979.00	.00	599,979.00	84,494.66	.00	222,668.63	377,310.37	37	221,754.62
EXPENSE TOTALS	637,630.00	.00	637,630.00	46,258.36	10,409.10	262,254.82	364,966.08	43	356,018.16
Grand Totals	(\$37,651.00)	\$0.00	(\$37,651.00)	\$38,236.30	(\$10,409.10)	(\$39,586.19)	\$12,344.29		(\$134,263.54)

Solid Waste Fund Budget by Account Class Report

Through 12/31/14
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 7700 - Solid Waste Fund									
REVENUE									
Intergovernmental	52,020.00	.00	52,020.00	12,007.40	.00	33,679.40	18,340.60	65	22,436.75
Licenses and Permits	700.00	.00	700.00	.00	.00	900.00	(200.00)	129	700.00
Transfer In	1,003,395.00	.00	1,003,395.00	82,510.83	.00	507,287.45	496,107.55	51	623,365.02
Department Service Charges	100,910.00	.00	100,910.00	8,535.00	.00	51,032.50	49,877.50	51	50,329.00
SW Commercial Sales	1,523,552.00	.00	1,523,552.00	118,361.37	.00	622,745.89	901,306.11	41	663,231.29
SW Residential Sales	1,265,620.00	.00	1,265,620.00	83,908.90	.00	590,055.44	675,564.56	47	522,527.40
Other Revenue	1,800.00	.00	1,800.00	68.26	.00	816.14	983.86	45	561.27
REVENUE TOTALS	\$3,947,997.00	\$0.00	\$3,947,997.00	\$305,391.76	\$0.00	\$1,806,016.82	\$2,141,980.18	46%	\$1,883,150.73
EXPENSE									
Compensation	188,214.00	.00	188,214.00	40,321.47	.00	130,224.09	57,989.91	69	109,335.63
Fringe Benefits	97,594.00	.00	97,594.00	12,164.76	.00	58,197.24	39,396.76	60	36,492.70
Outside Services	3,724,210.00	.00	3,724,210.00	279,863.64	2,045,612.91	1,461,954.46	216,642.63	94	1,668,840.50
Supplies	.00	.00	.00	.00	.00	.00	.00	+++	.00
Utilities	8,739.00	.00	8,739.00	648.34	.00	4,032.37	4,706.63	46	3,555.84
Insurance	140.00	.00	140.00	.00	.00	140.00	.00	100	140.00
Capital Outlay	.00	.00	.00	.00	.00	.00	.00	+++	.00
Debt Service	30,460.00	.00	30,460.00	.00	.00	4,231.00	26,229.00	14	5,580.13
Allocated Costs	3,600.00	.00	3,600.00	300.00	.00	1,800.00	1,800.00	50	1,800.00
Transfer Out	.00	.00	.00	.00	.00	.00	.00	+++	.00
EXPENSE TOTALS	\$4,052,957.00	\$0.00	\$4,052,957.00	\$333,298.21	\$2,045,612.91	\$1,660,579.16	\$346,764.93	91%	\$1,825,744.80
Fund 7700 - Solid Waste Fund Totals									
REVENUE TOTALS	3,947,997.00	.00	3,947,997.00	305,391.76	.00	1,806,016.82	2,141,980.18	46	1,883,150.73
EXPENSE TOTALS	4,052,957.00	.00	4,052,957.00	333,298.21	2,045,612.91	1,660,579.16	346,764.93	91	1,825,744.80
Fund 7700 - Solid Waste Fund Totals	(\$104,960.00)	\$0.00	(\$104,960.00)	(\$27,906.45)	(\$2,045,612.91)	\$145,437.66	\$1,795,215.25		\$57,405.93
Grand Totals									
REVENUE TOTALS	3,947,997.00	.00	3,947,997.00	305,391.76	.00	1,806,016.82	2,141,980.18	46	1,883,150.73
EXPENSE TOTALS	4,052,957.00	.00	4,052,957.00	333,298.21	2,045,612.91	1,660,579.16	346,764.93	91	1,825,744.80
Grand Totals	(\$104,960.00)	\$0.00	(\$104,960.00)	(\$27,906.45)	(\$2,045,612.91)	\$145,437.66	\$1,795,215.25		\$57,405.93

Water Fund Budget by Account Class Report

Through 12/31/14
 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	.00	.00	.00	.00	.00	.00	.00	+++	.00
Fines and Penalties	25,000.00	.00	25,000.00	3,101.43	.00	14,334.65	10,665.35	57	13,812.35
Investment Income	5,500.00	.00	5,500.00	869.50	.00	2,170.58	3,329.42	39	2,537.00
Capital Contributions	20,000.00	.00	20,000.00	.00	.00	11,817.19	8,182.81	59	14,294.00
Use of Fund Balance/Retained Earnings	.00	.00	.00	.00	.00	.00	.00	+++	.00
Department Service Charges	202,500.00	.00	202,500.00	19,781.76	.00	118,421.16	84,078.84	58	111,003.58
Water Sales	5,261,160.00	.00	5,261,160.00	416,444.59	.00	2,862,912.30	2,398,247.70	54	2,739,063.89
Retiree Health Reimbursement	47,435.00	.00	47,435.00	3,149.36	.00	19,520.34	27,914.66	41	24,521.52
Other Revenue	300.00	.00	300.00	178.47	.00	1,931.83	(1,631.83)	644	2,509.66
REVENUE TOTALS	\$5,561,895.00	\$0.00	\$5,561,895.00	\$443,525.11	\$0.00	\$3,031,108.05	\$2,530,786.95	54%	\$2,907,742.00
EXPENSE									
Compensation	1,140,099.00	.00	1,140,099.00	76,695.20	.00	519,295.81	620,803.19	46	504,169.63
Fringe Benefits	657,816.00	.00	657,816.00	47,609.12	40,751.49	315,524.34	301,540.17	54	358,448.02
Outside Services	146,179.00	.00	146,179.00	13,253.14	22,842.71	41,450.61	41,885.68	71	54,990.99
Supplies	418,856.00	.00	418,856.00	24,555.88	110,978.56	176,848.19	131,029.25	69	202,214.35
Utilities	253,713.00	.00	253,713.00	12,703.23	848.33	73,107.18	179,757.49	29	95,961.08
Insurance	38,020.00	.00	38,020.00	.00	.00	38,080.00	(60.00)	100	38,290.00
Capital Outlay	111,000.00	.00	111,000.00	1,010.59	25,831.93	52,233.42	32,934.65	70	22,956.98
Debt Service	1,883,870.00	.00	1,883,870.00	151,263.88	.00	783,700.79	1,100,169.21	42	733,877.01
Miscellaneous	29,080.00	.00	29,080.00	1,678.50	.00	11,069.50	18,010.50	38	10,939.00
Allocated Costs	350,067.00	.00	350,067.00	29,170.59	.00	175,023.54	175,043.46	50	165,205.02
Transfer Out	832,370.00	.00	832,370.00	37,914.17	.00	584,885.02	247,484.98	70	479,855.02
(Gain) Loss on Refunding	.00	.00	.00	.00	.00	.00	.00	+++	.00
EXPENSE TOTALS	\$5,861,070.00	\$0.00	\$5,861,070.00	\$395,854.30	\$201,253.02	\$2,811,218.40	\$2,848,598.58	51%	\$2,666,907.10
Fund 7800 - Water Fund Totals									
REVENUE TOTALS	5,561,895.00	.00	5,561,895.00	443,525.11	.00	3,031,108.05	2,530,786.95	54	2,907,742.00
EXPENSE TOTALS	5,861,070.00	.00	5,861,070.00	395,854.30	201,253.02	2,811,218.40	2,848,598.58	51	2,666,907.10
Fund 7800 - Water Fund Totals	(\$299,175.00)	\$0.00	(\$299,175.00)	\$47,670.81	(\$201,253.02)	\$219,889.65	(\$317,811.63)		\$240,834.90
Grand Totals									
REVENUE TOTALS	5,561,895.00	.00	5,561,895.00	443,525.11	.00	3,031,108.05	2,530,786.95	54	2,907,742.00
EXPENSE TOTALS	5,861,070.00	.00	5,861,070.00	395,854.30	201,253.02	2,811,218.40	2,848,598.58	51	2,666,907.10
Grand Totals	(\$299,175.00)	\$0.00	(\$299,175.00)	\$47,670.81	(\$201,253.02)	\$219,889.65	(\$317,811.63)		\$240,834.90

Wastewater Fund Budget by Account Class Report

Through 12/31/14
Prior Fiscal Year Activity Included

Account Classification	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year YTD
Fund 7900 - WW Fd									
REVENUE									
Intergovernmental	241,278.00	.00	241,278.00	.00	.00	76,544.00	164,734.00	32	470.24
Fines and Penalties	28,000.00	.00	28,000.00	3,633.39	.00	16,078.84	11,921.16	57	16,029.79
Licenses and Permits	1,100.00	.00	1,100.00	160.00	.00	1,445.00	(345.00)	131	585.00
Investment Income	5,000.00	.00	5,000.00	798.75	.00	1,725.54	3,274.46	35	1,846.00
Transfer In	.00	.00	.00	.00	.00	.00	.00	+++	.00
Capital Contributions	40,000.00	.00	40,000.00	.00	.00	19,586.92	20,413.08	49	23,243.84
Use of Fund Balance/Retained Earnings	.00	17,015.00	17,015.00	.00	.00	17,015.00	0	0	.00
Department Service Charges	22,100.00	.00	22,100.00	2,833.40	.00	10,604.85	11,495.15	48	33,789.42
Wastewater Sales	6,844,600.00	.00	6,844,600.00	525,800.82	.00	3,635,895.27	3,208,704.73	53	3,620,053.69
Retiree Health Reimbursement	47,435.00	.00	47,435.00	3,149.36	.00	19,520.34	27,914.66	41	24,521.52
Other Revenue	200.00	.00	200.00	107.29	.00	5,505.08	(5,305.08)	2753	4,408.98
REVENUE TOTALS	\$7,229,713.00	\$17,015.00	\$7,246,728.00	\$536,483.01	\$0.00	\$3,786,905.84	\$3,459,822.16	52%	\$3,724,948.48
EXPENSE									
Compensation	1,404,061.00	.00	1,404,061.00	98,581.06	.00	648,478.45	755,582.55	46	563,910.62
Fringe Benefits	801,514.00	.00	801,514.00	61,511.36	40,751.49	404,594.68	356,167.83	56	418,472.75
Outside Services	480,124.00	17,015.00	497,139.00	33,300.84	165,132.26	168,697.45	163,309.29	67	172,629.20
Supplies	486,848.00	.00	486,848.00	33,651.56	157,833.00	211,930.23	117,084.77	76	196,450.23
Utilities	565,421.00	.00	565,421.00	36,972.00	4,360.00	177,860.56	383,200.44	32	188,182.47
Insurance	61,170.00	.00	61,170.00	.00	.00	61,054.00	116.00	100	57,888.00
Capital Outlay	53,000.00	.00	53,000.00	.00	16,694.00	2,883.46	33,422.54	37	.00
Debt Service	2,253,025.00	.00	2,253,025.00	112,299.26	.00	1,092,568.03	1,160,456.97	48	756,053.99
Miscellaneous	19,930.00	.00	19,930.00	1,651.00	.00	9,515.50	10,414.50	48	6,878.00
Allocated Costs	279,855.00	.00	279,855.00	23,315.41	.00	139,892.46	139,962.54	50	124,330.02
Transfer Out	714,661.00	.00	714,661.00	46,696.75	.00	394,480.50	320,180.50	55	458,820.02
(Gain) Loss on Refunding	.00	.00	.00	.00	.00	.00	.00	+++	.00
EXPENSE TOTALS	\$7,119,609.00	\$17,015.00	\$7,136,624.00	\$447,979.24	\$384,770.75	\$3,311,955.32	\$3,439,897.93	52%	\$2,943,615.30
Fund 7900 - WW Fd Totals									
REVENUE TOTALS	7,229,713.00	17,015.00	7,246,728.00	536,483.01	.00	3,786,905.84	3,459,822.16	52	3,724,948.48
EXPENSE TOTALS	7,119,609.00	17,015.00	7,136,624.00	447,979.24	384,770.75	3,311,955.32	3,439,897.93	52	2,943,615.30
Fund 7900 - WW Fd Totals	\$110,104.00	\$0.00	\$110,104.00	\$88,503.77	(\$384,770.75)	\$474,950.52	\$19,924.23		\$781,333.18
Grand Totals									
REVENUE TOTALS	7,229,713.00	17,015.00	7,246,728.00	536,483.01	.00	3,786,905.84	3,459,822.16	52	3,724,948.48
EXPENSE TOTALS	7,119,609.00	17,015.00	7,136,624.00	447,979.24	384,770.75	3,311,955.32	3,439,897.93	52	2,943,615.30
Grand Totals	\$110,104.00	\$0.00	\$110,104.00	\$88,503.77	(\$384,770.75)	\$474,950.52	\$19,924.23		\$781,333.18

Trust Fund Budget by Account Class Report

Through 12/31/14
 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	28,399.80	.00	125,369.76	(125,369.76)	+++	1,051,256.19
Transfer In	.00	.00	.00	.00	.00	659,458.00	(659,458.00)	+++	190,129.03
REVENUE TOTALS	\$0.00	\$0.00	\$0.00	\$28,399.80	\$0.00	\$784,827.76	(\$784,827.76)	+++	\$1,241,385.22
EXPENSE									
Miscellaneous	.00	.00	.00	.00	.00	.00	.00	+++	.00
Transfer Out	.00	.00	.00	(761,274.57)	.00	1,204,112.90	(1,204,112.90)	+++	2,059,734.00
EXPENSE TOTALS	\$0.00	\$0.00	\$0.00	(\$761,274.57)	\$0.00	\$1,204,112.90	(\$1,204,112.90)	+++	\$2,059,734.00
Fund 9100 - Trust Fund Totals									
REVENUE TOTALS	.00	.00	.00	28,399.80	.00	784,827.76	(784,827.76)	+++	1,241,385.22
EXPENSE TOTALS	.00	.00	.00	(761,274.57)	.00	1,204,112.90	(1,204,112.90)	+++	2,059,734.00
Fund 9100 - Trust Fund Totals	\$0.00	\$0.00	\$0.00	\$789,674.37	\$0.00	(\$419,285.14)	\$419,285.14		(\$818,348.78)
Grand Totals									
REVENUE TOTALS	.00	.00	.00	28,399.80	.00	784,827.76	(784,827.76)	+++	1,241,385.22
EXPENSE TOTALS	.00	.00	.00	(761,274.57)	.00	1,204,112.90	(1,204,112.90)	+++	2,059,734.00
Grand Totals	\$0.00	\$0.00	\$0.00	\$789,674.37	\$0.00	(\$419,285.14)	\$419,285.14		(\$818,348.78)



CITY OF CONCORD

REPORT TO MAYOR AND CITY COUNCIL

FROM: Michael Jache, City Treasurer

DATE: January 16, 2015

SUBJECT: January 15, 2015 Bond Sale

Recommendation

Accept this report on the January 15, 2015 bond sale in the amount of \$20.04 million dollars at a total interest rate of 2.125%. Out of a total of four bids received, the winning bid was submitted by Raymond James & Associates of St. Petersburg, Florida.

Additionally, the City sold a one-year Bond Anticipation Note in the amount of \$1.99 million at an interest rate of .45%. Out of a total of four bids received, the winning bid was submitted by Century Bank of Medford, Massachusetts.

Background

Each year, the Treasurer's Office works with the City's financial advisor to issue bonds on the national bond market. Over the last several years, the bond sales have ranged from approximately \$6 million to nearly \$20.04 million.

Discussion

The January 15th bond sale was very successful, and \$20.04 million of bonds were sold in new money (\$13.16 million) and advanced refunding (\$6.88 million). The final total interest cost (TIC) on the Bonds is 2.125%. The City realized \$766,000 in premium savings on the new money portion of the issue and will recognize \$678,000 in savings on the advanced refunding over the remaining life of the refunded bonds.

Generally, it takes approximately 60 days to prepare for an eventual bond sale and includes the efforts of City staff, School District staff, County staff, bond council, financial advisors and rating agencies. Once the amount of the sale is determined, which may be a combination of new bonds and refinancing of older bonds, the City works with its financial advisors, First Southwest Co., to develop an official statement. This statement is issued to the bond market to provide details of the sale. Along the way, the City also works with its bond council to be certain that the City has met all compliance requirements for the sale.

Shortly before the sale, City staff and its financial advisors will hold a rating call with the rating agency or agencies to review the City's credit worthiness. Usually within 5-7 days of the call, the rating agency will assign a rating (currently AA+ from Standard and Poor's Rating Service) for the sale and will affirm a rating on all existing bonds.

After all the tasks and requirements have been met, the financial advisor works with the City to schedule a date for the actual bond sale. The City may receive several qualified bids. This year a total of 4 bids were submitted and the bonds were sold to the lowest qualified bidder. After the sale has occurred, it generally takes between 7 -10 days for all paperwork to be signed and funds deposited to City accounts.

cc: City Manager



CITY OF CONCORD

REPORT TO MAYOR AND THE CITY COUNCIL

FROM: Earle M. Chesley, P.E., General Services Director

DATE: January 16, 2014

SUBJECT: FY15 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, 2014 through December 31, 2014. 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 2015 to the Mayor and City Council regarding the level of service provided by Casella performing our solid waste and recycle collection programs. 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, 2014 to December 31, 2014. There were 222 requests for service in 131 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 Program	1	1	.008	.008
Dumpster(s)	10	10	.076	.076
Illegal Dumping	49	49	.374	.374
IPhone	5	5	.038	.038
Other	1	1	.008	.000
Recycling	78	78	.595	.595
Spring Yard Waste	0	0	.000	.000
Trash	78	78	.595	.595
Totals	222	222	1.695	1.695

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



CITY OF CONCORD

TJA

REPORT TO MAYOR AND THE CITY COUNCIL

FROM: Earle M. Chesley, P.E., General Services Director
DATE: January 27, 2015
SUBJECT: Hall Street Wastewater Facility Odor Mitigation Status Report

Recommendation

Accept this report for information regarding capital planning for subsequent odor mitigation efforts at the Hall Street Wastewater Facility in the short term. It is recommended to operate the control measures now in place for several years before proceeding with the programed final phase.

Background

The Hall Street Wastewater Treatment Facility initiated operations in July, 1981. The plant has a nominal design capacity of 10.1 million gallon per day and treated an estimated average daily flow of 3.7 million gallons per day in Fiscal Year 2014. The capital cost of the facility was about \$ 20 million. Local funds paid for about five percent of its cost.

Similar to wastewater facilities constructed at the time, the Hall Street Wastewater Treatment Facility was designed to significantly reduce the environmental impact of the City's raw sanitary wastewater discharge to the Merrimack River; however, the same level of design emphasis was not placed on mitigating odors that biological processes can generate from time to time. The facility achieved its primary goal in improving the water quality of the Merrimack River so this natural resource is now used for recreation and water supply.

The Hall Street Wastewater Facility has made significant progress in reducing odor emissions and minimizing odor impacts on the community. Odor mitigation measures constructed over the past fifteen years include:

- A two stage wet chemical scrubber to treat emissions from the sludge holding tanks,
- A 24,500 cubic feet per minute multi-stage chemical scrubber to treat emissions from solids dewatering and alkaline stabilization processes, and

- A 24,000 cubic foot per minute manufactured-media bio-filter to treat odors from the covered screw pumps, headwork channels, primary clarifier effluent launders, and bio-tower

In 2014, the Department retained Bowker and Associates to perform an Odor Characterization and Impact Assessment. The evaluation:

1. Characterized plant odor emissions during two peak sampling events with regard to odor concentration, and
2. Estimated the current 'odor footprint' of the plant on the neighborhood odor levels using odor dispersion modeling.

The purpose of the study is to assist the City in determining what, if any, improvements are necessary to further reduce odor emissions.

Discussion

Air sampling was conducted during the peak months of August and September, 2014, from eight sources within the facility. The samples were sent by overnight carrier to a sensory laboratory for determination of odor concentrations. A computer dispersion model was used to predict downwind concentrations of odors resulting from the source emissions. The computer model used for the evaluation is called AERMOD. It is the EPA specified model and is currently the most widely used model in the industry. This sophisticated computer model uses actual meteorological and terrain data to predict how odors disperse under worst-case conditions.

Odor intensity or concentration is measured in units noted as detection to threshold (D//T). An odor concentration of between 5 and 10 D/T is barely noticeable to most people. Levels above 10 D/T are noticeable. Concentrations between 20 to 30 D/T trigger complaints. A frequency of 100 hours per year, approximately one percent of the total hours, is reported to be used as a 'target' frequency.

Initial modeling effort predicted peak odor concentrations ranging between 20 and 50 D/T to occur immediately outside the plant fence line for 100 to 200 hours per year.

To better understand the remaining sources of odor, separate dispersion modeling was conducted for the

- Dewatering building exhaust fans,
- Head-works building exhaust fans, and
- Uncovered quiescent portion of the primary clarifier.

Through managing the exhaust fans at the dewatering and head-works building during intermittent dewatering operations, the predicted odor impact of these two sources may be reduced.

The remaining source, the primary clarifier, has predicted odor levels between 20 and 50 D/T ranging from 50 to 100 times per year. While the intensity of these levels approach levels which could trigger a complaint, the frequency of these events is less than the target frequency typically used.

Additionally, upon completion of the multi-stage chemical scrubber to treat emissions from the solids dewatering and alkaline stabilization process, General Services' staff initiated an off-site emissions monitoring program during the non-winter months that has only recorded a few events.

The projects that have been constructed since the 1994 Odor Evaluation in a phased approach have served to mitigate odor emissions. It is recommend to operating the odor control measures now in place for several years before proceeding with designing and constructing the currently programmed last phase to mitigate odor from the primary clarifiers.

Cc Philip Bilodeau, P. E. Deputy Director
Michael Hanscom, Wastewater Superintendent



CITY OF CONCORD

REPORT TO THE MAYOR AND CITY COUNCIL

2-19

TJA

FROM: Transportation Policy Advisory Committee
DATE: February 2, 2015
SUBJECT: Report recommending the development of a multi-year capital replacement program for Concord Area Transit buses

Recommendation

Accept this report outlining the Transportation Policy Advisory Committee's (TPAC's) recommendation to develop and implement a multi-year capital replacement program for fixed route buses for Concord Area Transit (CAT).

Background

In July 2014, the NH Department of Transportation (NHDOT), Bureau of Rail & Transit issued a notice of available funding from the Federal Transit Administration (FTA) Section 5339 Bus and Bus Facilities Program. This program is funded through USDOT's MAP-21 program and is intended for capital projects to replace, rehabilitate, and purchase buses, vans, and related equipment. The program is based upon an 80% Federal, 20% Local split. On December 4, 2014, CAT received notice of award of up to \$240,000 in FTA funds (\$300,000 total grant value) in SFY 2015 for the replacement of a fixed-route bus.

Discussion

Since 1989, Concord Area Transit (CAT), through the Community Action Program of Belknap-Merrimack Counties, has provided uninterrupted transit services to the residents of Concord. The service is open to all transportation needs, including seniors and those with disabilities.

CAT maintains a fleet of 13 vehicles including buses and vans to provide fixed route, complimentary paratransit, and senior transit services. Of that fleet, 3 vehicles support CAT's fixed route system. The existing fixed route fleet (Orion, Heavy-Duty, 12-Year, 30 Passenger Buses) were placed in service in 2003 and are scheduled for replacement in 2015. Since CAT's inception in 1989, the City of Concord has always supported a portion of the capital replacement match required to support the fixed route fleet.

Replacement Bus Alternative Analysis

In order to develop a viable and sustainable transit bus replacement program, TPAC-Public Transit Committee (TPAC-PT) reviewed factors such as ridership, costs, routes, bus size, and fuel sources as it considered a capital replacement program. Together, TPAC-PT and CAT developed a matrix to highlight transit bus types, required minimum equipment, and additional options to improve ridership service (See Concord Area Transit Bus Replacement Program Bus Option Matrix for medium-duty bus alternatives).

Big Bus versus Small Bus

Comparing ridership needs and costs to operate and maintain the fleet of big buses (Orion fleet of heavy-duty buses), TPAC recommends that a medium-duty bus be considered. The medium-duty bus offers both needed capacity and an extended useful life range. While the larger, heavy-duty buses have a longer life and mileage range, TPAC's recommendation focused on fuel economy and life-cycle sustainability. Generally, committee members thought large buses (greater than 30') were just too big. The medium-duty bus, generally a 27 passenger bus with a useful life of 10-12 years, and a range of about 350,000 miles, will serve the needs of the community through its life-cycle. (See Concord Area Transit Bus Replacement Program Bus Option Matrix for medium-duty bus alternatives).

Fuel Alternatives

Traditionally, buses run on diesel fuel or gasoline. Current technologies now include fuel alternatives such as compressed natural gas (CNG), propane, and hybrid models (electric with gas, diesel, CNG, or propane). It is important to note that medium-duty buses are limited in fuel options. The attached matrix outlines fuel alternatives and relative costs.

Minimum Requirements

Based on ridership needs, CAT outlined some specific equipment and options to consider when selecting new transit buses. ADA accessibility, a low floor (meaning limited or no steps from door to seat), wheelchair positions, and lift are critical equipment to consider. Additional options including electronic destination signs, a stop announcement system, and bike racks should also be considered. The attached matrix outlines each bus alternative and availability and cost of critical equipment and additional options.

Bus Alternative Recommendation

TPAC carefully reviewed bus equipment alternatives and recommends Option A, a medium-duty 29 passenger transit bus, under 30', with a useful life of 12 years. This option includes all critical equipment outlined above, and offers the additional options at the lowest cost. Based on the FTA/NHDOT grant program requirements, specifications for bus replacements will be developed with NHDOT, and grant recipients will participate in the State procurement process for purchasing vehicles.

Funding Program

It is the intent to replace the three fixed route buses over the next three years, pending grant funding availability. As noted above, the SFY 2015 FTA Section 5339 Bus and Bus Facilities Capital Grant program requires a local match of 20%. In the past, the local match portion has been shared by the local agency and NHDOT (10% share each). At this time, the State has not released authorization to participate in the program although the NHDOT Administrator indicates that it looks favorable for state support in the SFY 2015 round.

Therefore, TPAC recommends that a new capital project for the replacement of fixed route bus vehicles be included in the FY2016–FY2018 program. Total grant funds available for the first of the three buses is \$300,000, with a 20% (\$60,000) local match requirement which, based on past NHDOT practices, would be split between State (10%) and Concord (10%) funds. Depending on the outcome of future bid solicitations, costs may be adjusted in the FY2017 and FY2018 capital projects.



Concord Area Transit

Bus Replacement Program

Bus Option Matrix

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Vehicle Summary Page 2

Characteristics and Additional Options Page 3



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Bus Replacement Program
 Bus Option Matrix

Vehicle Summary

TRANSIT BUS - 30' or UNDER

Optional Replacement Vehicles

TRANSIT BUS MED. DUTY		(30' or UNDER) 24 - 27 PASSENGERS	7 - 12 YEAR Useful Life
A.	Make	Model	No. of Passengers
	New Flyer	Midi	27
B.	Make	Model	No. of Passengers
	IC Bus	HC Series	24
C.	Make	Model	No. of Passengers
	ElDorado National	Passport	24

Cost Characteristics & Options

Cost	\$300,000.00 (Fixed Grant Amount)
Useful Life Cycle O&M	7 - 12 YEAR
Number of Passengers	24 - 27
Fuel Type	Diesel, Gasoline, Compressed Natural Gas, Propane, Hybrid, Electric

Characteristics (Minimum Requirements)

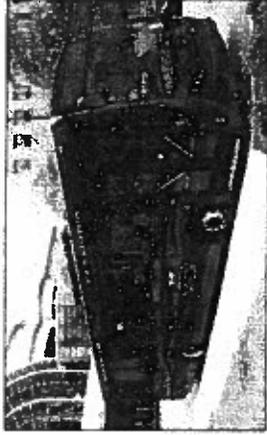
Low Floor	Yes or No
ADA Accessible	Yes
Number of Wheelchair positions	Minimum of 2
ADA Lift Type	Lift or Ramp

Estimated Cost of Additional Options

Electronic Destination Signs	GPS Activated
Stop Announcing System	GPS Activated
GFI GenFare Fare Boxes	
Two-position Bicycle Rack	Front Mounted
Seon TL4 Security Camera	4 Camera System

Bus Replacement Program
Bus Option Matrix

A. TRANSIT BUS - 30' or UNDER (New Flyer MIDi)



EVALUATION FACTORS	DIESEL	GASOLINE	CNG	PROPANE	HYBRID	ELECTRIC
COST (CAPITAL)	\$350,000.00	N/A	\$65K - \$100K	N/A	N/A	N/A
USEFUL LIFE CYCLE O&M	10-12 years		10-12 years			
PASSENGERS	29		27			
Converted is						
FUEL CONSUMPTION	4-8 MPG		3.8 MPG			
Similar to						
EMISSIONS	Clean Diesel	N/A	Diesel	N/A	N/A	N/A

CHARACTERISTICS

- Low Floor
- ADA Accessible
- No. Wheelchair positions
- Lift Type

- Yes
- Yes
- 2
- Ramp

Estimated Cost of Options

- Electronic Destination Signs
- Stop Announcing System
- GFI GenFare Fare Boxes
- Two-position Bicycle Rack
- Seon TL4 Security Camera

- Included
- Included
- \$17,000.00
- \$1,700.00
- \$4,000.00

Bus Replacement Program
Bus Option Matrix

B. TRANSIT BUS - 30' or UNDER (IC Bus HC Series)



EVALUATION FACTORS	DIESEL	GASOLINE	CNG	PROPANE	HYBRID	ELECTRIC
COST (CAPITAL)	\$150,000.00	N/A	N/A	N/A	N/A	N/A
USEFUL LIFE CYCLE O&M	7 years					
PASSENGERS	22					
FUEL CONSUMPTION	4-10 MPG					
EMISSIONS	Clean Diesel					
CHARACTERISTICS						
Low Floor	No					
ADA Accessible	Yes					
No. Wheelchair positions	2					
Lift Type	Std. Lift					
<u>Estimated Cost of Options</u>						
Electronic Destination Signs	\$10,000.00					
Stop Announcing System	\$10,000.00					
GFI GenFare Fare Boxes	\$17,000.00					
Two-position Bicycle Rack	\$1,700.00					
Seon TL4 Security Camera	\$4,000.00					

Bus Replacement Program
Bus Option Matrix

C. TRANSIT BUS - 30' or UNDER (Eldorado National Passport)



EVALUATION FACTORS	DIESEL	GASOLINE	CNG	PROPANE	HYBRID	ELECTRIC
COST (CAPITAL)	\$240,000.00	N/A	N/A	N/A	N/A	N/A
USEFUL LIFE CYCLE O&M	10 year					
PASSENGERS	24					
FUEL CONSUMPTION	4.8 MPG	N/A	N/A	N/A	N/A	N/A
EMISSIONS	DT466 Clean Deisel	N/A	N/A	N/A	N/A	N/A
CHARACTERISTICS						
Low Floor	Yes					
ADA Accessible	Yes					
No. Wheelchair positions	2					
Lift Type	Ramp					
<u>Estimated Cost of Options</u>						
Electronic Destination Signs	\$10,000.00					
Stop Announcing System	\$10,000.00					
GFI GenFare Fare Boxes	\$18,000.00					
Two-position Bicycle Rack	\$1,700.00					
Seon TL4 Security Camera	\$4,000.00					





CITY OF CONCORD

TPA

REPORT TO THE MAYOR AND CITY COUNCIL

FROM: Transportation Policy Advisory Committee

DATE: January 23, 2015

SUBJECT: Report from the Transportation Policy Advisory Committee (TPAC) recommending that City Council authorize TPAC to submit a letter to the New Hampshire Department of Transportation supporting Central New Hampshire Regional Planning Commission's intention to apply for Federal Transit Authority funding for the Boarding and Alighting Study for Concord Area Transit.

Recommendation

Accept this report.

Background

The Central New Hampshire Regional Planning Commission (CNHRPC) intends to apply for funding for the Boarding and Alighting Study for Concord Area Transit (CAT) under the Federal Transit Authority's Section 5305e Transportation Planning and Research Program. Community support is an important component of CNHRPC's application. TPAC considered this application at its January 22, 2015 meeting and indicated its full support.

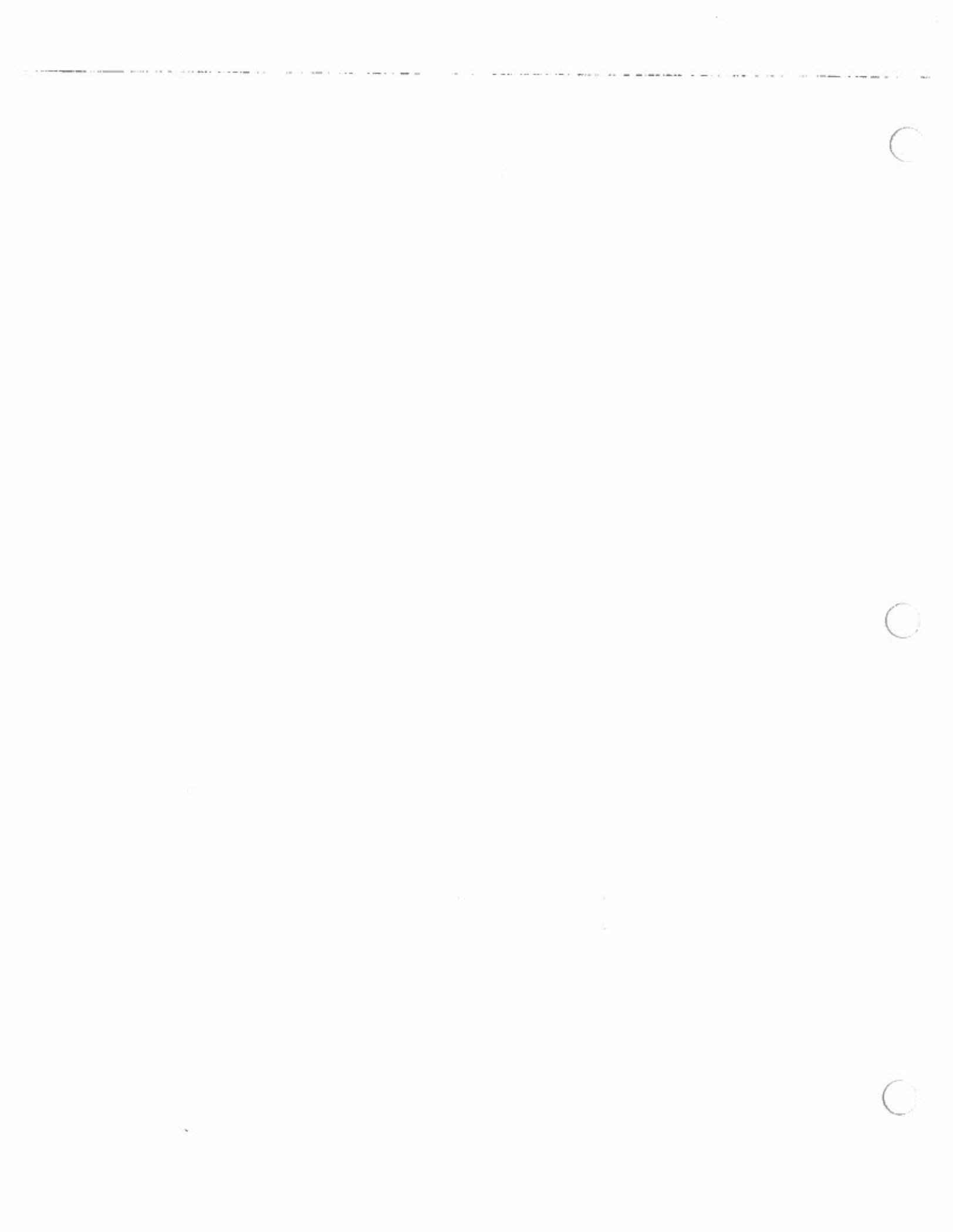
Discussion

TPAC has long recognized the value of the Boarding and Alighting Study for CAT and the City of Concord. This study provides an objective analysis of CAT's efficiency that helps TPAC and TPAC's Public Transit Subcommittee assist CAT in improving its day-to-day operations. Using performance measures such as transit ridership is an essential metric for planning enhancements to transit operation and customer service in the city.

Therefore, TPAC recommends that City Council authorize TPAC to submit a letter to the New Hampshire Department of Transportation supporting CNHRPC's intention to apply for Federal Transit Authority funding for the Boarding and Alighting Study for Concord Area Transit.

rjm/TPAC

cc: TPAC





CITY OF CONCORD

REPORT TO MAYOR AND THE CITY COUNCIL

Memo

Date: January 6, 2015

To: Conservation Commission,
Christopher Morgan, Chair

From: Kathy Temchack,
Director of Real Estate Assessments

RE: Current use change tax quarterly update

4th Quarter 2014

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 use penalties, per an earlier city council vote, is split 50/50 between the Conservation Trust Fund and the Highway Fund.

No current use penalties were mailed during the 4th quarter of 2014.

\$600.00 in current use penalties was collected during the fourth quarter raising the year to date total to \$61,290 for the four quarters of 2014.

Attached is the list of accounts paid in the fourth quarter. Presently, there are no pending accounts.

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

CURRENT USE REPORT - 4TH QUARTER 2014

<u>OWNER</u>	<u>M/B/L Location</u>	<u>Beginning 4th QTR Balance & Penalties</u>	<u>4th QTR Payments</u>	<u>Balance End of 4th QTR</u>
Apple Hill Properties LLC PO Box 3378 Concord, NH 03302-3378	15P/35/1	300.00	300.00	0.00
Apple Hill Properties LLC PO Box 3378 Concord, NH 03302-3378	15P/35	300.00	300.00	0.00
		<hr/>		
		600.00	600.00	0.00



CITY OF CONCORD

TA

REPORT TO MAYOR AND THE CITY COUNCIL

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

DATE: January 13, 2015

SUBJECT: Report of the Tax Exemption Committee on revisions to the Existing Elderly and Blind Exemptions & Veteran Credits

Recommendation

Accept this report adopting the Tax Exemption Policy Committee's recommendation to not make any changes to the current elderly income and asset criteria, exemption amounts, current veteran credit amounts, and the blind exemption.

Background

The Tax Exemption Policy Committee met on Wednesday, January 7, 2015 and reviewed information submitted to them from the Director of Real Estate Assessments regarding the existing exemption and credit amounts for the elderly and blind exemptions, the veteran credits, and the income and asset thresholds for the elderly exemptions. A spreadsheet depicting the same information regarding the elderly, blind and veteran credits that other communities have adopted was provided for comparisons.

Social security payments were increased in 2014 by 1.5% for cost of living adjustments. The committee members reviewed the amount of difference between the income threshold for married applicants and the median family income for Concord. After subtracting the tax on a \$250,000 home the amount of income for the median family is basically the same as the amount of the married elderly exemption threshold. No changes were recommended to the asset amount or the exemption amounts. The committee did ask that the Assessing Office keep a list of elderly applicants that were denied based upon their income and the dollar amount of the overage. The information will be shared with the committee next year.

The current exemption and credit criteria and reductions are explained and outlined below:

Exemptions:

Exemptions are deductions from assessed values prior to calculating property taxes. For example if the final assessment is \$275,000 and a property owner is eligible for the \$118,420 elderly exemption the tax bill would be calculated as follows:

\$275,000

-\$118,420

\$156,580 /\$1,000 = 156.58 X \$26.81 tax rate = \$4,197.91 tax bill

Elderly: Presently, the asset level for both categories is \$90,000 (not including the value of the person's residence). The income thresholds are single: \$33,400 and married: \$45,800. The exemption amounts are: Age 65-74/\$72,818; Age 75-79/\$118,420 and Age 80 and older/\$202,124.

Blind: No change. Presently, the blind exemption is \$120,234.

Credits:

Credits are deducted from the calculated tax bill. In the example shown earlier if the property owner is eligible for the veteran's tax credit of \$150.00 the final tax bill would be:

\$4,197.91 Tax bill after exemption

-\$ 150.00 Veteran tax credit

\$4,047.91 Final tax bill

Veteran's Tax Credit: No change. Presently the veteran's tax credit is \$150.00.

Totally & Permanently Disabled Veteran Credit: No change. Presently, the tax credit is \$2,000.00; the maximum allowed by law.

Widow of Veteran Killed During Active Duty: No change. Presently, the tax credit is \$2,000.00; the maximum allowed by law.

DRAFT

Tax Exemption Policy Committee

Minutes of January 7, 2015

Attendees: Councilor Keith Nyhan, Chairperson; Councilors, Jan McClure, Candace CW Bouchard

Absent: Councilor Robert Werner

Other Attendees: Michael Rossi

City Staff: Kathryn Temchack, Director of Real Estate Assessments

The meeting was opened at 12:02 pm by Chairperson Nyhan.

The minutes of the February 10, 2014 meeting were approved on a motion by Candace Bouchard seconded by Jan McClure; assented.

Committee members reviewed the current exemption and credit amounts adopted by the City Council in 2014. A spreadsheet depicting the same information for other cities and towns was provided for comparison.

Kathryn Temchack reported that the social security wage rate increased by 1.5% in 2014. Keith Nyhan explained to the other committee members that in past years the committee voted to increase the income thresholds to qualify for the Elderly Exemption to reflect the aforementioned cost of living adjustment. Discussion was held regarding comparing the median household income and the income thresholds for elderly married applicants. The estimated median household income for Concord is \$52,592 and the income limit for elderly, married applicants is \$45,800. Based upon an assessment of \$250,000 and the Concord tax rate of \$26.81, the average property tax is \$6,702. Subtracting the \$6,702 from the \$52,592 is \$45,890; basically the same amount as the elderly, married limit. One may conclude from this formula that the City is now asking younger residents (who have the same amount of income - after paying property taxes) to subsidize elderly residents. By comparison, there is a much larger spread between the median household income and the elderly income exemption threshold amount in other communities.

The other exemptions and credits were also reviewed. Accordingly, on a motion by Councilor Bouchard and seconded by Councilor McClure the committee voted to recommend not making any changes to the current exemption and credit criteria. The committee did ask that the Assessing Office keep a list this year while reviewing the elderly applicants of when an applicant was denied for income purposes and what the amount of income overage. This information will be reviewed by the committee next year.

The meeting was closed at 12:45 pm on a motion by Jan McClure and seconded by Candace Bouchard.

Tax Exemption Policy Committee

Minutes of February 10, 2014

Approved January 7, 2015

Attendees: Councilor Keith Nyhan, Chairperson; Councilors, Jan McClure, Candace CW Bouchard

Absent: Councilor Robert Werner

Other Attendees: Michael Rossi

City Staff: Kathryn Temchack, Director of Real Estate Assessments

The meeting was opened at 5:37pm by Chairperson Nyhan.

Committee members reviewed the current exemption and credit amounts adopted by the City Council in 2013. A spreadsheet depicting the same information for other cities and towns was provided for comparison.

Kathryn Temchack reported that the social security wage rate increased by 1.7% in 2013. Keith Nyhan explained to the other committee members that in past years the committee voted to increase the income thresholds to reflect the aforementioned cost of living adjustment. Accordingly, on a motion by Councilor Bouchard and seconded by Councilor McClure the committee voted to recommend increasing the income threshold for the elderly exemption from \$32,800 to \$33,400 for single applicants and from \$45,000 to \$45,800 for married applicants.

The exemption amounts for the elderly and blind were reviewed. On a motion by Candace Bouchard and seconded by Jan McClure no changes were recommended to the current exemption amounts and the asset criteria.

Lastly, the veteran credit amounts were reviewed. The Total and Permanent Disability Veteran Credit and Widow of a Veteran Killed during Active Duty Credit are currently set at the maximum amount allowed by law (\$2,000.00). The regular veteran credit is currently \$150.00. Kathryn Temchack explained to the committee that a change in state law last year, which allows active duty training time to count towards the required 90 days credible service, has led to a significant increase in veteran credit applications. Whereas it is unknown how many additional veterans will qualify for the credit, the committee did not recommend an adjustment for 2014.

The meeting was closed at 5:58 pm on a motion by Jan McClure and seconded by Candace Bouchard.



CITY OF CONCORD

2-23

12A

REPORT TO MAYOR AND THE CITY COUNCIL

FROM: David Gill, Director of Parks and Recreation *DG*
DATE: January 27, 2015
SUBJECT: Authorizing City Manager to Amend Cemetery Rules

Recommendation

Accept this report allowing the City Manager to make amendments to the Rules and Regulations of the City Cemeteries of Concord ("Cemetery Rules").

Background

The Cemetery Rules were last revised in 1980, and need to be updated to address issues such as the hours that the cemetery is open, the use of perpetual lights, conduct of persons within the cemetery and green burials. The rules also need to be updated to reference the statutes governing interments, disinterments and removals.

RSA 289:7, I(a) states that the City Manager, as the Cemetery Trustee, has the authority to amend the rules and regulations. This statute went into effect in 1994. The current version of the Cemetery Rules was adopted before the enactment of RSA 289:7, I(a), and therefore, it still states that it is the responsibility of the City Council to make amendments. It is proposed that the Cemetery Rules be amended to clarify that the City Manager has authority to make future amendments.

Discussion

In accordance with RSA 289:7, I(a), the City Manager has the responsibility to adopt regulations for the management of all municipal cemeteries. The Department of Parks and Recreation is in the process of reviewing and updating the Cemetery Rules, and is requesting authorization for the City Manager to make any necessary amendments.

cc: City Manager



CITY OF CONCORD

In the year of our Lord two thousand and fifteen

RESOLUTION IN RECOGNITION OF THE SERVICES OF Administrative Specialist I Betty L. Martin

The City of Concord resolves as follows:

WHEREAS, Administrative Specialist I Betty L. Martin has been a faithful and loyal employee of the City of Concord for over 29 years within its Police Department. Administrative Specialist I Martin retired from employment with the City of Concord on December 19, 2014; and

WHEREAS, Administrative Specialist I Betty L. Martin began her career at the Concord Police Department as a Clerk Typist on December 1, 1985 at an hourly rate of \$5.60. On June 8, 1986, she was promoted from the position of Clerk Typist to the position of Secretary which was later retitled as Administrative Specialist I; and

WHEREAS, Administrative Specialist I Betty L. Martin was assigned to the Concord Police Department Criminal Investigations Division in an administrative support role where she worked until her retirement; and

WHEREAS, Administrative Specialist I Betty L. Martin was recognized by the Chief of Police with a Letter of Commendation for "displaying high quality and professionalism" in the performance of her duties for her administrative support in a homicide investigation; and

WHEREAS, Administrative Specialist I Betty L. Martin was recognized by the Chief of Police with a Letter of Commendation for "displaying high quality and professionalism" in the performance of her duties for her administrative support in a "severe" sexual abuse and assault case; and

WHEREAS, Administrative Specialist I Betty L. Martin's dedication and loyalty to the Concord Police Department and City of Concord are without question; and

WHEREAS, Administrative Specialist Betty L. Martin's work ethic, creativity, enthusiasm and commitment have time and time again benefited the City of Concord and the Concord Police Department.

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 Administrative Specialist I Betty L. Martin to the City of Concord and the Concord Police Department.

BE IT FURTHER RESOLVED that we hereby acknowledge that the service and presence of Administrative Specialist I Betty L. Martin 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 her and her family during her retirement.



CITY OF CONCORD

In the year of our Lord two thousand and fifteen

RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A LAND TRANSACTION BETWEEN THE CITY AND UNITIL ENERGY SYSTEMS, INC. (UNITIL)

The City of Concord resolves as follows:

- WHEREAS,** Unitil Energy Systems, Inc. (Unitil) provides electrical power to the majority of businesses and residences of the City and is planning for the expansion of utility infrastructure to meet the City's demand for power over the next 50 years; and
- WHEREAS,** Unitil and the City had previously identified property northerly of Portsmouth Street and southerly of Curtisville Road, consisting of approximately 92 acres, and known as Tax Parcels 113-2-11 and 113-3-2 as an ideal location for the future construction of a substation adjacent to the existing transmission line and to erect local distribution lines to connect into the existing distribution system; and
- WHEREAS,** in accordance with Resolution Number 8113 adopted on November 19, 2007, the City exchanged property rights in its land along the Merrimack River, consisting of approximately 128 acres, and known as Tax Map Parcel 121-1-3, for rights to the City of land northerly of Portsmouth Street and southerly of Curtisville Road, and the City and Unitil placed conservation easements on both parcels, subject to Unitil retaining the reserved right to construct substations and other utility infrastructure on the City parcels northerly of Portsmouth Street and southerly of Curtisville Road;
- WHEREAS,** the conservation easement placed on the land northerly of Portsmouth Street and southerly of Curtisville Road states that the final selection of any substation site and future geographical expansion thereof shall be subject to the approval of the City of Concord Conservation Commission, which approval shall not be unreasonably withheld, conditioned or delayed;
- WHEREAS,** Unitil has notified the City of Concord Conservation Commission that it would be seeking approval for the construction of a distribution substation to be owned and operated by Unitil, as well as a transmission substation to be owned and operated by Public Service of New Hampshire ("PSNH"), both for the purpose of serving Unitil's provision of electrical power to businesses and residences of the City; and
- WHEREAS,** the proposed location for the substations has raised concerns for the City of Concord Conservation Commission because of the close proximity of the beaver pond on Curtisville Road, which contributes to the scenic enjoyment and outdoor recreation for the general public;

Resolution No.

CITY OF CONCORD

In the year of our Lord two thousand and fifteen

RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A LAND TRANSACTION BETWEEN THE CITY AND UNITIL ENERGY SYSTEMS, INC. (UNITIL)

WHEREAS, the City of Concord Conservation Commission has recommended a land transaction in which the City would convey title to Unitil to certain property located off of Portsmouth Street in the City for the construction of substations subject to certain conditions as specified in a motion adopted on January 14, 2015, which includes the requirement that Unitil release and/or amend certain rights to establish substations and to construct transmission lines on property protected by the conservation easement as set forth in the motion; said conditions being intended to protect the environment, to preserve public access to the premises, and to minimize the visual impacts from the surrounding public streets and highways as well as from neighboring residences.

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

1. The City Manager be authorized to negotiate the exchange of property rights between the City and Unitil in accordance with the terms of the motion passed by the Concord Conservation Commission on January 14, 2015, which includes the requirement that Unitil release and/or amend certain rights to establish substations and to construct transmission lines on property protected by the conservation easement as set forth in the motion;
2. A subdivision application for a lot line adjustment may be submitted to the Planning Board by Unitil as the co-applicant with the City for a lot line adjustment to create the boundaries of the property to be conveyed to Unitil;
3. The City Manager be authorized to grant to Unitil and Public Service Company of New Hampshire a non-exclusive access easement across land owned by the City on Portsmouth Street and referred to in the City's Tax Assessment records as a portion of Lot 113-2-27 in accordance with the terms of the motion passed by the Concord Conservation Commission on January 14, 2015 for the sole purpose of accessing the electric utility substations to be developed by Unitil and PSNH, their successors and/or assigns; and
4. This resolution shall take effect upon its passage.



CITY OF CONCORD

TJA

REPORT TO MAYOR AND CITY COUNCIL

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

DATE: January 28, 2015

SUBJECT: Proposed Land Transaction With Unutil

Recommendation

Accept this report authorizing a lot line adjustment to City property located north of Portsmouth Street and I-393 and the conveyance of a 45.2 acre parcel created from this adjustment to Unutil Energy Systems for the purposes of co-locating electrical substations with Public Service of New Hampshire.

Background

In 2006, Unutil agreed to swap a 128 acre parcel it owned along the Merrimack River off of Locke Road to the City in exchange for a 92 acre City parcel located in the “Broken Ground” area immediately south of unimproved Curtisville Road. In 2008, Unutil further agreed to the placement of a conservation easement on its Broken Ground property but reserved the rights for future substation development on the property in mutual agreement with the City’s Conservation Commission.

In 2013, Unutil approached the City to exercise the aforementioned development rights. It proposed the construction of a Unutil distribution substation along with a PSNH transmission substation to address local electrical reliability concerns in the Concord area. Unutil explored over a dozen alternatives in terms of siting the substations and ultimately concluded on a location approximately 150’ west of the “beaver pond” off of Curtisville Road. Seeking to preserve the pristine surroundings of the beaver pond, the Conservation Commission suggested that Unutil explore possible alternative sites including City land further to the south.

Unutil identified property further south along the PSNH transmission corridor that would front onto Portsmouth Street. The property in question belongs to the City and consists of a portion of a parcel taken for tax deed in 2009 (MBL #113-2-19) as well as a portion of the land purchased in 2013 as part of the former Whispering Heights acquisition (MBL #113-2-9 and #113-2-10). The new parcel, hereafter the “Portsmouth Street Property,” would need to be created by lot line adjustment through the Planning Board.

Discussion

On January 14, 2015, the Concord Conservation Commission unanimously voted to recommend the land transaction that would allow Unitil and PSNH to co-locate substations on the Portsmouth Street Property. A copy of the motion and plan are attached. The 42.5 acre Portsmouth Street Property would have 150' of frontage on Portsmouth Street allowing it to be a legal lot of record. This lot line adjustment would still leave the remaining City Broken Ground property with 200' of frontage ensuring that it too would meet the minimum requirements for frontage.

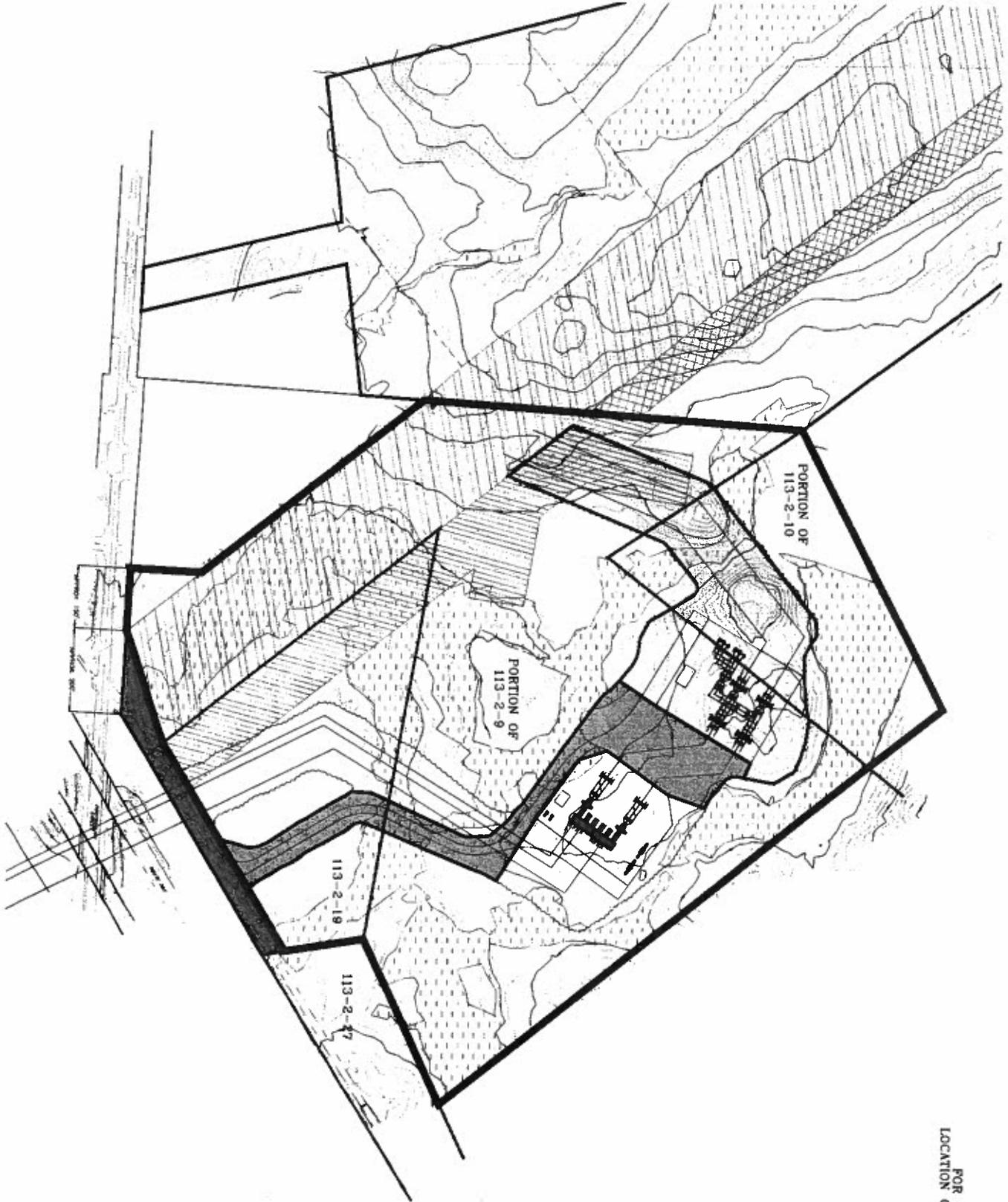
The nearest home to the proposed Portsmouth Street Property is located at 253 Portsmouth Street. The home would be, approximately, 1,075 feet away from the fence line of the closest proposed substation. The home is shielded from this location by a stand of trees that Unitil has agreed not to remove as part of this transaction. In addition, the proposed substation location is largely encumbered by wetlands likely ensuring that much of the existing buffer vegetation between the site and the view corridor to the home will be maintained.

Under the proposed land transaction, Unitil would retain ownership of its existing 92 acre parcel south of Curtisville Road, but any remaining development rights to construct substations on the parcel will be released. Unitil would also limit its right to construct transmission lines to a width of 80 feet, and any lines will be required to be located immediately adjacent to the easterly edge of the existing PSNH right-of-way.

Access to the Unitil and PSNH substations located on the Portsmouth Street Property would be via a driveway easement on City property identified as MBL #113-2-27. Unitil would be required to improve and maintain the access road to the spot where the driveway on the Portsmouth Street Parcel would begin. The access easement would only remain in place while the Portsmouth Street Property is used for electric utility purposes. Should Unitil or PSNH stop utilizing the site for that purpose in the future, Unitil would cease to have any access right via City property.

By accepting this report, Council would authorize the City to move forward with Unitil to submit a subdivision application for lot line adjustment to the Planning Board and would further authorize the City Manager to convey the resulting Portsmouth Street Property in accordance with the stipulations outlined in the attached resolution and summarized in this report.

1"=100'
 FOR REPRESENTATIONAL PURPOSES ONLY
 LOCATION OF WETLANDS, PROPERTY LINES, ETC. ARE
 APPROXIMATE



-  PROPOSED WETLANDS
-  EXISTING WETLANDS
-  PROPOSED JOINT USE EASEMENT
-  EXISTING JOINT USE EASEMENT
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-  EXISTING JOINT USE EASEMENT



CITY OF CONCORD, NEW HAMPSHIRE

CONCORD CONSERVATION COMMISSION

CITY HALL · 41 GREEN STREET · 03301

Motion unanimously adopted by the Conservation Commission on January 14, 2015 relative to a land transaction with Unitil Energy Systems (hereinafter "Unitil")

The Concord Conservation Commission, pursuant to its authority and for the purposes specified in RSA 36-A, hereby recommends to the Concord City Council a land transaction whereby the City of Concord would convey title to property located off of Portsmouth Street in the City of Concord, New Hampshire, more specifically described as follows:

The land is comprised as portions of land contained in Tax Maps 113-2-9, 113-2-10 and 113-2-19, comprised of 45.2 acres more or less, and referred to as the "Portsmouth Street Property." The Portsmouth Street Property is further described in the plan attached hereto.

The Portsmouth Street Property would be conveyed to Unitil Energy Systems (hereinafter "Unitil") in exchange for the release of certain rights set forth in the Conservation Easement Deed dated March 31, 2009 and recorded at the Merrimack County Registry of Deeds in Book 3119, Pages 0784 to 0801 (hereinafter "Conservation Easement Deed").

The transaction would be subject to the following conditions:

1. Unitil shall release and/or amend the following reserved rights as set forth in the Conservation Easement Deed:
 - a. Unitil shall release in its entirety any reserved right to establish substations as set forth in the Conservation Easement Deed in Section 3, Reserved Rights, Paragraph C, Reserved Substation Rights.
 - b. With respect to Section 3, Paragraph D of the Conservation Easement Deed concerning Reserved Transmission Line Rights, Unitil shall reduce the width of the corridor for its Reserved Transmission Line Rights to eighty (80) feet, and shall locate such corridor immediately adjacent to the easterly edge of the existing

PSNH right-of-way. Except as set forth above, all other rights set forth therein shall remain unchanged.

2. The parties shall file an appropriate document pertaining to the Conservation Easement Deed to reflect the provisions of Paragraph 1 above, and, obtain any necessary approvals from the Charitable Trusts Unit of the New Hampshire Department of Justice in connection therewith.

3. The Conservation Commission shall support the City of Concord providing to Unitil and Public Service Company of New Hampshire, Inc. ("PSNH") a non-exclusive access easement across land owned by the City on Portsmouth Street and referred to in the City's Tax Assessment Records as a portion of Lot 113-2-27 to access the electric utility substations to be developed by Unitil and PSNH, their successors and/or assigns, on the new Portsmouth Street Property. The access easement shall be used solely for electric utility purposes. In the event that the Portsmouth Street Property is no longer used for electric utility purposes, the easement shall not entitle Unitil, PSNH or any other successors or assigns the right to use the access easement for such other non-electric utility purposes.

4. Unitil shall be responsible for improving, rebuilding and maintaining that portion of the access driveway within Lot 113-2-27 providing access to the proposed substation facilities to the extent necessary for such access; any locks or gates installed shall first be approved by the City of Concord.

5. The Portsmouth Street Property shall not be posted against, and Unitil and PSNH shall keep access to and use of the property open to the public for transitory, low-impact, non-motorized, non-commercial, passive outdoor recreational and/or educational activities, such as but not limited to hiking, wildlife observation, cross-country skiing, mountain biking and fishing. Unitil and PSNH shall be permitted to reserve the right to post the Portsmouth Street Property against camping and hunting.

6. So long as the property is being utilized for electric utility purposes and Unitil and its successors and assigns has access rights across Lot 113-2-27, Unitil, and its successors and assigns shall not remove the tree buffer that currently exists at the southeastern corner of the parcel immediately west of the PSNH transmission easement to shield the house located at 253 Portsmouth Street.

7. Unitil shall conduct all survey work at its own expense required to create the boundaries of the new Portsmouth Street Property.

8. Unitil shall pay all applicable closing and recording costs relative to the proposed land transaction.

9. The land transaction shall be contingent upon Unitil and PSNH receiving all necessary federal, state and local approvals for the construction of the facilities in locations substantially the same as depicted on the plan attached hereto as Exhibit A. In connection with all such proceedings, the Conservation Commission understands that said design concept or a substantially similar design concept will result in approximately 18,000 square feet of permanent wetland impacts on the Portsmouth Street Property associated therewith.

10. No compensation will be required by either Unitil or the City of Concord for this land transaction.

11. In recommending these actions, the Conservation Commission recognizes that future utility infrastructure to be proposed by Unitil will provide the capacity to meet the electrical service demands for the City of Concord and other Unitil customers for an estimated fifty years into the future.





2-20
JAN 20 2015
120

January 20, 2015

Janice Bonenfant, City Clerks Office
City of Concord
41 Green St.
Concord, NH 03301

Dear Members of the Concord City Council:

The 2015 Making Strides Against Breast Cancer event will take place in Concord at Memorial Field on Sunday, October 18th. For the past 22 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 18th, 2015. 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



SENT TO CITY CLERK

1/13/15 2-27

Concord Farmers Market Association January 12, 2015

JAN 13 2015

Honorable Mayor and Members of the City Council of Concord

The Concord Farmers Market Association is requesting that Capitol Street be closed to vehicular traffic (from North State Street to North Main Street), from the hours of 6:00 am until 1:00 pm on Saturday's only. Our anticipated opening date is May 16, 2015, with an anticipated closing date (weather permitting) of October 31st. These dates will be finalized and voted on at our Annual Meeting in March. All licenses, permits and necessary insurances are being obtained at this time. We will continue to work closely with the Concord Code Administration and Concord Police Department to ensure a safe, well run, market.

2015 will be our seventeenth year on Capitol Street and over 40 years in Concord. Each year has proved more successful and more fulfilling than the previous with a very strong and loyal consumer base. All of the vendors of the Concord Farmers Market are excited about the upcoming season and looking forward to providing residents of the Concord area with locally produced, fresh produce, food and farm products. One of the most sincere forms of flattery is recognition by your peers. We are proud that the leadership of the Market is often asked to give presentations and advice to other markets about how our Concord Market is managed.

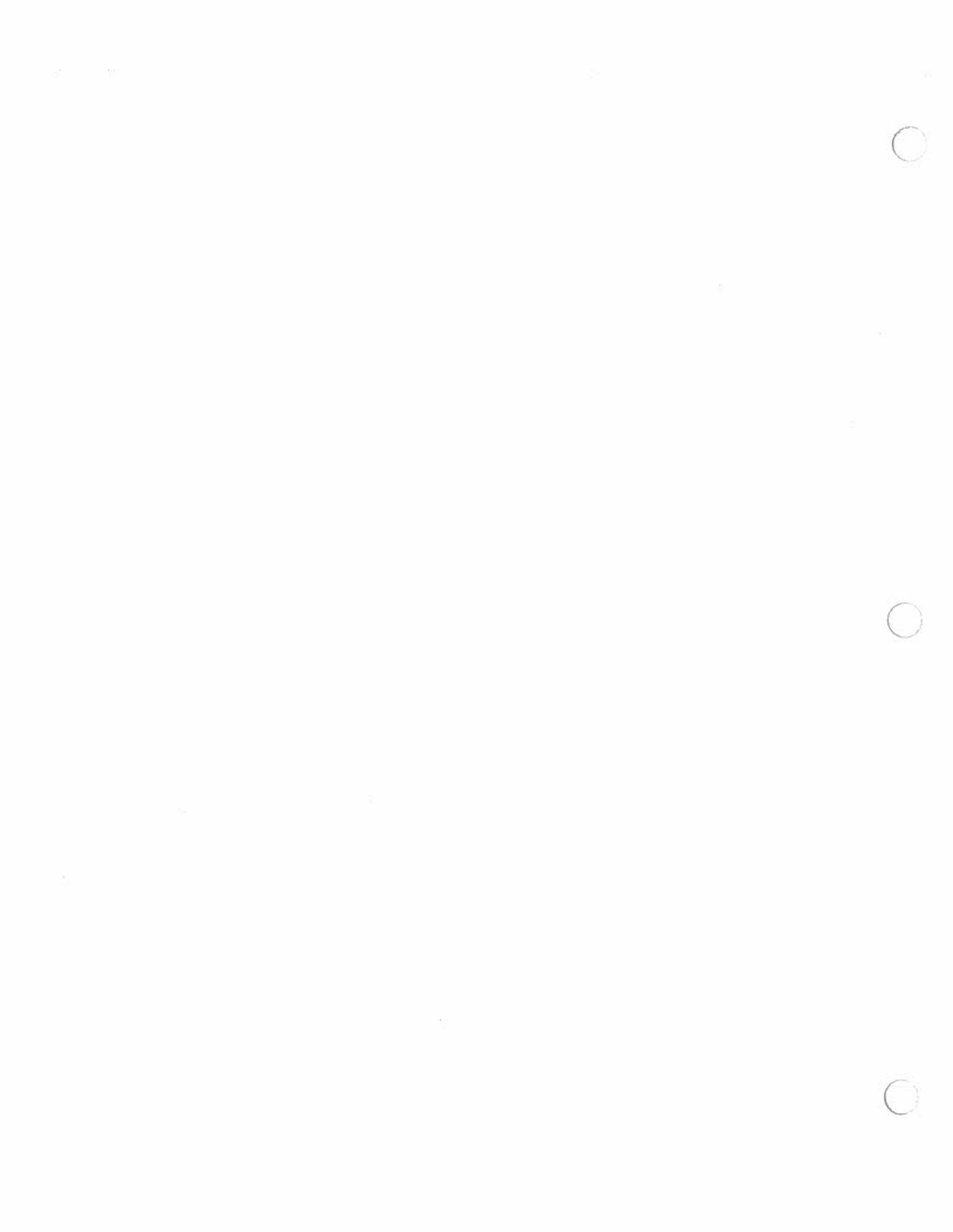
Thank you in advance for your consideration in this matter.

Sincerely,

Diane Souther

Diane Souther, Secretary

RECEIVED
JAN 13 2015
By _____



Brian 12/30/11

1-10

2-28(A)

2-29

CITY OF CONCORD

In the year of our Lord two thousand and fifteen

RESOLUTION ACCEPTING AND APPROPRIATING THE SUM OF TWELVE THOUSAND FIVE HUNDRED DOLLARS (\$12,500) IN GRANT FUNDS FROM THE CRITICAL INFRASTRUCTURE PROTECTION GRANT 2015 FOR THE PURPOSE OF PURCHASING VIDEO SURVEILLANCE EQUIPMENT AT THE HALL STREET WASTEWATER PLANT.

Page 1 of 2

The City of Concord resolves as follows:

WHEREAS, the City was notified in September 2014 by the NH Department of Safety in conjunction with the Federal Homeland Security Agency of the Critical Infrastructure Protection Grant Program; and

WHEREAS, the City Council authorized the City Manager at the October Council meeting to apply for said grant program; and

WHEREAS, Concord General Services was notified on December 15, 2014 that the City was awarded said grant; and

WHEREAS, Concord General Services intends to purchase video surveillance equipment for the Hall Street Wastewater Plant; and

WHEREAS, the Director has identified the need to begin work on this project; and

WHEREAS, this appropriation is for a purpose not included in the FY2015 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 fifteen

RESOLUTION ACCEPTING AND APPROPRIATING THE SUM OF TWELVE THOUSAND FIVE HUNDRED DOLLARS (\$12,500) IN GRANT FUNDS FROM THE CRITICAL INFRASTRUCTURE PROTECTION GRANT 2015 FOR THE PURPOSE OF PURCHASING VIDEO SURVEILLANCE EQUIPMENT AT THE HALL STREET WASTEWATER PLANT.

Page 2 of 2

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

- 1) The sum of\$12,500
be and is hereby appropriated as follows:

Sewer Capital Projects Fund

Professional and Technical expenses.....\$12,500

- 2) Revenue is available as follows:

Sewer Capital Projects Fund.....\$12,500
Critical Infrastructure Protection Grant

- 3) The useful life of the equipment is expected to be in excess of ten (10) years.
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

1/1A

REPORT TO MAYOR AND THE CITY COUNCIL

FROM: Chip Chesley, General Services Director

DATE: December 22, 2014

SUBJECT: Resolution appropriating \$12,500 from a Critical Infrastructure Grant 2015 for the purchase of video surveillance equipment for the Hall Street Waste Water Treatment Plant.

Recommendation

Accept this report and set the attached appropriation resolution for a February 9, 2015 public hearing.

Background

The General Services Department requests City Council approval to appropriate grant funds up to the amount of \$ 12,500 from the New Hampshire Department of Safety relative to Critical Infrastructure Protection grant funds via the Homeland Security Grant Program for the Hall Street Wastewater Facility. The funds, from the NH Department of Safety, Critical Infrastructure Protection Program, will be used to purchase video surveillance equipment for the facility to enhance these critical assets and minimize the potential for intrusions and threats.

The Hall Street wastewater treatment facility has no video surveillance equipment at this time.

Discussion

Upon City Council's approval of the appropriation, the City will execute the grant conditions documents, accept receipt of grant funds and proceed with purchase and installation of the video equipment.

Cc: Phil Bilodeau, General Service Deputy Director

Brian 12/30/

1-11

2-28(B)
2-30

CITY OF CONCORD

In the year of our Lord two thousand and fifteen

RESOLUTION ACCEPTING AND APPROPRIATING THE SUM OF TWELVE THOUSAND FIVE HUNDRED DOLLARS (\$12,500) IN GRANT FUNDS FROM THE CRITICAL INFRASTRUCTURE PROTECTION GRANT 2015 FOR THE PURPOSE OF PURCHASING VIDEO SURVEILLANCE EQUIPMENT AT THE HUTCHINS STREET WATER TREATMENT PLANT.

Page 1 of 2

The City of Concord resolves as follows:

- WHEREAS,** the City was notified in September 2014 by the NH Department of Safety in conjunction with the Federal Homeland Security Agency of the Critical Infrastructure Protection Grant Program; and
- WHEREAS,** the City Council authorized the City Manager at the October Council meeting to apply for said grant program; and
- WHEREAS,** Concord General Services was notified on December 15, 2014 that the City was awarded said grant; and
- WHEREAS,** Concord General Services intends to purchase video surveillance equipment for the Hutchins Street Water Treatment Plant; and
- WHEREAS,** the Director has identified the need to begin work on this project; and
- WHEREAS,** this appropriation is for a purpose not included in the FY2015 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 fifteen

RESOLUTION ACCEPTING AND APPROPRIATING THE SUM OF TWELVE THOUSAND FIVE HUNDRED DOLLARS (\$12,500) IN GRANT FUNDS FROM THE CRITICAL INFRASTRUCTURE PROTECTION GRANT 2015 FOR THE PURPOSE OF PURCHASING VIDEO SURVEILLANCE EQUIPMENT AT THE HUTCHINS STREET WATER TREATMENT PLANT.

Page 2 of 2

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

- 1) The sum of\$12,500
be and is hereby appropriated as follows:

Water Capital Projects Fund

Professional and Technical expenses\$12,500

- 2) Revenue is available as follows:

Water Capital Projects Fund\$12,500
Critical Infrastructure Protection Grant

- 3) The useful life of the equipment is expected to be in excess of ten (10) years.
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

TCA

REPORT TO MAYOR AND THE CITY COUNCIL

FROM: Chip Chesley, General Services Director

DATE: December 22, 2014

SUBJECT: Resolution appropriating \$12,500 from a Critical Infrastructure Grant 2015 for the purchase of video surveillance equipment for the Hutchins Street Water Treatment Plant.

Recommendation

Accept this report and set the attached appropriation resolution for a February 9, 2015 public hearing.

Background

The General Services Department requests City Council approval to appropriate grant funds up to the amount of \$ 12,500 from the New Hampshire Department of Safety relative to Critical Infrastructure Protection grant funds via the Homeland Security Grant Program for the Hutchins Street Water Treatment Facility. The funds, from the NH Department of Safety, Critical Infrastructure Protection Program, will be used to purchase video surveillance equipment for the facility to enhance these critical assets and minimize the potential for intrusions and threats.

Currently the water treatment plant has a video system with two cameras put in service in 1998.

Discussion

Upon City Council's approval of the appropriation, the City will execute the grant conditions documents, accept receipt of grant funds and proceed with purchase and installation of the video equipment.

Cc: Phil Bilodeau, General Service Deputy Director

CITY OF CONCORD

Brian
1-8-15

In the year of our Lord two thousand and fifteen

1-12
2-28(c)
2-31

RESOLUTION TO AUTHORIZE THE TRANSFER AND USE OF FOUR HUNDRED TWENTY-TWO THOUSAND FOUR HUNDRED TWO DOLLARS AND SIXTEEN CENTS (\$422,402.16) AS ALLOWANCE FOR ABATEMENTS IN THE FISCAL YEAR 2015 GENERAL FUND OPERATING BUDGET.

The City of Concord resolves as follows:

WHEREAS, the City currently has approximately \$2.5 million in pending appeals for Tax Years 2013 and earlier; and

WHEREAS, an amount of \$422,402.16 is being recognized as revenue revenue due to the resolution of the Granite State Management Resource tax case, of which funds have been held as deferred revenue until this current resolution; and

WHEREAS, as of December 31, 2014, this amount will establish an allowance reserve of approximately \$1 million for tax years 2013 and prior; and

WHEREAS, this action does not create any direct impact on the Tax Year 2014 tax rate; and

WHEREAS, this appropriation is for a purpose not included in the FY2015 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 City of Concord that:

1. The sum of.....\$422,402.16
be and is hereby authorized as follows:

General Fund

Allowance for Abatements/Property.....\$422,402.16

2. Funding for this transfer is as follows:

Unanticipated revenue\$422,402.16

3. Transfer of these funds shall be at the direction of the City Manager.

4. This resolution shall take effect upon its passage.

Bani 12/31/14
1-12

CITY OF CONCORD

In the year of our Lord two thousand and fifteen

RESOLUTION TO AUTHORIZE THE TRANSFER AND USE OF FOUR HUNDRED TWENTY-TWO THOUSAND FOUR HUNDRED TWO DOLLARS AND SIXTEEN CENTS (\$422,402.16) AS ALLOWANCE FOR ABATEMENTS IN THE FISCAL YEAR 2015 GENERAL FUND OPERATING BUDGET.

The City of Concord resolves as follows:

- WHEREAS,** the City currently has approximately \$2.5 million in pending appeals for Tax Years 2013 and earlier; and
- WHEREAS,** an amount of \$422,402.16 is being recognized as revenue from the resolution of the Granite State Management Resource tax case, of which funds have been held as deferred revenue until this current resolution; and
- WHEREAS,** as of December 31, 2014, this amount will establish an allowance reserve of approximately \$1 million for tax years 2013 and prior; and
- WHEREAS,** this action does not create any direct impact on the Tax Year 2014 tax rate; and
- WHEREAS,** this appropriation is for a purpose not included in the FY2015 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 City of Concord that:

1. The sum of.....\$432,402.16
be and is hereby authorized as follows:

 - General Fund
 - Allowance for Abatements/Property.....\$432,402.16
2. Funding for this transfer is as follows:

 - General Fund
 - Unanticipated revenue\$432,402.16
3. Transfer of these funds shall be at the direction of the City Manager.
4. This resolution shall take effect upon its passage.



CITY OF CONCORD

TAA
C

REPORT TO MAYOR AND CITY COUNCIL

FROM: Brian LeBrun, Deputy City Manager – Finance
DATE: December 31, 2014
SUBJECT: Additional Overlay funds

Recommendation

To approve the attached resolution authorizing the transfer of \$422,402.16 to overlay to support anticipated abatements.

Background

The City currently has approximately \$2.5 million of pending abatements. As of December 31, 2014, the unspent Overlay balance for tax years 2013 and earlier of \$583,364.68 is not anticipated to be sufficient to support the remaining pending abatements. After adoption of the attached resolution, additional funds may need to be requested to support abatement requests before the end of fiscal year 2015.

Discussion

The \$2.5 million pending abatements are for the tax year 2013 and prior appeals that have not been settled as of this date.

Having settled the Granite State Management Resources tax case, the remaining funds of \$422,402.16 are now available to be recognized as revenue.

cc: City Manager
Asst. Finance Director
Director of Real Estate Assessment

Erian
12/20/14 1-13

CITY OF CONCORD

2-28(D)

In the year of our Lord two thousand and fifteen

2-32

RESOLUTION ACCEPTING AND APPROPRIATING THE SUM OF THIRTY-SIX THOUSAND ONE HUNDRED EIGHTY-SIX DOLLARS AND SEVENTY CENTS (\$36,186.70) FROM THE SALE OF TAX DEEDED PROPERTY LOCATED AT 114 IRON WORKS ROAD FOR MANAGEMENT OF THE TAX DEEDED PROPERTY ACCOUNT.

Page 1 of 2

The City of Concord resolves as follows:

- WHEREAS,** the property located at 114 Iron Works Road was acquired by the City by tax deed for non-payment of taxes; and
- WHEREAS,** the same property was subsequently sold for \$60,000; and
- WHEREAS,** the amount necessary to satisfy the outstanding tax lien is \$18,340.82 and closing costs are \$3,212.98; and
- WHEREAS,** the remaining proceeds of \$36,186.70 is less than the allowable expenses plus the 15% of assessed value penalty allowed by State statute to be retained by the City (total \$57,740.50); and
- WHEREAS,** these funds will be used to offset future expenses that will be incurred in the taking of subsequent tax deeded property; and
- WHEREAS,** this appropriation is for a purpose not included in the FY 2015 adopted budget, therefore, Section 37 of the City Charter requires two-thirds vote of the City Council;

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

1. The sum of.....\$36,186.70
be and is hereby appropriated as follows:

Miscellaneous Special Revenue Fund
 Finance Department Collections Office
 Care and Management of Tax Deeded Property Account.....\$36,186.70

CITY OF CONCORD

In the year of our Lord two thousand and fifteen

RESOLUTION ACCEPTING AND APPROPRIATING THE SUM OF THIRTY-SIX THOUSAND ONE HUNDRED EIGHTY-SIX DOLLARS AND SEVENTY CENTS (\$36,186.70) FROM THE SALE OF TAX DEEDED PROPERTY LOCATED AT 114 IRON WORKS ROAD FOR MANAGEMENT OF THE TAX DEEDED PROPERTY ACCOUNT.

Page 2 of 2

2. Revenue for the project is available as follows:

Miscellaneous Special Revenue Fund

Sale of Tax Deeded Property.....\$36,186.70

3. Expenditure of these funds shall be under the direction of the City Manager.

4. This resolution shall take effect upon its passage.



CITY OF CONCORD

TJA

REPORT TO MAYOR AND THE CITY COUNCIL

FROM: Michael Jache, Treasurer/Tax Collector
DATE: October 29, 2014
SUBJECT: Proceeds from the Sale of tax deeded property

Recommendation

Retain \$36,186.70 of the proceeds from the sale of tax deeded property at 114 Iron Works Road for the management of tax deeded property.

Sale Price	\$60,000.00
Closing Cost	-\$ 3,212.98
Taxes- Lien	-\$18,340.82
Owed to prior owner	<u>-\$ 2,259.50</u>
Balance	\$36,186.70

Background

On May 24, 2013 the city acquired property located at 114 Iron Works Road by tax deed for non-payment of taxes and sold the property for \$60,000.00 in October 2014.

Discussion

According to State law, the amount the city is allowed to retain is the total of all taxes, interest, and costs that were due at the time of the tax deeding, all taxes and interest that would have accrued since the deed date, any costs that were incurred by the City since acquiring the property, and a penalty of 15% of the assessed value of the property.

Property Taxes	\$ 7,370.31
Taxes-Lien	\$18,340.82
15% Penalty	\$24,330.00
Closing cost	\$ 3,212.98
Property Maintenance	\$ 2,549.89
Legal Expense	<u>\$ 1,936.50</u>
Total owed to City	\$57,740.50

As reported here, the total costs of \$57,740.50 are higher than the remaining proceeds of \$36,186.70, thereby the remaining proceeds are allowed to be retained by the City.

The account for management of tax deeded property currently has an available balance of \$59,698.09.

The city tax deeded the property at 280 North State Street, which is located across the street from the NH State Prison. The building is in disrepair and may need to be demolished at an estimated cost of \$60,000 - \$70,000.



CITY OF CONCORD

REPORT TO MAYOR AND THE CITY COUNCIL

FROM: Matthew R. Walsh, Dir. of Redevelopment, Downtown Services, & Special Projects

MPW

DATE: February 3, 2015

SUBJECT: CIP #443: City-wide Multigenerational Community Center

Recommendation:

- Accept the following report.
- Set a public hearing for March 9, 2015 on the proposed design options, as well as related cost estimates and financial pro formas discussed herein.
- Select Option 2A as the preferred schematic design “base option” for the project and authorize the City Manager to complete final design. Please note that Option 2A excludes a branch library, studio space for Concord TV, or a preschool. The construction cost for Option 2A is \$14,104,235. Determine whether to add a branch library, Concord TV studio space, and/or preschool to the project.
- Authorize the City Manager to issue a Request for Proposals to engage a capital campaign consultant to design and implement a fundraising strategy for the project. Costs for the consultant shall be added to the total amount to be raised by fundraising.
- Direct City staff to undertake the necessary actions to discontinue Eagle Avenue, a public street which is owned by the City as a “fee simple” parcel, to accommodate the project and make land available for potential Land and Water Conservation Fund (LWCF) property swap.
- Authorize the City Manager to make the City’s Community Development Block Grant (CDBG) allocation available to community partners per the City’s normal and customary process.

Background:

1. **2004 Feasibility Study:** The concept of a city-wide multi-generational community center at Keach Park dates to 2004. Working with Groundwork Concord, Inc., the City completed an initial feasibility study which recommended that the City pursue construction of a \$7.7 million, 30,350SF facility. The proposed facility would have replaced the existing Heights Community Center, which was erected in 1977. Following the completion of the 2004 study, the City acquired the former Gable Properties located

at 28 Canterbury Road and 63 Pembroke Road. It is important to note that the architectural firm of BH+A was the lead consultant for 2004 feasibility study. BH+A is part of the current design team under the HL Turner Group which was engaged in spring 2014.

Shortly after completion of the 2004 study, the Concord School District announced that it planned to move forward with plan to consolidate its elementary schools. That plan included the closure of Dame School, which was to be replaced with a new facility in East Concord (known today as the Mill Brook Elementary School which opened approximately 2 years ago). Following the announcement of the District's intentions to abandon Dame School, the City re-examined its plans for a new city-wide community center at Keach Park and elected to pursue a strategy to acquire the Dame School for this purpose. As a result, the project recommended by the 2004 feasibility study was not pursued.

2. **2011 Feasibility Study & Acquisition of Former Dame School:** By 2010, the Concord School District's project had made sufficient progress to allow the City to resume the planning process. As a result, in January 2011 the City completed a second feasibility study, which was geared specifically at examining potential design options which would adaptively reuse portions of the Dame School as a new city-wide community center. Led by the HL Turner Group of Concord, as well as an architectural firm specializing in such facilities based in Denver Colorado, the project was completed at a cost of \$95,000. It is important to note that the HL Turner Group, together with BH+A architects, are the lead consultants for the current design effort, which began in spring 2014.

The 2011 effort began with an evaluation of the City's four (4) existing community centers: Green Street, 1977 Heights, East Concord, and the West Street Ward House. That effort determined the City would need to invest approximately \$5.9 million in short and long-term improvements in order to keep those facilities viable for recreational use. It should be noted that, save the 1977 Heights Center (which is nothing more than a one-room gymnasium), none of the existing community centers were ever purpose built for public recreational use, thereby resulting in practical limitations on how those facilities could be effectively used for such purposes. A summary of investments needed, as well as subsequently completed since 2011 is below:

Facility	Cost of Improvements (2010 Dollars)	Completed Since 2011	Work Remaining (2010 Dollars)	Remaining (Adjusted to 2015 Dollars)
Green Street Community Center	\$3,564,450	\$555,000	\$3,009,450	\$3,840,906
Height Community Center (1977)	\$691,500	\$0	\$691,500	\$882,549
East Concord Community Center	\$972,900	\$0	\$972,900	\$1,241,694
West Street Ward House	\$699,300	\$88,000	\$611,300	\$780,191
Total	\$5,928,150	\$643,000	\$5,285,150	\$6,745,340

The 2011 feasibility study recommended that the City acquire the soon-to-be-abandoned Dame School and renovate it into an \$11.4 million, 80,000SF +/- facility. This concept included: demolition of the 1977 Heights Community Center, preservation and renovation of approximately 20,000SF of the existing school building, and construction

of a 60,000SF addition featuring a turf field, gymnasium, walking track, several multi-purpose rooms, a modestly sized performing arts venue / function hall, and other amenities. The study also recommended that the Parks and Recreation Department offices be relocated from White Park to the new city-wide community center.

The 2011 study also recommended that the City close the East Concord Community Center and West Street Ward House, as recreational programs at those facilities could be accommodated at the new city-wide center. The study recommended that the East Concord Community Center be sold, while the West Street Ward House would be retained for municipal elections and future municipal needs.

It also is important to note that the 2011 feasibility study did not include a branch library nor studio space for Concord TV. At the time, the City, in 2007, had completed a needs assessment for the Library which recommended the construction of a new 40,000SF main library in the downtown. Alternatively, that study also offered concepts for renovating and expanding the existing Green Street facility. Therefore, the concept of a branch library was not germane at the time to the 2011 community center planning process. Similarly in 2011, the need for a second studio for Concord TV was never raised by stakeholders during the planning process.

In accordance with the recommendations of the study, the City entered into negotiations with the Concord School District to acquire former Dame School. The city acquired the property on January 10, 2013. Shortly after purchasing the property, the Parks and Recreation Department relocated to Dame School and opened the property as an interim community center.

3. **2014 Schematic Design Process:** Following the acquisition of the former Dame School in early 2013, the City Council, as part of the City's FY2014 and 2015 budgets, appropriated approximately \$781,503 for design of a new City-wide multigenerational community center at the site of the former Dame School on Canterbury Road.

On April 23, 2014, the City engaged a design team for the project led by the H.L. Turner Group of Concord. The design team also included BH+A (an architectural firm specializing in recreational facilities), as well as Ballard King (a recreational consulting firm specializing in business planning for public and private facilities). Ballard King was involved with business plans and pro formas as part of the 2011 feasibility study.

City staff and the design team met with stakeholders on May 29, 2014, and June 24, 2014, to review the 2011 proposed space recommendations and discuss any potential changes the community may desire moving forward. Focus groups were convened on May 29, 2014 with six stakeholders, including the Recreation and Parks Advisory Committee (RPAC), with the purpose to confirm the findings of the 2011 Needs Assessment and reorient the public with the project after a three year hiatus. A subsequent public forum was held on June 24th. During the City Council's August 2014 meeting, staff reported on the results of the stakeholder input. Following that report, the City Council authorized the City Manager to proceed with schematic design, as well as updates to the 2011 business plan and financial pro forma for the project. That effort got underway in September 2014.

Discussion:

1. **Overview:** The purpose of this report is to present the results of the schematic design effort. In accordance with the City Council’s August 2014 direction, three (3) schematic design options were prepared for the project, together with construction cost estimates and financial operating pro formas for the City Council’s consideration. In accordance with the City Council’s request, each option includes an alternate scenario (known as “B” Options”) which features a 5,000SF branch library and studio space for Concord TV. A detailed review of project alternatives is presented herein.

2. **Schematic Design Options:** Exhibit 1 contains preliminary floor plans and site plans for each building option. Again, in accordance with instructions provided by the City Council during its August 2014 meeting, three (3) base option designs have been prepared for the project, titled Option 1A – 3A. The three basic options look at the following:
 - Preservation of the 1965 portion of the building, plus new construction (Options 1A and 1B);

 - Complete demolition and new construction (Options 2A and 2B);

 - Preservation and renovation of a portion of the circa 1940 portion of Dame School plus new construction (Options 3A and 3B).

These efforts represent roughly a 10% complete design. The “A” options reflect the city’s core program, including: a turf field, collegiate gymnasium, multipurpose room with catering kitchen, a senior lounge, a large multipurpose room capable of being used for functions or small performances, multipurpose rooms, as well as locker rooms and various support spaces. In addition, all base options include office space for the Parks and Recreation Department. Exhibit 2 contains a detailed space program for all three options.

The “B” options include all amenities in the base “A” options plus a 5,000SF branch library and 3,000SF studio for Concord TV. A basic summary of each option, building size, and construction cost is described below. Construction estimates were prepared by Milestone Engineering and Construction, a well-respected general contractor based here in Concord with excellent knowledge of the local construction market

Option	Description	Square Footage (SF)	Construction Cost	Cost / SF
1A	Renovate 1965 + New Construction	69,580	\$14,156,407	\$203.46
1B	Renovate 1965 + Library & Concord TV	77,520	\$16,110,201	\$207.82
2A	Full Demolition & New Construction	63,160	\$14,104,235	\$223.31
2B	Full Demolition + Library & Concord TV	76,460	\$16,807,782	\$219.82
3A	Renovate 1940 + New Construction	68,990	\$14,060,815	\$203.81
3B	Renovate 1940 + Library & Concord TV	84,330	\$17,370,132	\$205.98

3. **Branch Library & Concord TV Studio:** In accordance with the City Council’s directive last August, staff and the design team developed alternative building concepts, which included a branch public library and headquarters for Concord TV. A summary of both is below.

a. **Library:** Based upon input from the Library Foundation and Board of Directors, as well as the new Library Director, concepts for a 5,000SF Library were developed for Options 1A – 3B. Subject to the development of final space programs, the branch library would generally have an “open concept” configuration, but would feature distinct spaces for children, teens, and adults. The facility would also feature customary amenities such as computers and other technology for use by the public, an exterior patio, and self-serve coffee station. Staffing for the facility would include: 1 branch library director (40 hours / week, 1 FTE, multiple part-time library technicians (72 hours / week, 1.8 FTEs), as well as multiple library pages (32 hours / week, 0.8 FTEs). Construction cost estimates detailed in the table below also include \$300,000 for fixtures, furnishings, and equipment.

	Option 1B	Option 2B	Option 3B
Library Size (Square Feet)	5,000	5,000	5,000
Construction Cost	\$1,333,621	\$1,478,209	\$2,180,823
Less Fundraising	(\$133,362)	(\$147,821)	(\$218,082)
Net Cost to be Bonded	\$1,200,259	\$1,330,388	\$1,962,741
Debt Service Year 1 (3%, 20 Years)	\$96,021	\$106,431	\$157,019
Operating Expenses (Year 1)	\$302,589	\$302,589	\$302,589
Revenues (Year 1)	\$0	\$0	\$0
Total Operating & Debt Service Costs (Year 1)	\$398,610	\$409,020	\$459,608
Tax Rate Impact (Year 1)	\$0.11	\$0.11	\$0.12
Percent Increase of Tax Rate (Over 2014 City Portion of Tax Rate \$9.38)	1.13%	1.16%	1.30%
Cost to \$200,000 Home (Year 1)	\$21.18	\$21.74	\$24.42

b. **Concord TV:** Again, in accordance with City Council instructions, and based upon input from Concord TV, Options 1B – 3B include a 3,000SF space for Concord TV. Please see the table included on the following page for more information about construction costs, operating costs, and potential revenues.

As the City Council knows, Concord TV’s current annual operating budget is \$274,145 (FY 2013 / 2014), or which 94.5% is supported by the City through our Cable Franchise Fees. Currently, Concord TV does not pay rent for space it occupies at the former Dame School or Concord High School. However, Concord TV does share a portion of revenues generated by instructional programs at the former Dame School with the City, which amounts to approximately \$4,000 annually (net). Outside of telephone and internet service, Concord TV does not pay for any utilities for the spaces it occupies either.

If the City and Concord TV wished to include a new headquarters and studio in the new City Wide Multi-Generational Community Center, there are two basic options available, as follows:

- *Fundraising Option:* First, Concord TV could embark on a capital campaign to raise all the moneys required to construct this space. Again, please see the table below for construction estimates. It is important to note that estimates exclude fixtures, furnishings, and equipment (FFE).
- *Rental Option:* Secondly, Concord TV could enter into a lease with the City to rent space from the City. The term of the lease should be 20 years to correspond with the City's debt service for construction of the space. Under this approach, Concord TV would likely be subject to local property taxes in accordance with RSA 72:23, I. In addition, any lease should be structured using a Triple Net approach, as this would allow the City to appropriately account for inflation associated with utilities, common area maintenance costs, and property taxes.
- *Hybrid Fundraising and Rental Option:* Lastly, Concord TV could secure some dollars through fundraising, which could be transferred to the City to partially finance construction costs. This would result in a direct savings to the City, which, in turn, would allow the City to reduce the lease rates presented in the table below.

Should the City Council wish to include Concord TV in the project, City Administration would recommend the rental approach, or the hybrid option involving partial fundraising and reduced rent.

	Option 1B	Option 2B	Option 3B
Concord TV Studio Size (Square Feet)	3,000	3,000	3,000
Construction Cost	\$620,172	\$706,926	\$1,128,494
Less Fundraising	\$0	\$0	\$0
Net Cost to be Bonded	\$620,172	\$706,926	\$1,128,494
Debt Service Year 1 (3%, 20 Years)	\$49,614	\$56,554	\$90,280
Operating Expenses (Year 1)	\$26,786	\$26,786	\$26,786
Revenues (Year 1)	\$76,400	\$83,340	\$83,340
Rental Rate Charged to Concord TV per SF of Space (Year 1)	\$25.47	\$27.78	\$27.78
Subtotal - CTV General Fund Subsidy	\$0	\$0	\$33,725
Tax Rate Impact (Year 1)	\$0	\$0	\$0.01
Percent Increase of Tax Rate (Over 2014 City Portion of Tax Rate \$9.38)	0.00%	0.00%	0.10%
Cost to \$200,000 Home (Year 1)	\$0.00	\$0.00	\$1.79

Based upon debt service projections to construct space for Concord TV, as well as anticipated utility and maintenance costs for the new facility, the City would need to rent this space to Concord TV for approximately \$77,000 - \$84,000 per year (or approximately \$25.50 to \$28 / SF for 3,000SF of rentable space).

Regarding Option 3B, rent was capped at just under \$84,000 (the same charged for Option 2B) in recognition of Concord TV's financial circumstances. In order to cover the full amount of anticipated debt service and operating costs, actual rent would need to be increased from \$84,000 to approximately \$117,000 in Year 1. Because of Concord TV's financial limitations, City Administration capped rent at the same level as option. Therefore the taxpayers would need to support the difference of \$33,725 in Year 1. The cost to a \$200,000 home would be \$1.79 in Year 1.

Should the City Council desire to include Concord TV in the project, then the City Council should establish a firm deadline for Concord TV to make a decision in a timely manner regarding whether it will be a part of the project per the terms above. A timely decision is needed in order to allow the project to move forward on a reasonable schedule.

4. **Elimination of Preschool:** As the City Council will recall, the 2011 space program for the new facility included a 2,000SF +/- preschool. In August 2014, the City Council asked the City Administration to evaluate the feasibility of including a preschool / childcare facility as part of the project. Based upon discussions with potential providers, the City Administration eliminated a preschool from consideration for two primary reasons. First, the anticipated rental rates for the space were likely to be cost prohibitive based upon preliminary construction estimates and common area operating costs. Secondly, due to shifting demographic trends, demand for preschool / daycare space anecdotally appears to be not as great as once thought.
5. **Construction Costs Estimates, Fundraising, and Tax Rate Implications:**
 - a. **Historical Cost Estimate and FY2015 CIP:** As the City Council knows the adopted FY2015 Capital Improvement Program (CIP) included \$11.4 million in FY2016 for the construction of the new City Wide Community Center. This figure included construction administration by the design team. Of the \$11.4 million budget, the CIP called for \$1.125 million (or 10% of total construction cost) to be raised by donations. The residual \$10.275 million was to be financed with a general obligation bond supported by the taxpayers.

This cost estimate was developed in the fall of 2010. It is noteworthy that the estimate was developed at the height of the "Great Recession", which began in September 2008. The estimate has not been adjusted for inflation since. Over the five ensuing years, the "Great Recession" has abated and construction costs have increased. Therefore, adjusting the 2010 estimate for inflation, more current pricing would be on the order of \$14.55 million for the preferred design option developed as part of the 2011 feasibility study. This adjustment is predicated on a 5% / year inflation rate for the past 5 years, compounded. This is in keeping with cost estimates developed for Options 1A, 2A, and 3A by the design team.

- b. **Cost Estimates, Anticipated Tax Rate Impacts:** As part of the schematic design effort, construction cost estimates were developed for all three base options, as well as the alternate scenarios featuring a library and Concord TV studio space. **Exhibit 3** contains tables which set forth cost estimates and anticipated tax rate impacts for each design option (base and alternates).
- c. **Fundraising:** As previously reviewed with the City Council last August, City Administration would engage a private consultant to develop and implement a comprehensive fundraising strategy for the project. The selection of a consultant will be accomplished using a Request for Proposals process.

Preliminary research suggests that a successful fund raising strategy may rely upon sale of naming rights for certain components of the project (such as the turf field or gymnasium). To achieve this, the City must amend its current naming rights policies and procedures which specifically preclude such possibilities. The City may also “sell” sponsorships for smaller fixtures or furnishings throughout the facility.

Compensation requirements for a fundraising consultant will not be set until a consultant is engaged. However, based upon preliminary discussions with local fundraising professionals, the cost of a capital campaign typically runs 5 – 7% of the total amount to be raised. Pending City Council’s approval, the City Administration plans to utilize a portion of the remaining project budget to start this effort. The balance of the capital campaign consultant’s fee would be secured by increasing the project’s fundraising goal to cover the costs of the campaign.

Based on research completed for other similar projects, City Administration believes that 10% of total construction cost is an ambitious but achievable goal for the project. Prior to embarking on a fundraising campaign, the City Council must have realistic understanding and expectation of when fundraised dollars might be received. Specifically, for these types of projects, it is normal for the majority of fundraised dollars to materialize after construction has started, as most funders want assurances that the project will actually happen. Plus seeing the project underway gives donors a better sense of the final product, as well as how or where in the facility their donation might specifically be used. Lastly, the City Council must fully recognize that in the event fundraising efforts fall short, the City will need to bond any residual funds needed to complete the project.

6. **Financial Pro Formas:** As the City Council knows, a business plan and operating pro forma were developed as part of the 2011 needs assessment and feasibility study effort. Again, the consultant for that effort was Ballard King, a recreational consulting firm based in Colorado. Ballard King has been re-engaged by the City to update the 2011 pro forma as part of this effort.

Please see **Exhibit 4** for summary financial pro formas for each project option.

Ballard King developed pro formas for all 6 project options (base project options 1A – 3A and the alternate options 1B - 3B, which feature the library and Concord TV). While Ballard King's projections generally anticipate that operating revenues generated by the facility will generally cover its operating costs, thereby essentially breaking even during its first full year of operations, the facility's revenues will never be sufficient to cover debt service for the facility. Therefore, debt service costs will remain an obligation of the City's General Fund for the entire 20 year bond term, which will be paid for directly by the taxpayers.

City Administration recommends that the new community center be managed as a special revenue fund. This is the same model used for other revenue generating operations managed by the City, such as the Beaver Meadow Golf Course, Everett Arena, Parking System, as well as the Water and Sewer Systems. This consideration, coupled with the fact that the Community Center will be a new venture for the City, City Administration feels it is prudent to take a more conservative approach to predicting potential revenues for the facility. As such, Year 1 revenues were reduced by 30%, and five year projections developed by Ballard & King were modified by City Administration to provide for slower revenue growth / stabilization during the initial 5 years of operation.

As a result, the financial pro formas included in **Exhibit 4** include a subsidy from the General Fund in order to support annual debt service and operating costs for all design options during the initial 5 years of operation. Should actual revenues and expenditures track closer to the Ballard & King pro forma, then the subsidy from the General Fund would be reduced accordingly until revenues cover expenditures in full.

The following table provides a summary of the total General Fund subsidy required to support the project (debt service and operating costs), net of revenues generated by the new community center. Tax rate increases are based on the current municipal portion of the tax rate (\$9.38 / \$1,000 of assessed valuation), as set in November 2014.

**Summary of Projected Year 1 General Fund Subsidy & Tax Rate Impacts for
New City-Wide Community Center**

	Option 1		Option 2		Option 3	
	1A	1B	2A	2B	3A	3B
	Renovate 1965 + New Construction	Renovate 1965 + Library & Concord TV	All new Construction	All New + Library, Concord TV, & 2 Add'l Multi-Purpose Rooms	Renovate 1940 + New Construction	Renovate 1940 + Library & Concord TV
BASE PROJECT						
General Fund Subsidy (Capital + O&M Cost)	\$1,224,556	\$1,224,556	\$1,173,899	\$1,173,899	\$1,209,604	\$1,209,604
Tax Rate Impact	\$0.33	\$0.33	\$0.31	\$0.31	\$0.32	\$0.32
Tax Rate % Increase (Over 2014)	3.47%	3.47%	3.33%	3.33%	3.43%	3.43%
LIBRARY						
General Fund Subsidy (Capital + O&M Cost)	N/A	\$398,610	N/A	\$409,020	N/A	\$459,608
Tax Rate Impact	N/A	\$0.11	N/A	\$0.11	N/A	\$0.12
Tax Rate % Increase (Over 2014)	N/A	1.13%	N/A	1.16%	N/A	1.30%
CONCORD TV						
General Fund Subsidy (Capital + O&M Cost)	N/A	\$0	N/A	\$0	N/A	\$33,725
Tax Rate Impact	N/A	\$0.00	N/A	\$0.00	N/A	\$0.01
Tax Rate % Increase (Over 2014)	N/A	0.00%	N/A	0.00%	N/A	0.10%
ADD'L MULTI-PURPOSE ROOMS						
General Fund Subsidy (Capital + O&M Cost)	N/A	N/A	N/A	\$11,785	N/A	N/A
Tax Rate Impact	N/A	N/A	N/A	\$0.003	N/A	N/A
Tax Rate % Increase (Over 2014)	N/A	N/A	N/A	0.03%	N/A	N/A
Total General Fund Subsidy	\$1,224,556	\$1,623,166	\$1,173,899	\$1,594,704	\$1,209,604	\$1,702,937
Total Tax Rate Impact	\$0.33	\$0.43	\$0.31	\$0.42	\$0.32	\$0.45
Total Rate % Increase (Over 2014)	3.47%	4.60%	3.33%	4.52%	3.43%	4.82%
Annual Cost to Taxpayers						
\$100,000 Home (Year 1)	\$32.54	\$43.13	\$31.19	\$42.37	\$32.14	\$45.25
\$200,000 Home (Year 1)	\$65.07	\$86.26	\$62.38	\$84.74	\$64.28	\$90.50
\$300,000 Home (Year 1)	\$97.61	\$129.39	\$93.57	\$127.12	\$96.42	\$135.74

7. **Analysis of Alternatives & Preferred Options:** Exhibit 5 contains an analysis of 24 criteria used to evaluate each building option. Based upon those criteria, staff recommends that the City proceed with Option 2A.

City Administration recommends Option 2A for the following reasons:

- Option 2A is the least expensive available (both from a capital and operating cost perspective), thereby minimizing impacts upon the taxpayers.
- All new construction allows for a more efficient, smaller, compact building to manage, operate, and keep secure.
- As compared with other options, Option 2A's all new construction will also be more energy efficient compared to renovation with respect to heating and cooling costs.
- The proposed design offers maximum ability to expand the building in the future to accommodate long-term City needs.

Please refer to **Exhibit 5** for more information.

8. **Alternatives to Building New Community Center Project:** Given the cost of the preferred design option (Option 2A); it would be natural for the community to want to explore other alternatives geared toward renovating existing Dame School and 1977 Heights Community Center (Gym).

The former Dame School is 47,855SF. The 1977 Heights Community Center (Gym) is 5,600SF. Both structures suffer from deferred maintenance and programmatic limitations, which will need to be addressed should the City delay moving forward with the new City Wide Community Center Project.

If the City Council wanted to pursue this option, recommended renovations would include, but would not be limited to, parking lot repairs, asbestos abatement, cleaning and repointing of masonry, new roofing and windows (Dame only), flooring and acoustical improvements, new heating / cooling / ventilation systems, new fixtures / furnishings / equipment, as well as various electrical improvements. The cost to renovate both structures is estimated to be approximately **\$7,473,000** (design, construction, and contingency in 2015 dollars).

This significant investment would only yield modest improvements for the City's recreation system. While renovations would include improvements to core facilities (restrooms, hallways, etc.), the large multipurpose room (i.e. former cafeteria), modification of some classrooms to be more functional for community use (aerobics classes, dance instruction, etc.), as well as improved acoustical and flooring improvements at the existing 1977 gymnasium. However, this option would not include a turf field, walking track, or more functional collegiate size gym.

While this option costs approximately half that of Option 2A, staff does not recommend pursuing this option for the following reasons:

- Simply renovating Dame School will not yield any expanded programmatic offerings to the community. Further, while the building has a supply of 18 classrooms, there is a practical limitation to how these spaces can be used for recreational purposes due to their size (900SF – 1,000SF), relatively low ceiling heights, and window placement.
 - This alternative would not include a turf field or walking track, thereby not meeting key community needs.
 - While the existing gymnasium would be renovated, it would remain undersized and thereby not meet anticipated community needs.
9. **Letters of Intent:** The success of this project will depend on community groups making commitments to use the facility at pricing carried within the City's financial pro formas. Much like a private real estate development, if there is a not sufficient level of commitment from potential tenants and users to give the City Council confidence to move forward, then the City should refrain from constructing this project as the absence of revenues generated by the facility would place a significant financial burden on the taxpayers.

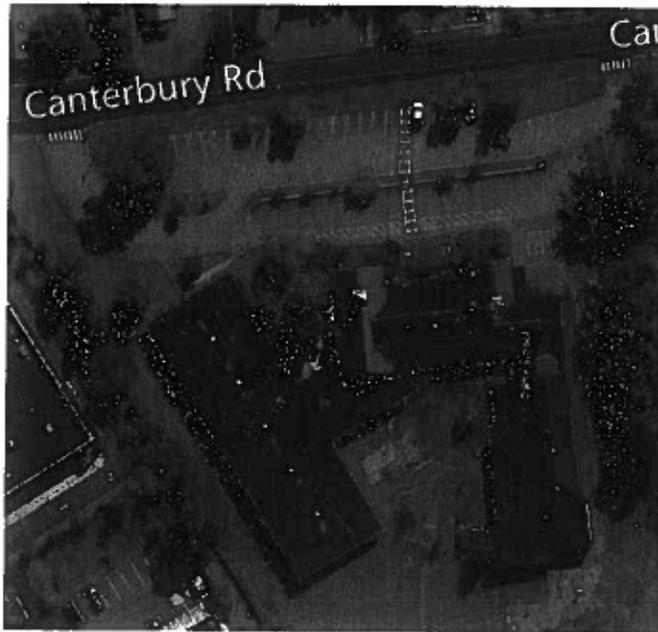
The Parks and Recreation Director has begun the process to secure letters of intent from athletic leagues and other potential users of the proposed facility. These shall be provided to the City Council under separate cover as they are received.

10. **Available Budget:** As part of the FY2014 and 2015 budgets, the City Council has appropriated \$781,375 for this project. To date, the City has spent approximately \$142,519 on schematic design efforts (based on total contracts of approximately \$171,100). Sufficient funding remains to complete final design, subject to City Council authorization to proceed. Accounting for consulting contracts previously negotiated for final design, the City has approximately \$44,000 available in the project. Of this total, \$18,000 would be used to support design of the library (if selected by the City Council), as it was not in the original contract for design services. This would leave a net available of \$26,000 as project contingency and seed money for a fundraising consultant.
11. **Tentative Schedule & Next Steps:** In the event the City Council selects a preferred design and elects to proceed with the project, staff envisions the project would proceed in accordance with the schedule below.
- March 9, 2015: City Council public hearing on schematic design options, construction costs, and financial pro formas. Ideally, City Council selects a final design option and authorizes the City Administration to proceed with final design.
 - April 13, 2015:
 - Extra City Council meeting if needed to make select a preferred design option and authorizes final design.
 - Deadline for Concord TV to commit to the project per general terms set forth within this report.

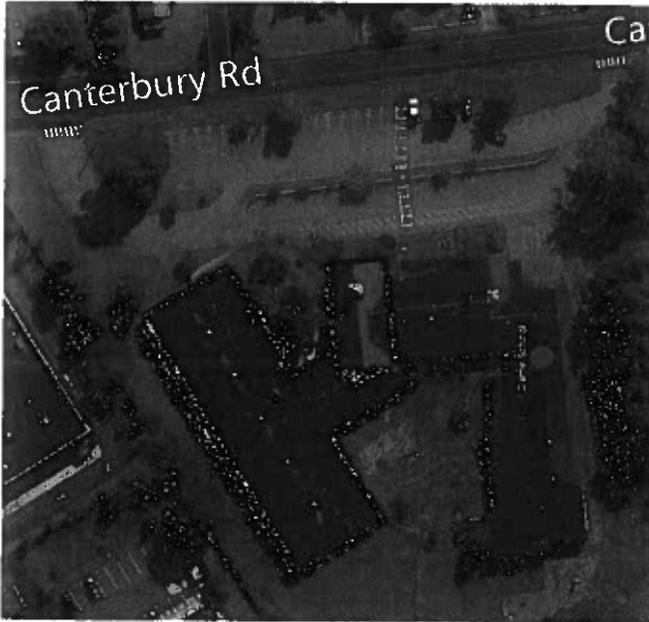
- **May 2015:**
 - Commence final design.
 - Commence process to engage a capital campaign consultant.
- **June 2015: Adoption of FY2016 City Budget and Capital Improvement Program. Decision to include funding for construction of preferred design.**
- **July 2015: Engage capital campaign consultant.**
- **September 2015: Completion of Final Design and RSA 674:54 development consultation process.**
- **October 13, 2015:**
 - Presentation of final design to the City Council.
 - Presentation of fundraising plan to City Council.
 - Authorization to bid construction in early 2016.
- **November – December 2015: Complete bid package for construction.**
- **January 2016: Bid construction.**
- **March 2016: Receive bids.**
- **April 2016: Start construction.**
- **July 2017: Project completed, facility open.**

Exhibit 1: Conceptual Floor Plans and Site Plans

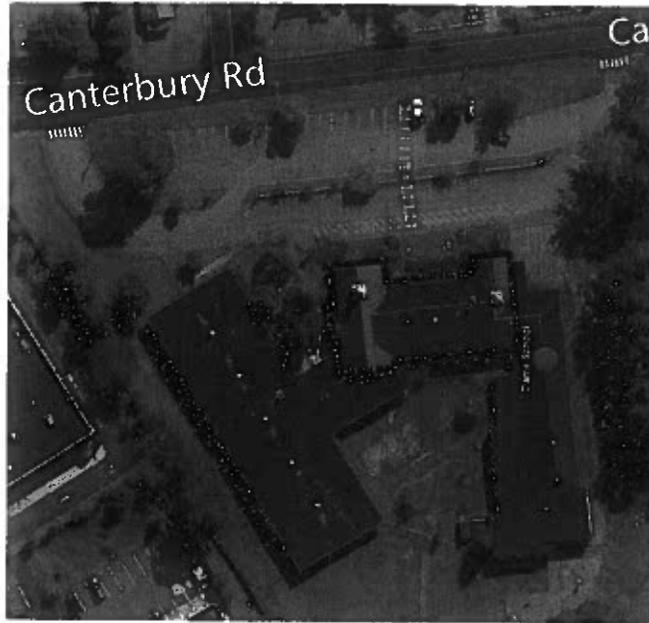
EXISTING CONDITION



EXISTING



OPTION 1A & 1B



OPTION 3A & 3B

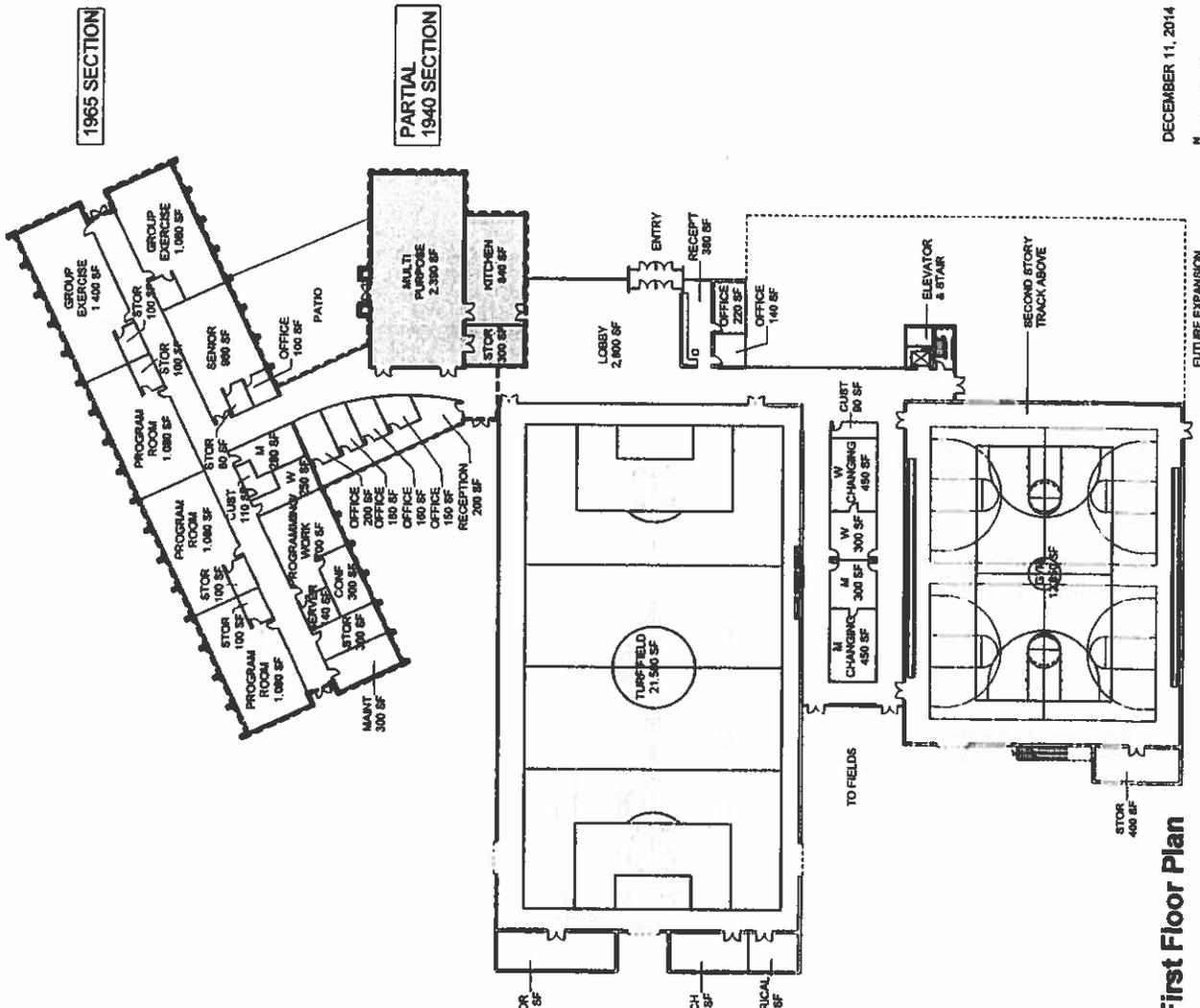
DECEMBER 11, 2014



OPTION 1A

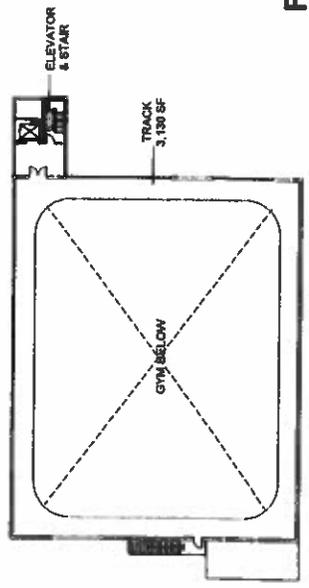
OPTION 1A: PARTIAL REUSE BASE SCHEME

RENOVATED	18,220 SF
NEW	50,360 SF
FIRST FLOOR TRACK LEVEL	65,920 SF
TOTAL	83,580 SF



DECEMBER 11, 2014

First Floor Plan



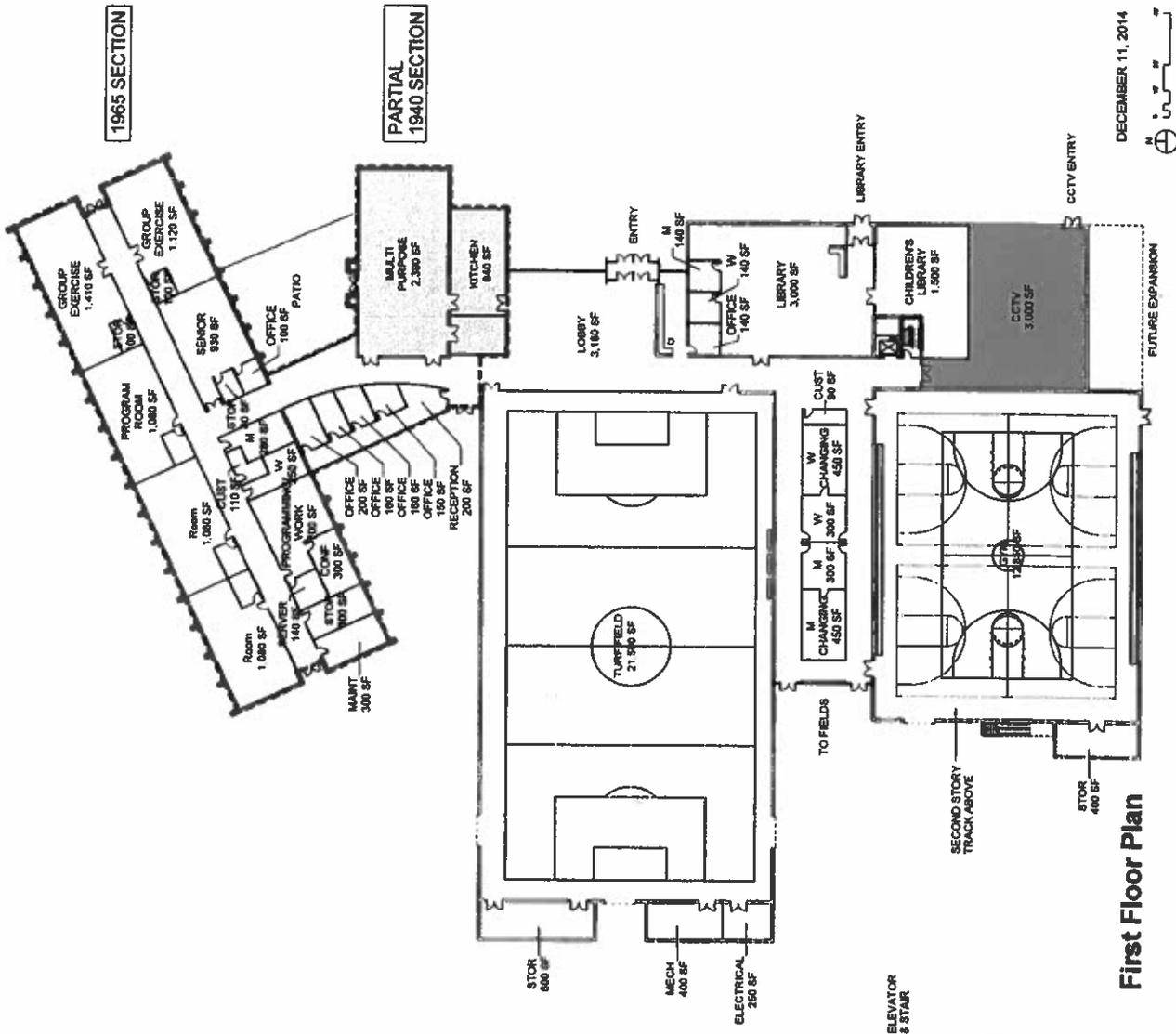
Track Level Plan

0:\Plans\Local\Drawings\DC - Option 1A - 18881\Wing_1\Wing1A.rvt

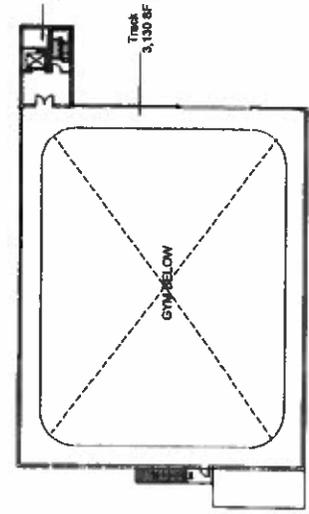
OPTION 1B

OPTION 1B: PARTIAL REUSE WITH LIBRARY AND CCTV

RENOVATED	19,220 SF
NEW	58,300 SF
FIRST FLOOR	73,860 SF
TRACK LEVEL	3,690 SF
TOTAL	77,520 SF



First Floor Plan

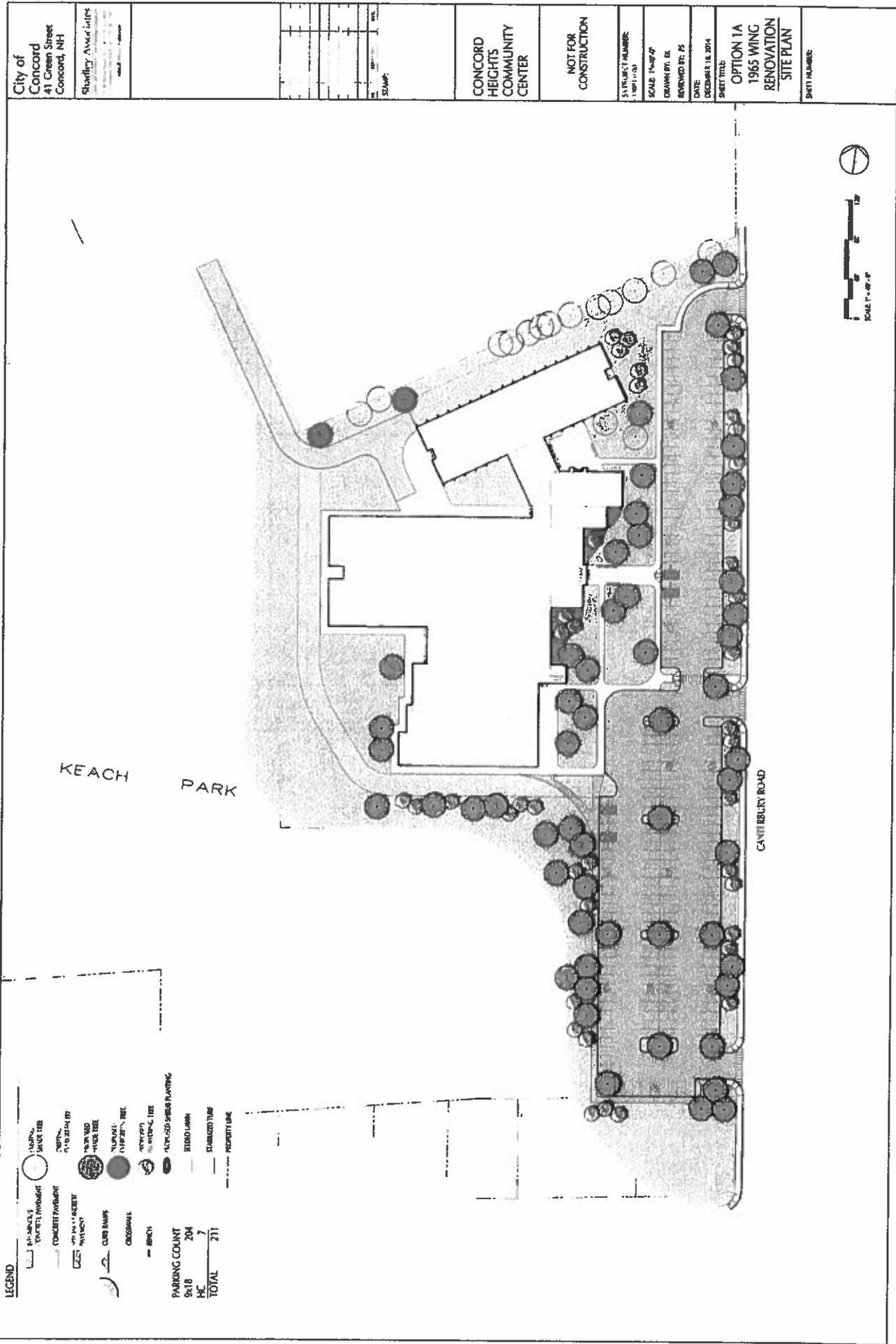


Track Level Plan

DECEMBER 11, 2014

Client: Lowell/Assess CC - Option 1B - 1088 West, WMA/AT

OPTION 1A



City of Concord
41 Green Street
Concord, NH

Shawley Assoc. Inc.
1000 North Main Street
Concord, NH 03301
Tel: 603-224-1100
Fax: 603-224-1101

NO.	DATE	DESCRIPTION
1	12/18/14	ISSUED FOR PERMIT
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CONCORD HEIGHTS COMMUNITY CENTER

NOT FOR CONSTRUCTION

SUBJECT NUMBER:
1-0011-01

SCALE: 1/4" = 1'-0"

DRAWN BY: BK

REVIEWED BY: PS

DATE: DECEMBER 18, 2014

SHEET TITLE:
OPTION 1A
1965 WING
RENOVATION
SITE PLAN

SHEET NUMBER:

LEGEND

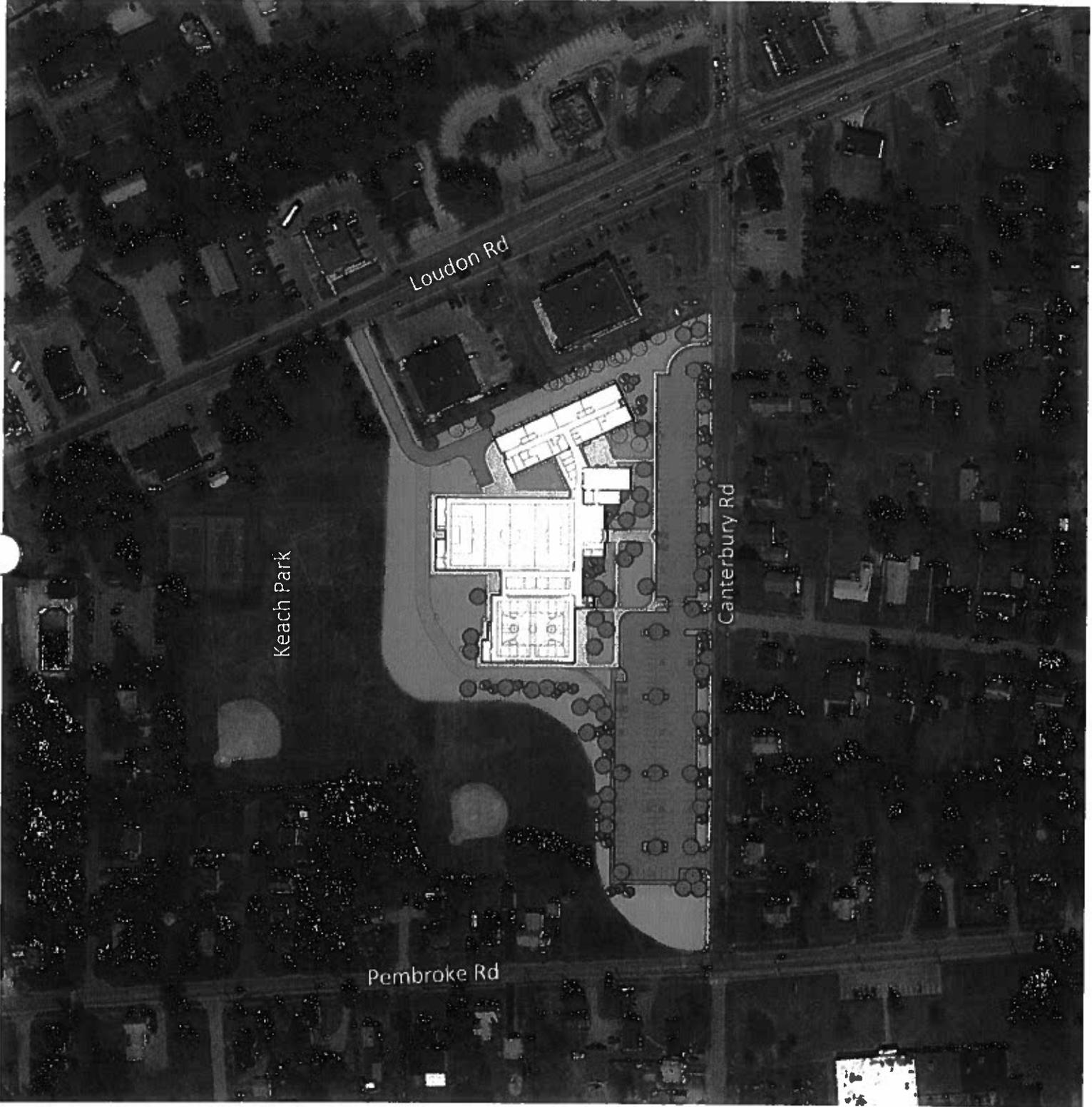
- ASPHALT
- CONCRETE FOOTING
- CONCRETE FLOORING
- CEILING
- CLUB STAIRS
- CROSSWALK
- DRIVEWAY
- FIELD LAWN
- STABILIZED TURF
- PROPERTY LINE

PARKING COUNT

9x18	204
HC	7
TOTAL	211

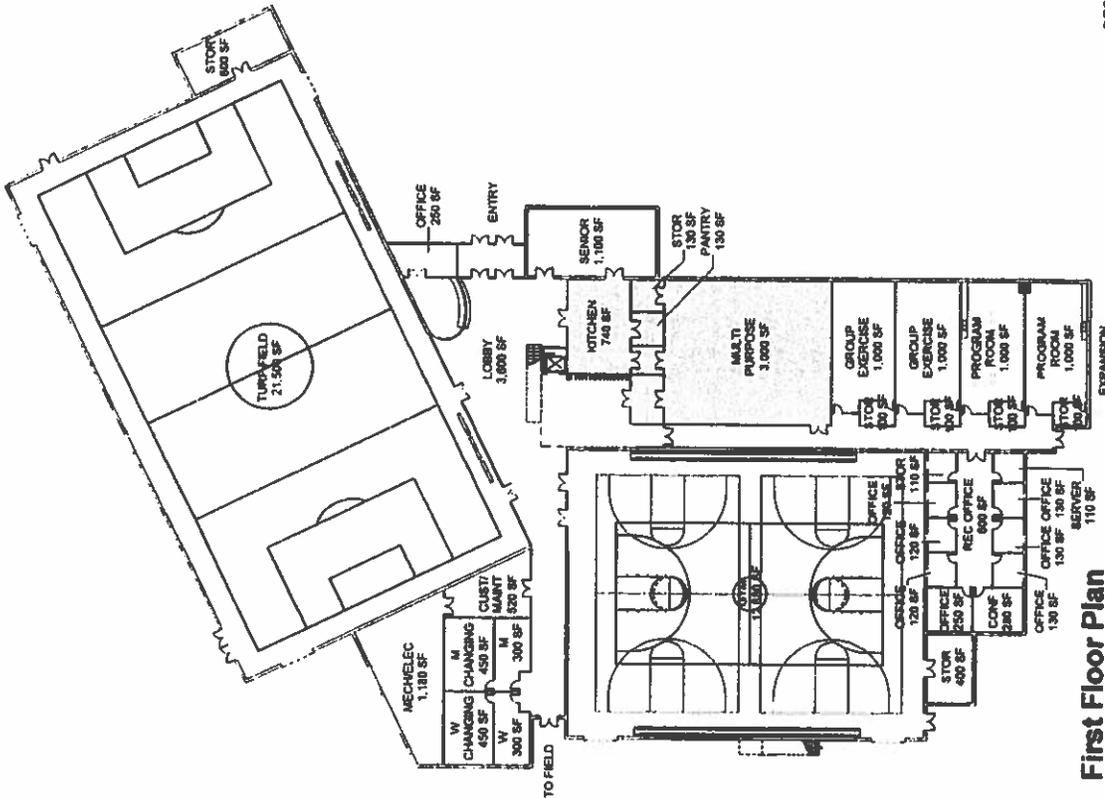


OPTION 1A

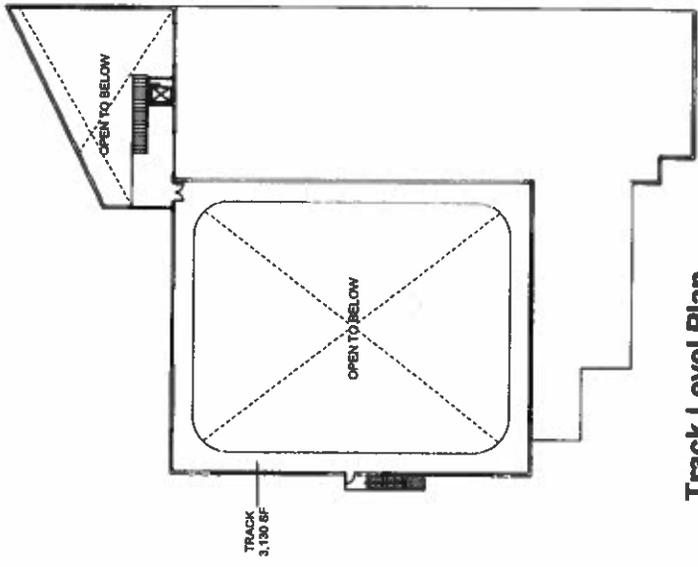


OPTION 2A: NEW CONSTRUCTION BASE SCHEME

FIRST FLOOR	38,330 SF
TRACK LEVEL	3,830 SF
TOTAL	65,160 SF



First Floor Plan



Track Level Plan

OPTION 2A



OPTION 3A

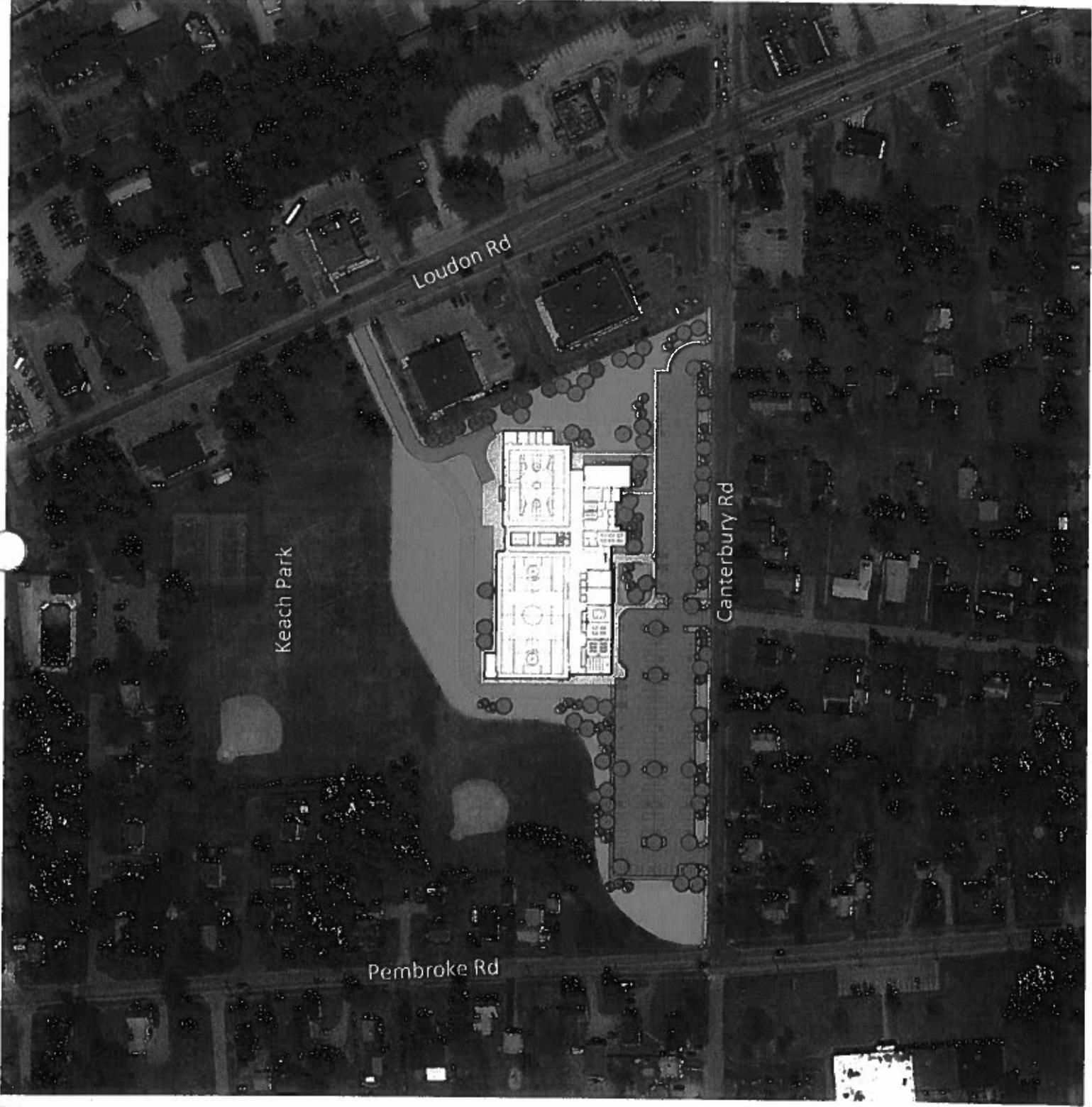


Exhibit 2: Space Program by Square Footage

BASE PROGRAM

Program Category and Space	2010 Program Plan	OPTION 1 Reuse 1960's Building	OPTION 2 New Construction	OPTION 3 Reuse Portions of 1940'S Building	
Facility Administration Spaces	1,422	2,310	1,740	1,780	
Director office	180	200	250	180	opt 1 locates offices in existing building that has extra circulation space
Facility Supervisor's office	150	160	130	150	
Assistant Facility Supervisor	120	160	130	120	
Administrative Assistant	100	150	130	100	
Programmer's Workstations	240	350	300	400	
Work Room	100	350	300	390	
Conference Room	200	300	280	220	
Computer Server Room	50	140	110	140	
Storage	75	300	110	80	
Reception	207	200			
Required Building Support Spaces	8,960	6,350	7,280	5,790	
Lobby & Lounge	4,500	2,800	3,600	2,500	
Control Desk	500	380	300	300	
Men's Changing	500	450	450	450	
Women's Changing	500	450	450	450	
Vending Machines	80	80	80	80	
Lobby Men's Restroom	275	300	300	210	
Lobby Women's Restroom	275	300	300	210	
Men's Restroom	350	280		210	
Women's Restroom	350	250		210	
Custodial Closets	50	110	100	100	
Mechanical Room/ Sprinkler Valve	400	400	500	400	
Main Electrical Distribution Room	250	250	300	270	
Maintenance/ Receiving/ Loading	100	100	380	100	
Custodial Workroom/ Supply	80	100	250	200	
Maintenance Office	100	100	270	100	
General Building Storage	650				
Senior Lounge	1,100	1,140	1,100	1,260	
Lounge area	950	960	950	1,020	variance due to this program located in existing space in option 1 and 3
Staff office	100	100	100	140	
Storage	50	80	50	100	
Pre-School (Licensed)	2,200				Pre-School program eliminated from program
2 Classrooms	1,920				
2 Tot toilets	80				
2 Storage Rooms	200				
Multi-Use Program Rooms	6,600	3,540	2,200	4,400	
Program Rooms	6 rooms 6,000	3 rooms 3,240	2 rooms 2,000	4 rooms 4,000	
Storage Rooms	600	300	200	400	
Multi-Purpose Room	3,200	2,690	3,130	3,270	Opt 1 reuses cafeteria space for MPR
Community Room	2,900	2,390	3,000	3,000	
Storage	300	300	130	270	
Catering Kitchen	550				kitchen re-programmed to catering/teaching kitchen
Warming Area	550				
Storage					
Teaching Kitchen		840	870	600	
Kitchen		700	740	500	
Pantry		140	130	100	

CONCORD COMMUNITY CENTER
January 28, 2015

Double Court Gymnasium	11,950	16,430	16,430	16,430	
Gymnasium	11,350	12,900	12,900	12,900	community track moved from turf center to gym
Storage	600	400	400	400	
Track (includes elevator and stair)		3,130	3,130	3,130	
Group Exercise Rooms	1,950	2,680	2,200	2,200	
Aerobics/Dance program rooms	1,800	2 rooms 2,480	2 rooms 2,000	2 rooms 2,000	variance in area due to reuse of existing classrooms in Opt 1 accounts for larger area
Storage	150	200	200	200	
Recreation Field House / Soccer	29,900	22,100	22,100	22,100	
Turf field with Player Seating Area	21,500	21,500	21,500	21,500	community walk jog track moved to gym seating accommodated outside of turf center press box not provided
Walk Jog Track	6,000				
Spectator Seating for 200	1,500				
Equipment Storage	500	600	600	600	
Press Box	400				
TOTAL BASE PROGRAM AREA	87,832 sf	58,080 sf	57,050 sf	57,830 sf	
TOTAL BASE BUILDING AREA	80,738 sf	69,580 sf	63,160 sf	68,990 sf	
efficiency	0.84	83%	90%	84%	

ADD LIBRARY AND CCTV

Program Category and Space	2010 Program Plan	OPTION 1	OPTION 2	OPTION 3	
		Reuse 1960's Building	New Construction	Reuse Portions of 1940'S Building	
Library		5,000	5,000	5,000	Option 1 uses 1940 wing for library, existing space is slightly larger than the program
General Library		3,300	3,300	3,300	
Children's Library		1,500	1,500	1,500	
Restrooms		200	200	200	
Concord TV		3,000	3,000	3,000	
Lobby		150	150	150	
Studio		620	620	620	
Archive Room		100	100	100	
Prop Storage		100	100	100	
Equipment Storage		100	100	100	
Work / Repair Room		100	100	100	
Training Room		450	450	450	
Executive Directors Office		200	200	200	
Edit Bay / Staff Office		90	90	90	
Edit Bay / Office Area		90	90	90	
Circulation		400	400	400	
Control Room		200	200	200	
Server Room		150	150	150	
Programming / IT Directors Office		150	150	150	
Training Coordinators Office		100	100	100	
Multi-Use Program Rooms			2,200		Option 2B gains two group exercise rooms
Option 2: add group exercise Storage for group rooms			2,000		
			200		
TOTAL PROGRAM AREA	87,832 sf	66,080 sf	67,250 sf	65,830 sf	
GROSS BUILDING AREA	80,738 sf	77,520 sf	76,460 sf	84,330 sf	
efficiency	84%	85%	88%	78%	

Exhibit 3: Construction Cost and Tax Rate Impacts

**Exhibit 3: Construction Cost, Debt Services Calculations, & Tax Rate Calculations
January 22, 2015**

	Option 1		Option 2		Option 3	
	1A	1B	2A	2B	3A	3B
Base Project Cost	\$14,156,407	\$14,156,407	\$14,104,235	\$14,104,235	\$14,060,815	\$14,060,815
Less Fundraising	(\$1,415,641)	(\$1,415,641)	(\$1,410,423)	(\$1,410,423)	(\$1,406,082)	(\$1,406,082)
Net Cost - Base Option	\$12,740,767	\$12,740,767	\$12,693,811	\$12,693,811	\$12,654,734	\$12,654,734
Debt Service Year 1 (3%, 20 Years)	\$1,019,261	\$1,019,261	1,015,505	\$1,015,505	1,012,379	\$1,012,379
City Assessed Value	\$3,763,544,645	\$3,763,544,645	\$3,763,544,645	\$3,763,544,645	\$3,763,544,645	\$3,763,544,645
Tax Rate Impact (\$ / \$1,000 Assessed Value)	\$0.27	\$0.27	\$0.27	\$0.27	\$0.27	\$0.27
Library Cost						
Less Fundraising	N/A	\$1,333,621	N/A	\$1,478,209	N/A	\$2,180,823
Net Cost	N/A	(\$133,362)	N/A	(\$147,821)	N/A	(\$218,082)
Debt Service Year 1 (3%, 20 Years)	N/A	\$1,200,259	N/A	\$1,330,388	N/A	\$1,962,741
City Assessed Value	N/A	\$96,021	N/A	\$106,431	N/A	157,019
Tax Rate Impact (\$ / \$1,000 Assessed Value)	N/A	\$0.03	N/A	\$0.03	N/A	\$0.04
Concord TV Cost						
Less Fundraising	N/A	\$620,172	N/A	\$706,926	N/A	\$1,128,494
Net Cost	N/A	\$0	N/A	\$0	N/A	\$0
Debt Service Year 1 (3%, 20 Years)	N/A	\$620,172	N/A	\$706,926	N/A	1,128,494
City Assessed Value	N/A	\$49,614	N/A	\$56,554	N/A	90,280
Tax Rate Impact (\$ / \$1,000 Assessed Value)	N/A	\$0.01	N/A	\$0.02	N/A	\$0.02
Multipurpose Rooms (2) Cost						
Less Fundraising	N/A	N/A	N/A	\$518,412	N/A	N/A
Net Cost	N/A	N/A	N/A	(\$51,841)	N/A	N/A
Debt Service Year 1 (3%, 20 Years)	N/A	N/A	N/A	\$466,571	N/A	N/A
City Assessed Value	N/A	N/A	N/A	\$37,326	N/A	N/A
Tax Rate Impact (\$ / \$1,000 Assessed Value)	N/A	N/A	N/A	\$0.01	N/A	N/A
Total Project Cost	\$14,156,407	\$16,110,201	\$14,104,235	\$16,807,782	\$14,060,815	\$17,370,132
Total Tax Rate Impact	\$0.27	\$0.31	\$0.27	\$0.32	\$0.27	\$0.33

**Exhibit 4: Financial Pro Formas with 5 Year
Projections**

Option 1 Financial Pro Forma February 2, 2015

City Assessed Valuation (2014)	\$3,763,544,645
Municipal Portion of Tax Rate (2014)	\$9.38

BASE PROJECT (OPTION A)

BASE PROJECT	Year 1	Year 2	Year 3	Year 4	Year 5
Expenditures					
Debt Service	\$1,019,261	\$1,000,150	\$981,039	\$961,928	\$942,817
Operating Expenses	\$895,741	\$922,613	\$950,292	\$997,806	\$1,047,697
Start Up Cost	\$58,000	\$0	\$0	\$0	\$0
Credit - Heights CC & East Concord CC O&M Costs	(\$21,133)	(\$21,767)	(\$22,420)	(\$23,093)	(\$23,785)
Credit - Current Dame School O&M Costs	(\$121,070)	(\$124,702)	(\$128,443)	(\$132,296)	(\$136,265)
Total Expenditures	<u>\$1,830,799</u>	<u>\$1,776,294</u>	<u>\$1,780,468</u>	<u>\$1,804,345</u>	<u>\$1,830,463</u>
Revenues					
Revenues (New) per Ballard & King	\$823,482	\$864,656	\$907,889	\$953,283	\$981,882
Revenues (Existing)	\$42,580	\$42,580	\$42,580	\$42,580	\$42,580
Revenue Adjustment by City Administration (%)	-30%	-25%	-20%	-15%	-10%
Revenue Adjustment by City Administration (\$)	(\$259,819)	(\$226,809)	(\$190,094)	(\$149,379)	(\$102,446)
Total Revenues	<u>\$606,243</u>	<u>\$680,427</u>	<u>\$760,375</u>	<u>\$846,483</u>	<u>\$922,016</u>
GENERAL FUND SUBSIDY - BASE PROJECT	<u>\$1,224,556</u>	<u>\$1,095,867</u>	<u>\$1,020,093</u>	<u>\$957,861</u>	<u>\$908,447</u>
TAX RATE IMPACT - BASE PROJECT	<u>\$0.33</u>				
TAX RATE INCREASE (PERCENTAGE) - BASE PROJECT	<u>3.47%</u>				

ALTERNATES (OPTION B)

ALTERNATE #1: CONCORD LIBRARY	Year 1	Year 2	Year 3	Year 4	Year 5
Library Debt Service	\$96,021	\$94,220	\$92,420	\$90,620	\$88,819
Library Operating Expenses	\$302,589	\$311,667	\$321,017	\$330,647	\$340,567
Library Revenues (New)	\$0	\$0	\$0	\$0	\$0
Subtotal - Library General Fund Subsidy	<u>\$398,610</u>	<u>\$405,887</u>	<u>\$413,437</u>	<u>\$421,267</u>	<u>\$429,386</u>
Tax Rate Impact	<u>\$0.11</u>				
Percent Increase of Tax Rate (Over FY2015 Rate \$9.38)	<u>1.13%</u>				

ALTERNATE #2: CONCORD TV	Year 1	Year 2	Year 3	Year 4	Year 5
CTV Debt Service	\$49,614	\$48,684	\$47,753	\$46,823	\$45,893
Property Taxes	\$8,533	\$8,789	\$9,052	\$9,324	\$9,604
Utilities	\$11,280	\$11,618	\$11,967	\$12,326	\$12,696
Custodial (Labor & Supplies)	\$6,973	\$7,182	\$7,398	\$7,620	\$7,848
Subtotal - Expenditures	<u>\$76,400</u>	<u>\$76,273</u>	<u>\$76,170</u>	<u>\$76,093</u>	<u>\$76,040</u>
CTV Revenues	\$76,400	\$76,400	\$76,400	\$76,400	\$76,400
Subtotal - CTV General Fund Subsidy	<u>\$0</u>	<u>(\$127)</u>	<u>(\$229)</u>	<u>(\$307)</u>	<u>(\$359)</u>
Tax Rate Impact	<u>\$0.00</u>				
Percent Increase of Tax Rate (Over FY2015 Rate \$9.38)	<u>0.00%</u>				

BASE + ALTERNATES COMBINED

TOTAL GENERAL FUND SUBSIDY - BASE + ALTERNATES	<u>\$1,623,166</u>
TOTAL TAX RATE IMPACT	<u>\$0.43</u>
TOTAL TAX RATE INCREASE (PERCENTAGE)	<u>4.60%</u>

Option 2 Financial Pro Forma February 2, 2015

City Assessed Valuation (2014) \$3,763,544,645
Municipal Portion of Tax Rate (2014) \$9.38

BASE PROJECT (OPTION A)

BASE PROJECT	Year 1	Year 2	Year 3	Year 4	Year 5
Expenditures					
Debt Service	\$1,015,505	\$996,464	\$977,423	\$958,383	\$939,342
Operating Expenses	\$848,840	\$874,305	\$900,534	\$945,561	\$992,839
Start Up Cost	\$58,000	\$0	\$0	\$0	\$0
Credit - Heights CC & East Concord CC O&M Costs	(\$21,133)	(\$21,767)	(\$22,420)	(\$23,093)	(\$23,785)
Credit - Current Dame School O&M Costs	(\$121,070)	(\$124,702)	(\$128,443)	(\$132,296)	(\$136,265)
Total Expenditures	\$1,780,142	\$1,724,300	\$1,727,094	\$1,748,555	\$1,772,130
Revenues					
Revenues (New) per Ballard & King	\$823,482	\$864,656	\$907,889	\$953,283	\$981,881
Revenues (Existing)	\$42,580	\$42,580	\$42,580	\$42,580	\$42,580
Revenue Adjustment by City Administration (%)	-30%	-25%	-20%	-15%	-10%
Revenue Adjustment by City Administration (\$)	(\$259,819)	(\$226,809)	(\$190,094)	(\$149,379)	(\$102,446)
Total Revenues	\$606,243	\$680,427	\$760,375	\$846,483	\$922,015
GENERAL FUND SUBSIDY - BASE PROJECT	\$1,173,899	\$1,043,873	\$966,719	\$902,071	\$850,115
TAX RATE IMPACT - BASE PROJECT	\$0.31				
TAX RATE INCREASE (PERCENTAGE) - BASE PROJECT	3.33%				

ALTERNATES (OPTION B)

ALTERNATE #1: CONCORD LIBRARY	Year 1	Year 2	Year 3	Year 4	Year 5
Library Debt Service	\$106,431	\$104,435	\$102,440	\$100,444	\$98,449
Library Operating Expenses	\$302,589	\$311,667	\$321,017	\$330,647	\$340,567
Library Revenues (New)	\$0	\$0	\$0	\$0	\$0
Subtotal - Library General Fund Subsidy	\$409,020	\$416,102	\$423,457	\$431,091	\$439,015
Tax Rate Impact	\$0.11				
Percent Increase of Tax Rate (Over FY2015 Rate \$9.38)	1.16%				

ALTERNATE #2: CONCORD TV	Year 1	Year 2	Year 3	Year 4	Year 5
CTV Debt Service	\$56,554	\$55,494	\$54,433	\$53,373	\$52,312
Property Taxes	\$8,533	\$8,789	\$9,052	\$9,324	\$9,604
Utilities	\$11,280	\$11,618	\$11,967	\$12,326	\$12,696
Custodial (Labor & Supplies)	\$6,973	\$7,182	\$7,398	\$7,620	\$7,848
Subtotal - Expenditures	\$83,340	\$83,083	\$82,850	\$82,642	\$82,460
CTV Revenues	\$83,340	\$83,340	\$83,340	\$83,340	\$83,340
Subtotal - CTV General Fund Subsidy	\$0	(\$257)	(\$490)	(\$698)	(\$880)
Tax Rate Impact	\$0.00				
Percent Increase of Tax Rate (Over FY2015 Rate \$9.38)	0.00%				

ALTERNATE #3: 2 ADDITIONAL MULTI-PURPOSE ROOMS	Year 1	Year 2	Year 3	Year 4	Year 5
Debt Service	\$37,326	\$36,626	\$35,926	\$35,226	\$34,526
Operating Cost - Programs	\$20,700	\$21,321	\$21,961	\$22,619	\$23,298
Operating Cost - Utilities / Maint / Etc.	\$16,839	\$17,344	\$17,864	\$18,400	\$18,952
Subtotal - Expenditures	\$74,865	\$75,291	\$75,751	\$76,246	\$76,777
Multipurpose Revenues (New)	\$63,080	\$66,234	\$69,546	\$73,023	\$75,214
Subtotal - Multi-Purpose Room General Fund Subsidy	\$11,785	\$141,525	\$145,297	\$149,269	\$151,990
Tax Rate Impact	\$0.003				
Percent Increase of Tax Rate (Over FY2015 Rate \$9.38)	0.03%				

BASE + ALTERNATES COMBINED

TOTAL GENERAL FUND SUBSIDY - BASE + ALTERNATES	\$1,594,704
TOTAL TAX RATE IMPACT	\$0.42
TOTAL TAX RATE INCREASE (PERCENTAGE)	4.52%

Option 3 Financial Pro Forma February 2, 2015

City Assessed Valuation (2014) \$3,763,544,645
Municipal Portion of Tax Rate (2014) \$9.38

BASE PROJECT (OPTION A)

BASE PROJECT	Year 1	Year 2	Year 3	Year 4	Year 5
Expenditures					
Debt Service	\$1,012,379	\$993,397	\$974,415	\$955,432	\$936,450
Operating Expenses	\$887,671	\$914,301	\$941,730	\$988,817	\$1,038,257
Start Up Cost	\$58,000	\$0	\$0	\$0	\$0
Credit - Heights CC & East Concord CC O&M Costs	(\$21,133)	(\$21,767)	(\$22,420)	(\$23,093)	(\$23,785)
Credit - Current Dame School O&M Costs	(\$121,070)	(\$124,702)	(\$128,443)	(\$132,296)	(\$136,265)
Total Expenses	\$1,815,847	\$1,761,229	\$1,765,281	\$1,788,860	\$1,814,657
Revenues					
Revenues (New) per Ballard & King	\$823,482	\$864,656	\$907,889	\$953,283	\$981,882
Revenues (Existing)	\$42,580	\$42,580	\$42,580	\$42,580	\$42,580
Revenue Adjustment by City Administration (%)	-30%	-25%	-20%	-15%	-10%
Revenue Adjustment by City Administration (\$)	(\$259,819)	(\$226,809)	(\$190,094)	(\$149,379)	(\$102,446)
Total Revenues	\$606,243	\$680,427	\$760,375	\$846,483	\$922,016
GENERAL FUND SUBSIDY - BASE PROJECT	\$1,209,604	\$1,080,802	\$1,004,906	\$942,377	\$892,641
TAX RATE IMPACT - BASE PROJECT	\$0.32				
TAX RATE INCREASE (PERCENTAGE) - BASE PROJECT	3.43%				

ALTERNATES (OPTION B)

ALTERNATE #1: CONCORD LIBRARY	Year 1	Year 2	Year 3	Year 4	Year 5
Library Debt Service	\$157,019	\$154,075	\$151,131	\$148,187	\$145,243
Library Operating Cost	\$302,589	\$311,667	\$321,017	\$330,647	\$340,567
Library Revenues (New)	\$0	\$0	\$0	\$0	\$0
Subtotal - Library General Fund Subsidy	\$459,608	\$465,742	\$472,148	\$478,834	\$485,809
Tax Rate Impact	\$0.12				
Percent Increase of Tax Rate (Over FY2015 Rate \$9.38)	1.30%				

ALTERNATE #2: CONCORD TV	Year 1	Year 2	Year 3	Year 4	Year 5
CTV Debt Service	\$90,280	\$88,587	\$86,894	\$85,201	\$83,509
Property Taxes	\$8,533	\$8,789	\$9,052	\$9,324	\$9,604
Utilities	\$11,280	\$11,618	\$11,967	\$12,326	\$12,696
Custodial (Labor & Supplies)	\$6,973	\$7,182	\$7,398	\$7,620	\$7,848
Subtotal Expenses	\$117,065	\$116,176	\$115,311	\$114,471	\$113,656
CTV Revenues	\$83,340	\$83,340	\$83,340	\$83,340	\$83,340
Subtotal - CTV General Fund Subsidy	\$33,725	\$32,836	\$31,971	\$31,131	\$30,316
Tax Rate Impact	\$0.01				
Percent Increase of Tax Rate (Over FY2015 Rate \$9.38)	0.10%				

BASE + ALTERNATES COMBINED

TOTAL GENERAL FUND SUBSIDY - BASE + ALTERNATES	\$1,702,937
TOTAL TAX RATE IMPACT	\$0.45
TOTAL TAX RATE INCREASE (PERCENTAGE)	4.82%

**Exhibit 5: Evaluation Criteria for Schematic
Design Options**

City-Wide Multi-Generational Community Center Criteria Analysis & Scoring
January 28, 2015

PRIMARY CRITERIA	Option 1	Rank	Option 2	Rank	Option 3	Rank
Building Size (Square Feet)	69,580		63,160		68,990	
Cost for Base Scheme (A Option)	\$14,156,407	3	\$14,104,235	2	\$14,060,815	1
Cost of Additions (B Options)	\$1,953,793	1	\$2,703,547	2	\$3,309,317	3
Total Cost (A+B Options)	\$16,110,200	1	\$16,807,782	2	\$17,370,132	3
Annual General Fund Subsidy (A Option)	\$1,210,997	3	\$1,146,574	1	\$1,196,044	2
Annual General Fund Subsidy (A+B Option)	\$1,609,606	2	\$1,567,379	1	\$1,689,378	3
Reuse of Existing Buildings (% of Square Feet)	38%	-	0%	-	13%	-
New Construction (% of Square Feet)	62%	-	100%	-	87%	-
Total Score - Primary Criteria (lowest most preferable)		10		8		12
SECONDARY CRITERIA						
Building Efficiency (Useable SF to Gross SF)	83%	3	90%	1	84%	2
Ability to Expand	to park side	3	two sides	1	to park side	2
Clarity & Efficiency of Circulation		3		1		2
Lobby unities all programs		3		1		2
Ease of compliance w/LWCT boundary		2		1		3
Least Encroachment into Keach Park		3		1		2
Parking Proximity to building		3		1		2
Curb cut alignments		2		1		2
Parking Entry & Landscape Buffer		2		1		2
Service Access to building		2		1		3
Fire Lane access and efficiency		2		1		3
Gym & Turf Center open onto Park		2		3		1
Screening of pre-engineered structures		2		3		1
Proximity of Senior program to entry & parking		3		1		1
Relation of Kitchen to multiple program spaces		3		1		2
Layout of recreation offices		2		1		1
Compact shape & energy efficiency		3		1		2
Total Score - Primary Criteria (lowest most preferable)		43		21		33
Total Score - Primary & Secondary Criteria		53		29		45

Resolution No.

CITY OF CONCORD

In year of our Lord two thousand thirteen

8
 11-40 5-58 3-39
 12-37 6-53 1-16
 1-42 7-40
 2-56 8-65 2-33(I)
 3-45 9-37 2-42
 4-48 10-35
 5-45 4-39
 6-42

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. 7-38
 8-26
 9-42

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 10-41
 11-41
 12-33
 1-47
 2-34

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, THERFORE, 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

TAD

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 1, 2012**

Project/Owner	Sheet
State of New Hampshire New Am Highway	25A-1-2 25B-1-1
Design/Architectural Firm, Inc.	25-1-4
Other Properties of Concord, LLC	25-1-5
Amherst Family Associates, Inc.	25-1-3
J.B. & L. Leasing General Partners	25B-1-4

11/19/12
Concord Planning Division
Concord, NH
BLH

1 inch = 416.666667 feet

12-34
1-48
2-35

11-41 8-14
12-38 9-26 (c)
1-43 9-29
2-57 10-36
3-46
4-49 5-46
6-43
7-39
8-27
9-43
10-42
11-42

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.



1 ConcordTV Board of Directors Meeting
2 Heights Community Center
3 October 21, 2014

2Int1

TAA

4
5 Chair, David Murdo called the meeting to order at 6:32 pm.

6
7 Determination of Quorum: Needed = 6

8
9 Board members present: Julia Freeman-Woolpert, Glenn Mathews, David Murdo, Kim
10 Murdoch, Michael O'Meara, Tonya Rochette, Charles Russell and Bill Whitman (8)

11
12 Absent: Gene Connolly; Jack Dunn

13
14 ConcordTV staff present: Doris Ballard, Bernadette Meunier, Chris Gentry

15
16 Youth Representative: Ryan Sweatt

17
18 Approval of minutes of September 23, 2014:

19 Tonya Rochette requested an amendment to reflect that she was present at the September 23,
20 2014 meeting.

21 Motion to approve minutes of September 23, 2014 as amended made by Charles Russell, 2nd
22 by Glenn Mathews.
23 Motion Passed. Unanimous.

24 Public Comments: None

25
26 Treasurer's Report:

27 All payments from Community Bridges have been received through October. Budgeted amount
28 of \$6,000 for FY 14-15 is nearly reached (\$5,664)

29
30 There was some discussion re: the payment structure and method between ConcordTV and the
31 Rec. Department. The concern was how can we be assured that we are getting our portion of
32 the intended revenue from classes and workshops.

33
34 The company health insurance plan is up for renewal/review in January 2015 and although a
35 premium increase is anticipated, it is believed that it will be minimal, perhaps as low as 2%.

36
37 The yearly audit is finished and the Chair and the Treasurer will meet with the auditors for a
38 final review within the next 2 weeks.

39 Motion to accept Treasurer's Report made by Tonya Rochette, 2nd by Julia Freeman-
40 Woolpert
41 Motion Passed. Unanimous.

42 Committee Reports:

- 43 a. Board Development, By-Laws & Nominating- None
44 b. Capital Improvements – None
45 c. Finance – None

46 d. Outreach & Development – None

47 e. Personnel – None

48

49 Staff Reports:

50

51 Allotted space for ConcordTV is part of the overall design plan for the new Heights Community
52 Center to be presented to the City Council in December and then to the public in January. Doris
53 will begin work on a Strategic Business Plan that will detail future plans of the organization. She
54 hopes to complete the plan for board review by January or February of 2015. She will begin
55 working on the data collection first should this information be needed in providing information
56 to the Council as they begin discussion on the Center's design. The plan will also address the
57 financial obligation associated with our share of the operating expenses. The anticipated
58 completion of the renovations is Fall of 2016 or Spring of 2017.

59

60 Doris report on the benefits of the recent ACM-NE conference. Shawn was awarded a
61 scholarship to attend in recognition and appreciation for his assistance in the planning and
62 design of NHCCM website.

63

64 In addition to broadcasting live on election night, we will be airing segments from the "roving"
65 ConcordTV production team that will be visiting and taping at every ward throughout the day.
66 We will also air some archival footage from past elections.

67

68 Chris Gentry discussed some aspect of fair use content with Comcast. We are also working on
69 establishing the ability to produce live content on location, such as graduation ceremonies and
70 sports events.

71

72 An amendment to Bernadette Meunier's staff report to change the bulletin board's reporting
73 date from "For the months of July and August. . ." to "For the month of September. . ."

74

75 **Motion to accept the Staff Report as amended made by Glenn Mathews, 2nd by Charlie
76 Russell.**

77

Motion Passed. Unanimous.

78 Unfinished Business: None

79

80 New Business: None

81

82 Adjournment: 7:40 pm

83

Motion to adjourn made by Tonya Rochette, 2nd Glenn Mathews.

84

Motion Passed. Unanimous.

85 NOTE: Next Meeting will be held at 6:30 pm on November 18, 2014 at Heights Community
86 Center, Studio B

87

88 Submitted by:

89 Bernadette D. Meunier

90

91 Approved by:



48 **Motion to approve staff reports tabled until the next quorum**

49 Unfinished Business: None

50

51 New Business: None

52

53 Adjournment: Chair, Dave Murdo, adjourned the meeting at 7:30 pm. The board members
54 present adjourned to the studio to tape the board's holiday greeting.

55

56 **NOTE: No meeting in December. Next Meeting will be held at 6:30 pm on January 6, 2015 at**
57 **Heights Community Center, Studio B**

58

59 Submitted by:

60 Bernadette D. Meunier

61

62 Approved by:

63 Michael O'Meara

21112

TPA

**City of Concord
Transportation Policy Advisory Committee**

Meeting Minutes

Thursday, December 18, 2014 - 6:00pm to 8:00pm
City Council Chambers

1. Call to Order/Introductions

Dick Lemieux, Chair, called the meeting to order. Those in attendance included:

Committee Members Present:

- Dick Lemieux (At-Large - Chair)
- Brent Todd (Council Representative)
- Ursula Maldonado (At-Large)
- Sheila Zakre (At-Large)
- Jim Sudak (Public Transportation Representative)
- Rob Mack, Traffic Engineer (City Manager's Designee)

Committee Members Not Present:

- Rob Werner (Council Representative)
- Byron Champlin (Council Representative)
- Craig Tufts, (Bicycling Community)
- Tom Irwin (At-Large)

Staff, Visitors and Guests Present:

None

2. Approval of November 20, 2014 meeting minutes

The November 20, 2014 minutes were approved as submitted (Motion-Todd; Second-Sudak; Unanimous).

3. Presentations

There were no presentations.

4. Public Comment

There was no public comment.

5. New business

a. Proposed consolidation of TPAC-Bike and TPAC-Ped subcommittees.

The Chair noted that TPAC had created the two subcommittees in 2008, with each functioning independently through 2013. Because of a reduced number of members on each subcommittee, joint meetings began in late 2013. Since the joint meetings began, feedback from members of both subcommittees has been positive and amicable. Because some members regularly attended both subcommittee meetings, the transition to a joint meeting had time-saving benefits

too. The proposal to consolidate the two subcommittees was approved by subcommittee members at their December 1, 2014 joint meeting.

TPAC members spoke favorably of the proposed merger of the two subcommittees. It was suggested that the new subcommittee work with staff to update the subcommittee web page. It was also noted that the joint meetings starting in late 2013 had been summarized on the TPAC-Bike web page, while the TPAC-Ped web page had shown no activity. TPAC approved the consolidation of the two subcommittees by unanimous consent.

6. Old Business

a. Review/update Comprehensive Transportation Policy

Included in the agenda package was a copy of the updated policy as approved by TPAC at last month's meeting. Also included for TPAC review was a draft resolution and TPAC report prepared by staff to accompany the amended policy submission to City Council in January for a February 13, 2015 public hearing. Having discussed a few minor edits, members concurred with both the draft resolution and accompanying report from TPAC.

b. Report from the Public Transit Subcommittee outlining TPAC's recommendation to develop and implement a multi-year capital replacement program for CAT fixed-route buses.

Jim Sudak noted that CAT received NHDOT approval of \$240,000 in grant funding for the purchase of a 'midi'-sized bus. It was also noted that at TPAC-PT's meeting earlier this week, there was insufficient information to further the subcommittee's discussion of the CAT multi-year capital replacement program. As such, the Chair deferred further discussion of the topic until the next meeting.

Jim Sudak described next year's revised downtown bus stop locations due to the Main Street reconstruction project. The CAT bus stop at Park Street will be relocated to Storrs Street beneath the state parking garage deck. TPAC members discussed the change, including CAT's considerations in selecting this location verses other alternatives. Jim Sudak noted that Centre Street and N. State Street were more difficult operationally due to parking, narrower street width and heavy traffic volumes.

7. Consent Reports

a. Approval of Subcommittee Minutes (Pedestrian, Bicycle, Public Transportation, and Traffic Operations)

The following subcommittee minutes were accepted by unanimous consent: Bicycle and Pedestrian -November 3, 2014.

8. City Council meeting update

Councilor Todd noted Council's December 8, 2014 discussion of potential future applications for grant funding for Terrill Park to include possible enhancements related to the Merrimack River Greenway Trail.

9. TPAC Referrals from City Council, Staff and Chair

- a. None

10. Status report on subcommittees

a. Pedestrian Committee, Ursula Maldonado

Ursula Maldonado reported that the pedestrian and bicycle subcommittees met jointly on December 1, 2014 and recommended consolidation of the two subcommittees. Select subcommittee members will meet tomorrow with the City Planner to discuss the bicycle master plan update. Also discussed was winter sidewalk maintenance.

b. Bike Committee, Craig Tufts

See 10.a above.

c. Public Transit Committee, Tom Irwin

Rob Mack relayed a message from Tom Irwin that the subcommittee met without a quorum on December 16, 2014. Further discussion of the CAT bus acquisition request was deferred to the next meeting. Attendees worked on the agenda for the January 20, 2015 subcommittee meeting to be held at the Smile Building and open to the public as well as methodology for reporting to City Council.

d. Traffic Operations Committee, Rob Mack

Rob Mack reported that TOC met on December 16, 2014 and discussed: TPAC's recommended update to the Comprehensive Transportation Policy; city-wide crash statistics; and winter sidewalk maintenance along Loudon Road.

11. Staff Updates

a. Downtown Complete Streets Improvement Project - TIGER 2012 (CIP460)

Rob Mack reported that construction activity has ended for the season. Work will resume next spring on the section of N. Main Street between Centre Street and Pleasant Street.

b. US Route 3 North Improvements (CIP 35)

Rob Mack reported that Phase 5 construction in the village was complete. The design of the final Phase 6 segment (Lilac Street to Borough Road) was planned for this winter, with construction to occur in 2015.

Councilor Todd noted that he has received a lot of positive feedback on the project from constituents. A number of folks who were initially opposed or doubtful regarding the roundabout now feel that it turned out to be a great improvement. The street lighting is felt to be very appealing with a nice even illumination level and an enhanced feeling of safety. Folks feel that the choker at Stark Street is quite effective. Other comments include: Boudreau Square is more open and easier to access; pedestrian crossings of Village Street are safer; and bicycle navigation through the downtown area is much easier and safer.

- c. **Sewalls Falls Bridge Replacement Project (CIP 22)**
Rob Mack reported that the bridge is now closed to all traffic. Engineering design of the new bridge continues and construction is anticipated to begin next year.
- d. **Loudon Road Corridor Improvements (CIP 19)**
Rob Mack reported that the design team is working on preliminary design and environmental study.
- e. **I-93 Bow-Concord (NHDOT)**
Rob Mack reported that the regional transportation model is still being developed by the NHDOT's consultant in coordination with CNHRPC. The NHDOT has recently contacted the city about assembling a Project Advisory Committee. The NHDOT's design team anticipates much public activity on the project in the coming year.
- f. **TAP application for funding for the MRGT**
Rob Mack reported that the application is still under review, with NHDOT selection of awarded projects anticipated in January.

12. Other Discussion Items

Attendees discussed street lighting and lighting levels in the downtown area, particularly with regard to safety. It was noted that street lighting and up-lighting for the Main Street project would be discussed at the January 12, 2015 City Council meeting. It was suggested that the topic would be mostly aesthetic (materials/fixtures), but that appropriate lighting intensity would be designed regardless of choice of fixtures (similar to that done on Village Street). It was also felt that lighting levels were low along Stickney Avenue between the bus terminal and Loudon Road. The Chair suggested that TPAC further discuss this item at its next meeting.

Adjourn

The meeting was adjourned at about 8:15 PM (Motion-Todd; Second-Maldonado; Unanimous).

Upcoming Meeting Dates: Jan. 22, 2015
 Feb. 26, 2015
 March 26, 2015

New Concord Public Library
Trustee Meeting

January 5, 2015

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TAA

Present: Lisa Sands, Jeremy Clemans, Mary Beth Robinson, Elizabeth Mulholland, Chris Casco, Inez McDermott, Megan Devorsey, Paula Miner, Mike Alberici and Library Director Todd Fabian.

The meeting was called to order at 7:02 p.m.

The minutes of the December 1, 2014 meeting were approved, with changes.

Library Director's Report

- Director Fabian has reviewed the information being provided by local homelessness resources, as the library is a facility designated as one which should improve how it meets the needs of the homeless population. Director Fabian will continue to meet with organizations and individuals working toward solutions.
- Loan rules are changing, as are the expiration dates on library cards.
- New materials will be displayed in the front of the library near the first floor ramp.
- The library should update its WiFi bandwidth and Director Fabian is looking into it.
- Concord Police walk through the building on a regular basis.

CPL Foundation Update:

- The Foundation did not meet in December.

New Business:

- The Library had to decline an opportunity to display a collection by Maurice Sendak's artwork, because the Library facility is not capable of meeting the collection's requirements.

Old Business:

- Director Fabian continues to work toward seeing if a library presence will fit the space that may be available to it at Dame School. Meetings are happening regularly. There is the possibility of public hearings in March or April if the timeline stays on track.
- More information regarding the 75th Birthday and City's 250th celebration events during National Library Week in April should be available in February.

The next meeting is February 2, 2015. A Motion to adjourn was made at 8:05 p.m.

Respectfully submitted
Elizabeth Mulholland, Secretary



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120

DRAFT MINUTES

Fiscal Policy Advisory Committee
January 15, 2015 / 4:30-6:00 PM
Second Floor Conference Room

In Attendance: Chairman – Allen Bennett; Mayor Bouley; City Councilors – Mark Coen, Jan McClure, Amanda Grady Sexton, Dan St. Hilaire, Keith Nyhan; City Staff – Tom Aspell, City Manager; Brian LeBrun, Deputy City Manager-Finance; Katie Graff, Assistant Finance Director.

Excused: City Councilors – Candace Bouchard and Fred Keach.

- 1) **Approval of December 14, 2014 Meeting Minutes:** Chairman Bennett called the meeting to order at 4:41 PM and requested a motion to approve the minutes of the December 14, 2014 meeting. **Councilor St. Hilaire moved to accept the minutes, seconded by Councilor Coen. The minutes were unanimously approved.**
- 2) **Tax Rate Target** – City Manager Aspell noted that, over the past several years, the committee has not set a specific tax rate target for the City Manager to meet for the upcoming budget. The committee discussed the pros and cons of setting a target for the FY16 budget and the consideration of only bringing a target request to the full City Council in future years if a tax rate target increase is desired. The committee noted that they want to be sure that the tax rate target discussion is presented to FPAC, each year, so that they have the opportunity to discuss at the committee level and determine if a tax rate target is desired. For FY16 they recommended that the City Manager present a responsible budget without a specific tax rate target.
- 3) **Quarterly Financial Statements** – Deputy City Manager LeBrun presented the quarterly financial statements for the Fiscal Year to Date ending December 31, 2014. There are no significant events to discuss at this time. The few notable items are identified in the financial statement executive summary, which he briefly discussed.

The committee asked about the 25 of 52 payrolls elapsed, and if the City paid on a biweekly basis. Deputy City Manager LeBrun indicated that the City processes payroll each week, instead of on a biweekly basis. The committee discussed the merits and drawbacks of processing payroll weekly versus biweekly. They determined that there were not significant enough reasons to move to a biweekly payroll at this time.

Mayor Bouley asked about the over-expenditures in Assessing and how they were going to make up that spending. City Manager Aspell stated that this was a result of reporting professional appraisal contract services in the monthly financial statements, instead of in the overlay account. Deputy City Manager LeBrun stated that additional outside legal services were budgeted for in the Legal Department, appraisal services were budgeted for in the Assessing Department, and that any over-expenditures would be made up as part of the overall budget.

4) **FY16 Budget issues** – Deputy City Manager LeBrun briefly talked about the upcoming FY16 budget and several key issues. He indicated that he will provide the GF proforma/ model at the February FPAC meeting. He noted the following issues to think about, which will be included in the proforma and budget. The discussion today is a high level review of what the City is facing.

- a. Health insurance increase – for the past two years, the City has realized a 0% increase in health insurance renewals due to positive experience and trend. For FY16, Harvard Pilgrim presented an initial guaranteed maximum increase of 14.3%. After additional meetings and discussions with Harvard Pilgrim, they have agreed to an increase of 10% and will work with us on some plan modifications that we are hoping can bring the overall renewal down to the 8-9% range. The experience, overall, is good for most enrollees; however, the problem is that the City's high cost claims are averaging about 22 enrollees this year instead of the expected 14-16, and the high cost average is over \$100k. Everything else being equal, the 10% increase represents about a 2.4% increase to the General Fund tax rate. We will be able to refine this better as we actually put the budget together.
- b. Debt service – the increase for FY16 is expected to be about \$100k. We will not know the final breakdown until after the debt service schedules are compiled based on today's bond sale. This represents about a .25% increase on the GF tax rate.
- c. Wages – the anticipated dollar amount for wage changes is approximately \$900k - \$1 million. This will represent about 2.5 - 2.7% on the tax rate.
- d. The new downtown services program (new for FY16) is expected to add \$250k - 275k to the FY16 budget. This adds approximately .75% to the tax rate.
- e. To put it into perspective, the total of just these items adds to a 6% increase on the tax rate. We will still have to deal with all the other budget issues, as well as the items that we generally include in the proforma model, for the full picture.

Again, this is a high level review of a few big items that the City is facing in the upcoming FY16 budget.

The committee asked about the committees being formed at the State level to review the State retirement program, and if that was a good thing. Deputy City Manager LeBrun indicated that looking at issues like the State retirement system is a good thing and that making changes to the system will be a very complicated undertaking due to all the factors involved.

5) **Other** –

- a. Bond Sale – Deputy City Manager LeBrun informed the committee that the City had a very successful General Obligation bond sale today (January 15, 2015), as well as the sale of a Bond Anticipation Note (BAN).
- b. The BAN was sold for a one-year term at .45%.
- c. The Bonds were sold for varying maturity dates at 2.125% and included a partial refunding of bonds sold in 2005, 2006 and 2007, as well as new bonds issued.
- d. Per discussions with the City's Financial Advisor, these rates are very favorable to other bonds sold recently and they are working on the comparison.

- e. Standard & Poors rating agency affirmed the City's AA+ rating for existing bonds and assigned an AA+ rating for this sale. They also issued a rating of SP-1+ for the BAN, which is the highest rating available for BANs.

The committee was pleased with the results of the bond rating and sale and complimented the Finance staff on a job well done. Deputy City Manager LeBrun credited City Treasurer Mike Jache and his staff with preparing all the bond information for the sale. He also thanked and acknowledged all the people that participated in the rating call with Standard & Poors for their contributions, including Carlos Baia, Kathy Temchack, Katie Graff and Matt Walsh.

City Manager Aspell discussed compensation and succession planning strategies, in general. Current trends and varying market approaches were discussed, including personnel recruitment approaches given unique jobs in the marketplace that have limited potential candidates. The conclusion was to continue with existing tools in place and to continue to explore strategies necessary for the continued successful recruitment and retainage of employees.

- 6) **Adjournment – A motion was made by Councilor Coen to adjourn, seconded by Councilor Grady Sexton. A unanimous vote brought the meeting to an end at 6:23 PM.**

Respectfully submitted,

Brian LeBrun
Deputy City Manager – Finance





Engineering Services Division

Traffic Operations Committee

Meeting Minutes – January 20, 2015

- Attendees: Rob Mack, PE, PTOE, Engineering Services
Ed Roberge, PE, Engineering Services
Jim Major, General Services
Kevin Partington, Concord Police Department
Terry Crotty, Concord School District
Terry Brennan, Concord School District

A. Regular Discussion Items

- 1) Overview of city-wide crash data, including prior-month crash summary and discussion of select crash locations, circumstances and potential action.

DISCUSSION / ACTIONS: Crash data for December 2014 was reviewed. There were 113 reportable crashes in December 2014. This compares with 117 and 123 reportable crashes in December 2013 and 2012, respectively. 16 crashes resulted in total of 19 people injured. There were no fatalities.

There were three December crashes involving pedestrians: a pedestrian aged 39 years walking westbound (with traffic) in the roadway on Loudon Road down Gully Hill due to a snow-covered sidewalk and being struck by the side-view mirror of a passing vehicle (minor injury, driver not identified, rain and visibility was contributory); and a pedestrian aged 52 years crossing N. Main Street in the crosswalk near Dominos and being struck by a southbound vehicle (injury, driver at fault, dark conditions and dark clothing were contributory).

There was one December crash involving a bicyclist: a bicyclist aged 29 years traveling westbound on the eastbound sidewalk (wrong way) along Loudon Road, crossing the Bridge Street intersection against the signal and being struck by a vehicle turning right from Bridge Street (minor injury, bicyclist at fault, helmet not worn).

The annual crash summary for 2014 was also reviewed. There were 1107 reportable crashes in 2014. This compares with 1100 and 1225 reportable crashes in 2013 and 2012, respectively. 218 crashes resulted in total of 291 people injured. There were no fatalities. 23 crashes involved an impaired driver, 27 involved a pedestrian and 12 involved a bicyclist. Engineering requested crash details from CPD for further review of several intersections that had elevated numbers of crashes last year including: Fisherville/Bog, Regional/Industrial and Broadway/Rockingham. It was noted that there were no reported crashes at the Regional/Chenell intersection last year.

Noted were observations of excessive red-light running on the northbound left-turn lane on South Street approaching the signal at McKee Square, particularly around 8 AM when long traffic delays coincide with school crossings; CPD will consider targeted enforcement. Another concern was the incidence of drivers not stopping for stopped school buses on wide, multiple-lane roads such as Loudon Road on the Heights and Pleasant Street west of the high school. It was felt that some drivers may not be aware of the

requirement to stop in either direction approaching a stopped bus, regardless of number of lanes. Engineering will consider deployment of message boards at these locations for educational purposes.

2) City Council meeting update.

DISCUSSION / ACTIONS: At its January 12, 2015 meeting, City Council accepted the TPAC/TOC report on the Council referral of West Village traffic concerns.

3) Transportation Policy Advisory Committee (TPAC) update.

DISCUSSION / ACTIONS: At its December 18, 2014 meeting, TPAC approved the consolidation of the bicycle and pedestrian subcommittees; continued discussion of the CAT bus-replacement plan; and received staff updates on several active CIP transportation projects.

B. On-going Discussion and Action Items.

- 1) None.

C. New Discussion and Action Items

- 1) None.

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 17, 2015 @ 12:00 PM in the 2ND Floor Conference Room.***



CAPITAL AREA MUTUAL AID FIRE COMPACT



2176

President: Chief Ray R. Fisher

Chief Coordinator: Keith Gilbert

P.O. Box 3962
Concord, NH 03302-3962

Email:
capareac1@comcast.net

Telephone 603-225-8988
Fax: 603-228-0983

TJA

2014 ANNUAL REPORT TO BOARD OF DIRECTORS

The 2014 annual report is prepared for the Board of Directors of the Capital Area Mutual Aid Fire Compact as a summary of general activities and events occurring through December 31, 2014. It is also provided to the Town offices of the Compact's member communities for information and distribution as desired.

The Compact provides 24/7 emergency dispatch service to its twenty-two member communities. This service is contracted with the City of Concord Fire Department's Communications Center. Dispatched calls totaled 21,889 in 2014, an increase of 5.2% from the previous year. The detailed activity report by town/agency is attached.

The 2014 Compact operating budget was \$ 1,083,930. Funding of all Compact operations is provided by the member communities. We continue to apply for State and Federal Grant Funds when available. During 2014 we were awarded a grant of \$25,124 to improve care to bariatric patients. This grant provided for a cache of equipment to be deployed to assist our member communities in transporting patients who are too big for conventional equipment. We also received a grant of \$499,403 for communication system improvements. Work funded by this grant will begin during 2015. Work is still ongoing on a \$19,500 grant for a continuity of operations plan to formalize our backup operations with the Lakes Region Mutual Fire Aid. The Compact has received a total of \$1,332,741.54 in grant funding since 2007.

Two radio transmitter sites were added during 2014 to improve communications for the communities in our coverage area. One site is on South Bow Road in Bow near the Hooksett town line and the other is on Craney Hill in Henniker. We now have transmitter sites in seven locations with more improvements planned for the upcoming year. These changes will result in better radio communications and greater reliability.

The Chief Coordinator responded to 560 incidents throughout the system in 2014, and provided command post assistance on those mutual aid incidents. He also aids all departments with response planning, updating addressing information, and represents the Compact with several organizations related to public safety.

Compact officers serving during 2014 were:

President, Chief Ray Fisher, Boscawen
Vice President, Chief Jon Wiggin, Dunbarton
Secretary, Chief Alan Quimby, Chichester
Treasurer, Assistant Chief Dick Pistey, Bow

The Training Committee chaired by Assistant Chief Dick Pistey, with members Chief Peter Angwin, Deputy Chief Matt Cole and Deputy Chief Jon France assisted departments with mutual

57 REGIONAL DRIVE, CONCORD, NH 03301

ALLENSTOWN · BOSCAWEN · BOW · BRADFORD · CANTERBURY · CHICHESTER · CONCORD · DEERING · DUNBARTON
EPSOM · HENNIKER · HILLSBOROUGH · HOOKSETT · HOPKINTON · LOUDON · NORTHWOOD · PEMBROKE ·
PITTSFIELD · SALISBURY · WARNER · WEBSTER · WINDSOR

aid exercises. These combined drills provide valuable training in the delivery of mutual aid services.

The Central New Hampshire HazMat Team represents 58 Capital Area and Lakes Region area communities and is ready to assist or respond to hazardous materials incidents in our combined area. Hazardous Materials Team Chief Bill Weinhold encourages all communities to participate in the Regional Emergency Response Commission (REPC) planning programs and to take advantage of hazardous materials training for local departments.

A major storm event occurred during November that resulted in record call volumes for the dispatch center. The storm impacts began at 3:00 PM on November 26th and continued until midnight on November 29th. During this time period Fire alarm handled 1,825 telephone calls and dispatched 727 incidents. An additional 144 incidents were handled by Compact departments and reported to Fire Alarm after the storm was over.

Chief Dick Wright retired from the Compact in June of 2014. Chief Wright served as Chief Coordinator of the Compact for 41 years, 16 of them as a volunteer, and 25 years as a full time employee. Dick was a knowledgeable and dedicated leader. In addition to his extraordinary service to the Compact, he served on countless boards and committees that have shaped the fire service in New Hampshire. Chief Wright continues to be an important asset to the Compact and I appreciate his efforts to make the transition as easy as possible for me.

All departments are encouraged to send representation to all Compact meetings. Your input is needed. The Compact was created for the mutual benefit of member communities and active participation is a necessity to ensure the needs of all are being met.

I am pleased to have been selected as the Chief Coordinator. I invite anyone with questions or comments to contact me. I thank all departments for their cooperation. Please contact any Compact officer or the Chief Coordinator if we may be of assistance.

Keith Gilbert, Chief Coordinator
CAPITAL AREA FIRE COMPACT
cc: Fire Chiefs
Boards of Selectmen

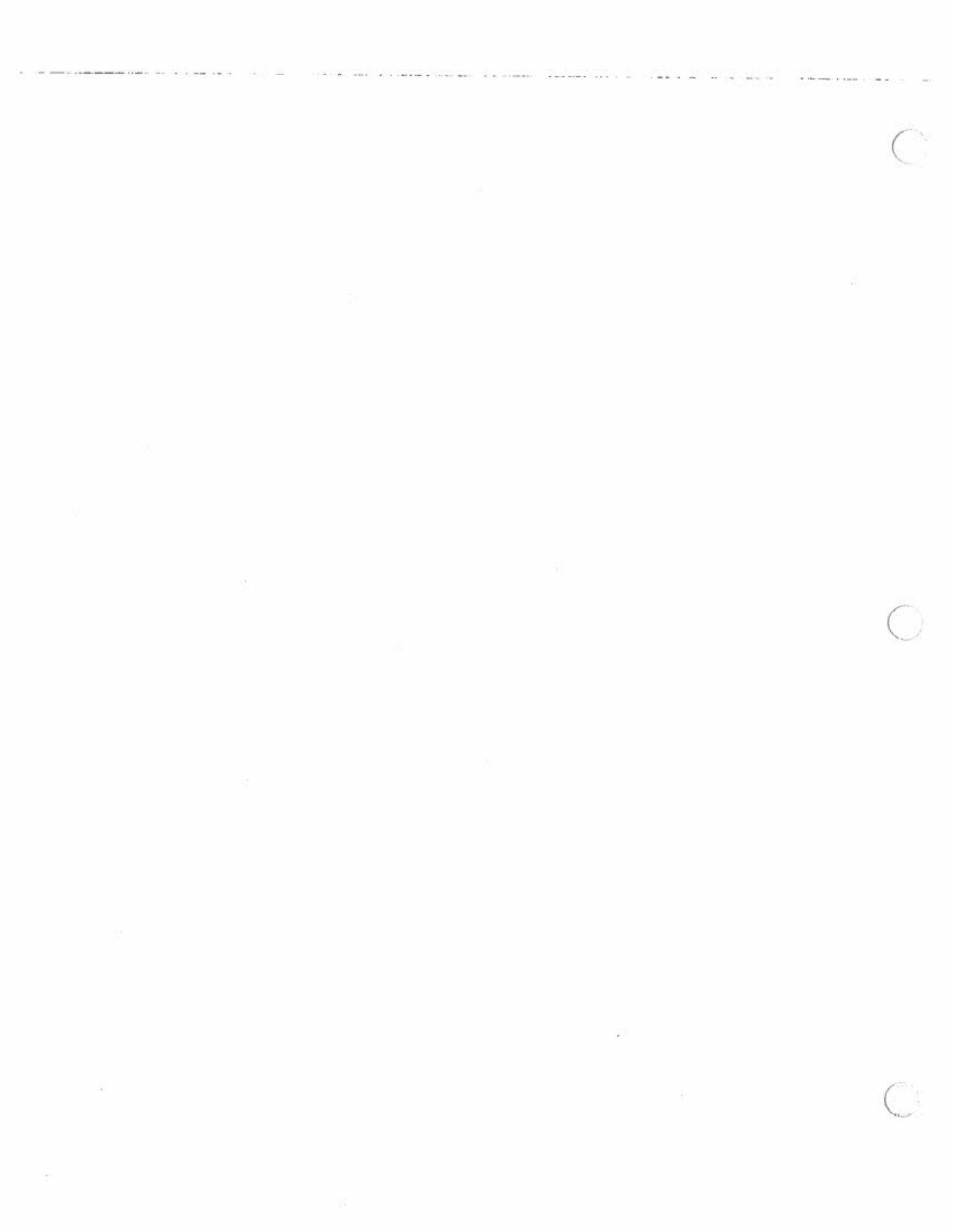
Encl. 1/15/2014

Capital Area Mutual Aid Fire Compact

2013 Incidents vs. 2014 Incidents

ID #	Town	2013 Incidents	2014 Incidents	% Change
50	Allenstown	641	640	-0.2%
51	Boscawen	189	180	-4.8%
52	Bow	1117	1190	6.5%
53	Canterbury	279	282	1.1%
54	Chichester	404	432	6.9%
55	Concord	7262	7652	5.4%
56	Epsom	811	854	5.3%
57	Dunbarton	219	190	-13.2%
58	Henniker	866	915	5.7%
59	** Hillsboro **	483	915	
60	Hopkinton	1067	1051	-1.5%
61	Loudon	869	1063	22.3%
62	Pembroke	287	286	-0.3%
63	Hooksett	2076	2166	4.3%
64	Penacook RSQ	724	717	-1.0%
65	Webster	152	176	15.8%
66	CNH Haz Mat	8	7	-12.5%
71	Northwood	553	618	11.8%
72	Pittsfield	819	722	-11.8%
74	Salisbury	119	122	2.5%
79	Tri-Town Ambulance	1081	1033	-4.4%
80	Wamer	342	301	-12.0%
82	Bradford	202	190	-5.9%
84	Deering	239	187	-21.8%
		20809	21889	5.2%

* Hillsboro 2013 Incident Total from June 2013 - 2014 full year



Bonenfant, Janice

2 INF 7

From: colinvo=vanostern.com@mail.salsalabs.net on behalf of Colin Van Ostern
<colinvo@vanostern.com>
Sent: Friday, January 16, 2015 9:50 AM
To: * City Clerk
Subject: Council Report & Fairpoint update

1/16

Friends,

I was honored to be sworn in to serve in a new term on January 8. If you have any questions, please never hesitate to email me or to call me at (603) 290-5848.

At our first full meeting of the year, this past Wednesday, the formal Council agenda was light but the Governor & Councilors again devoted time at our breakfast meeting to discussing the pending \$13mm state contract with Fairpoint that was put on hold in December.

Below is a detailed update on the Fairpoint contract, followed by my typical Council report.

*****FAIRPOINT UPDATE *****

In the wake of both early winter storms and an ongoing labor dispute between Fairpoint management and its workers, I heard numerous complaints of service disruption from NH citizens I represent. In December, I asked the state to delay a pending \$13mm service contract with Fairpoint until we could get a better understanding regarding a long list of outstanding questions I had about their service levels. The contract was again delayed this past week.

Over the holidays, I spent time with both state agency staff and with Fairpoint with these questions. Below is a summary of my Fairpoint's responses:

- During the recent Thanksgiving storm, roughly 12k customers in NH were left without service. ~98% were restored within the week and the remainder restored thereafter, according to Fairpoint.
- The current number of customers as of last week with service disruption is roughly 2x-the 'normal' level (ie, for this time last year).
- Current average time to resolution on trouble tickets is roughly 2-3x the normal time. This varies by type of service, but the longest NORMAL mean time to resolution is 3-5 days, which means today could be 9-15 days. [Note: I view this as a serious concern]
- To restore mean time to service resolution and the overall work load back down to normal levels -- if Fairpoint's labor dispute is not resolved -- the company states it will take roughly a month to continue to bring on more contingency contractors (another 50-60, after the ~20 brought on this past week) and then another two months to bring the three-state workload down to normal. They state the trouble tickets have been and will continue to be resolved on an ongoing basis during that time.
- That said, service levels on the state contract itself (as opposed to members of the public) have been on par with prior year levels.

- Customers with service issues should call 866-984-2001 to get repair service (OR EMAIL OR CALL ME DIRECTLY and I will ensure your issues receive direct attention).
- All customers with service disruptions, consistent with their service agreements, will receive a credit for all downtime so they are not charged for time they did not have working service.
- The new contract with the state would come online this summer, at a savings to the state of roughly \$62k/month.

Given these facts, one suggestion I offered to Governor Hassan, agency staff, and my fellow Councilors was to consider splitting the contract into its individual parts; passing those that are most time-sensitive or offer the most cost-savings, and delaying the rest until we can evaluate whether Fairpoint is in fact able to restore its normal service levels for NH citizens. This decision will be made before our 1/28 meeting.

***** COUNCIL REPORT *****

The Council also tackled a handful of regional and state issues:

IN CENTRAL NH: Renewed leases for antenna space on Belknap, Kearsarge, Prospect, and Sunapee mountains; and authorized Merrimack Co Sherriff's Dept to support Regional Drug Task Force operations and increased enforcement of NH's underage drinking laws, including outreach and training.

IN MONADNOCK & WESTERN NH: No items this week.

IN STRAFFORD CO: Hired engineering firm for final design of Red List bridge carrying Rt 153 over the Cocheco River in Farmington; approved Strafford Regional Planning Commission's work on septic system database work in Durham; a grant to the City of Rochester's Household Hazardous Waste cleanup program; and private work on a waterfront property on the Bellamy River.

STATEWIDE ISSUES: Authorized state police enhances cyberterrorism response capabilities; and tabled until our next meeting the construction contract for the new Marine Patrol HQ in Gilford, at the request of some Councilors interested in seeing more detailed plans.

APPOINTMENTS: Governor Hassan offered 27 nominations to be voted on in our next meeting; full list below.

Additional detail on all items mentioned above is included below, as well as links to the original contracts and documentation for each item.

Sincerely,

Colin

Executive Councilor, District 2

FULL 1/14 AGENDA

(or follow the links below for documentation of each item)

FULL INFORMATION

1. DETAIL: CENTRAL NH

#24 Authorized the Division of Forests and Lands to enter into four retroactive lease agreements with Public Service Company of NH, Manchester, NH, for equipment and antenna space in designated areas at each of the following sites: Belknap Mountain, Kearsarge Mountain, Prospect Mountain and Mount Sunapee. (2) Further Authorized to accept annual rental payments of \$5,600 for 2015, \$5,768 for 2016, \$5,941.04 for 2017, \$6,119.27 for 2018, and \$6,302.85 for 2019 for the Belknap Mountain, Kearsarge Mountain and Prospect Mountain Leases. (3) Further Authorized to accept annual rental payments of \$3,500 for 2015, \$3,605 for 2016, \$3,713.15 for 2017, \$3,824.54 for 2018, and \$3,939.28 for 2019 for the Mount Sunapee Lease. Effective January 1, 2015 through December 31, 2019, with the option to renew for three additional 5-year periods.

#34 Authorized to enter into a sub-grant with the Merrimack County Sheriff's Department in the total amount of \$30,000 from the 2015 Regional Drug Task Force appropriation to support Drug Task Force program operations. Effective upon G&C approval through June 30, 2015. **100% General Funds.**

#35 Authorized to enter into subgrants totaling \$12,000 with the Merrimack County Sheriff, in the amount of \$7,500, and with the Manchester Police Department in the amount of \$4,500, utilizing funds from the US Department of Justice's Office of Juvenile Justice and Delinquency Prevention's Enforcing Underage Drinking Laws Block Grant Programs for the purpose of funding increased enforcement of NH's underage drinking laws, to include outreach, education and training. Effective upon G&C approval through March 31, 2015. **100% Federal Funds.**

2. DETAIL: MONADNOCK REGION

None

3. DETAIL: STRAFFORD COUNTY

#11 Authorized the Bureau of Bridge Design to enter into an agreement with CLD Consulting Engineers Inc., Manchester, NH, for the final design for the replacement of the Red List bridge carrying NH Route 153 over Cochecho River in the Town of Farmington, for a total amount not to exceed \$326,807. Effective upon G&C approval through August 31, 2017. **100% Federal Funds.**

#28 Authorized to enter into an agreement with the Strafford Regional Planning Commission, Rochester, NH, to complete the *Development of a Septic System Database for the Sunnyside Drive, Woodridge Road, and Foss Farm Road Neighborhoods in the Town of Durham Project*, in the amount of \$43,183. Effective upon G&C approval through December 31, 2016. **100% Federal Funds.**

#30 Authorized to enter into a grant agreement with the City of Rochester, NH, to fund a Household Hazardous Waste collection project, in the amount of \$14,293. Effective upon G&C approval through June 30, 2015. **100% Hazardous Waste Cleanup Funds.**

#31 Authorized David Lemieux's request to perform work on Bellamy River in Dover.

4. STATEWIDE PROJECTS AND POLICIES

#33 Authorized the Division of Homeland Security and Emergency Management to enter into a memorandum of agreement with the Division of State Police for the purpose of enhancing the cyber terrorism/cyber security and incident response capabilities, for a total amount of \$95,825. **100% Federal Funds.** (2) Further Authorized the Division of State Police to accept and expend \$95,825 of federal funds from the Division of Homeland Security and Emergency Management for the purpose of enhancing the cyber terrorism/cyber security and incident response capabilities Effective upon G&C approval through September 30, 2015. **100% Agency Income.**

#37 **TABLED** the Bureau of Public Works Design and Construction to enter into a Construction Management contract with Harvey Construction Corp., Bedford, NH, for the Department of Safety Marine Patrol Headquarters, Gilford, NH, for a total price not to exceed \$7,998,717. (2) Further Authorized a contingency in the amount of \$225,000 for unanticipated expenses, bringing the total to \$8,223,717. (3) Further Authorized the amount of \$234,000 for payment to the Department of Administrative Services, Bureau of Public Works Design and Construction, for engineering services provided, bringing the total to \$8,457,717. Effective upon G&C approval through May 1, 2016. **100% Other (Navigation Safety) Funds.**

5. DETAIL: APPOINTMENTS AND NOMINATIONS

(* = District 2 Resident)

New Nominations by Governor Hassan:

Carmela C. Amato-Wierda, Durham, NH to the Air Resources Council*

Deborah Chabot, Hancock, NH to the Air Resources Council*

Robert Duval, Manchester, NH to the Air Resources Council

Timothy G. Lena, Kittery, ME to the Alcohol and Drug Abuse Prevention, Treatment and Recovery Commission

Jeffrey Dubal, Manchester, NH to the Appellate Board

Eric D. Gelinas, Warner, NH to the Athletic Trainers Governing Board*

Edward F. Caron, Hudson, NH to the Business Finance Authority

Guy A. Santagate, Claremont, NH to the Business Finance Authority

Chuck Souther, Concord, NH to the Current Use Advisory Board*

Lisa J. Malfait, Concord, NH to the Board of Dental Examiners, Dental Hygienists Committee*

Scott A. Brooks, Quechee, VT to the Enhanced 911 Commission

Steven S. Roberge, Peterborough, NH to the Board of Foresters

Jennifer L. Tansey, Merrimack, NH to the Genetic Counselors Governing Board

Sally S. Fellows, Exeter, NH to the Historical Records Advisory Board

Anne T. Packard, Holderness, NH to the Historical Records Advisory Board

Tim Sappington, Randolph, NH to the Historical Resources Council

Carolyn W. Baldwin, Gilmanton, NH to the Historical Resources Council*

Catherine Hackett, Manchester, NH to the Human Rights Commission

Cameron Eldred, Hanover, NH to the Motor Vehicle Industry Board

Maris M. Wofsy, Salisbury, NH to the Occupational Therapy Governing Board*

Gillian Cavezzali, Plymouth, NH to the Physical Therapy Governing Board

Erik Anderson, Portsmouth, NH to the Ports and Harbors Advisory Council

Richard W. Mozier, Belmont, NH to the Respiratory Care Practitioners Governing Board*

Chris Rand, Weare, NH to the Telecommunications Planning and Development Advisory Committee

Bobby D. Broneske, Londonderry, NH to the Veterans Council

Robert Beurivage, Auburn, NH to the Water Council

John Joseph Boisvert, Statham, NH to the Water Council

John A. Gilbert, Exeter, NH to the Water Council

David R. Hunt, Washington, NH to the Water Well Board*

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www.vanostern.com PO Box 193, Concord, NH 03302.
Colin Van Ostern, fiscal agent.

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Bonenfant, Janice

From: colinvo=vanostern.com@mail.salsalabs.net on behalf of Colin Van Ostern
<colinvo@vanostern.com>
Sent: Thursday, January 08, 2015 7:17 AM
To: * City Clerk
Subject: my oath today

TJA

Friends,

On this day last year, I sent friends and supporters like you a (slightly too long) email recalling ten memories, eye-openers, and lessons I learned in my first year representing a quarter-million of my fellow Granite Staters on the Executive Council.

Today, I take an oath to serve a new term. And this year, I'm not writing this email about me.

It's about New Hampshire.

Our state has made tremendous progress in the past two years: shoring up our economy after the Great Recession, repairing and expanding the social safety net, and restoring civility to Concord under the leadership of a Governor remarkably well suited to the task, who will be inaugurated today. To borrow a friend's words, we have patched up the holes in our ship of state. Now it's time to build some bigger sails.

The most critical job in front of us as elected officials is to unlock the potential for growth in our state economy. It's the single issue front and center in my mind when I take the oath of office with Governor Hassan today.

So many critical issues we face – the state of our state budget, the quality of our schools, the safety of our communities, the welfare of our citizens, and the scope and equity of opportunities facing New Hampshire's children and citizens – all of it can be improved more quickly and more dramatically by a growing economy than almost any other policy initiative before us.

There are many ways to drive towards that outcome, and while I don't agree with every initiative suggested in Concord, I believe it is a sign of promise that leaders from both parties are offering policies that often shared a goal of growing our economy. When we agree on the outcomes we need, we're halfway there. But we have to do better than the headlines that trumpeted yesterday's first day of action in the state House.

My own belief is that the key to unlocking that growth is found in strengthening and expanding New Hampshire's workforce.

Each Executive Councilor has an opportunity a few times each term to bring the Governor, fellow Councilors, and our state's agency heads to a location of their choosing for a breakfast briefing and a full Council meeting as an opportunity to highlight an issue, organization, or initiative. It's no accident that I've hosted these meetings at UNH in Durham, at the Business Finance Authority, and at the state's Department of Resources & Economic Development, among others. It's because some of the key ingredients to our growth include more college-educated workers with more affordable degrees; more new businesses that attract new workers and young families to our state; and the dual promotion of our state's economy and the natural environment that is central to it. And, the need to strengthen our workforce is one of the biggest motives behind my relentless pursuit of getting passenger rail from Boston to central New Hampshire (and the projected 5,600 jobs that come

with it).

In 2015, I look forward to broadening this conversation about strengthening and expanding our workforce - to examine how to boost our labor participation from within by considering new possibilities for expanding early childhood education, afterschool, and workplace policies that make it easier for every parent who wants to work to do so.

Last fall, our national economy grew at the fastest rate in over a decade – and with gas at \$2.24 at the new I-93 Hooksett welcome centers yesterday, there is reason to suspect that growth can continue. Meanwhile, New Hampshire boasts, literally, the best quality of life in the country: good schools, safe towns, clean communities, well-educated workers and low unemployment. We have a once in a generation opportunity – and necessity – to seize the mantle of economic growth in front of us.

This is not an idle opportunity. Our state also faces real challenges: one of the fastest-aging populations in the country; sharply rising electricity costs; too-expensive college costs; and – if we don't invest in our workforce – a labor pool that sometimes isn't growing fast enough for our high growth companies (something I've seen firsthand in my professional work outside of the Executive Council, where I've spent the past five years helping businesses at two of our state's most innovative organizations grow; SNHU and Stonyfield yogurt).

So, as I swear to faithfully perform my duties as an Executive Councilor for our state, I'll be thinking first and foremost about how we stoke the fire of economic growth - and how to support our newly re-inaugurated Governor's efforts towards that goal.

If you have ideas, proposals, suggestions, experiences, or case studies to share about how we can best do that, I hope you'll share them with me.

Sincerely,



Colin Van Ostern
Executive Councilor
(603) 290-5848
colinvo@vanostern.com
www.vanostern.com



Bonenfant, Janice

From: colinvo=vanostern.com@mail.salsalabs.net on behalf of Colin Van Ostern
<colinvo@vanostern.com>
Sent: Monday, February 02, 2015 6:09 PM
To: * City Clerk
Subject: Council Report & Fairpoint hearings

TAA

Friends,

The Council last week approved 63 items including several items of regional and statewide note, below.

Additionally, the Council secured an agreement from Fairpoint communications to hold 5 public hearings across the state in the next five months -- open to members of the public and with representatives from the Attorney General's office and the Public Utilities Commission -- to strengthen public accountability for needed improvements in their consumer service levels. Details and dates will be included in my next update.

This agreement comes after the Council delayed a contract for Fairpoint phone and internet services in state agency offices in December, and also removed a clause in the proposed contract which would have nullified Fairpoint's obligations in the case of a labor strike (one is ongoing). The strike is still ongoing, but Fairpoint management and workers did return to the negotiating table a few weeks after the contract was delayed, and are reportedly making progress.

The Council approved a number of regional and state contracts:

IN CENTRAL NH: Extending legal advocacy services for juveniles in Concord through NH Legal Assistance; a replacement well for a property owner in Gilmanton whose well was damaged by road salt; construction of a traffic signal at NH Rt 106 & Staniels Rd in Loudon; and leased new offices in Concord for the NH Council on Developmental Disabilities.

IN MONADNOCK & WESTERN NH: Lower Warren Brook restoration in Alstead; and outreach to reduce wood smoke emissions in Greater Keene.

IN STRAFFORD CO: Extending legal advocacy services for juveniles in Farmington & Rochester through NH Legal Assistance; appointed a commission for hearing proposed improvements to Rt 4 in Durham over Bunker Creek; managing public access on Barbadoes for the City of Dover; and approved private residential waterfront work on Little Bay in Dover.

STATEWIDE ISSUES: A \$2.2mm federal grant for substance abuse & treatment; a list of contracts that state agencies had approved in the prior quarter that fell under the size needed for Council approval; a contract with Fairpoint for state phone & data services, with modifications mentioned above; and a \$8mm construction agreement (under budget estimate) for the state Marine Patrol HQ in Gilford, NH.

APPOINTMENTS: The Council approved appointment of Tomas Donovan as Director of Charitable Trusts; and 29 positions listed below.

Detail on all items mentioned above is included below, as well as links to the original contracts and documentation for each item.

Sincerely,

Colin

Executive Councilor, District 2

FULL 1/28 AGENDA

(or follow the links below for documentation of each item)

***** FULL INFORMATION *****

1. DETAIL: CENTRAL NH

#10 Authorized to amend an agreement with NH Legal Assistance Inc., Concord, NH (originally approved by G&C on 1-29-14, item #27), to provide civil legal advocacy services to juveniles up to age 18 in Laconia, Nashua, Manchester, Farmington, Conway, Concord, and Rochester areas who are at risk for, or are involved with, the juvenile justice system by providing services through the Youth Law Project, by extending the end date from February 1, 2015 to February 1, 2016. No Additional Funding. **100% Federal Funds.**

#26 Authorized the Bureau of Highway Maintenance, Well Section, to enter into a contract with Skillings & Sons Inc., Amherst, NH, for a 6-inch drilled well and pump on the property of Ray Breton, Gilmanton, NH, in the amount of \$21,210. Effective upon G&C approval through November 6, 2015. **100% Highway Funds.**

#28 Authorized the Bureau of Construction to enter into a contract with American Excavating Inc., Derry, NH, for signaling the intersection of NH Route 106, Staniels Road and Josiah Bartlett Road in the Town of Loudon, on the basis of a low bid of \$1,166,727.54. (2) Further Authorized a contingency in the amount of \$116,672.75 for payment of latent conditions which may appear during the construction of the project. Effective upon G&C approval through September 11, 2015. **100% Federal Funds**

#36 Authorized to enter into a lease agreement with NTC Concord Holdings LLC, Concord, NH, for lease of new office space comprised of 2,120 square feet to be located on the ground floor, in an amount not to exceed \$170,274. Effective February 1, 2015 with thirty days delay thereafter providing time for completion of renovations resulting in a rental and occupancy term of March 1, 2015 through February 28, 2020. **100% Federal Funds.**

2. DETAIL: MONADNOCK REGION

#43 Authorized to enter into an agreement with the Town of Alstead, NH, to complete the Lower Warren Brook Restoration Project, in the amount of \$87,400. Effective upon G&C approval through December 31, 2016. **100% Federal Funds.**

#45 Authorized to enter into a sole source contract with the Southwest Region Planning Commission, Keene, NH, to implement an outreach and education program to reduce wood smoke emissions in the Greater Keene

Area, in an amount not to exceed \$20,000. (2) Further Authorized an advance payment to the Southwest Region Planning Commission, Keene, NH, in an amount not to exceed \$20,000 within fifteen days of receiving G&C approval. Effective upon G&C approval through June 30, 2016. **100% AEP Settlement Funds.**

3. DETAIL: STRAFFORD COUNTY

#10 Authorized to amend an agreement with NH Legal Assistance Inc., Concord, NH (originally approved by G&C on 1-29-14, item #27), to provide civil legal advocacy services to juveniles up to age 18 in Laconia, Nashua, Manchester, Farmington, Conway, Concord, and Rochester areas who are at risk for, or are involved with, the juvenile justice system by providing services through the Youth Law Project, by extending the end date from February 1, 2015 to February 1, 2016. No Additional Funding. **100% Federal Funds.**

#E. Authorized the Bureau of Right of Way's request to appoint a Commission for a hearing on the proposed improvements to US 4 bridge replacement over Bunker Creek, and if the necessity is found, to lay out the new highway and purchase land as necessary, with a suggested budget of \$1,319.10.

#41 Authorized to enter into a Lease Agreement with the City of Dover, for the purpose of managing and maintaining the City owned public access site on Barbadoes Pond. Effective upon G&C approval through December 31, 2019. No Funding.

#50 Authorized Michael C. McDonough's request to perform work on Little Bay in Dover.

4. STATEWIDE PROJECTS AND POLICIES

#C. Authorized to appoint Thomas J. Donovan as the Director of Charitable Trusts and as Assistant Attorney General at a salary level of \$92,000. Effective January 30, 2015 through March 22, 2019.

#19 Authorized to accept and expend federal funds in the amount of \$2,187,927.93 for Substance Abuse Prevention & Treatment Block Grant federal Funds from the US Department of Health and Human Services, Substance Abuse and Mental Health Services Administration. Effective upon G&C approval through June 30, 2015. **100% Federal Funds. Contingent upon Fiscal Committee approval on January 23, 2015.**

#62 Authorized to accept and place on file a report containing a list of vendors that agencies have contracted with for the period of October 1, 2014 through December 31, 2014.

#63 Authorized to enter into a contract with Northern New England Telephone Operations LLC & Enhanced Communications of Northern New England Inc., (FairPoint Communications), Manchester, NH, for telephone and data communications services, for a total price not to exceed \$13,000,000. Effective upon G&C approval, with actual services starting July 1, 2015 to allow time for cut-over, and expiring on June 30, 2020.

#37 Removed from the Table and Passed— The Governor and Council on motion of Councilor Sununu, seconded by Councilor Wheeler, voted to **table** the request of the Bureau of Public Works Design and Construction to enter into a Construction Management contract with Harvey Construction Corp., Bedford, NH, for the Department of Safety Marine Patrol Headquarters, Gilford, NH, for a total price not to exceed \$7,998,717. (2) Further Authorized a contingency in the amount of \$225,000 for unanticipated expenses, bringing the total to \$8,223,717. (3) Further Authorized the amount of \$234,000 for payment to the Department of Administrative Services, Bureau of Public Works Design and Construction, for engineering services provided, bringing the total to \$8,457,717. Effective upon G&C approval through May 1, 2016. **100% Other (Navigation Safety) Funds.**

5. DETAIL: APPOINTMENTS AND NOMINATIONS

*(* = District 2 Resident)*

New Nominations by Governor Hassan:

Cannon Mountain Advisory Board

Karen K. Irwin, Hopkinton*

Richard McLeod, Concord*

Compensation Appeals Board

Dennis E.E. Adams, Deerfield

Mary Ann Ashcroft, Derry

Leo D. Kelly, Goffstown

Ronald E. Ludwig, Manchester

Robert H. Morneau, Wolfeboro

Dennis E. Murphy, Center Harbor

Constance J. Roy, Wolfeboro

Board of Licensed Dietitians

Carole A. Palmer, Penacook*

Board of Education

Gary Groleau, Laconia

Enhanced 911 Commission

Patrick Robinson, Manchester

Judicial Council

Shari J. Landry, Loudon

Pease Development Authority Board of Directors

George M. Bald, Somersworth*

Advisory Council on Worker's Compensation

Douglas M. Goumas, Bedford

Confirmed by the Council:

Carmela C. Amato-Wierda, Durham, NH to the Air Resources Council*

Deborah Chabot, Hancock, NH to the Air Resources Council*

Robert Duval, Manchester, NH to the Air Resources Council

Timothy G. Lena, Kittery, ME to the Alcohol and Drug Abuse Prevention, Treatment and Recovery Commission

Jeffrey Dubal, Manchester, NH to the Appellate Board

Eric D. Gelinas, Warner, NH to the Athletic Trainers Governing Board*

Edward F. Caron, Hudson, NH to the Business Finance Authority

Guy A. Santagate, Claremont, NH to the Business Finance Authority

Chuck Souther, Concord, NH to the Current Use Advisory Board*

Lisa J. Malfait, Concord, NH to the Board of Dental Examiners, Dental Hygienists Committee*

Scott A. Brooks, Quechee, VT to the Enhanced 911 Commission

Steven S. Roberge, Peterborough, NH to the Board of Foresters

Jennifer L. Tansey, Merrimack, NH to the Genetic Counselors Governing Board

Sally S. Fellows, Exeter, NH to the Historical Records Advisory Board

Anne T. Packard, Holderness, NH to the Historical Records Advisory Board

Tim Sappington, Randolph, NH to the Historical Resources Council

Carolyn W. Baldwin, Gilmanon, NH to the Historical Resources Council*

Catherine Hackett, Manchester, NH to the Human Rights Commission

Cameron Eldred, Hanover, NH to the Motor Vehicle Industry Board

Maris M. Wofsy, Salisbury, NH to the Occupational Therapy Governing Board*

Gillian Cavezzali, Plymouth, NH to the Physical Therapy Governing Board

Erik Anderson, Portsmouth, NH to the Ports and Harbors Advisory Council

Richard W. Mozier, Belmont, NH to the Respiratory Care Practitioners Governing Board*

Chris Rand, Weare, NH to the Telecommunications Planning and Development Advisory Committee

Bobby D. Broneske, Londonderry, NH to the Veterans Council

Robert Beaurivage, Auburn, NH to the Water Council

John Joseph Boisvert, Statham, NH to the Water Council

John A. Gilbert, Exeter, NH to the Water Council

David R. Hunt, Washington, NH to the Water Well Board*

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Colin Van Ostern, fiscal agent.

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TAA
JAN 12 2015

January 9, 2015

The Hon. 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 2014. 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 2014 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



X60478

COMCAST

**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-XFINITY 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-XFINITY, 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-XFINITY 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-XFINITY.

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-XFINITY

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

Important Notices To Our Customers

How to Use Your Cable Service Notice to Customers Regarding Equipment Compatibility & Important Information

X35346 8773/1000-3000, 8633-0100, 0110,0120 (ALL)

How To Use Your Cable Service

Congratulations on your choice of one of the world's best entertainment and information media - cable TV! We have designed our XFINITY TV service to be as simple to use as it is exciting to explore!

This information is provided to enable you to be more knowledgeable about your service and to answer any questions you may have about it.

Complaint Procedures

If you have a complaint regarding your cable television service or your bill, please call the local customer service number listed below or our toll-free telephone number which is available 24 hours a day, seven days a week. You can also visit our local business office listed on your billing statement. Alternatively, if you wish to put your comments in writing, your letter should be addressed to Comcast at the local address listed on your billing statement. We will promptly try to resolve your complaint. If we are unable to resolve your complaint, we will notify you that we are unable to do so and explain the reason why. If you are dissatisfied with our resolution of your complaint, or we are unable to resolve your complaint, you may contact the local franchising authority to discuss your complaint. 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.

General Do's and Don'ts

We have installed cable in your home in a manner that is consistent with Federal Communications Commission ("FCC") rules. Here are a few tips to keep it operating safely and reliably:

1. During severe electrical storms you should unplug your television set and cable converter to avoid damage. Comcast and your set manufacturer are not responsible for damage which occurs due to acts of nature.
2. Your cable converter operates on 110 volts. Please take all the same precautions you would for any small appliance, such as checking the cord to make sure it is not worn or damaged.
3. For your own safety, do not attempt to open or otherwise tamper with your cable converter.
4. If you have someone other than Comcast install the inside wiring in your home, or if you do it yourself, you are responsible for ensuring that the installation
 - a. complies with all applicable governmental regulations (FCC signal leakage rules, for example), and
 - b. does not interfere with the normal operations of the cable system or any other communications systems, such as those used by police and fire departments.

Billing

Your monthly cable bill not only gives you a listing of your current charges, payments and credits, but it may also contain special messages to our customers. Take time to review your bill to make sure your name, address and other information are correct. You generally will be billed at the same time each month unless you are notified otherwise.

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/CableCARD

In order to receive XFINITY TV, as well as to descramble certain optional premium or pay-per-view services, you may require an electronic channel selection device called a "converter" or a CableCARD activated device. A converter and a remote control or a CableCARD are available from Comcast on a lease basis or converters or remotes may be purchased at certain retail outlets, including consumer appliance or electronics stores.

Some television components like DVD players, DVD recorders, 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, DVD player and/or DVD recorder 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.

Wrong Channel

- Check television set dial and converter for channel setting. Try channel 2, 3, or 4.



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.



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.
- Check other channels to compare reception.



DVD Player, DVD Recorder-Cable Hookups

1. Additional equipment, such as coaxial cables, signal splitters or A/B 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."

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.

Installing Digital Cable Service

Digital TV self-installation kits and manuals are available from your local Comcast cable office for a separate charge.

A Brief Note About The Services We Offer

Not all services are available in all areas. Please call your local Comcast office for details.

Limited Basic

Limited Basic Service is one of our most viewed levels of service. Limited Basic 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 Limited Basic in order to subscribe to any tiers of video service offered by Comcast.

Digital Service Tiers

Our Digital Service tiers generally carry 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.

A customer must receive Limited Basic Service in order to be eligible to receive a Digital Service Tier.

Premium Services

Premium Services are generally available to customers who receive Limited Basic Service. 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.

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; 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 XFINITY 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. XFINITY 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 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 your 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 converters to receive our cable services. Because a converter functions as the channel tuner on your television, DVD player or DVD recorder, it may prevent you from using some of the special features and functions of your television, DVD player or DVD recorder. 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. 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 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, converters and multiple descrambler/decoders and/or timers (or if such devices are not available, multiple 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 converter, or navigation device or Digital-cable-ready television (which can receive digital cable services using a device that we must provide called CableCARD in place of a converter) that you purchase from a retail outlet is compatible with our system or Note: CableCARD 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 converter rented or acquired from retail outlets to operate with our cable system. If you see advertisements for 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, DVD Player or 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, DVD player or DVD recorder.

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, DVD player or DVD recorder 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.

Any or all of the above remote control devices may not be compatible with the converters 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(s)

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

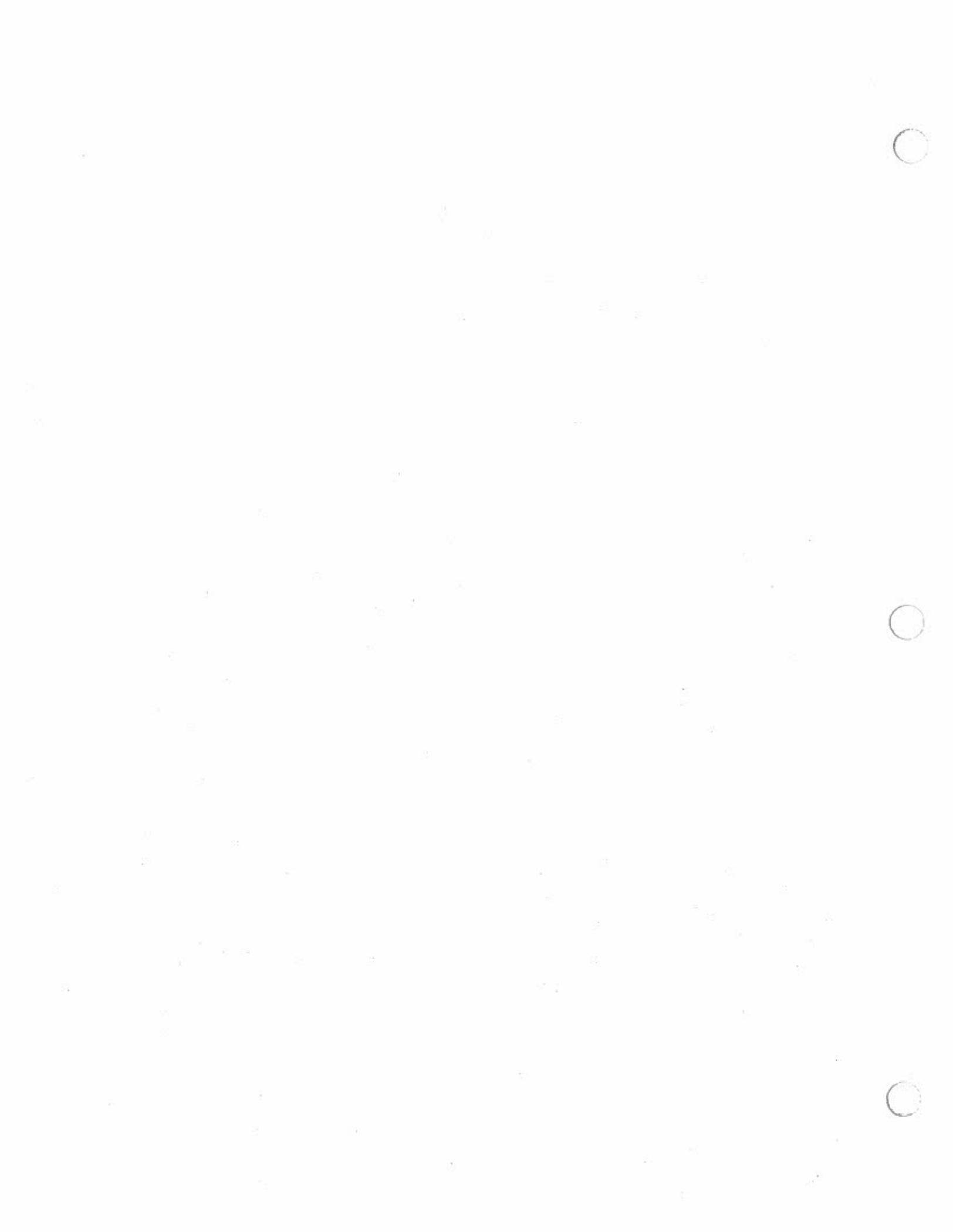
Comcast
1 Comcast Center
Philadelphia, PA 19102

Local Franchising Authority

Consumer Division of the
Department of Telecommunications and Cable
1-800-392-6066
1000 Washington Street, Suite 820
Boston, MA 02118

Office of the Attorney General
Consumer Protection and Antitrust Bureau
33 Capital Street
Concord, NH 03301

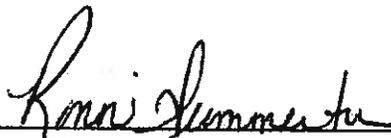
Office of the Attorney General
Consumer Information and Mediation Service
6 State House Station
Augusta, ME 04333



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 2014 respectively.



Signature

Ronni Summerton

Print Name

January 9, 2015

Date

Attachment

Re: Customer Annual Notice: Affidavit Attachment

Comcast customers in the following communities received an insert in their monthly billing statement during 2010 regarding 1) *Customer Privacy Notice*, 2) *Important Information* and 3) *Notice to Customers Regarding Equipment Compatibility & Important Information*:

Allenstown	Epping	Londonderry	Sandown
Alstead	Epsom	Loudon	Seabrook
Amherst	Exeter	Madbury	Somersworth
Andover	Francestown	Manchester	South Hampton
Antrim	Fremont	Meridan	Stratham
Atkinson	Gilsum	Merrimack	Sunapee
Auburn	Goffstown	Milford	Temple
Bedford	Grantham	Mont Vernon	Walpole
Bennington	Greenland	Nashua	Weare
Boscawen	Greenville	New Boston	Wilmot
Bow	Hampstead	Newcastle	Wilton
Brentwood	Hampton	New Ipswich	Winchester
Canaan	Hampton Falls	Newfields	Windham
Candia	Hancock	Newington	
Charlestown	Hanover	Newmarket	
Chester	Henniker	Newport	
Chesterfield	Hill	Newton	
Chichester	Hillsborough	North Hampton	
Claremont	Hinsdale	Nottingham	
Concord	Hooksett	Pelham	
Cornish	Hopkinton	Pembroke	
Danbury	Hudson	Peterborough	
Danville	Jaffrey	Plaistow	
Deering	Kensington	Portsmouth	
Derry	Kingston	Portsmouth Naval Shipyard	
Dover	Langdon	Raymond	
Durham	Lebanon	Rollinsford	
East Kingston	Lee	Rye	
Enfield	Litchfield	Salem	

2 Int 9

CITY OF CONCORD, NEW HAMPSHIRE Planning Board

CITY HALL • 41 GREEN STREET • CONCORD, NH 03301 • TEL. 603-225-8515 • FAX 603-228-2701



TJA

January 23, 2015

Richard Woodfin
11 Harvard Street
Concord, NH 03301

Re: Appointment as Planning Board Representative to the Heritage Commission

Dear Rich:

I am writing to notify you that the City Planning Board, at a meeting on January 21, 2015, voted to appoint you as the Board's representative to the Heritage Commission. The Heritage Commission meets once each month on the first Thursday afternoon at 4:30pm in the City Council Chambers. I am enclosing a copy of the Commission's schedule for 2015 and a parking permit for your use.

On behalf of the Board, I wish to thank you for your willingness to serve on the Commission.

If you have should have any questions, please feel free to contact me at your convenience.

Sincerely,

Nancy Larson
Clerk

encl: Schedule

Cc: Gerald L. Drypolcher, Chairman, City Planning Board
Thomas J. Aspell, Jr., City Manager
Janice Bonenfant, City Clerk





State of New Hampshire

DEPARTMENT OF SAFETY
DIVISION OF MOTOR VEHICLES
STEPHEN E. MERRILL BUILDING
23 HAZEN DRIVE, CONCORD, NH 03305

2 INFO

TJD

JOHN J. BARTHELMES
COMMISSIONER OF SAFETY

RICHARD C. BAILEY, JR.
DIRECTOR OF MOTOR VEHICLES

January 12, 2015

RECEIVED

JAN 14 2015

CITY MANAGER'S OFFICE
CONCORD, NH

Thomas J. Aspell, Jr.
Concord City Manager
41 Green Street
Concord NH 03301

Dear Mr. Aspell:

Thank you for your letter of May 14, 2014, and the plate design submitted on January 9, 2015, regarding a commemorative plate celebrating the City of Concord's 250th anniversary.

Please be advised that I have reviewed your plate design, and it is approved to go forward with printing. Once production has begun, please instruct the Sign Shop to send one blanked plate to my attention at the Division of Motor Vehicles.

One commemorative plate may be attached to the front of a motor vehicle in place of the regular number plate; however, the rear number plate must remain in place. A motor vehicle displaying an anniversary plate must be legally registered and inspected for the current year. The time period for display of your commemorative plates ends on December 31, 2015.

Congratulations on Concord's 250th anniversary. I hope your commemorative plate sales are a complete success.

Sincerely,

Richard C. Bailey, Jr.



2 INF 11



CITY OF CONCORD

REPORT TO THE MAYOR AND CITY COUNCIL

T2A

FROM: Edward L. Roberge, PE, City Engineer

DATE: February 2, 2015

SUBJECT: Status of the Langley Parkway – Phase 3 Transportation Feasibility Study (CIP40).

Recommendation

Accept the Langley Parkway - Phase 3 Transportation Feasibility Study for informational purposes.

Background

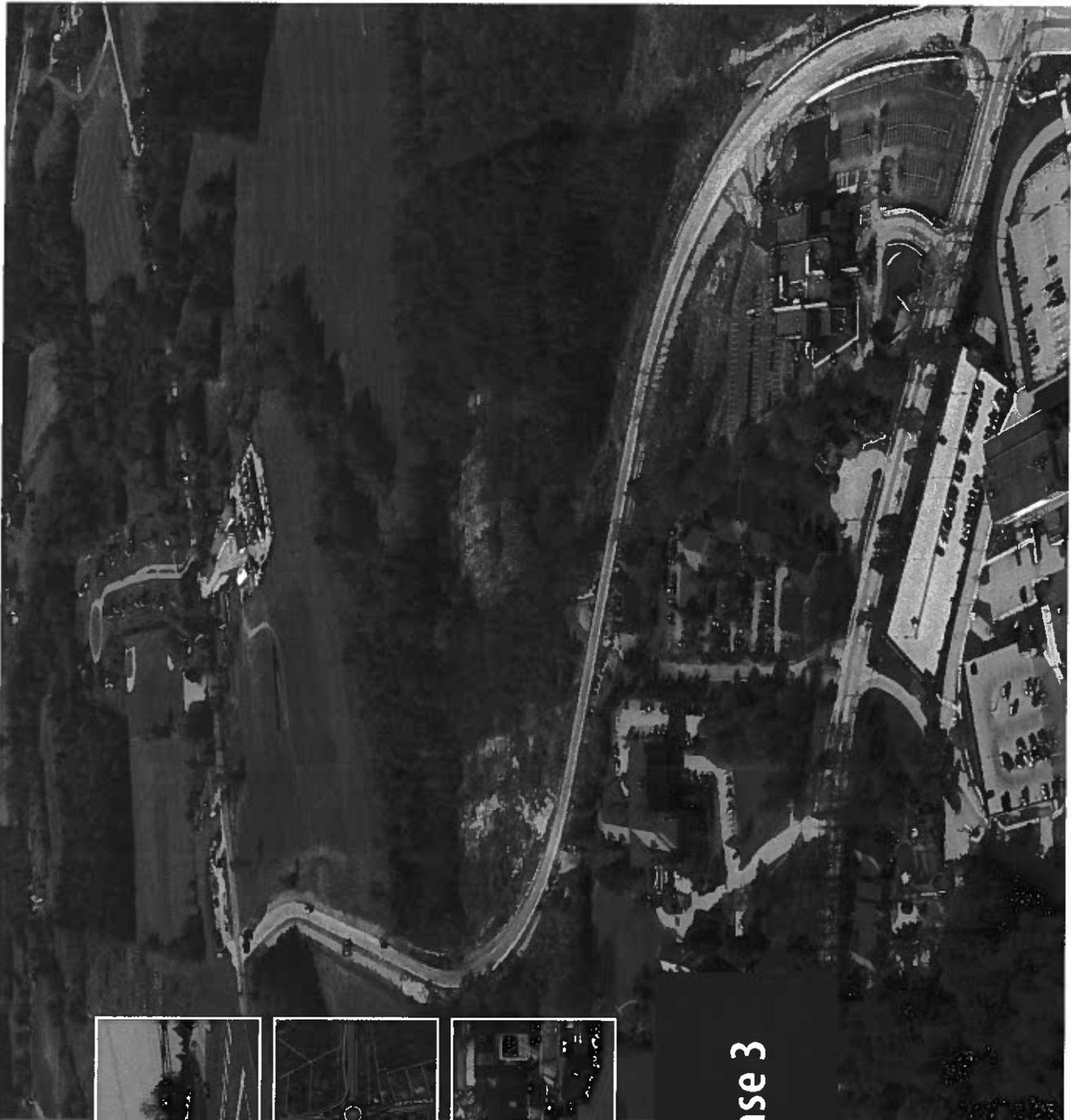
Engineering staff, in consultation with Vanasse Hangen Brustlin, Inc. (VHB), the City's transportation planning consultant, completed conceptual designs of the project corridor alignment and intersections and concluded a public review process in late 2013. The final Langley Parkway - Phase 3 Transportation Feasibility Study is attached for City Council consideration.

Discussion

Design, permitting, and construction of the Langley Parkway – Phase 3 Improvements are scheduled in the outyear of the CIP program (FY2016-FY2018). This report is provided for Council consideration at the upcoming CIP Outyear Review meeting scheduled for Tuesday, February 17, 2015.

elr/E
attachment





Transportation Feasibility Study Langley Parkway Phase 3

CONCORD, NEW HAMPSHIRE



PREPARED FOR
City of Concord



PREPARED BY
VHB | 603.271.4100 | www.vhb.com

JANUARY 2015



Transportation Feasibility Study

Langley Parkway Phase 3 – Concord, NH

Prepared for

The City of Concord, New Hampshire

Prepared by

Vanasse Hangen Brustlin, Inc.
Bedford, New Hampshire

January 2015

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Executive Summary

Introduction/Background

The City of Concord has retained Yanase Hangen Brustlin, Inc. (VHB) to conduct a Transportation Feasibility Study for the final phase of the Langley Parkway. The third and final phase of the project will complete the vision to provide a parkway that extends from Clinton Street to the south to North State Street and Bouton Street to the north. The parkway will create a bypass of the downtown with direct access to the regional medical facilities and other major destinations within the City. The Langley Parkway project has been a work in progress for more than 50 years and is a key element of the City's 2030 Master Plan.

The purpose of this study is to develop a conceptual plan for Phase 3 that evaluates options for connectivity to/from Langley Parkway and the surrounding neighborhoods, with a focus on connectivity that provides convenience for local traffic without creating cut-through routes on the local system. The study also assesses potential environmental impacts and identifies likely environmental permitting requirements.

Project Need

Traffic safety and operational issues will continue to perpetuate in the downtown and along Pleasant Street without the completion of the parkway. It is estimated that 10,000 vehicles per day cut through the City's west end neighborhoods traveling to and from regional medical facilities, major businesses, schools, and institutional employment centers located along Pleasant Street. Public benefits associated with the completion of Langley Parkway include congestion relief, improved traffic flow and safety, and enhanced pedestrian and bicycle safety. The completion of the parkway also provides for enhanced access to the major business centers and institutions along the northwesterly perimeter of the downtown, as well as improved access and an alternative route to Concord Hospital. The parkway also extends recreational (non-motorized) travel opportunities along the corridor, building upon the growing popularity of walking and bicycling along the southern Phase 2 segment.

Description of Roadway Alternatives

The study presents two design options for the mainline roadway segments of the parkway and two design options for each mainline intersection. Mainline alternatives, which cover the parkway segment from the current terminus of the roadway just north of the medical facilities to the point where the roadway would tie into the existing system in the vicinity of Penacook and Rumford Streets, include a median and non-median divided roadway. Both

alternatives provide a single travel lane in each direction with pedestrian and bicycle facilities, however, one option includes a raised center median. The cross sections of the non-median and median divided roadways approximate 62 feet and 78 feet respectively.

Alternatives to connect to the local roadway system include the consideration of roundabouts and traffic signals at the intersections of Langley Parkway with the northern access to Concord Hospital, Auburn Street, and Rumford Street. Other local connections proposed via unsignalized intersections include Granite Ledges, Jennings Drive, and Bradley Street. Two design alternatives (cul-de-sac and hammer-head) are also shown for the termination of Penacook Street at the parkway.

It is important to note that the individual design elements of each option for the roadway segments and local intersections are interchangeable, giving the City the flexibility in selecting a preferred alternative. In addition, alternatives presented are fully compliant with the 'complete streets' provision of the City's Comprehensive Transportation Policy (adopted in January 2010) and provide for all users including motorists, pedestrians, bicyclists, and public transit riders.

Through the study process, roadway improvements outside of the Phase 3 segment were also identified as being beneficial to the project and improve traffic operations within the study area. These improvements include enhanced access Concord Hospital on both Langley Parkway and Pleasant Street, additional capacity at the North State Street intersection with Penacook Street, and improvements to the intersection of North Street with Rumford Street.

Key Findings

Traffic Operations

As traffic volumes continue to grow, operations throughout the downtown will continue to deteriorate. By the forecast year 2035, six of the ten signalized intersections studied are projected to operate at level of service (LOS) E or F with some intersections experiencing volume to capacity (v/c) ratios greater than 1.0. In addition, traffic operations at numerous unsignalized intersections studied are also expected to degrade with substantial increases in delay, operating at LOS F.

All new intersections, and those to be reconstructed or improved as a result of the project, have been conceptually designed to accommodate traffic volume demands through the forecast year 2035 and operate at acceptable levels of service. In addition, the parkway will divert substantial traffic away from the downtown street network. As a result, six of the existing downtown signalized intersections studies are projected to experience moderate to

substantial reductions in delay and v/c ratios. Five of the six signalized intersections are projected to have improved or better LOS under the 2035 Build condition than under the 2035 No Build condition. Improved traffic operations are also projected for the unsignalized intersections studied, with all intersections operating at LOS D or better.

Secondary and Emergency Access to the Regional Medical Facilities

Concord Hospital is the region's only Level 2 Trauma Center. As traffic volumes continue to grow and congestion increases along Pleasant Street, the need for secondary access will become increasingly more important. Under the existing condition, no secondary access to the medical center potentially compromises public safety in the event of a major incident on Pleasant Street if the road way is closed and blocking direct access to the hospital. The completion of the parkway also presents the opportunity for reduced life-safety emergency response times to the trauma facilities from the north and east, particularly during peak hour conditions.

Environmental Assessment

The environmental resources evaluation revealed that the mainline median alternative would have slightly more impact than the no median alternative. Based on the conceptual design, it has been estimated that the wetland impacts could range from 17,100 square feet to 25,600 square feet depending on the choice of no median or raised median for the preferred alternative. Both alternatives would generally impact ten wetlands and two streams (Bow Brook and one unnamed tributary system). These impacts are approximately half of the wetland impacts originally projected for Phase 3 of the parkway back in 1992.

The signal alternative has slightly more impervious surfaces, totaling an estimated 19.0-acres in comparison the 18.0-acres for the roundabout alternative. Impervious surfaces (number of acres of proposed pavement) are the primary measure of water quality. It is important to note that this preliminary assessment does not account for stormwater treatment measures that will mitigate and reduce the potential for water quality impacts (to be addressed at the next stage of design).

Anticipated aquifer and farmland impacts are similar for the median and no median alternatives with the median option having a slightly larger footprint. A quiter disturbance areas approximate 7.5-acres and farmland disturbance areas approximate 15.0-acres.

There are no known rare, threatened, or endangered species directly in the study area. There are also no floodway or floodplain resources within the study. No known historic properties are anticipated to be directly impacted by the project.

Right-of-Way Impacts

Non-City owned parcels from the assessor's database were compared to the conceptual right-of-way (ROW) lines associated with each alternative to identify the number of abutting parcels that may be impacted. It has been estimated that approximately 32 to 36 properties

could be impacted depending on the selection of the design alternatives. The conceptual designs indicate that the no full property acquisitions will be necessary to accommodate the project, only small strip areas for ROW.

Potential Environmental Permitting Requirements

Currently, there is no plan to use of federal or state funding for the project. Even without the use of these funding sources, the project is still expected to be required to obtain a number of environmental permits from various agencies as part of the approval process. These permits include Wetland Dredge and Fill, Water Quality Certification, Alteration of Terrain (AOT), Stormwater, and Rare Species Coordination.

Cost Estimates

Planning-level construction cost estimates (2014 Dollars) were developed for programming purposes based on the conceptual design. As stated above, the study presents both mainline and intersection alternatives whose parts are interchangeable. Estimated construction costs for the roundabout alternative range from \$13,600,000 with no median on Langley Parkway to \$14,300,000 with the median. Similarly, the signal alternative ranges from \$14,700,000 with no median on the mainline to \$15,400,000 with the median. These planning-level cost estimates do not include costs related to utility construction or relocation, right-of-way acquisition, mitigation, or engineering design fees. Cost estimates can be further refined upon the selection preferred alternative and completion of preliminary engineering design.

Next Steps

The evaluation presented in this planning study identified key issues and potential improvement plans on a conceptual basis, and should not be interpreted as a conclusive study of impacts. More formal analysis of impacts will need to occur during the next preliminary design and environmental analysis phase with the more detailed evaluation of the alternatives under the permitting process.

The City's staff plans to present this report to the City Council in early 2015 at which time the Council will determine how to proceed with the project. The next phase of design and environmental study will include a robust public participation process. Upon approval of the project and receipt of all the necessary permits, construction would commence.

I

Introduction

1.1 Project Background

Yanasse Hangen Brustlin Inc. (YHB) has been retained by the City of Concord to conduct a Transportation Feasibility Study for the final phase of the Langley Parkway. The vision for Langley Parkway is to provide a roadway that extends from Clinton Street to the south to North State and Bouton Streets to the north, creating a bypass around the downtown area with direct access to the regional medical facilities located along Pleasant Street and more convenient access to other major destinations in the City, such as the New Hampshire State Office Park. Being a key element of the 2030 City Master Plan, the Langley Parkway project has been a work in progress for more than 50 years including the evaluation of parkway layout alternatives with a wide-range of configurations. The general parkway alignment considered in this feasibility study is the one which has been planned for and pursued by the City in recent decades. Throughout this time, the City has secured nearly all the right-of-way required to complete the project and has progressed the parkway in three phases: Phase 1 (Langley Parkway from Pleasant Street north through the Concord Hospital campus area, 1995) and Phase 2 (Clinton Street north to Pleasant Street, 2008) are complete. Alternative configurations for Phase 3 are studied herein. The July 21, 2010 *Langley Parkway & The Northwest Bypass* exhibit (Figure 1.1-1) prepared by the City of Concord shows the completed Phase 1 and Phase 2 segments of the Parkway, as well as the future Phase 3 segment.

A Wetlands Application was prepared for the project in September 2001 for the Phase 2 construction, which was completed in 2008. Although the 2001 application encompassed the project in its entirety (including Phase 3), enough time has lapsed that an updated review of potential transportation and environmental impacts associated with the final phase is warranted. Additionally, all of the regulatory programs at the New Hampshire Department of Environmental Services (NHDES) and the New Hampshire Division of Historical Resources (NHDR) have passed numerous changes to their statute and regulations, which requires that some of the previous analysis be re-examined. This Transportation Feasibility Study examines permitting efforts necessary for Phase 3 to comply with current environmental regulations for the extension of the Parkway from Pleasant Street to North State and Bouton Streets. The purpose of this work effort is to collect and compile base information that will provide a clear understanding of the existing conditions and environmental constraints within the study area. The existing conditions information and

the previously identified roadway alignment serve as the basis for current, more detailed transportation and environmental evaluations.

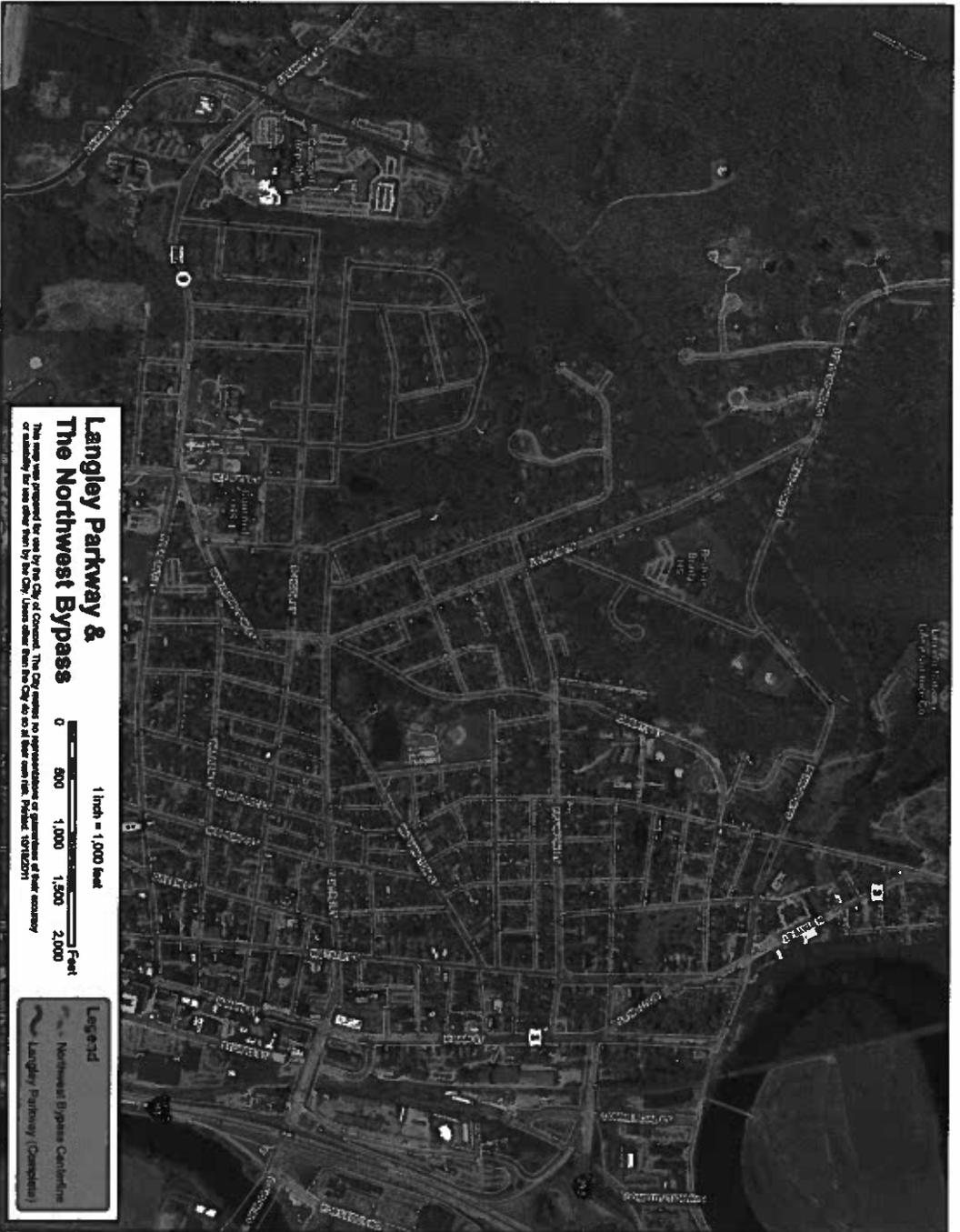
Phase 3 of Langley Parkway would construct a ±1.6-mile, two-lane roadway on a new alignment. The new roadway would connect the northern terminus of Phase 1 to North State Street in the northern portion of the City. With the preliminary alignment and cross section of the final roadway segment determined, the goals of the transportation portion of this study are:

- ◆ To develop a conceptual plan for Phase 3 that addresses the long term functional needs of the corridor and reinforces the previously outlined access management policy, which defines the number and location of future private driveways and public intersections.
- ◆ To evaluate options for local connectivity to/ from the parkway and the surrounding neighborhoods of Pensacook Street/ Auburn Street, Rumford Street, and Bouton Street that benefit and provide convenience for local traffic, without creating cut-through routes that would negatively impact the local system.

The goal of the environmental portion of this study is to compile updated base information to identify any new significant issues not previously identified. The updated data serves as the basis for estimating environmental impacts and identifying likely environmental permitting requirements, including flagging any critical issues that should be considered in developing the schedule and budget for the project development process. At the time of completing this feasibility study, there are no federal funds identified for the construction of the project. If federal funds are not used for the project, compliance with the National Environmental Policy Act (NEPA) will not be applicable.

1.2 Project Need

Even with the completion of Phases 1 and 2 of the parkway, safety and operational issues in the downtown and along Pleasant Street will continue to perpetuate without the completion of the third and final phase of the project. It is estimated that approximately 10,000 vehicles per day (vpd) cut-through the City's west end neighborhoods, traveling to and from the regional medical facilities, major businesses, schools and institutional employment centers located along Pleasant Street. Cut-through traffic further compromises safety and livability in the neighborhoods, as well as at major pedestrian traffic generators such as Concord High School, Memorial Field, and Bishop Brady High School.



Kenanase Hangan-Brewster, Inc.

Figure 1.1-1
 Langley Parkway & the Northwest Bypass
 Langley Parkway Phase 3
 Feasibility Study
 City of Concord, NH

As traffic volumes continue to grow and congestion increases on Pleasant Street, the need for a secondary access to Concord Hospital (the region's only Level 2 Trauma Center) will become increasingly more important. Life-safety emergency response time to the trauma facilities from the north and east could be substantially reduced with the completion of the parkway, which would have limited intersections and obstacles to be navigated by emergency vehicles. Under the existing conditions, no secondary access to the medical center area also potentially compromises public safety in the event of a major incident on Pleasant Street if the roadway is closed, blocking direct access to the hospital.

With the completion of Phase 3 of Langley Parkway, the public benefits would include:

- ◆ Congestion relief, improved traffic flow, and enhanced pedestrian safety in the older, densely-populated neighborhoods, north and west of downtown Concord
- ◆ Enhanced access to major employment and institutional centers along the northwesterly perimeter of the downtown area, including independent access in the event of a blockage along Pleasant Street, Clinton Street, South Fruit Street, Warren Street, or School Street
- ◆ Improved access and reduced travel time for emergency vehicles to Concord Hospital

Exhibit 1.2-1 shows existing and future traffic flow patterns with the implementation of Langley Parkway Phase 3.



EXHIBIT 1.2-1 EXISTING AND PROPOSED TRAFFIC FLOW PATTERNS

1.3 Study Area

The study areas for the transportation and environmental evaluations have been delineated based on the anticipated limits of project-related impacts for each discipline and therefore differ from each other. The study area for the evaluation of environmental, cultural resources, and historic impacts is limited in size and encompasses a corridor generally following the alignment shown on the *Langley Parkway & The Northwest Bypass* exhibit (Figure 1-1). The future road way envelop is defined as a corridor approximately 250 feet wide, centered on the conceptual road way alignment provided by the City.

The study area for the evaluation of traffic operational impacts is more substantial and includes several existing arterial routes and local streets through the downtown area. The general limits of study are encompassed by Langley Parkway (existing and future segments) to the west and north, North Main Street and North State Street to the east, and Pleasant Street and Clinton Street to the south. Other downtown roadways reviewed for project-related impacts include (but are not limited to): Auburn Street, Penacook Street, Rumford Street, Columbus Avenue, Little Pond Road, Warren Street, School Street, Washington Street, Franklin Street, Bouton Street, and Centre Street. In addition to these roadways, twenty-three (23) existing intersections have been included in the study for the purpose of collecting data and conducting detailed traffic operational analyses. These intersections are shown in Figure 1-1-2 and include:

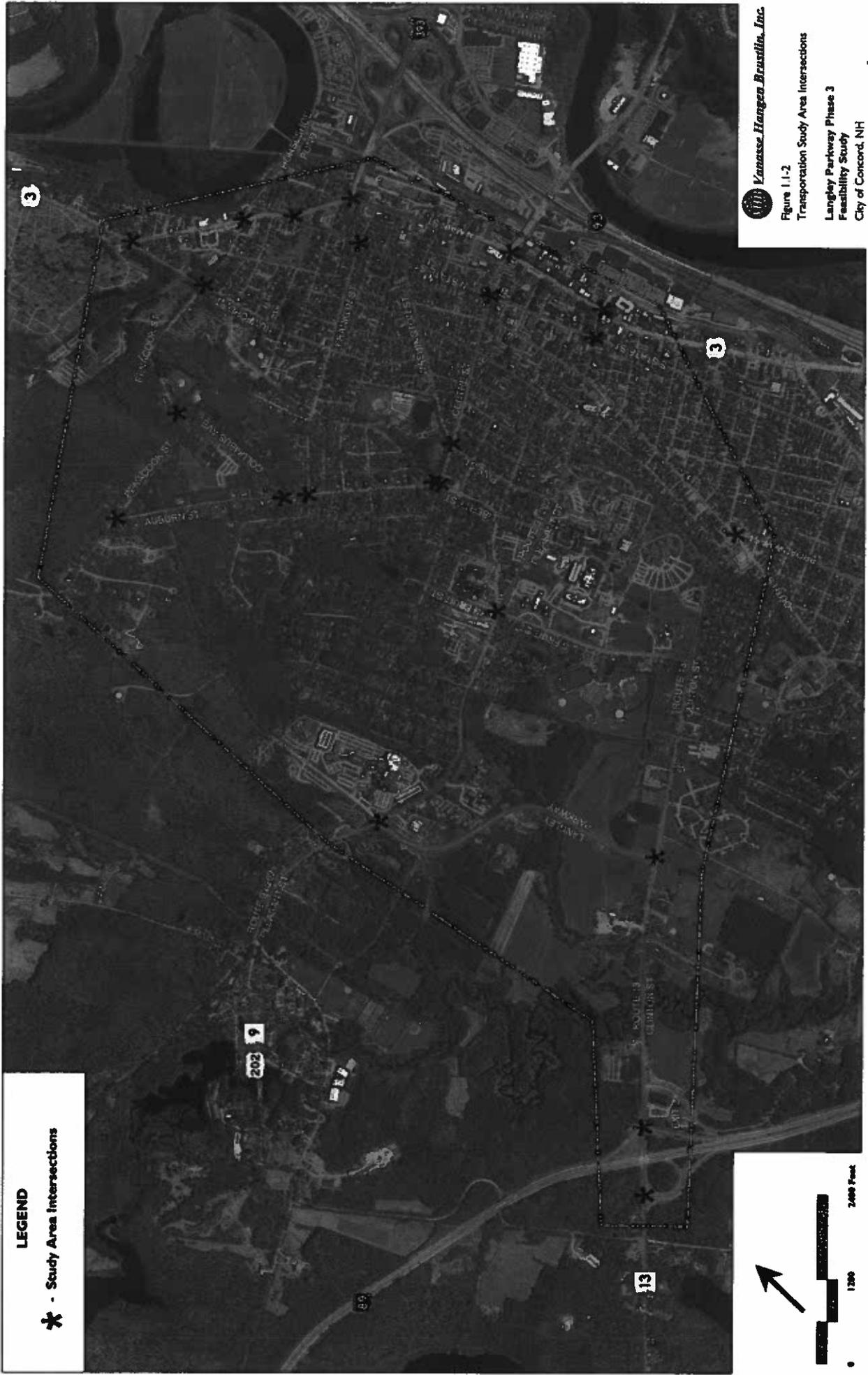
- ◆ North State Street and Rumford Street
- ◆ North State Street and Bouton Street
- ◆ North Main Street, Bouton Street, and US 202/ US 4
- ◆ North State Street, Penacook Street, and Horseshoe Pond Lane
- ◆ North State Street and Franklin Street
- ◆ North State and Centre Street
- ◆ Centre Street and Washington Street
- ◆ Centre Street at North Main Street
- ◆ North State Street and Pleasant Street
- ◆ North Main Street and Pleasant Street
- ◆ Rumford Street and Penacook Street
- ◆ Washington Street and Centre Street
- ◆ Auburn Street, Liberty Street, and Centre Street
- ◆ Auburn Street, Penacook Street, and Little Pond Road
- ◆ Auburn Street and Columbus Avenue
- ◆ Auburn Street and Franklin Street
- ◆ Penacook Street and Columbus Avenue
- ◆ Pleasant Street, North Fruit Street, South Fruit Street, and Warren Street
- ◆ Pleasant Street and Langley Parkway
- ◆ Clinton Street and Langley Parkway
- ◆ Clinton Street and South Street
- ◆ Clinton Street and I-89 Northbound Ramps
- ◆ Clinton Street and I-89 Southbound Ramps

1.4 Committee Review and Public Information Process

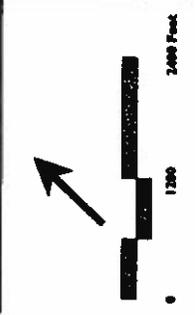
Throughout the study process, conceptual plans were reviewed by various City departments and staff members, and the City's Transportation Policy Advisory Committee (TPAC) to provide feedback and critique design elements of the future segment of the parkway. This review process eventually led to the development of two design alternatives for the road way segment of the parkway and two traffic control alternatives for each new intersection along the parkway. Both design options (presented in Chapter 4) were carried forward for presentation to the public and for future consideration by the City.

In addition to participation by City staff and TPAC in the study development process, outreach to the major businesses whose existing access is likely to be directly or indirectly affected by Phase 3 was coordinated and neighborhood meetings were conducted to solicit feedback on the project.

LEGEND
* - Study Area Intersections



Kynesse Hargen Brunstin, Inc.
Figure 1.1-2
Transportation Study Area Intersections
Langley Parkway Phase 3
Feasibility Study
City of Concord, NH



1.4.1 Data Gathering and Informational Meetings

Early in the study, data gathering meetings were held with the two major employers that have the potential for future employment growth on their campuses and whose accesses will directly or indirectly be altered as a result of Phase 3 of the parkway – Concord Hospital and Lincoln Financial Group. Data gathered included employer assessments of future employment capacity on campus (discussed in more detail in Section 3.4.1 – Site Specific Future Trips), as well as existing on-site physical constraints that would need to be considered during the planning process for the corridor with regard to modifying the access to these sites.

Upon completion of the conceptual roadway plans, informational meetings to present the design alternatives were held with Lincoln Financial Group and the Pleasant Street/ Medical Area businesses. Meeting dates are shown in Table 1.4-1.

Table 1.4-1. Business/State/Other Informational Meetings

Meeting	Date	Purpose
1	8/11/13	Lincoln Financial Group - Presentation of Conceptual Plans and Access Modifications
2	9/25/13	Pleasant Street/Medical Area Businesses - Presentation of Conceptual Plans and Access Modifications

1.4.2 Public Informational Meetings

Public informational meetings were also held to present significant study findings relative to anticipated transportation influences of Langley Parkway Phase 3 within the City, along with the conceptual roadway plans and design alternatives. Attendee sign-in sheets were provided at all public meetings. Opportunity for public comment was provided at each meeting, which was documented by City staff. In addition, email and phone numbers for City staff were also provided for public comment purposes for those that did not want to speak at the meetings. Following each meeting, presentation material was posted on the City's website. The purpose and timing for the public informational meetings are listed in Table 1.4-2. Neighborhood meetings were held in the library at Bishop Brady High School and the public informational session was held in City Council Chambers.

Table 1.4-2. Public Informational Meetings

Meeting	Date	Purpose
1	10/8/13	Audum Street Neighborhood Meeting
2	10/10/13	Pennock Street Neighborhood Meeting
3	11/27/13	Public Informational Meeting

PUBLIC INFORMATION MEETINGS
CP 01: Langley Parkway Phase 3 Study



Title: Presentation of conceptual roadway study and alternatives.

Date: Tuesday, October 8, 2013 @ 6:00 PM

Time: 6:00 PM - 7:30 PM

Location: Lincoln Financial Group, 1000 Lakeside Drive, Columbus, Ohio

Topic: Presentation of conceptual roadway study and alternatives.

Thursday, October 10, 2013 @ 6:00 PM

Time: 6:00 PM - 7:30 PM

Location: Pleasant Street Area Businesses, 25 Columbus Avenue, Columbus, Ohio

Topic: Presentation of conceptual roadway study and alternatives.

Thursday, November 21, 2013 @ 6:00 PM

Time: 6:00 PM - 7:30 PM

Location: City Hall Council Chambers, 177 East Broad Street, Columbus, Ohio

Topic: Public informational meeting.

Y013

City of Columbus, Landmarks, Community Planning, Neighborhood Councils

Additional information is available on the city's website and upon request at the following phone number: 614.622.2277

City of Columbus
Department of Public Works
Engineering Services Division
9815 25th Avenue

For meetings held in the City Council Chambers, you must arrive at least 15 minutes before the meeting starts. For meetings held in the City Council Chambers, you must arrive at least 15 minutes before the meeting starts. For meetings held in the City Council Chambers, you must arrive at least 15 minutes before the meeting starts. For meetings held in the City Council Chambers, you must arrive at least 15 minutes before the meeting starts.

2

Existing Conditions

2.1 Introduction

This chapter describes the existing or baseline conditions in the study area. Current transportation infrastructure and traffic-operating conditions, as well as environmental and socioeconomic resources, are described. Information on the natural and cultural resources was obtained from file reviews, agency consultations, geographic information system (GIS) database retrieval, and a windshield-level field reconnaissance effort. It is this affected environment that the impacts of the new roadway are evaluated against in Chapter 5.

2.2 Transportation

This section summarizes the existing transportation infrastructure and traffic operating conditions in the study area, which is generally bound by Langley Parkway (existing and future segments) to the west and north; North Main Street and North State Street to the east; and Pleasant Street and Clinton Street to the south. Subsection 2.2.1 describes the existing transportation facilities including roadways, bus service, and bicyclist and pedestrian amenities. Subsection 2.2.2 summarizes existing 2011 traffic volumes, the development of appropriate existing design hour volumes (DHVs) for analysis purposes, and results of the existing traffic-operations evaluation. Subsection 2.2.3 summarizes the existing roadway and intersection deficiencies identified through crash research and crash analysis, and further supported through physical inventories of the geometric conditions and operational analyses

2.2.1 Existing Facilities

Roadways

Langley Parkway is the major transportation link currently connecting Clinton Street (NH Route 13) and Pleasant Street (US Route 202 / NH Route 9) in the southwest portion of the City. The parkway is a two-lane roadway that starts at Clinton Street, east of Interstate-89 (I-89) Exit 2, and terminates just north of Pleasant Street in the vicinity of Granite Ledges of Concord (assisted living facility). Two major signalized intersections exist along Langley

Parkway at Clinton Street and Pleasant Street; at these locations the parkway widens to provide separate turn lanes approaching the intersections. Sidewalk is provided along the east side of Langley Parkway. Bicycle traffic is accommodated via a widened shoulder. The southern leg of the Langley Parkway (between Clinton Street and Pleasant Street) has a posted speed limit of 30 miles per hour and accommodates only one driveway, which provides access to the Dartmouth-Hitchcock medical facility. To the north of Pleasant Street, Langley Parkway has a posted speed limit of 25 miles per hour and provides access to the several adjacent properties including the Concord Hospital campus, Concord Orthopedics, and Granite Ledges of Concord.



Clinton Street (NH Route 13) is a two-lane roadway with one lane in each direction, providing east-west travel through the southern portion of Concord between Bow and South Street. Clinton Street serves as the primary transportation link between downtown and points to the north and west on I-89 (via Exit 2). Land uses along Clinton Street are a mix of commercial and residential with a posted speed of 30 miles per hour. Sidewalk is provided along the south side of Clinton Street between Langley Parkway and South Street and along the north side of the road between South Fruit Street and South Street. Clinton Street is a State designated bike route.

Pleasant Street (US Route 202 / NH Route 9) is a two-lane roadway with one lane in each direction, providing east-west travel through the southern portion of Concord between western Concord and Main Street. Pleasant Street serves as the primary transportation link between downtown and points to the west in Hopkinton. Land uses along Pleasant Street are a mix of commercial and residential with a posted speed of 30 miles per hour. Sidewalk is provided along the north side of Pleasant Street between Minot Street and Storrs Street, and throughout the study area on the south side of the street, west of Langley Parkway to Storrs Street. Pleasant Street is a State designated bike route.

Penacook Street is a two-lane roadway with one lane in each direction, providing east-west travel between Long Pond Road and North State Street. Land uses along Penacook Street are primarily residential with limited commercial properties in the vicinity of North State Street. Sidewalk is provided along the south side of Penacook Street between Columbus Avenue and North State Street. The posted speed limit is 30 miles per hour. Penacook Street approaches North State Street, as well as the northerly segment of Rumford Street, constitute the northerly terminus of the City's North-South Bike Route.

North Main Street (US Route 3) provides north-south travel through downtown Concord. North Main Street is a four-lane roadway (two lanes in each direction) with turn lanes at major intersections and a posted speed limit of 30 miles per hour. On-street parking is provided on both sides of the North Main Street south of Centre Street/ Loudon Road, and sidewalks are provided on both sides of the entire roadway. Land use along the North Main Street is a mix of retail, residential, and commercial. North Main Street is a State designated bike route.

North State Street (US Route 3) provides north-south travel between downtown Concord and to Penacook to the north. North State Street transitions between a two lane roadway (one lane in each direction) in downtown to a four-lane roadway (two lanes in each direction) between Bouton Street and Penacook Street and then back again to a two lane roadway north of Penacook Street. The posted speed limit along North State Street is 30 miles per hour. On-street parking is provided on both sides of the North State Street south of Centre Street and on the east side of the roadway between Centre Street and Washington Street. Sidewalks are provided on both sides of the roadway for the entire length of North State Street within the study area. North State Street north of Bouton Street is a State designated bike route.

Bus Services

Concord Area Transit (CAT) provides fixed route transportation within the City of Concord Monday through Friday from 6:00 AM to 6:30 PM on three fixed routes (Penacook, Heights, and Crostown). CAT's fixed service routes are shown in Figure 2-2-1.

CAT also provides demand response transportation to seniors and people with disabilities. Specifically, *Paratransit/ Special Transit Service (STS)* is the Americans with Disabilities Act (ADA) component of the fixed route system that operates at the same time of the fixed route and provides service within a three-quarter mile radius of the system. Concord Senior Transit (CST) transports seniors to medical appointments, shopping, social activities, work and education. Both ADA complementary STS and CST services are provided with 100 percent accessible equipment along with the four existing fixed routes using Main Street as the transfer point.

The New Hampshire Department of Transportation (NHDOT) constructed a multi-modal transportation terminal known as the Concord Transportation Center located at 30 Stickney Avenue between Exits 14 & 15 of I-93 in 1995. The Concord Transportation Center is the home to Concord Coach Lines (a.k.a. Concord Trailways) with bus service to Boston, northern New Hampshire, and Portland, Maine.

2.2.2 Traffic Volumes

To determine the existing traffic volume demands and flow patterns in the study area, recent count data available from the City was compiled and reviewed. This existing historical data was supplemented with a detailed traffic volume count program focused on key locations within the study area. The count program was conducted in May 2011 and included both automatic traffic recorder (ATR) counts and manual intersection turning movement counts (TMC). ATR counts were performed for 48-hours during typical weekday conditions on the following roadways:

- ◆ Pleasant Street west of Langley Parkway
- ◆ Pleasant Street east of Langley Parkway
- ◆ Auburn Street south of Columbus Avenue
- ◆ North State Street north of Rumford Street
- ◆ Penacook Street east of Auburn Street
- ◆ Rumford Street north of Franklin Street
- ◆ North State Street north of Centre Street
- ◆ Columbus Avenue south of Penacook Street
- ◆ Little Pond Road west of Auburn Street
- ◆ Pleasant Street east of Fruit Street
- ◆ Warren Street east of Fruit Street
- ◆ School Street west of Liberty Street

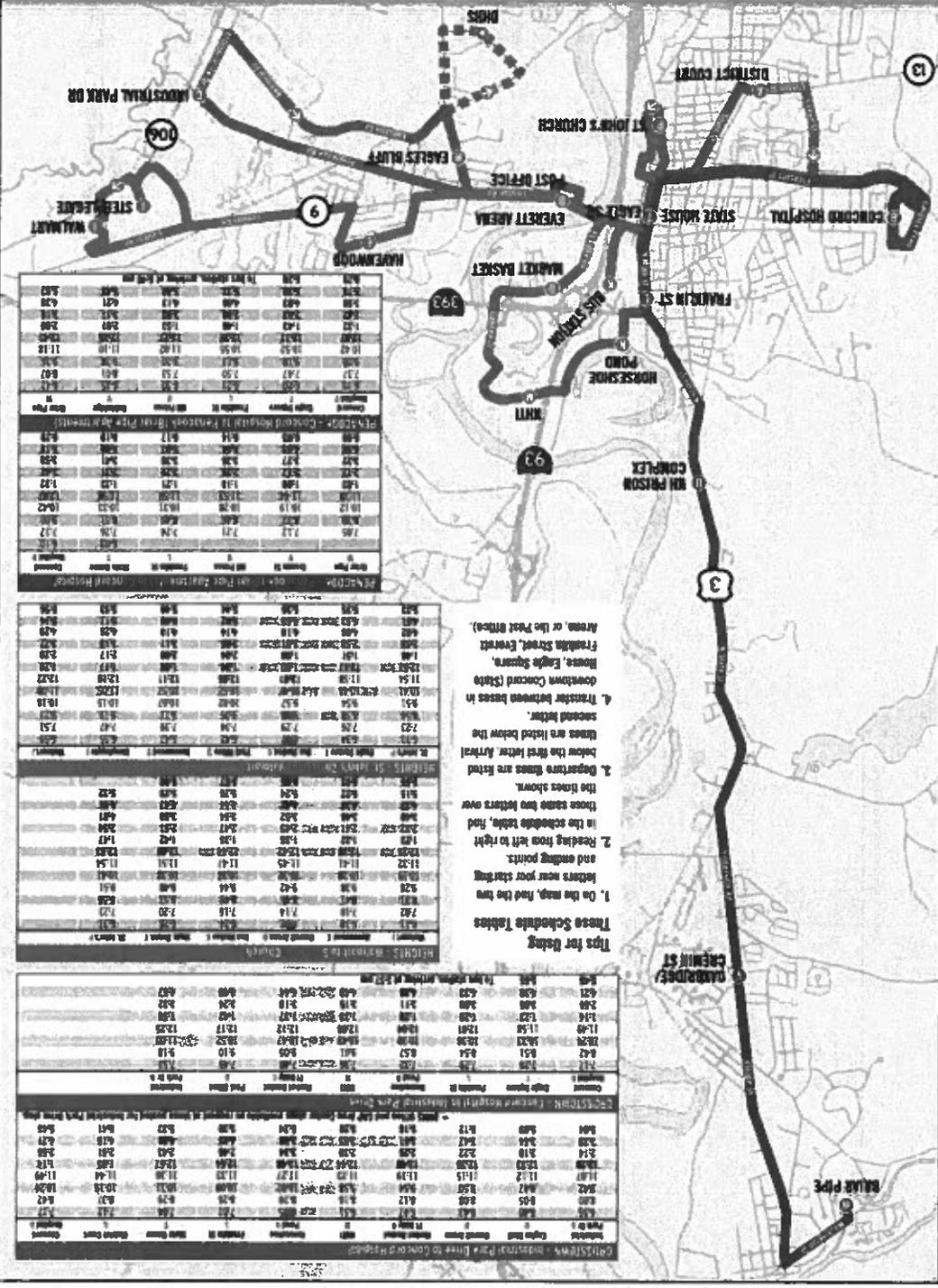
TMC's were performed at the twenty-three (23) study area intersections during the weekday morning (7:00 - 9:00 AM) and evening (4:00 - 6:00 PM) commuter peak periods. Supplemental TMCs were collected by the City along Langley Parkway adjacent to the Hospital in July of 2012. Copies of the traffic counts are provided in the Technical Appendix.

Table 2-2-1 summarizes the recent weekday traffic volumes recorded along the study area roadways.

Layout and design provided via in-kind donation by Northeast Delta Denval

Effective November 3, 2011
 Service operates Monday-Friday except major holidays.
 Monday-Thursday service provided on the North and Franklin Transit Routes.
 For more information, call 603-252-1659 or visit www.concordtransit.com

CONCORD AREA TRANSIT SCHEDULE



Tips for Using These Schedule Tables

1. On the map, find the two letters near your starting and ending points.
2. Reading from left to right in the schedule table, find those same two letters over the route you wish to take.
3. Departure times are listed below the first letter. Arrival times are listed below the second letter.
4. Transfer between buses in downtown Concord (State House, Eagle Square, Franklin Street, Everett, or the Post Office).

Route	From	To	Time
1	Franklin St	Post Office	7:00, 7:30, 8:00, 8:30
	Post Office	Franklin St	7:15, 7:45, 8:15, 8:45
	Franklin St	State House	7:00, 7:30, 8:00, 8:30
	State House	Franklin St	7:15, 7:45, 8:15, 8:45
2	Franklin St	State House	7:00, 7:30, 8:00, 8:30
	State House	Franklin St	7:15, 7:45, 8:15, 8:45
	Franklin St	Market Basket	7:00, 7:30, 8:00, 8:30
	Market Basket	Franklin St	7:15, 7:45, 8:15, 8:45
3	Franklin St	Market Basket	7:00, 7:30, 8:00, 8:30
	Market Basket	Franklin St	7:15, 7:45, 8:15, 8:45
	Franklin St	State House	7:00, 7:30, 8:00, 8:30
	State House	Franklin St	7:15, 7:45, 8:15, 8:45
4	Franklin St	State House	7:00, 7:30, 8:00, 8:30
	State House	Franklin St	7:15, 7:45, 8:15, 8:45
	Franklin St	Market Basket	7:00, 7:30, 8:00, 8:30
	Market Basket	Franklin St	7:15, 7:45, 8:15, 8:45
5	Franklin St	Market Basket	7:00, 7:30, 8:00, 8:30
	Market Basket	Franklin St	7:15, 7:45, 8:15, 8:45
	Franklin St	State House	7:00, 7:30, 8:00, 8:30
	State House	Franklin St	7:15, 7:45, 8:15, 8:45
6	Franklin St	Market Basket	7:00, 7:30, 8:00, 8:30
	Market Basket	Franklin St	7:15, 7:45, 8:15, 8:45
	Franklin St	State House	7:00, 7:30, 8:00, 8:30
	State House	Franklin St	7:15, 7:45, 8:15, 8:45
7	Franklin St	Market Basket	7:00, 7:30, 8:00, 8:30
	Market Basket	Franklin St	7:15, 7:45, 8:15, 8:45
	Franklin St	State House	7:00, 7:30, 8:00, 8:30
	State House	Franklin St	7:15, 7:45, 8:15, 8:45
8	Franklin St	Market Basket	7:00, 7:30, 8:00, 8:30
	Market Basket	Franklin St	7:15, 7:45, 8:15, 8:45
	Franklin St	State House	7:00, 7:30, 8:00, 8:30
	State House	Franklin St	7:15, 7:45, 8:15, 8:45
9	Franklin St	Market Basket	7:00, 7:30, 8:00, 8:30
	Market Basket	Franklin St	7:15, 7:45, 8:15, 8:45
	Franklin St	State House	7:00, 7:30, 8:00, 8:30
	State House	Franklin St	7:15, 7:45, 8:15, 8:45
10	Franklin St	Market Basket	7:00, 7:30, 8:00, 8:30
	Market Basket	Franklin St	7:15, 7:45, 8:15, 8:45
	Franklin St	State House	7:00, 7:30, 8:00, 8:30
	State House	Franklin St	7:15, 7:45, 8:15, 8:45
11	Franklin St	Market Basket	7:00, 7:30, 8:00, 8:30
	Market Basket	Franklin St	7:15, 7:45, 8:15, 8:45
	Franklin St	State House	7:00, 7:30, 8:00, 8:30
	State House	Franklin St	7:15, 7:45, 8:15, 8:45
12	Franklin St	Market Basket	7:00, 7:30, 8:00, 8:30
	Market Basket	Franklin St	7:15, 7:45, 8:15, 8:45
	Franklin St	State House	7:00, 7:30, 8:00, 8:30
	State House	Franklin St	7:15, 7:45, 8:15, 8:45
13	Franklin St	Market Basket	7:00, 7:30, 8:00, 8:30
	Market Basket	Franklin St	7:15, 7:45, 8:15, 8:45
	Franklin St	State House	7:00, 7:30, 8:00, 8:30
	State House	Franklin St	7:15, 7:45, 8:15, 8:45

Table 2-2-1 Existing Traffic Volume Summary¹

Roadway Segment	AMDT (Veh) ²	All Peak (Veh) ³	Percent of Daily Traffic	PM Peak (Veh)	Percent of Daily Traffic
Largely Parkway, north of Orion Street	6,450	665	10.6	700	10.9
Pascent Street, west of Largely Parkway	9,370	940	9.0	945	9.0
Pascent Street, east of Largely Parkway	11,570	920	7.1	1,020	8.8
Pascent Street, east of Fruit Street	6,250	465	7.3	500	8.0
Aldum Street, south of Columbus Avenue	2,170	275	12.7	200	9.2
North State Street, north of Runford Street ⁴	16,180	1,030	6.4	1,250	7.7
Parocock Street, east of Aldum Street	2,220	225	10.1	240	10.8
Runford Street, north of Ferrieth Street ⁴	1,300	105	8.1	130	10.0
North State Street, north of Center Street	8,690	610	7.0	890	9.9
Columbus Avenue, south of Parocock Street	635	180	21.6	75	9.0
Little Ford Road, west of Aldum Street	3,450	400	11.6	355	10.3
Warren Street, east of Fruit Street	6,650	575	8.4	610	8.9
School Street, west of Liberty Street	2,225	245	11.0	210	9.4

¹All data collected in May 2011 with the exception of Largely Parkway, which was collected in November 2008.

²AMDT - Average weekday traffic expressed in vehicles per day.

³pm - vehicles per hour.

⁴traffic data collected at the location may have been affected by roadway construction occurring along North State Street.

A review of the hourly traffic volume variations on key road ways within the study area for a typical weekday shows typical commuter route characteristics. As shown in Table 2-2-1 the highest recorded traffic volumes generally occur during the weekday evening peak period.

Seasonal Adjustment

A discussion with the City Traffic Engineer confirmed that a peak month condition would be appropriate for this feasibility study and consistent with other planning efforts within the City. The most recent three years of reliable traffic data (2007, 2008, and 2010) from the NHDOT Urban Highway (Group 4) Averages⁵ was reviewed to determine seasonal traffic variations for the downtown. A review of this data revealed that the 2010 data would provide the most appropriate seasonal adjustments. The 2010 data indicates that peak month conditions occur in September for the weekday morning peak hour and in June for the weekday evening peak hour. In both cases, the peak month peak hour conditions were approximately 2 percent greater than May peak hour conditions. Therefore, the May 2011 traffic data was increased by 2 percent for the weekday morning and weekday evening peaks to reflect peak month conditions. Detailed calculations for the seasonal adjustments are provided in the Technical Appendix.

⁵NHDOT Group 4 Averages 2009 data has been determined to be problematic and was not used.

2.2.3 Existing Traffic Operations

Measuring the volume of traffic in the study area indicates the importance of these roadways and intersections to the regional transportation system but does not necessarily indicate the quality of traffic flow. To assess the quality of traffic flow within the Study Area, capacity analysis were conducted to determine how well the roadway facilities serve the traffic demands placed on them. The traffic-performance measures and the evaluation criteria used in the operational analyses are based on the methodology presented in the 2000 Highway Capacity Manual⁶ and calculated using SYNCHRO software.

A primary result of capacity analysis is the assignment of level of service (LOS), which is a qualitative measure describing operational conditions. LOS generally describes these conditions in terms of such factors as speed and travel time, density or freedom to maneuver, traffic interruptions, comfort, and convenience, thereby providing an index to quality of traffic flow. Six LOSs are defined that range in letter designation from LOS A to LOS F, with LOS A representing the best operating condition and LOS F representing the worst. LOS C describes a stable flow condition and is considered desirable for design hour traffic flow. LOS D and LOS E are generally considered acceptable in urban areas when the cost and impacts of making improvements to provide LOS C are deemed unjustifiable.

Level of service is based on delay and calculated differently for signalized and unsignalized intersections. For signalized intersections, the average control delay per vehicle is estimated for each lane group, aggregated for each approach, and then assigned for the intersection as a whole. For unsignalized intersections, the control delay is not calculated for the entire intersection, but defined for each minor movement at the intersection (i.e., turns to and from the side street or driveway). Table 2-2-2 shows the range of delay used to define the LOS for signalized and unsignalized (two-way stop) intersections.

Table 2-2-2 Intersection LOS Criteria

LOS	Signalized Intersection	Unsignalized Intersection
	Control Delay ⁷	Control Delay ⁸
A	≤10	0-10
B	>10-20	>10-15
C	>20-35	>15-25
D	>35-55	>25-35
E	>55-80	>35-50
F	>80	>50

⁷Delay expressed in seconds per vehicle.

Results of the 2011 existing conditions operational analyses for the signalized and unsignalized study area intersections are summarized in Tables 2-2-3 and 2-2-4 respectively.

As shown in Table 2-2-3, results of the 2011 existing conditions operational analyses at the signalized intersections show that the intersection of North Main Street at Boulton Street

⁸2000 Highway Capacity Manual, Special Report 209, Transportation Research Board, Washington, DC.

currently operates over capacity at LOS E with long delays. The intersection of North Main Street at Centre Street operates below capacity, but also at LOS E. The rest of the signalized intersections in the study area currently operate below capacity and at LOS D or better.



Table 2.2.3. Existing Signalized Intersection Capacity Analysis Summary

Location	Peak		2011 Existing Condition		LOS ^a
	Period	v/c ^b	Delay ^c	LOS ^d	
North State Street at Parazook St/Horseshoe Pond Lane	AM	0.88	41	D	C
	PM	0.77	33	C	
North State Street at Boulton Street	AM	0.44	12	B	B
	PM	0.60	15	B	
North State Street at Centre Street	AM	0.88	33	C	C
	PM	0.75	22	C	
South State Street at Pleasant Street	AM	0.51	17	B	C
	PM	0.54	23	C	
North Main Street at Boulton Street	AM	0.87	40	D	E
	PM	1.04	75	E	
North Main Street at Centre Street	AM	0.83	71	E	E
	PM	0.91	78	E	
North Main Street at Pleasant Street	AM	0.44	23	C	C
	PM	0.60	34	C	
Pleasant Street at Langley Parkway	AM	0.80	50	D	D
	PM	0.63	40	D	
Pleasant Street at N Fruit St/S. Fruit St/Warren St.	AM	0.73	35	C	D
	PM	0.78	36	D	
Clinton Street at Langley Parkway	AM	0.66	15	B	C
	PM	0.72	22	C	
Clinton Street at South Street/Broadway	AM	0.91	51	D	D
	PM	0.80	42	D	

^aVolume-to-capacity ratio
^bDelay expressed in seconds per vehicle
^cLevel of service

Results of the 2011 existing conditions analyses for the unsignalized intersections (Table 2-2-3) reveal that many side-street movements within the study area operate at poor levels of service (i.e., LOS E and F). Most notably, the minor street approaches at the intersections of Centre Street at Washington Street/ Pine Street, Clinton Street at I-89 exit 2 northbound and southbound ramps, North State Street at Rumford Street, and Penacook Street at Rumford Street currently operate at a LOS E or F with long delays during peak hour conditions.

There are many other local intersections within the study area that were not included in this study due to funding constraints. One of these that currently exhibits substantial over-capacity conditions during the afternoon peak is Washington Street/ North State Street.

Table 2-2-4. Existing Unsignalized Intersection Capacity Analysis Summary

Location/Movement	Peak Period	2011 Existing Demand ^a	Existing Condition Delay ^b	LOS ^c
North State St at Rumford St	AM	40	44	E
EB movements from Rumford St	AM	305	1	A
NB movements from N State St				
EB movements from Rumford St	PM	80	+300	F
NB movements from N State St	PM	905	1	A
Penacook St at Rumford St				
EB movements from Penacook St	AM	270	19	C
WB movements from Penacook St	AM	390	23	C
NB movements from Rumford St	AM	95	12	B
SB movements from Rumford St	AM	175	15	B
EB movements from Penacook St	PM	140	13	B
WB movements from Penacook St	PM	210	15	B
NB movements from Rumford St	PM	145	12	B
SB movements from Rumford St	PM	490	37	E
Penacook St at Little Pond Rd/Aldum St				
EB movements from Little Pond Rd	AM	345	13	B
WB movements from Penacook St	AM	40	11	B
NB movements from Aldum St	AM	35	6	A
EB movements from Little Pond Rd	PM	130	12	B
WB movements from Penacook St	PM	185	15	B
NB movements from Aldum St	PM	90	7	A
Penacook St at Columbus Ave				
WB movements from Penacook St	AM	65	11	B
SB movements from Penacook St	AM	180	7	A
WB movements from Penacook St	PM	40	9	A
SB movements from Penacook St	PM	195	1	A
Aldum St at Columbus Ave				
SB movements from Columbus Ave	AM	70	11	B
SB movements from Columbus Ave	PM	30	10	A

^a Demand in vehicles per hour
^b Delay expressed in seconds per vehicle
^c Level of service

Table 2.2-4. Continued Existing Unsignalized Intersection Analysis

Location/Movement	Peak		2011 Existing Condition		LOS ^a
	Period	Demand ^b	Delay ^c	Delay ^c	
Auburn St at Franklin St	AM	35	9	A	A
EB movements from Franklin St	AM	115	10	A	A
NB movements from Auburn St	AM	125	10	A	A
SB movements from Auburn St	AM	185	11	B	B
EB movements from Franklin St	PM	25	8	A	A
WB movements from Franklin St	PM	105	8	A	A
NB movements from Auburn St	PM	125	8	A	A
SB movements from Auburn St	PM	75	8	A	A
Auburn St at Liberty St	AM	180	12	B	B
EB right-turn from Auburn St	AM	210	5	A	A
NB movements from Liberty St	PM	80	10	A	A
EB right-turn from Auburn St	PM	275	3	A	A
NB movements from Liberty St	AM	360	4	A	A
EB movements from Centre St	AM	310	1	A	A
WB movements from Washington St	AM	35	24	C	C
NB movements from Pine St	AM	255	51	F	F
SB movements from Washington St	PM	540	5	A	A
EB movements from Centre St	PM	280	1	A	A
WB movements from Washington St	PM	80	31	D	D
NB movements from Pine St	PM	150	19	C	C
SB movements from Washington St	AM	150	10	A	A
Clinton St at I-89 Exit 2 SB Ramps	AM	400	85	F	F
WB left-turn from Clinton St	PM	270	8	A	A
NB movements from SB Off Ramp	PM	160	12	B	B
Clinton St at I-89 Exit 2 NB Ramps	AM	15	8	A	A
EB left-turn from Clinton St	AM	370	180	F	F
NB movements from NB Off Ramp	PM	5	10	A	A
EB left-turn from Clinton St	PM	280	31	D	D

^a Level of service

^b Demand in vehicles per hour

^c Delay expressed in seconds per vehicle

Table 2.2-5 provides the capacity analysis results for the two existing roundabout intersections within the study area. North State Street at Franklin Street and Centre Street at Liberty Street. However, it should be noted that the performance of roundabouts is not measured by LOS or delay as traditional unsignalized intersections, but rather is based on gap acceptance and volume to capacity (v/c) ratios. The v/c ratio is the comparison of flow rate (volume) to the capacity of the intersection to accommodate such demand. An intersection is assumed to be operating at capacity when the v/c ratio reaches 1.0. As shown below, the calculated v/c ratios for all approaches at both roundabouts remain well under capacity under both peak hour conditions.

Table 2.2-5. Existing Roundabout Intersection Capacity Analysis Summary

Location	Peak		2011 Existing Condition
	Period	Demand ^b	
North State Street at Franklin Street	AM	180	0.31
EB from Franklin Street		420	0.48
WB from Franklin Street		130	0.16
NB from North State Street		285	0.44
SB from North State Street	PM	170	0.21
EB from Franklin Street		320	0.46
WB from Franklin Street		310	0.38
NB from North State Street		165	0.24
SB from North State Street	AM	70	0.15
Centre Street at Liberty Street		415	0.53
EB from Centre Street		445	0.52
WB from Centre Street		405	0.60
NB from Liberty Street	PM	60	0.16
SB from Liberty Street		380	0.46
EB from Centre Street		625	0.70
WB from Centre Street		240	0.34

^b Demand in vehicles per hour

^c Volume to capacity ratio.

2.2.4 Crash Evaluation

Crash data from the City of Concord for the three year period (2008 through 2010) was reviewed and summarized for the study area intersections. Overall, 200 crashes were reported at the study area intersections within the three year period; however, the number of crashes reduced each year from 78 crashes in 2008 to 69 crashes in 2009 and 53 crashes in 2010. The three intersections with the highest number of crashes are controlled by traffic signals.

The signalized intersection of North Main Street at Bouton Street and Route 202/ Route 4 experienced the highest number of reported crashes with 22 over the three year period, an average of just over 7 crashes per year. The North State Street at Centre Street signalized intersection reported slightly fewer crashes over the three year period at 20. Pleasant Street at Langley Parkway experienced 16 crashes over the three year period, an average of approximately 5 crashes per year. All other study area intersections reported less than 5 crashes per year on average.

Approximately 31 percent (62 of 200) of the crashes were reported in the winter (December – February), 21 percent (41 of 200) in the spring (March – May), 24 percent (48 of 200) in the summer (June – August), and 25 percent (49 of 200) in the fall (September – November). A summary of the crashes reported at the study area intersections is provided in the Appendix.

2.3 Environmental Resources

This section describes the environmental resources in the environmental study area, which consists of a 250 foot wide corridor centered on the conceptual Phase 3 alignment (Figure 2-3-1). The existing conditions inventory was compiled using various sources, as discussed herein. Environmental resources inventoried include: wetlands; surface water; groundwater; floodplains; farmlands; rare, threatened, and endangered species; wildlife habitat; and potential soil and groundwater contaminated sites.

2.3.1 Wetlands

The National Wetlands Inventory (NWI) mapping, National Resources Conservation Service (NRCS) hydric-soils mapping, and the 1992 wetland delineation for the original Langley Parkway Wetland Application were reviewed to determine the potential location of wetlands in the Phase 3 environmental study area. Environmental scientists verified potential wetlands by completing a walk-over field-reconnaissance effort on June 7, 2011. Global Positioning System (GPS) units with an accuracy of submeter or better were used to verify and update existing wetland mapping and to collect previously unidentified wetland boundaries. GPS points were collected at the corners of wetlands to map their general extent in the environmental study area. Formal wetland delineations were not performed. Figure 2-3-2 shows the extent of wetlands in the Phase 3 environmental study area.

According to NRCS digital GIS soil data, patches of soil units consisting of Paxton- Fine sandy loam, Canton very fine sandy loam, Schuette fine sandy loam, Chatfield-Hollis-Monark complex, Timakwa mucky peat and urban land are found in the Phase 3 environmental study area.

The previously identified wetlands data from the 1992 wetland delineation indicated 17 wetland systems located in the environmental study area. The walk-over reconnaissance level survey added one wetland, a detention basin, and confirmed and/or adjusted the previously mapped boundaries to reflect current hydrology.

Table 2.3-1 Delineated Wetlands

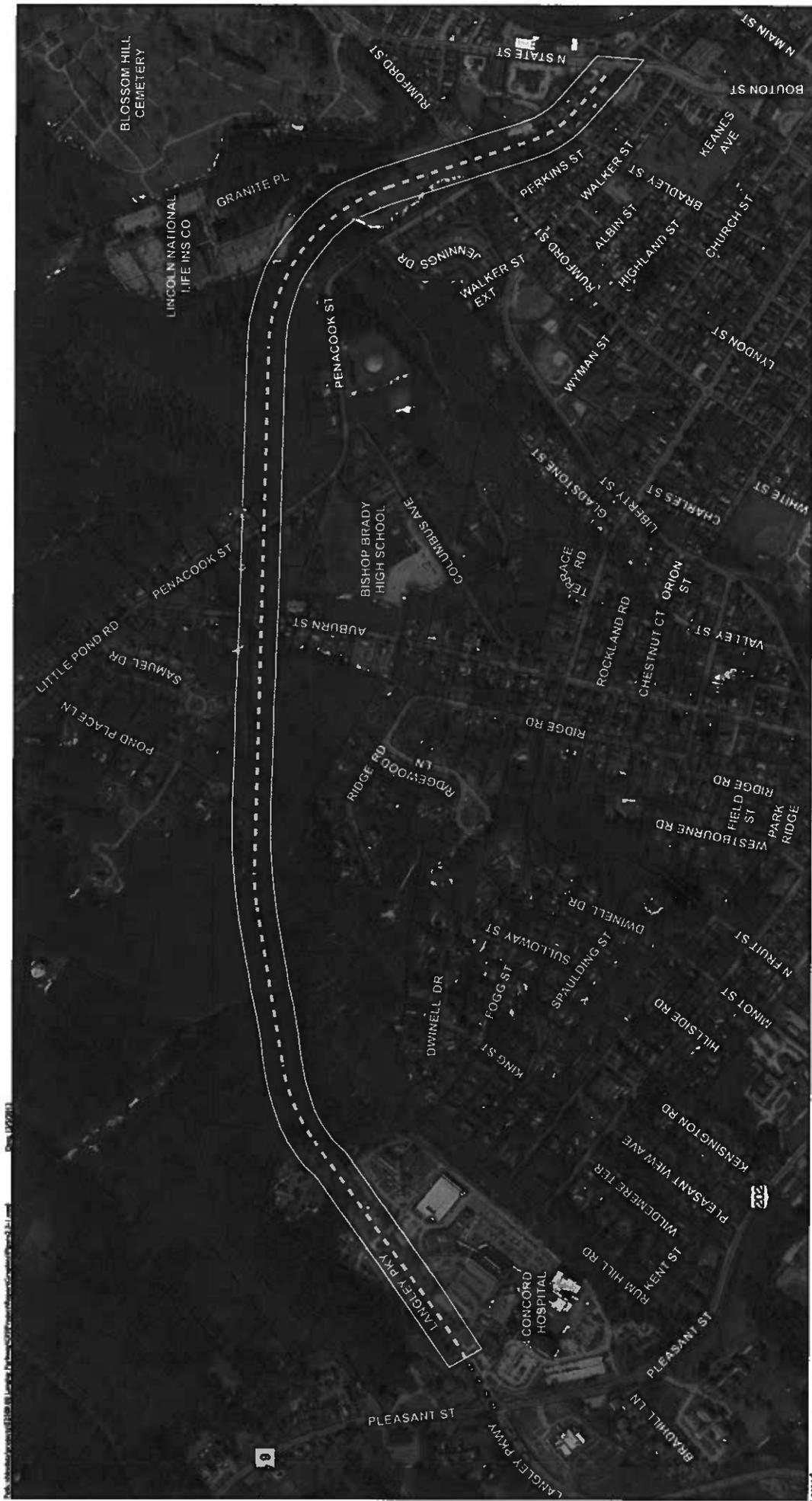
1992 Delineated Wetlands	2011 Corresponding
Wetland PA	W-1
Wetland RB	W-3
Wetland PC	W-4
Wetland/PD/PE/PF	W-5
Wetland PG	W-6
Wetland/PI/PJ	W-7
Wetland/PK/PL	W-8
Wetland/PM/PN	W-9
Wetland/PA	W-10
Wetland/AB	W-11
Wetland/AC	W-12
Wetland/AE	W-13
	W-2

Wetland W-1 is located just north of the terminus of Phase 1 on the western side of the alignment. W-1 consists primarily of forested habitat, with pockets of scrub/ shrub and emergent habitat. At the terminus of pavement on the existing Langley Parkway, a recently constructed detention basin (W-2) is adjacent to the existing paved hospital parking.

Wetland W-3, an isolated forested wetland, is located approximately 350 feet from the terminus of pavement on the west side of the corridor. A large forested wetland (W-4) is located on the east side of the corridor, north of the Hospital. At the southern end of W-4, the wetland dominated by eastern hemlock and the remainder, red maple, sphagnum and cinnamon fern. Bow Brook enters via a culvert at the northern end of the wetland. One additional forested wetland (wetland W-5) is located on the southern end of the alignment. Bow Brook also flows through W-5 and is connected to W-4 via a culvert.

Three wetlands are located on the northern end of the alignment (between Penacook Street and North State Street), wetlands W-11, W-12, and W-13. All three wetlands are forested broad-leaved deciduous wetlands with hillside seepage over poorly drained soils.

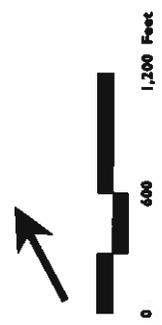
Wetlands identified from the middle to the northern end of the environmental study area, W-6, W-7, W-8, W-9, and W-10 are small forested wetlands with some emergent vegetation. Some drainage ways are connected via culverts. W-7 is a constructed detention pond with residential housing to the northeast and roadway drainage.



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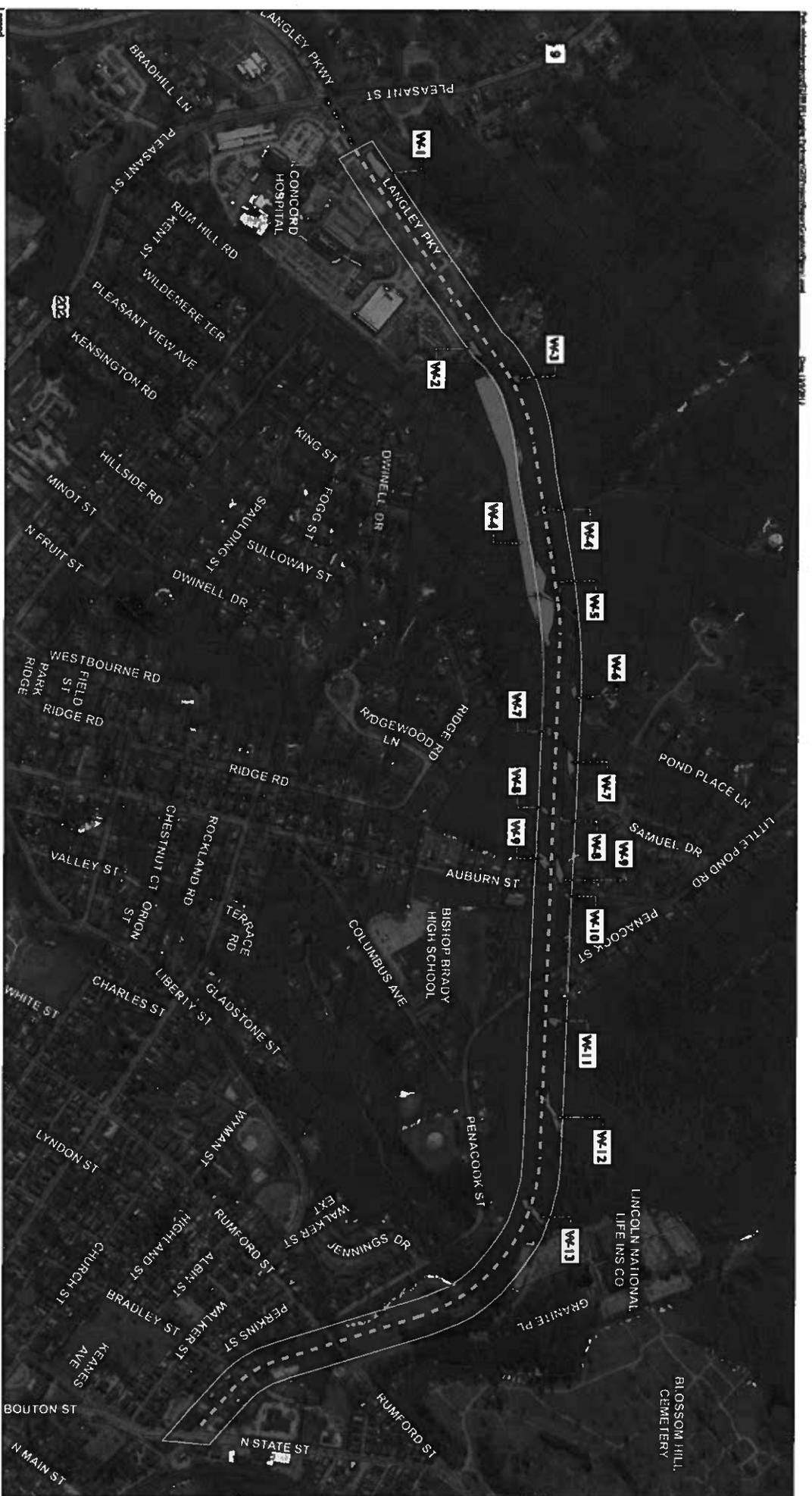
Figure 2.3-1
 Environmental Study Area
 Langley Parkway Phase 3
 Feasibility Study
 City of Concord, NH

Legend
 River/Stream (City of Concord 2011 Aerial Survey)
 Langley Parkway Project Alignments
 Phase 3 Project Alignment
 Phase 2 Alignment (Completed 2008)
 Phase 1 Alignment (Completed 1995)
 Environmental Study Area (250 Foot-Wide Corridor)
 Assessor's Tax Parcels (2012)



- Legend**
- Langley Parkway Project Alignments
 - Phase 3 Project Alignment
 - Phase 2 Alignment (Completed 2008)
 - Phase 1 Alignment (Completed 1995)
 - Environmental Study Area (250 Foot Wide Center)
 - Assessor's Tax Parcels (2012)

- Wetland Resource Area (Not a Designated Boundary)
- River/Stream (City of Concord 2011 Aerial Survey)



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 Figure 2.3-2
 Wetland Resources
 Langley Parkway Phase 3
 Feasibility Study
 City of Concord, NH

2.3.2 Surface Waters

Using the NHGRANIT GIS databases, the presence of all surface waters including streams, ponds and lakes were mapped within the environmental study area. Bow Brook, located within the Turkey River Watershed, and an unnamed tributary stream to Woods Brook, located within the Merrimack River Watershed, are the only surface waters within the environmental study area. The Phase 3 alignment crosses Bow Brook approximately 1,800 feet south of Auburn Street, and crosses the unnamed tributary stream approximately 1,000 feet north of Penacook Street. Both Bow Brook and Woods Brook are listed in the New Hampshire Department of Environmental Services' (NHDES) 2012 303(d) list of impaired water bodies, as impaired for mercury. The potential source is from atmospheric deposition. NHDES has indicated a target date of 2017 to complete a Total Maximum Daily Load (TMDL) study to address the water quality impairment of these brooks.

2.3.3 Groundwater Resources

Information on groundwater resources (Figure 2.3-3) in the form of aquifers mapped by the US Geological Survey was retrieved from the NHGRANIT GIS database. An area of the environmental study area, approximately 500 feet west of Rumford Street to North Main Street is underlain by a glacial lake bottom deposits.

GIS data from NHDES was retrieved to determine whether the study area is located within a designated Well Head Protection Area (WHPA) or Source Water Protection Area (SWPA), or if there are any mapped public or private wells in the vicinity. This research revealed no WHPA's, public wells or private wells within the environmental study area. The entire City of Concord is located in a SWPA watershed of the Pennichuck Water Works drinking water intake located in Nashua, NH.

2.3.4 Floodplains

All federal projects potentially impacting floodplains require an evaluation under Executive Order 11988, Floodplain Management (May 24, 1977). The regulation that sets forth the policy and procedures of this order is entitled Floodplain Management and Protection of Wetlands (44 CFR §9), which is under the authority of the Federal Emergency Management Agency (FEMA).

Information on the Regulatory Floodway and 100-year floodplain within the study area was obtained by reviewing the FEMA Digital Flood Insurance Rate Map (FIRM) for Merrimack County (Community Panels 33013C0533E, 33013C0530B). The FIRM information also provides users with automated flood-risk data that can be used to locate Special Flood Hazard Areas (SFHA); the risk zones are depicted on a community's hardcopy FIRM maps. The FIRM mapping did not identify any floodplain resources within the environmental study area.

2.3.5 Farmland

Information on Important Farmland Soils as defined by the Farmland Protection Policy Act (FPPA) was retrieved from the NRCS Web Soil Survey for Merrimack County. The Web Soil Survey contains current digital mapping and soil-unit attribute information on Prime Farmland, Farmland of local importance and Farmland of Statewide importance (Figure 2.3-4). In addition to the data provided by the NRCS, aerial photography was used to determine the presence or absence of active farmlands in the study area.

Prime Farmlands

The NRCS database did not identify prime farmland soil within the Phase 3 study area.

Farmland of Local Importance

Farmland of local importance is identified in the areas of Paxton fine sandy loam located throughout the environmental study area. The identified locations are within existing residential, forested upland and wetland habitat.

Farmland of Statewide Importance

According to NRCS, Farmland of Statewide importance is not occurring within the environmental study area. Some of the locations mapped by the NRCS as farmland based on soil type include waterways and vegetated wetlands, and do not necessarily reflect areas conducive to agricultural production.

2.3.6 Rare, Threatened, and Endangered Species

Requests were made to the New Hampshire Natural Heritage Bureau (NHNHB), US Fish and Wildlife Services (USFWS) and New Hampshire Fish and Game (NHFG) to document whether there are any records of rare species, plants, and/or rare or exemplary natural communities or ecosystems in the study area. A response from the NHNB was received on June 20, 2011. The NHNB concluded that there were two known vertebrate species listed in its database in proximity to the environmental study area. The two vertebrate species are listed below:

- State listed endangered, the Common Nighthawk (*Chordeiles minor*), have been surveyed in the downtown Concord and surrounding areas
- State listed rare or uncommon, the Northern Leopard Frog (*Rana pipiens*) has been located in the Merrimack River Floodplain.

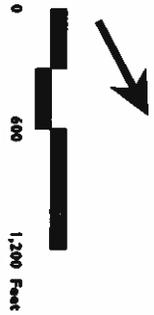
A response from NHFG Nongame and Endangered Wildlife Program was received on July 11, 2011. The response from NHNB regarding Northern Leopard frog and Common Nighthawk was recognized by NHFG. However, NHFG concluded that these species are not expected to be impacted due to the vicinity of the project and the identified locations of these species. NHFG did note that design features should be used to reduce the possible impacts to amphibians and reptiles from road mortality and entrapment in catch basins.

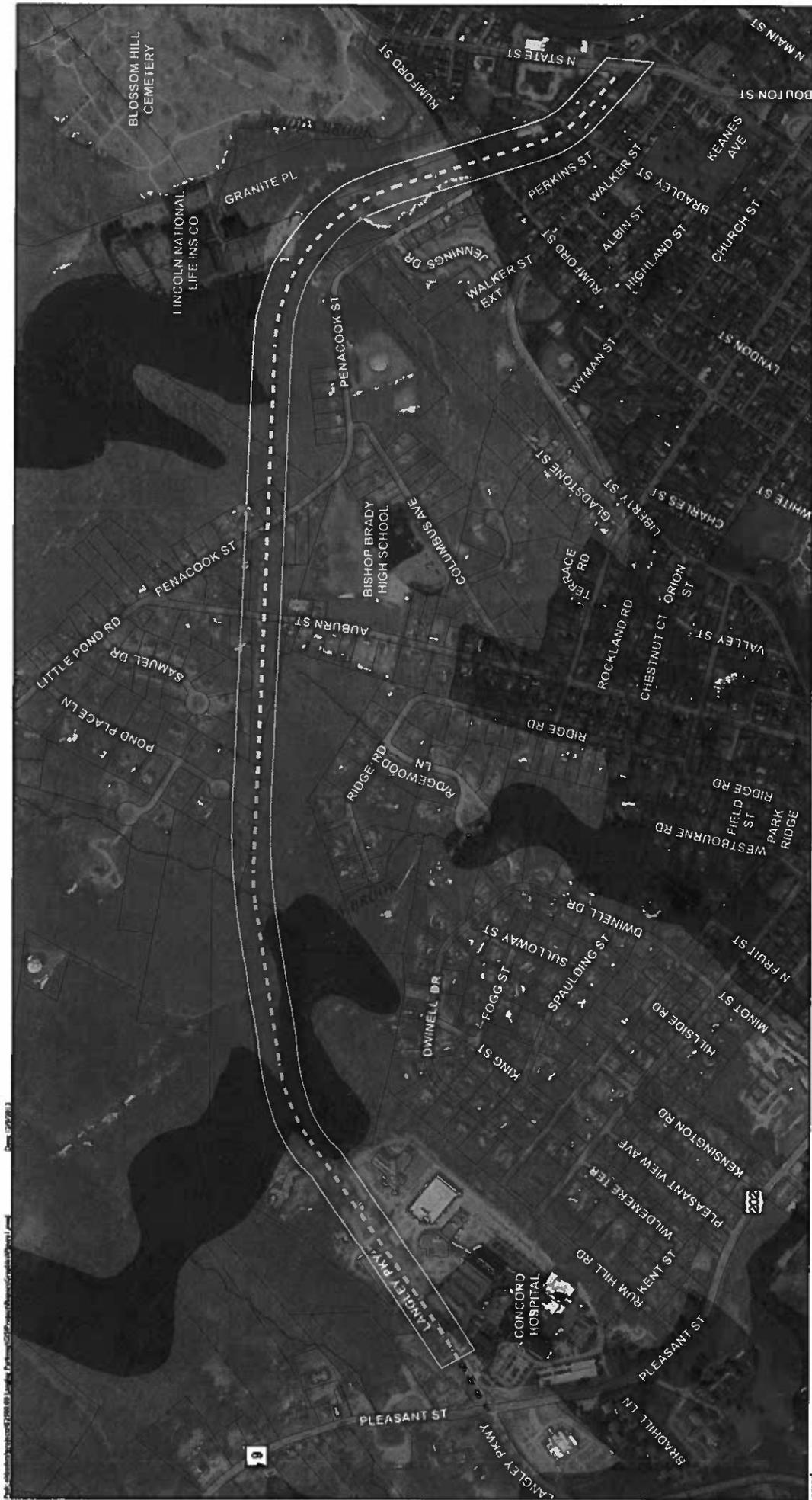


- Legend**
- Langley Parkway Project Alignments**
- Phase 3 Project Alignment
 - Phase 2 Alignment (Completed 2008)
 - Phase 1 Alignment (Completed 1995)
- Environmental Study Area (350 Foot Width Center)**
- Assessor's Tax Parcels (2012)**

- Chedal Lake Bottom Deposits**
- River/Stream (City of Concord 2011 Aerial Survey)**

Note: The entire City of Concord is located in a Source Water Protection Area (SWPA) watershed for the Pennichuck Water Works in Nashua, NH.





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 Figure 2.3-4
 NRCS Farmland Soils
 Langley Parkway Phase 3
 Feasibility Study
 City of Concord, NH



2.2.7 Wildlife Habitat

The NH Fish and Game Department (NHPG) is responsible for managing and protecting resident wildlife species. NHPG has promulgated rules (FS Chapter 1000) for the protection and management of these species. These rules pertain almost entirely to the exploitation of the species and not to the habitats. The rules set seasons, bag limits, and legal means for the taking of game, fish, and furbearing species.

Based on a review of the NHPG Wildlife Action Plan and NHGRANT GIS Data (Figure 2.3-5), the corridor includes the following habitat types:

- ◆ Appalachian-Oak-Pine Forest
- ◆ Hemlock-Hardwood-Pine Forest
- ◆ Grasslands
- ◆ Pastlands
- ◆ Pine Barren Forest

The NHPG analyzed the habitat areas and developed a statewide three-tiered ranking scheme to identify the highest quality habitat (Tiers 1 &2) in the State. The environmental study area does not include any highest ranked habitat, only supporting landscapes, or Tier 3 habitat (Figure 2.3-6).

2.2.8 Hazardous Materials

Available databases of known environmental-hazard sites supplied by the NHDES were reviewed for the vicinity of the environmental study area. The review identified known locations of Resource Conservation and Recovery Act (RCRA) small quantity generators, and potential ground/water contamination sites (Figure 2.3-7). These sites are likely contained and are not expected to pose a threat to the Phase 3 study area. However, it is expected that issues related to hazardous sites will be considered in more detail if acquiring ROW is necessary for any option advanced to the design and construction phases.

2.2.9 Historical/Archaeological Resources

A cultural resources survey was conducted within the environmental study area consisting of two components. The first component was the identification of previously recorded properties, compiled at the New Hampshire Division of Historical Resources (NHDHR). The second component consisted of a site visit, which involved a walk over of the preliminary Phase 3 alignment. A site file search at NHDHR for above-ground properties was performed on May 26, 2011, and again on June 8/9, 2011 to gather information on previously documented resources. Generally speaking, the site file search was limited to properties located within a 0.25-mile radius for above-ground resources and a 5-mile radius for archaeological resources.

The site file research and site visit was used to prepare a Request for Project Review (RPR), which was submitted to NHDHR on May 1, 2012. The intent of the RPR was to continue the

historical/archaeological process that began during previous phases, identifying historic properties that could be affected by construction of Phase 3 and providing NHDHR the opportunity to provide its comments on the conceptual alignment. NHDHR responded that additional archaeological and architectural surveys would be required if Phase 3 advances (See Environmental Appendix for a copy of the RPR and NHDHR's response)

Historical Resources

There are buildings within the study area but no buildings lie directly on the centerline or within the preliminary proposed parkway right-of-way. A map with handwritten notes dated June 1, 1993, shows the age of the buildings along Penacook Street between Rumford and North State streets. It appears the Perkins House originally anchored development in the area. The next oldest structure would have been the 1855 Carpenter House (no longer present) in the vicinity of the intersection of Rumford and Penacook Streets. The Carpenter House was the reported location of Native American burials.

Based on the historic maps for the area, including the Rust Maps, the project area was rural and hosted small farmsteads. By the late 1850s, the vicinity of North State Street and Penacook was gradually being urbanized. In the 20th century, this process continued with the construction of small to medium-sized residences. In the last two decades, office complexes have been erected west of Rumford Street and the west end of Phase 3 has experienced more build out by the hospital complex and associated office buildings.

Archaeological Resources

A traditional background and literature review was completed for the environmental study area. As outlined above, site files at NHDHR and at the State Archives were reviewed by VHB cultural resources staff on May 26, 2011 and again on June 8th and 9th, 2011.

On June 8, 2011 a walkover was completed of the environmental study area between North State Street and the office complex west of Rumford Street, along Penacook Street between Rumford Street and the centerline crossing of Auburn Street, and between Auburn Street and the environmental study area's south terminus. The purpose of the walkover was to review existing conditions.

The site file research revealed the presence of 22 previously recorded archaeological sites within a five-mile radius of the environmental study area. Of this number, only one site, 27-MR-0083, is within 1500 feet (500 meters) of the environmental study area. The remaining sites are at greater distance and in some cases on the opposing side of the Merrimack River. Site 27-MR-0083 (the Garrison Site; NHAS Site No. NH-37-0009) is a historic archaeological site with minimal documentation that was recorded in 1986 by a State Conservation and Rescue Archaeology Program (SCRAP) member. The site's function and temporal affiliation are unrecorded. Of more interest is the reported, though unrecorded, presence of an archaeological site near the northeast corner of the intersection of Rumford and Penacook streets. It is within this section of the Phase 3 alignment that State Archaeologist Gary Hume expressed concerns in the 1990s and 2000s about Native American burials reportedly uncovered during the excavation of the Carpenter House cellar.



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 Figure 2.3-5
 NH Fish & Game Wildlife Action Plan Habitats
 Langley Parkway Phase 3
 Feasibility Study
 City of Concord, NH 23

Legend

Langley Parkway Project Alignments

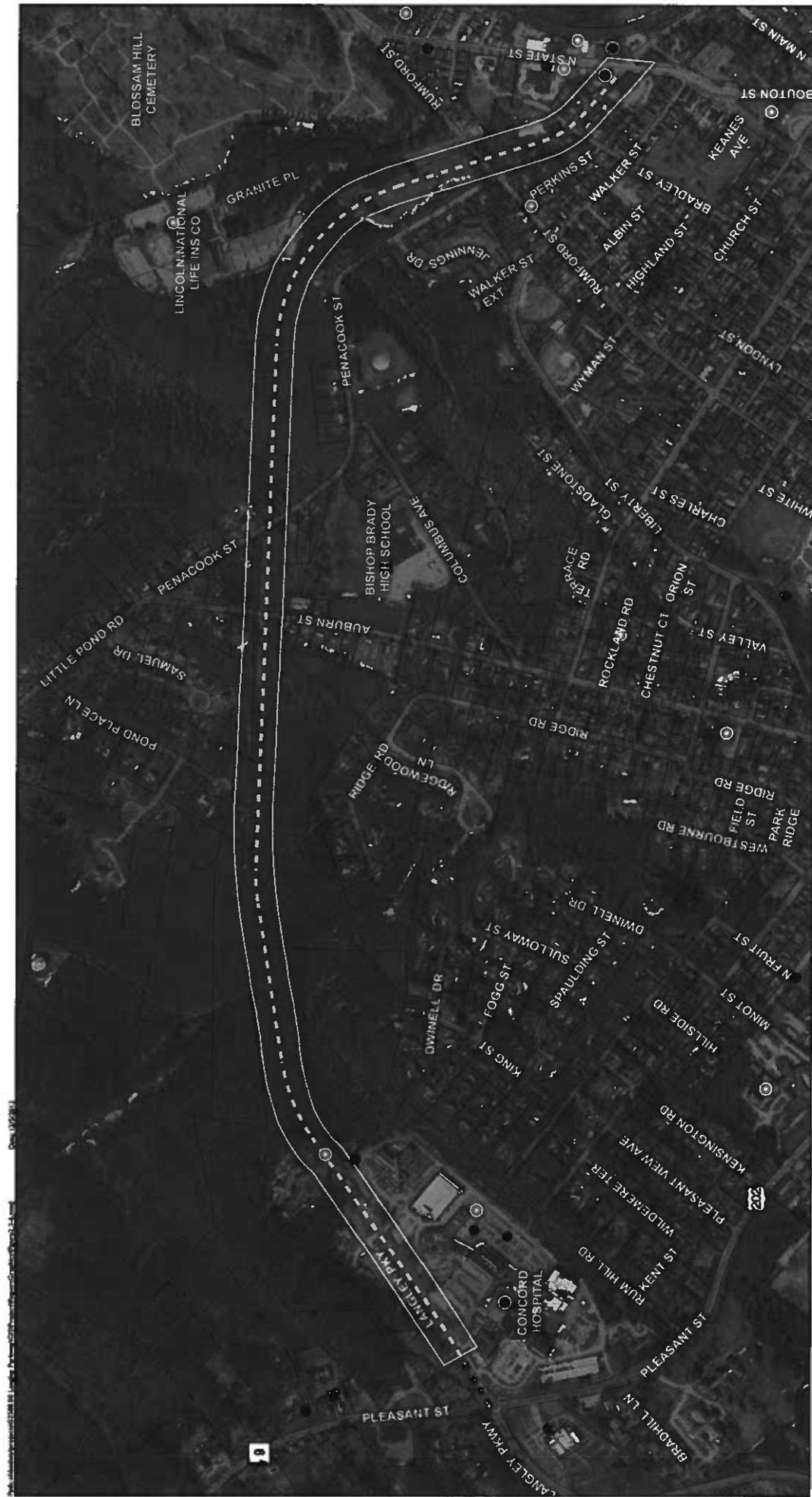
- Phase 3 Project Alignment
- Phase 2 Alignment (Completed 2008)
- Phase 1 Alignment (Completed 1995)
- Environmental Study Area (250 Foot Wide Corridor)
- Assessor's Tax Parcels (2012)

NH Fish & Game Wildlife Action Plan Habitat Areas

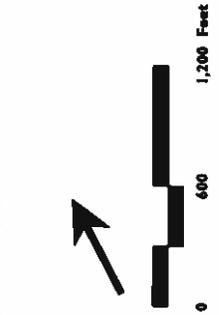
- River/Stream (City of Concord 2011 Aerial Survey)
- Peatland
- Pine barren
- Wet meadow/shrub wetland
- Appalachian oak-pine
- Grasslands
- Hemlock-hardwood-pine

Scale: 0, 500, 1,200 Feet

North Arrow



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 Figure 2.3-7
 Potential-Hazardous Materials
 Langley Parkway Phase 3
 Feasibility Study
 City of Concord, NH 25



- Legend**
- Hazardous Waste (RCRA Site)
 - Potential Threats to Groundwater Resources (NHDES C Sites)
 - River/Stream (City of Concord 2011 Aerial Survey)
 - ▬ Langley Parkway Project Alignments
 - ▬ Phase 3 Project Alignments
 - ▬ Phase 2 Alignment (Completed 2008)
 - ▬ Phase 1 Alignment (Completed 1995)
 - ▭ Environmental Study Area (250 Foot Wide Corridor)
 - ▭ Assessor's Tax Parallels (2012)

The conditions observed during the June 8, 2011, walkover of Phase 3 were not appreciably different from those noted during the original cultural resources assessments completed in the early 1990s. Of particular note is the fact that the conditions between Rumford and Pensacook streets are unchanged from those Gary Hume observed beginning in 1994. The stretch of the Phase 3 alignment in this segment has not been developed nor is there any surface indication that significant disturbance occurred to the locality during the removal of Carpenter House and the construction of the Boys Club. No shovel testing, however, was performed during the walkover and subsurface conditions are undocumented.

2.3-10 Park Lands and Recreation

Park lands and recreational resources are protected by various federal statutes that may apply to Phase 3 if federal funding is provided by FHWA.

Conservation Land

Based on a review of the most recent NHGRANT Conservation/ Public Land's database, two occurrences of existing conservation land occur within the environmental study area. Both properties are held in a conservation easement by the City of Concord and are associated with the Capital Region Health Care Corporation development. Both properties are located adjacent to the cleared ROW corridor on the southern end of the alignment, just north of where pavement ends and turns to a dirt trail and are shown on Figure 2.3-8. Additionally, Winant Park, an approximately 100-acre conservation area and recognized as an official park by the City of Concord, is located just northwest of the environmental study area.

Section 6(f) LCMF

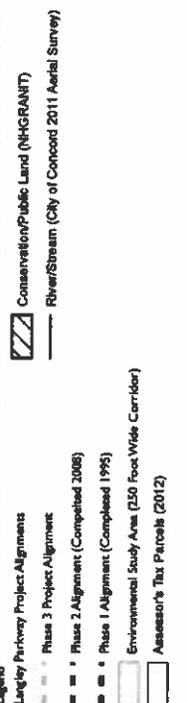
Properties that have been acquired or improved with LWCF funding are protected under Section 6(f) of the Land and Water Conservation Fund Act. A request was submitted to NH Department of Resources and Economic Development (NHDRD) to determine whether a formal Section 6(f) Consultation was required for Phase 3. A response was received from NHDRD on June 28, 2011 stating that no Section 6(f) properties are located in the environmental study area and no consultation was required during this phase of the project.

Recreational Resources

Based on a preliminary field review, Kimball Park/ Playground (owned by the City of Concord) is the only recognized recreational resource within close proximity of the environmental study area. However, the former roadbed located between the terminus of Phase 1 and Auburn Street, is currently being used as a recreational trail and walking path for those living and working in the immediate area. The trail also provides access to Winant Park. No other recreational resources are within close proximity to the environmental study area.



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 Figure 2.3-8
 Conservation/Public Land
 Langley Parkway Phase 3
 Feasibility Study
 City of Concord, NH 27



3

No Build Alternative

3.1 Introduction

The No Build Alternative is essentially the continuation and perpetuation of the existing conditions and the shortcomings inherent in the current study area roadways, intersections, and transportation system. The No Build Alternative serves as a baseline condition for comparison to the Langley Parkway Phase 3 Build Alternative. This chapter describes the methodologies, procedures, and assumptions used to establish the 2015 and 2035 No Build conditions including forecasting the 2011 existing conditions peak hour volumes into the future and updating the regional travel model for planned transportation infrastructure improvement projects. This chapter also presents the anticipated traffic operations under the forecast year conditions for the No Build scenario, which assumes no construction of Langley Parkway Phase 3.

3.2 Regional Travel Demand Model

NHDOT assisted the forecasting process by running the Central New Hampshire Regional Travel Demand Model for the study. The travel demand model uses QRS software for the Central New Hampshire Region which encompasses 12 communities, including Concord. The model is calibrated to the base year 2000 (using the 2000 US Census, noting that the 2010 Census data was not yet available at the time this work was conducted) and forecasts traffic to the year 2030. Traffic forecasting is based on anticipated growth in population and employment within the region. For the purpose of this study, the regional model was updated to be consistent with the projects included in the City's Master Plan.

3.3 2015 and 2035 Forecasting

Traffic volume forecasting consisted of a two-step process that included examining both regional growth, as well as site-specific development projects in the immediate area of the parkway that could influence the design elements of the new roadway. These two steps are described in the following sections.

3.3.1 Regional Background Traffic Growth

Traffic volumes for the Langley Parkway Feasibility Study were developed from an extensive data collection program and use of the QRS Regional Travel Demand Model. As discussed in the previous chapter, 2011 base traffic volumes were adjusted to reflect peak month conditions based on historical count data from the NHDOT Urban Highway Group 4 Average (2010). Output from the regional model was reviewed to establish growth trends for forecasting traffic volumes throughout the study area. Overall, the model indicated that traffic volumes would grow at a relatively low rate of approximately 0.5 percent annually for the majority of the study area. However, two specific areas displayed higher levels of traffic growth. The area of Clinton Street and Pleasant Street west of Langley Parkway was shown to have a projected average annual growth rate of approximately 1.0 percent. Traffic in the area of Little Pond Road, Pensacook Street, and Auburn Street generally west of Columbus Avenue is projected to grow at a slightly higher rate at approximately 2.0 percent annually.

3.3.2 Site Specific Development

In addition to the regional background growth, site specific developments that could affect the forecast traffic volumes in the immediate area of Langley Parkway Phase 3 were also investigated. Conversations with the City of Concord planning and engineering staff revealed three substantial employers within the study area with plans for growth within the project forecast horizon:

- ◆ Concord Hospital's long-term plans consider the construction of an additional 100,000 square feet of medical office space on their campus located on Langley Parkway.
- ◆ The New Hampshire Hospital Campus Master Plan build out scenario considers expansion for 870 additional employees in four buildings (Bancroft, Tseyer, Main, and Annex) located on their campus with access on Pleasant Street, South Fruit Street, and Clinton Street.
- ◆ Lincoln Financial Group has the potential to add approximately 225 employees at their existing campus located on Granite Place with access onto Hamford Street.

3.3.3 Traffic Volume Network Development

Future year 2105 and 2035 No Build traffic volumes were developed by applying the above-mentioned annual growth rates of 0.5, 1.0, and 2.0 percent respectively to the 2011 seasonally adjusted (peak month) peak hour volumes and adding the site-generated traffic associated with the three potential development programs at Concord Hospital, New Hampshire Hospital Campus, and Lincoln Financial Group. Figures 3.3-1 through 3.3-4 show the traffic volume No Build networks for the 2015 and 2035 weekday morning and evening peak hours.

3.4 Planned Transportation Infrastructure Improvement Projects

Several future roadway improvement projects within the Study Area are assumed to be in place for the analysis of the 2035 forecast year.

- ◆ Route 3 North Corridor - includes intersection improvements at the intersection of Route 3 (North State Street) at Rumford Street. Left-turns entering and exiting from Rumford Street are prohibited (CIP 3.5, Phase 5).
- ◆ A complete-street redesign of the Pleasant Street/ Warren Street/ Fruit Street intersection with lane-widening and signalization or a roundabout (assumed) for traffic control (CIP 283).
- ◆ The widening of Clinton Street to 4 lanes (2 lanes in each direction) from Silk Farm Road to Langley Parkway (2030 Concord Master Plan).
- ◆ Installation of traffic signals (assumed) or roundabouts for traffic control on Clinton Street at the two ramp intersections with I-89 Exit 2 (NHDOT 2015-2024 Ten Year Plan).

3.5 No Build Traffic Operations

Traffic operational analyses were conducted for the study area intersections for the 2015 and 2035 No Build weekday morning and evening peak hour conditions. Results of the analyses for the signalized, unsignalized, and roundabout intersections are summarized in Tables 3.5-1, 3.5-2, and 3.5-3 respectively.

Results of the 2015 and 2035 No Build analyses show that several signalized intersections are expected to degrade over time as a result of anticipated traffic growth with volumes at or over capacity and operations at LOS E or F. Specifically, the intersections of North State Street at Centre Street, North Main Street at Bouton Street, North Main Street at Centre Street, North Main Street at Pleasant Street, Pleasant Street at Langley Parkway, and Clinton Street at South Street/ Broadway are expected to operate poorly by 2035. It is noted that 6 of the signalized intersections are identified as having operational deficiencies by the forecast year 2035, which is an increase of 4 intersections over the 2 intersections identified in the 2011 Existing conditions analysis. The remaining signalized intersections are projected to operate below capacity and at a LOS D or better under the 2035 No Build condition.

Table 3.5-1 No Build Signalized Intersection Capacity Analysis Summary

Location	2015 No Build				2035 No Build			
	Period	v/c ^c	Delay ^d	LOS ^a	Period	v/c ^c	Delay ^d	LOS
North State Street at Parsack St/Hershey Pond Lane	AM	0.73	25	C	AM	0.78	29	C
	PM	0.81	32	C	PM	0.88	37	D
North State Street at Bouton Street	AM	0.45	12	B	AM	0.49	12	B
	PM	0.61	15	B	PM	0.69	16	B
North State Street at Centre Street	AM	0.90	36	C	AM	1.04	69	E
	PM	0.77	23	C	PM	0.81	30	C
South State Street at Pleasant Street	AM	0.52	17	B	AM	0.55	18	B
	PM	0.55	24	C	PM	0.71	27	C
North Main Street at Bouton Street	AM	0.68	43	D	AM	1.00	63	E
	PM	1.06	80	E	PM	1.13	94	F
North Main Street at Centre Street	AM	0.85	74	E	AM	0.91	91	F
	PM	0.92	80	E	PM	1.04	107	F
North Main Street at Pleasant Street	AM	0.45	23	C	AM	0.49	28	C
	PM	0.61	35	D	PM	0.73	57	E
Pleasant Street at Langley Parkway	AM	0.87	48	D	AM	1.02	88	F
	PM	0.85	41	D	PM	1.01	87	F
Pleasant Street at N. Fruit St/S. Fruit St/Main St	AM	0.74	35	D	AM			Roundabout
	PM	0.79	36	D	PM			Roundabout
Clinton Street at Langley Parkway	AM	0.67	16	B	AM	0.67	17	B
	PM	0.75	23	C	PM	0.70	21	C
Clinton Street at South Street/Broadway	AM	0.83	53	D	AM	1.07	78	E
	PM	0.81	44	D	PM	0.88	48	D
Clinton Street at I-89 Exit 2 NB Ramps	AM		Unsignalized	AM	0.48	6	A	
	PM		Unsignalized	PM	0.48	6	A	
Clinton Street at I-89 Exit 2 NB Ramps	AM		Unsignalized	AM	0.55	5	A	
	PM		Unsignalized	PM	0.61	9	A	

^aVolume-to-capacity ratio
^cDelay expressed in seconds per vehicle
^dLevel of service

Table 3-5-2. No Build Unsignalized Intersection Capacity Analysis Summary

Location/Movement	2015 No Build			2035 No Build			
	Peak Period	Demand*	Delay*	LOS*	Demand	Delay	LOS
North Side St at Rurford St	AM	5	17	C	5	19	C
EB rights from Rurford St							
EB rights from Rurford St	PM	5	15	B	5	15	B
Paracook St at Rurford St	AM	275	18	C	310	19	C
EB movements from Paracook St							
WB movements from Paracook St	AM	395	28	D	465	32	D
NB movements from Rurford St	AM	95	12	B	135	13	B
SB movements from Rurford St	AM	180	9	C	245	17	C
Paracook St at Little Pond Rd/Albun St	PM	140	13	B	155	13	B
EB movements from Paracook St							
WB movements from Paracook St	PM	225	9	C	255	9	C
NB movements from Rurford St	PM	145	12	B	160	12	B
SB movements from Rurford St	PM	465	54	F	650	108	F
Paracook St at Little Pond Rd/Albun St	AM	375	14	B	590	20	C
EB movements from Little Pond Rd							
WB movements from Paracook St	AM	45	11	B	65	13	B
NB movements from Albun St	AM	35	6	A	60	6	A
Albun St at Columbus Ave	PM	140	12	B	210	13	B
EB movements from Little Pond Rd							
WB movements from Paracook St	PM	200	16	C	305	21	C
NB movements from Albun St	PM	95	7	A	145	7	A
Paracook St at Columbus Ave	AM	65	12	B	105	13	B
WB movements from Paracook St							
SB movements from Paracook St	AM	195	7	A	290	7	A
Albun St at Columbus Ave	PM	45	10	A	65	10	B
WB movements from Paracook St							
SB movements from Paracook St	PM	210	1	A	320	1	A
Albun St at Columbus Ave	AM	75	12	B	115	12	B
SB movements from Columbus Ave							
SB movements from Columbus Ave	PM	30	10	B	30	11	B

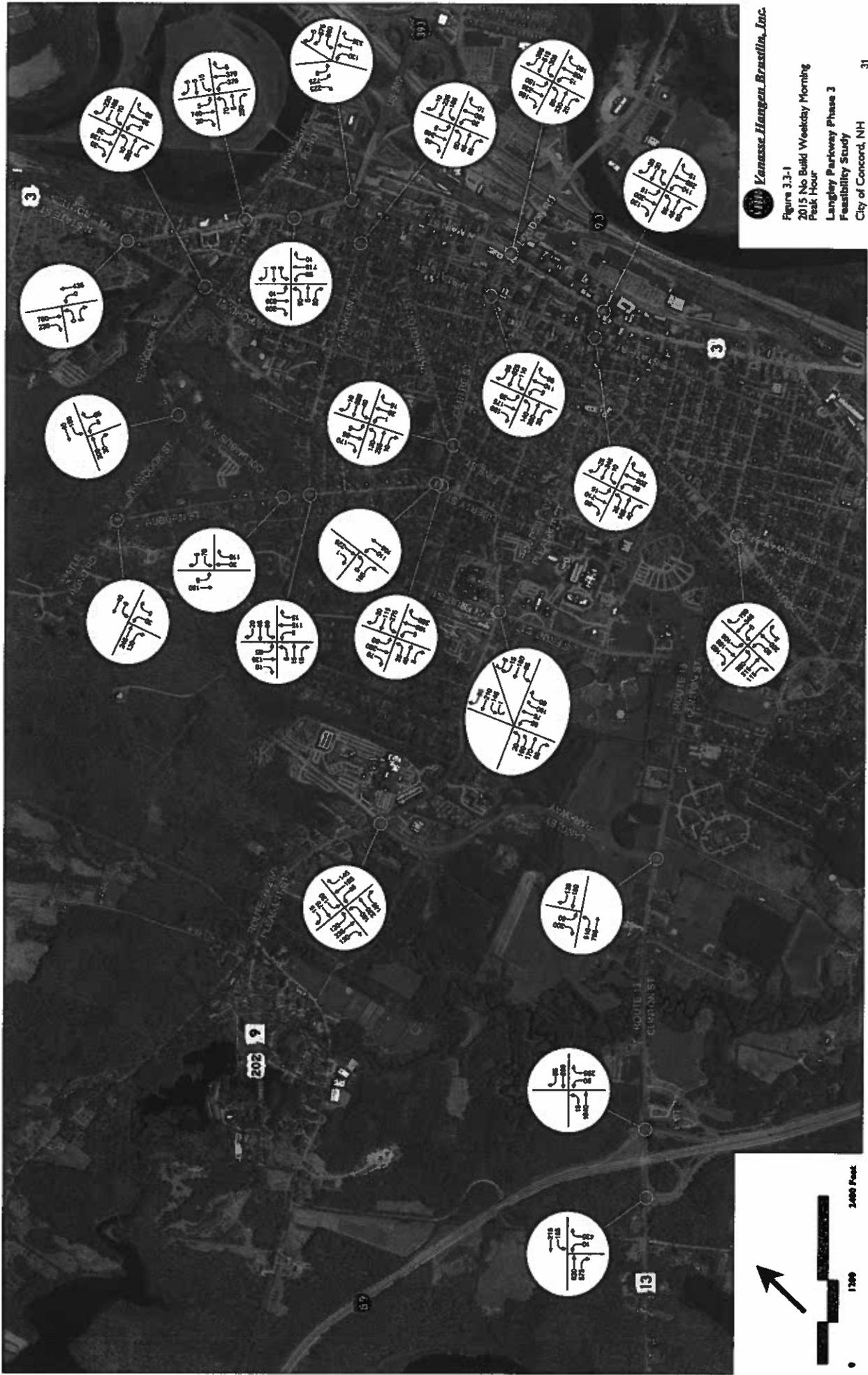
* Demand in vehicles per hour
 + Delay expressed in seconds per vehicle
 * Level of service

Table 3-5-2. Continued - No Build Unsignalized Intersection Analysis

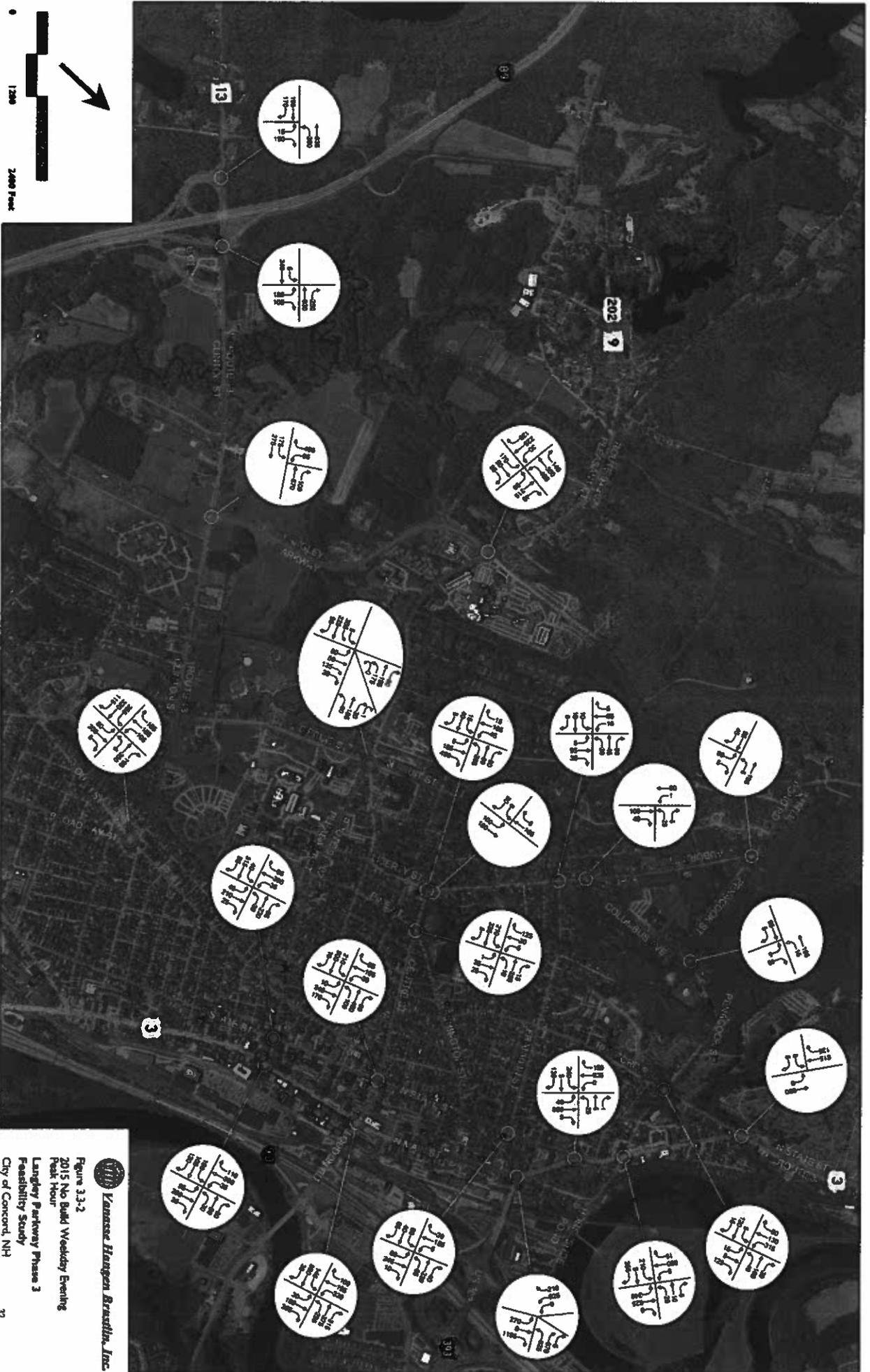
Location/Movement	2015 No Build			2035 No Build			
	Peak Period	Demand*	Delay*	LOS*	Demand	Delay	LOS
Albun St at Franklin St	AM	35	9	A	60	9	A
EB movements from Franklin St							
WB movements from Franklin St	AM	125	10	B	180	11	B
NB movements from Albun St	AM	135	10	A	200	10	B
SB movements from Albun St	AM	210	11	B	310	12	B
Franklin St at Albun St	PM	25	8	A	40	8	A
EB movements from Franklin St							
WB movements from Franklin St	PM	115	8	A	165	9	A
NB movements from Albun St	PM	130	8	A	205	9	A
SB movements from Albun St	PM	80	8	A	120	9	A
Albun St at Liberty St	AM	165	12	B	200	12	B
EB left-turn from Albun St							
NB movements from Liberty St	AM	215	5	A	245	5	A
Albun St at Albun St	PM	80	10	A	80	10	A
EB left-turn from Albun St							
NB movements from Liberty St	PM	230	3	A	345	3	A
Carrie St at Westvirgin St/Fire St	AM	365	4	A	460	4	A
EB movements from Carrie St							
WB movements from Westvirgin St	AM	315	1	A	395	1	A
NB movements from Fire St	AM	35	24	C	40	30	D
SB movements from Westvirgin St	AM	280	54	F	325	153	F
Carrie St at Westvirgin St	PM	540	5	A	685	5	A
EB movements from Carrie St							
WB movements from Westvirgin St	PM	290	1	A	320	1	A
NB movements from Fire St	PM	60	31	D	70	46	E
SB movements from Westvirgin St	PM	190	19	C	200	38	E
Clinton St at 188 Exit 2 SB Ramps	AM	155	10	A			
WB left-turn from Clinton St							
NB movements from SB Off Ramp	AM	445	111	F			
Clinton St at 188 Exit 2 NB Ramps	PM	290	8	A			
WB left-turn from Clinton St							
NB movements from SB Off Ramp	PM	165	12	B			
Clinton St at 188 Exit 2 NB Ramps	AM	15	8	A			
EB left-turn from Clinton St							
NB movements from NB Off Ramp	AM	365	+300	F			
Clinton St at 188 Exit 2 NB Ramps	PM	5	10	B			
EB left-turn from Clinton St							
NB movements from NB Off Ramp	PM	290	35	D			

* Demand in vehicles per hour
 + Delay expressed in seconds per vehicle
 * Level of service

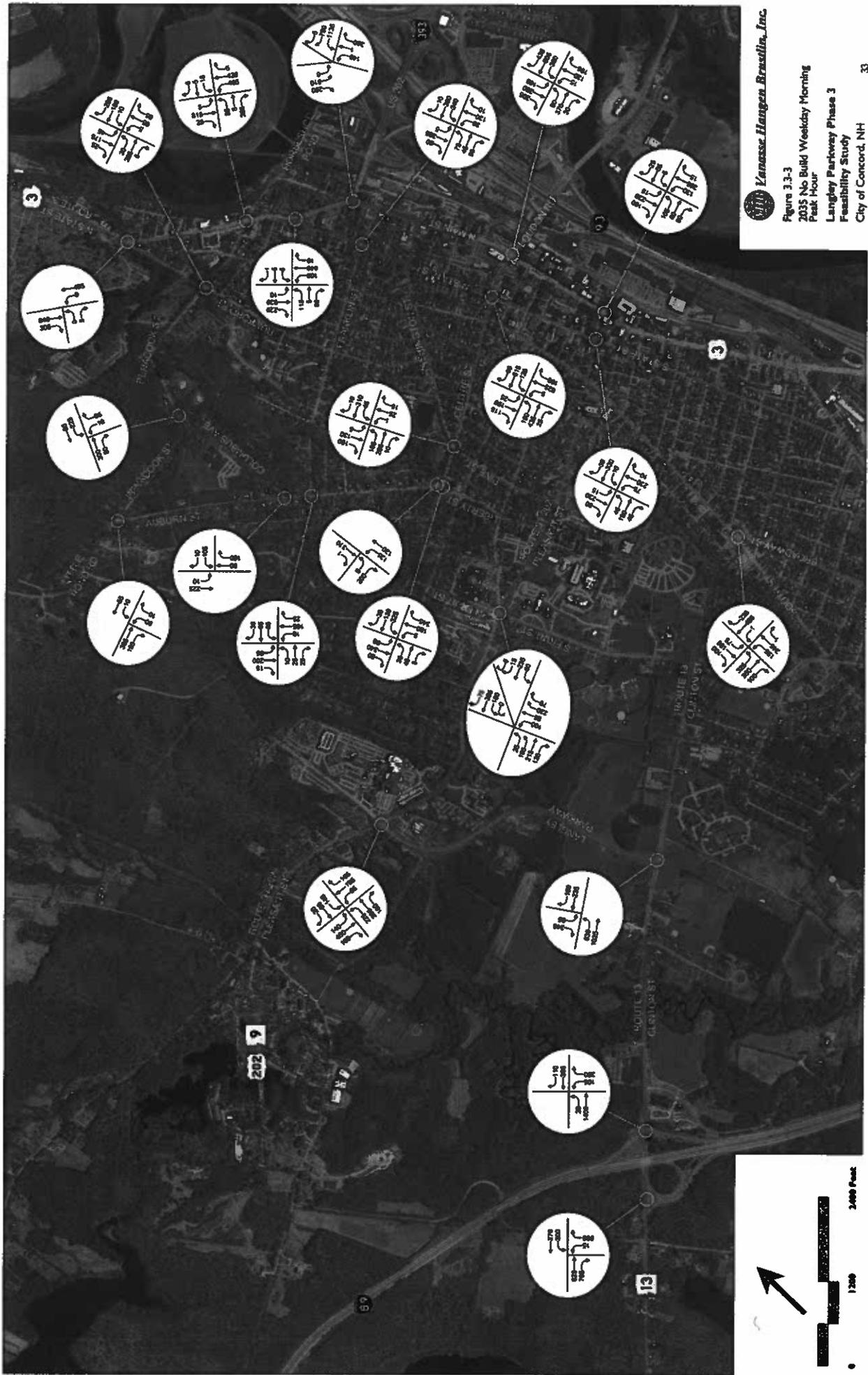
No Build Alternative




Kennesa Hengen Brantlin, Inc.
 Figure 3.3-1
 2015 No-Build Weekday Morning
 Peak Hour
 Langley Parkway Phase 3
 Feasibility Study
 City of Concord, NH




Kansas Henggen Brunetta, Inc.
 Figure 3.3-2
 2015 No Guild Weekday Evening
 Peak Hour
 Langley Parkway Phase 3
 Feasibility Study
 City of Concord, NH




Kennesaw Hengen Brustlin, Inc.
 Figure 3.3-3
 2035 No Build Weekday Morning
 Peak Hour
 Langley Parkway Phase 3
 Feasibility Study
 City of Concord, NH



 **Kiewit**
 Figure 3.14
 2015 No-Build Weekday Evening
 Peak Hour
 Langley Parkway Phase 3
 Feasibility Study
 City of Concord, NH

Results of the 2015 and 2035 No Build analyses for the unsignalized intersections reveal that minor street approaches (side streets under stop control) at 4 study area intersections are projected to operate at poor levels of service (LOS E and F) with long delays during the peak hours. Specifically, the Rumford Street southbound approach to Penacook Street is projected to operate at LOS F during the weekday evening peak hour under the 2015 and 2035 conditions with the delay doubling from 54 seconds to 108 seconds. This movement was calculated to operate at LOS E under the 2011 existing condition.

In addition, the Pine Street and Washington Street approaches at the Centre Street intersection are expected to operate at LOS E or F. The weekday morning peak hour represents the critical (worst-case) condition at the location with the Washington Street southbound approach experiencing the most delay. Morning average delays exiting from Washington Street are projected to increase from 54 to 153 seconds per vehicle over the 10-year forecast horizon.

Finally, the two unsignalized off-ramps from I-89 Exit 2 to Clinton Street are projected to operate at LOS F in 2015 during the weekday morning peak hour when traffic volumes exiting the highway are heaviest. Delays are projected to increase by 30 percent or more from the 2011 Existing levels. As noted in Section 3.4, these ramps are assumed to be signalized under the 2035 future year condition.

The results of the roundabout analyses indicate that the existing roundabouts at the intersections of North State Street with Franklin Street and Centre Street with Liberty Street will continue to operate well below capacity through the future year 2035 under the No Build scenario. In addition, as discussed in Section 3.4, a future roundabout is planned for the intersection of Pleasant Street with South Fruit Street and Warren Street. As shown in Table 3-5-3, the Pleasant Street roundabout is projected to operate below capacity through the year 2035 during the weekday morning peak hour. However, during the 2035 weekday evening peak hour, the eastbound traffic flow on Pleasant Street is projected to exceed capacity with a v/c ratio of 1.09.

Table 3-5-3. No Build Roundabout Intersection Capacity Analysis Summary

Location	Peak Period	2015 No Build		2035 No Build	
		Demand*	v/c**	Demand	v/c
North State Street at Franklin Street	AM	180	0.31	220	0.33
EB from Franklin Street		430	0.49	530	0.61
NB from North State Street		130	0.16	160	0.17
SB from North State Street		280	0.45	320	0.60
EB from Franklin Street	PM	170	0.21	210	0.25
WB from Franklin Street		325	0.46	380	0.54
NB from North State Street		315	0.39	365	0.39
SB from North State Street		180	0.25	215	0.29
Centre Street at Liberty Street	AM	70	0.15	80	0.15
EB from Centre Street		420	0.54	460	0.56
NB from Liberty Street		455	0.54	530	0.56
SB from Liberty Street		410	0.61	510	0.73
EB from Centre Street	PM	60	0.16	65	0.11
WB from Centre Street		365	0.47	470	0.56
NB from Liberty Street		640	0.72	800	0.83
SB from Liberty Street		245	0.35	280	0.39
Pleasant Street at Fruit/Warren Streets	AM	Signalized		560	0.64
EB from Pleasant Street		Signalized		310	0.52
WB from S. Fruit Street		Signalized		475	0.67
SB from Warren Street		Signalized		520	0.79
EB from Pleasant Street	PM	Signalized		505	1.09
WB from Pleasant Street		Signalized		335	0.66
NB from S. Fruit Street		Signalized		330	0.65
SB from Warren Street		Signalized		505	0.78

*Demand in vehicles per hour.

**Volume to capacity ratio.

4

Build Alternative and Design Options

4.1 Introduction

As discussed in Chapter 1, the corridor alignment of the entire parkway (including Phase 3) was previously determined through detailed environmental study and permitting associated with Phases 1 and 2. Therefore, for the purpose of this study, the alignment of the roadway is considered to be confined to the layout previously determined and generally within the right-of-way previously secured by the City. Chapter 4 examines the various roadway cross-sections, intersection traffic control options, and other design elements that could be constructed to accommodate Phase 3. Although two general concepts are presented (the signalized option and the roundabout option), it is important to point out that the individual design elements of each (whether it be roadway segments or intersection type) are interchangeable, giving the City flexibility in selecting a preferred alternative.

4.3 Mainline Alternatives

Policy as adopted in January 2010. Essentially, all users would be provided for motorists, pedestrians, bicyclists and public transit riders. And in a manner consistent with Phase 2, unique segments of the corridor would be designed to be context sensitive to the surrounding environment and neighborhoods. The expected posted speed limit would be 30 miles per hour, consistent with the Phase 2 section.

4.2 Design Criteria

Several applicable regulations, guides, policies and references were compiled to assist with determining the initial design criteria that would be applied to the development of the study's conceptual roadway and intersection plans. The primary references include:

- ◆ A Policy on Geometric Design of Highways and Streets, AASHTO, "Green Book"
- ◆ New Hampshire Department of Transportation Highway Design Manual Volumes 1 and 2
- ◆ Roadside Design Guide, AASHTO 4th Edition, 2011
- ◆ Roundabouts: An Informational Guide, NCHRP Report 672, 2012
- ◆ Manual on Traffic Control Devices (MUTCD), FHWA, 2009 Edition
- ◆ Subdivision Regulations, City of Concord, Adopted December 15, 2010, with amendments
- ◆ Construction Standards and Details, City of Concord, 2009

Early in the planning process, it was determined that Phase 3 of the parkway would be fully compliant with the complete streets provision of the City's Comprehensive Transportation

Two alternatives were developed for the new mainline segment of the parkway, which would extend from the existing terminus of Langley Parkway just north of the medical facilities area to the point where the roadway would tie into the existing street system in the vicinity of Penacook and Rumford Streets. Although both alternatives generally fit within the designated right-of-way and provide for two travel lanes (one travel lane in each direction) with pedestrian and bicycle facilities, each provides a different cross section and character for the new roadway segment.

The first alternative provides for a median divided roadway, as shown in Exhibit 4.3-1. The median divided alternative provides a 12-foot wide center median that could be landscaped with street-trees and other plantings, creating a boulevard effect. The landscaped median is intended to break up the pavement width of the travel way, creating an aesthetically pleasing view of the road. This cross section also includes 12-foot travel lanes, 5-foot shoulders, and a 10-foot shared-use path for bicycles and pedestrians that is separated from the roadway by a variable-width grass panel. It should be noted that these widths have been shown for graphical purposes, but can be modified (reduced) during the formal engineering design phase. For example, through travel lanes can vary in width between 10 and 12 feet.

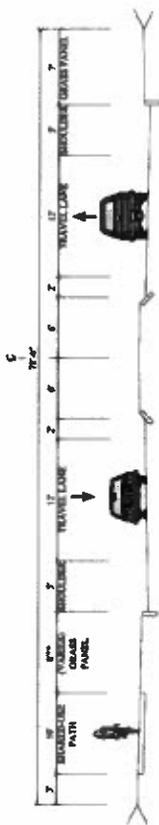


EXHIBIT 4.3-1
MEDIAN DIVIDED ROADWAY ALTERNATIVE

The second alternative provides a narrower cross section by eliminating the landscaped median divisor. This alternative provides 12-foot travel lanes and 5-foot shoulder for a total travel way width of 34-feet, which is 16-feet narrower than the travel way under alternative 1 with the raised median. Similar to alternative 1, this alternative also provides a 10-foot shared use path for bicycles and pedestrians that would be separated from the roadway with a variable width grass panel. Exhibit 4.3-2 shows the non-median divided road way alternative. As mentioned above, the widths shown on this alternative can also be modified or reduced during the final design process.

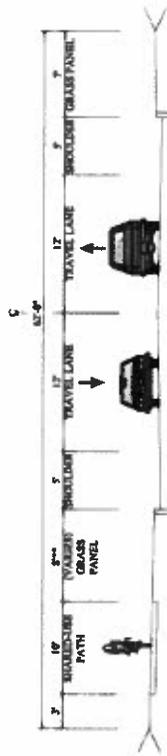


EXHIBIT 4.3-2
NON-MEDIAN DIVIDED ROADWAY ALTERNATIVE

4.4 Local Intersection Alternatives

Two general alternatives are presented for the local intersections along Phase 3 of the parkway: the roundabout alternative and the signalized alternative. It is important point out that the roundabout intersection alternative is presented in combination with the median divided roadway alternative, while the signalized alternative is presented with the non-median divided roadway. As discussed earlier, the roadway and intersection alternatives are flexible and can be interchanged to best accommodate the City's preferences.

With regard to local connections to the parkway, an evaluation was completed early in the study process to determine how to best provide access in the vicinity of Auburn and Penacook Streets. Previous work completed under Phase 2 of the parkway identified a number of potential local connection alternatives including: connecting at Auburn Street (terminating Penacook Street), connecting at Penacook Street (terminating Auburn Street), and combinations of connecting both Penacook and Auburn Streets. Based on a review of traffic volume demands, geometric needs, and the physical terrain under each of the

scenarios, it was determined that the optimal connection would be via Auburn Street. Both the roundabout and signalized alternatives assume the Auburn Street connection.

4.4.1 Roundabout Alternative

Figures 4.4-1 through 4.4-6 graphically display the roundabout alternative for the local intersections along the parkway. Commencing at Concord Hospital's north access road and parking garage intersection, this alternative uses the implementation of a roundabout to begin a gateway or transition zone from the medical services area to the new segment of the parkway. A single lane roundabout at the northern hospital driveway will promote traffic calming and slower travel speeds as Langley Parkway transitions from a multi-lane roadway west of the intersection to a two-lane roadway to the north. Traveling north, Langley Parkway will maintain the driveway opening at Granite Ledges. Sidewalk is proposed along the west side of Langley Parkway between the hospital intersection and Granite Ledges. The 10-foot wide multi-use path is introduced on the west side of the parkway, north of the Granite Ledges driveway, and is carried north through the intersection at Auburn Street.

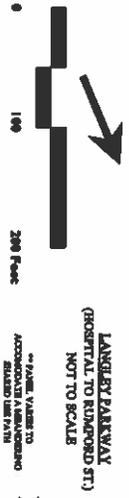
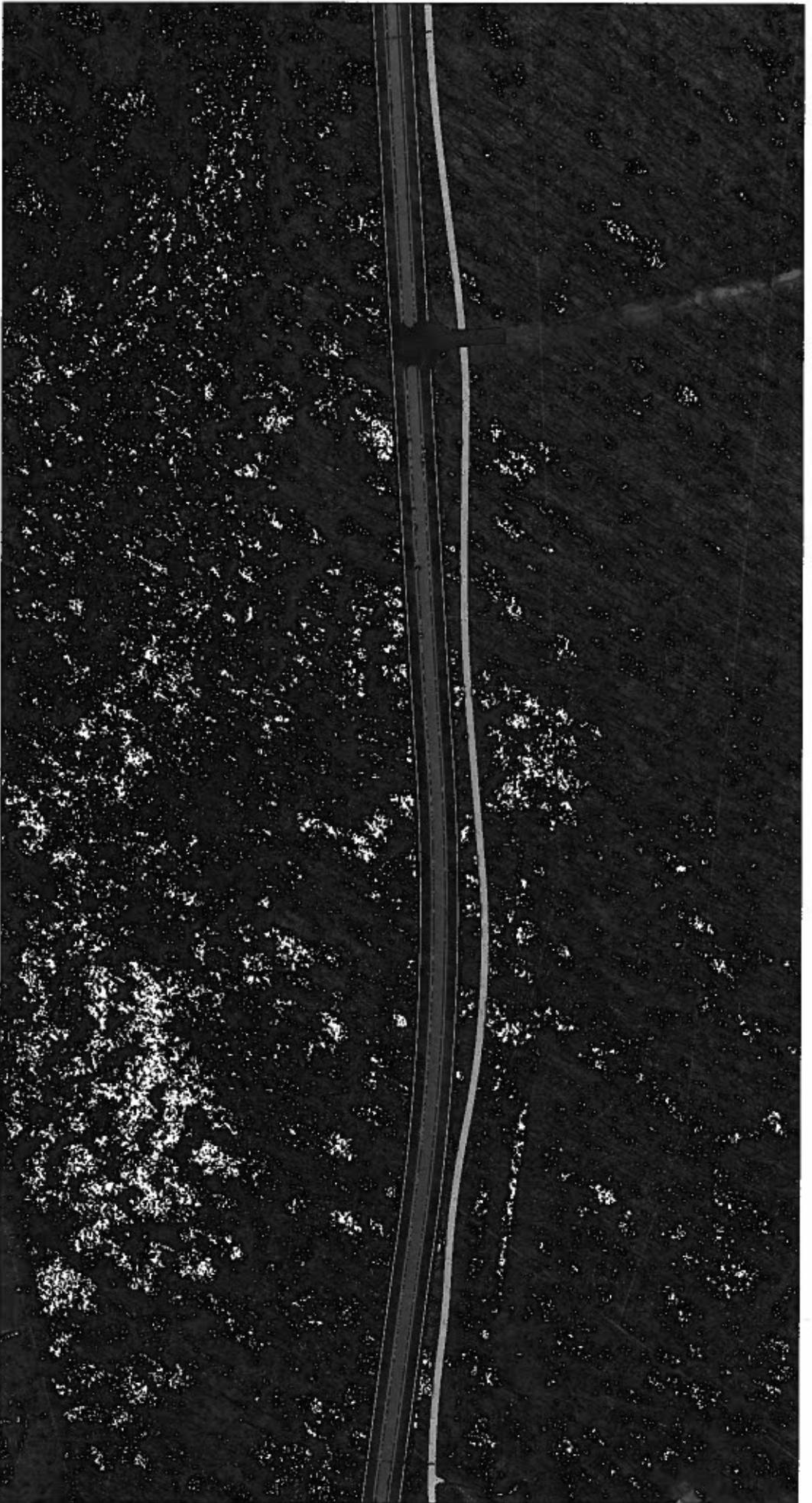
A single lane roundabout is provided at the intersection of Langley Parkway and Auburn Street with additional right-turn slip lanes on the Auburn Street eastbound and Langley Parkway southbound approaches to accommodate anticipated traffic volume demands. Pedestrian crossings are provided on the north and west legs of the intersection providing connectivity to the multi-use path. North of the Auburn Street roundabout, a multi-use path is provided on both sides of Langley Parkway up to Penacook Street, where the multi-use path is then only carried forward on the east side of Langley Parkway. The shift of the multi-use path from the west to the east side of the parkway is intended to minimize potential environmental impacts.

Penacook Street is terminated at a cul-de-sac just north of the Auburn Street roundabout, a new parkway connection to Penacook Street is provided further north in the vicinity of Jennings Drive. At this location, the Jennings Drive extension creates a three-way intersection with the Langley Parkway. A left-turn lane is provided on Langley Parkway to accommodate turns into the Jennings Drive extension and separate turn lanes are provided for vehicle exiting the extension. Vehicles exiting from the Jennings Drive extension would be stop controlled.

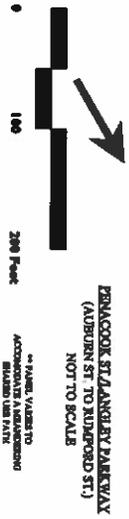
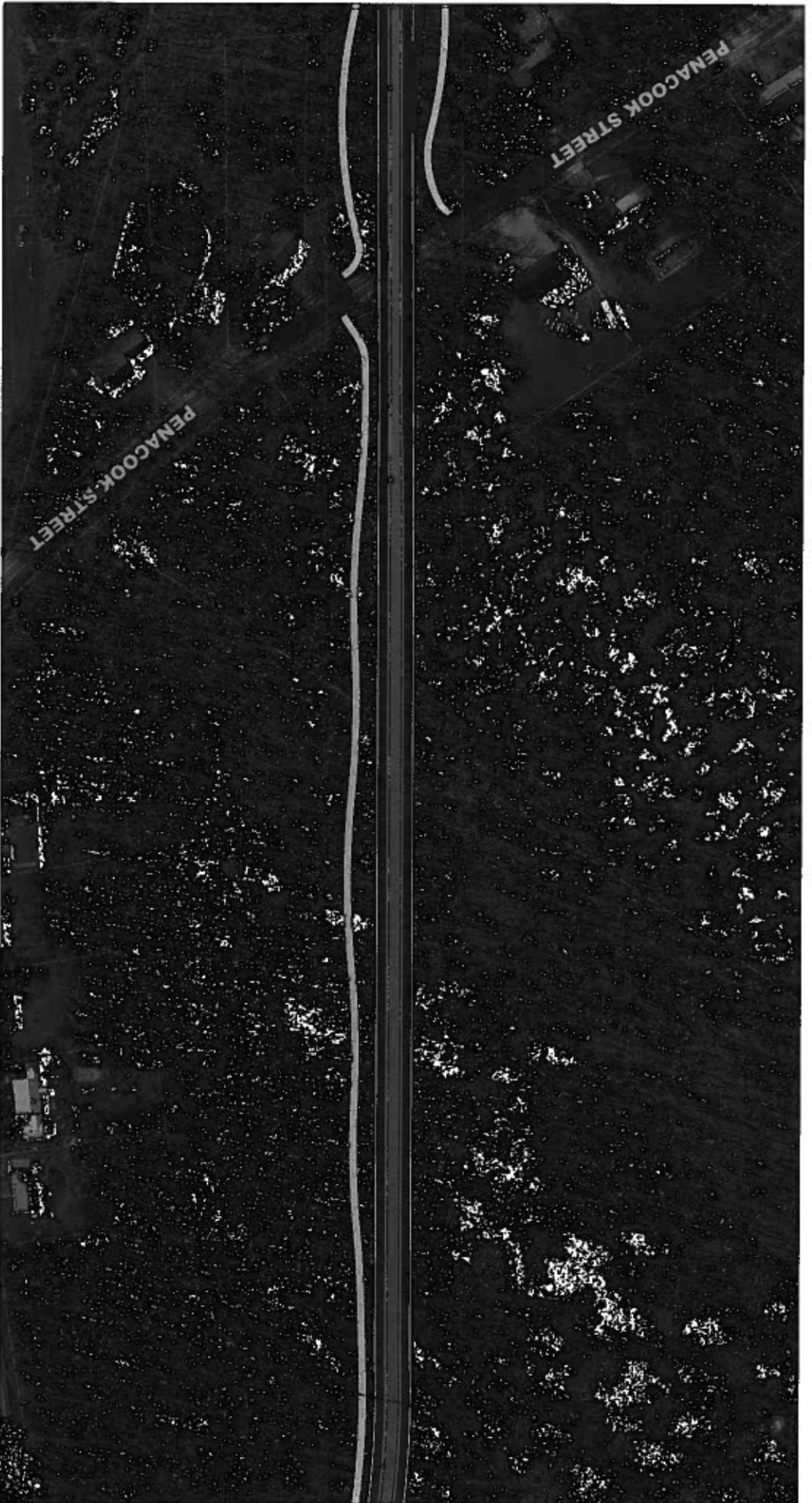
Under the roundabout alternative, Langley Parkway widens from a two-lane roadway to provide additional travel or turn lanes from the intersection of Rumford Street to North State Street. A multi-lane roundabout is provided at the intersection of Rumford Street where two lanes are provided traveling eastbound toward North State Street and one lane is provided traveling westbound. Similar to the Auburn Street roundabout, additional right-turn slip lanes are provided on Rumford Street southbound and Langley Parkway westbound approaches to facilitate efficient traffic flow. In addition, Granite Place (the driveway to Lincoln Financial Group) is relocated slightly north to provide better separation between this driveway and the Rumford Street roundabout. The multi-use path is maintained on the south side of the parkway through the intersection, along Penacook Street up to Bradley Street. However, pedestrian crossings with connectivity to a multi-use path are provided on all four approaches to the intersection. The multi-use path transitions back to the existing 5-foot

sidewalk heading away from the roundabout along Rumford Street and the north side of Penacook Street.

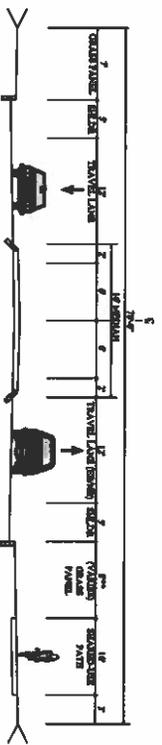
At the intersection of Bradley Street, Penacook Street provides a center left-turn lane and one through travel lane in each direction. Pedestrian crossings are provided on all four approaches to the intersection with sidewalk on both sides of Penacook Street (including the multi-use path on the south side Penacook Street west of Bradley Street). Penacook Street between Rumford Street and North State Street can be median divided to reduce the visual scale of the roadway pavement in the residential area. Under this alternative, the roundabout at Rumford Street and signal at North State Street can be used by local driveway movements to reverse direction.



Yessette Horgan Brundin, Inc.
 Figure 4-4-2
 Roundabout Alternative -
 North of Medical Area (Median Divided)
 Langley Parkway Phase 3
 Feasibility Study
 City of Concord, NH



PENACOOK ST/ALANBY PARKWAY
 (ALBURN ST TO ALBURN ST.)
 NOT TO SCALE
 * ALL VALUES TO ACCORDANCE WITH THE CITY OF CONCORD, NH



- LEGEND**
- ▬ Pavement
 - ▬ Sidewalk/Shoulder User Path
 - Existing S.O.W.
 - ▬ Potential S.O.W.

Yanasee Houghton Brastla, Inc.
 Figure 4-4-4
 Roundabout Alternative -
 Penacook Street - Hamner - Heads
 Langley Parkway Phase 3
 Feasibility Study
 City of Concord, NH



- LEGEND**
- PAVEMENT
 - SIDEWALK/SHOULDER LINE PAVER
 - SIDEWALK
 - TRUNKED CURB

III *Yanasee Hangan Branstetter, Inc.*
 Figure 4-4-6
 Roundabout Alternative -
 Rumford Street
 Langley Parkway Phase 3
 Feasibility Study
 City of Concord, NH

4.4.2 Signal Alternative

shows the layout of potential cul-de-sacs. Either option, also shown on Figures 4.4-10 and 4.4-12, is considered to be viable for implementation. However, the cul-de-sacs option in the Auburn Street area would likely require the acquisition of additional right-of-way or easements.

Figures 4.4-7 through 4.4-12 graphically display the signalized alternative for the local intersections along the parkway. Essentially, traffic signals and widening for turn lanes is developed instead of roundabouts at the Auburn Street and the Rumford Street intersections. In general, the use and layout of sidewalk and multi-use path along Langley Parkway from the medical facilities area to North State Street is consistent with that previously described under the roundabout alternative. Under this alternative, signalized pedestrian amenities would be provided at the signalized locations.

Beginning at the southern end of Phase 3, a new signal is provided at the intersection of Langley Parkway and the hospital northern access. At this location, Langley Parkway is widened to a three-lane cross section with a center left-turn lane and a single through travel lane in each direction. The hospital driveway westbound approach is also widened to provide separate left-turn and through/right-turn lanes for vehicles exiting the medical facility. Extending north, Langley Parkway narrows to provide a single travel lane in each direction. A driveway intersection similar to that previously described under the roundabout alternative is provided at Granite Ledges.

Langley Parkway widens again at the signalized intersection with Auburn Street to provide additional turn lanes. Left-turn lanes are provided both northbound and southbound on the parkway at the intersection, and a separate right-turn lane is also provided in the southbound direction. Auburn Street is widened at this location to provide separate left-turn and through/right-turn lanes at the intersection.

Similar to the roundabout alternative, Penacook Street is terminated just north of Auburn Street and reconnected via a new unsignalized intersection in the vicinity of Jennings Drive. The geometry and traffic control for this T-intersection is similar to that previously described in Section 4.4.1.

At the Rumford Street signalized intersection, Langley Parkway provides separate left-turn lanes in each direction, as well as a separate right-turn lane in the westbound direction. Both Rumford Street approaches are widened to provide a left-turn lane, a through lane, and a channelized right-turn lane. The driveway to the Lincoln Financial Group property (Granite Place) located on Rumford Street is also relocated under this alternative to provide better separation from the signalized intersection. East of the Rumford Street intersection, Penacook Street is the same as previously described under the roundabout alternative.

4.4.3 Other Design Considerations

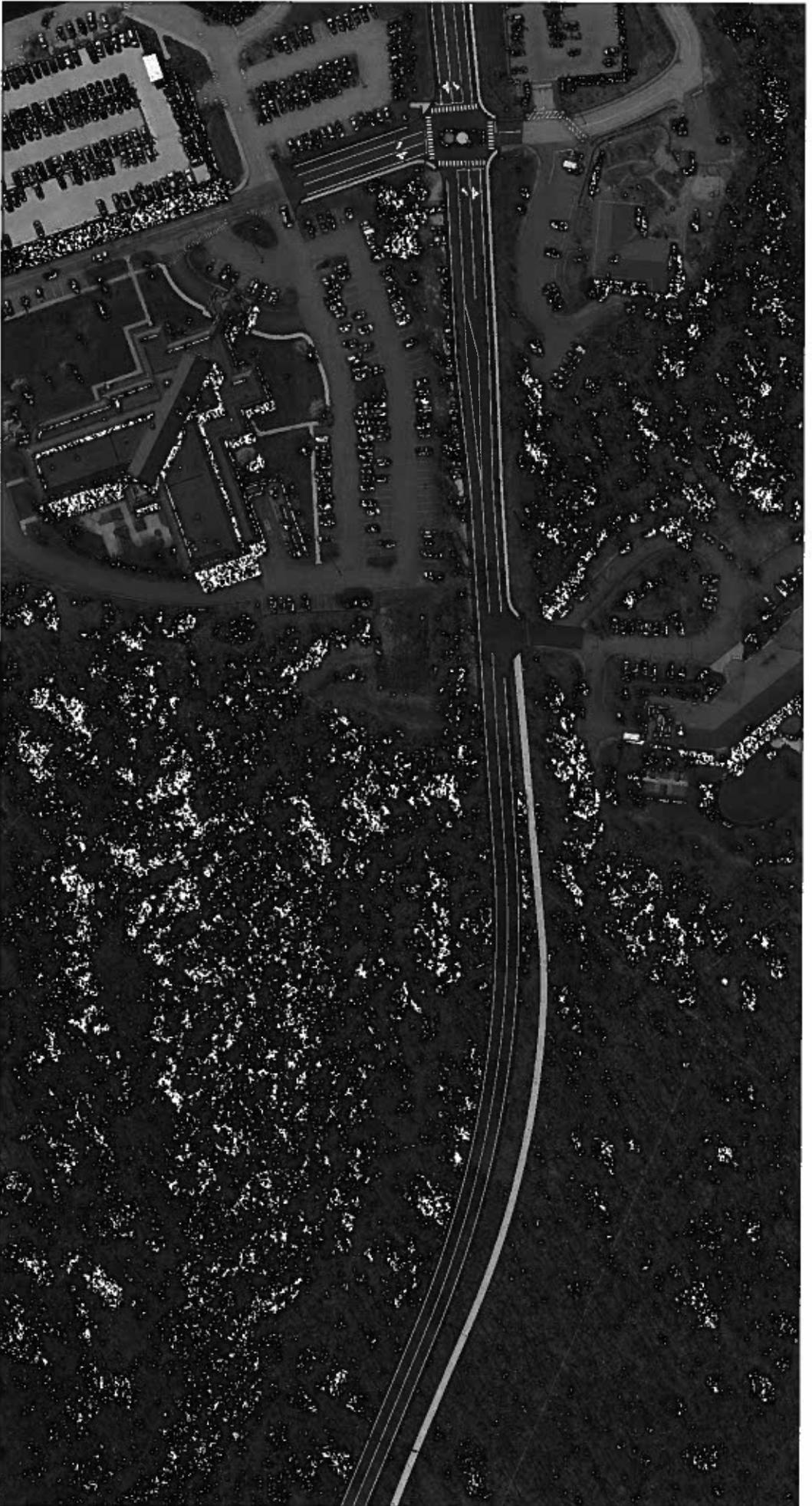
In addition to the intersection options presented in the previous sections, two design options are presented for the Penacook Street termination points. Under either the roundabout or signal alternative, Penacook Street will be discontinued at three locations: north of Auburn Street (west of Langley Parkway); north of Auburn Street (east of Langley Parkway); and west of Rumford Street (south of Langley Parkway). Exhibit 4.4-1, below, shows the layout of traditional hammer-head turnarounds at the three termination points, while Exhibit 4.4-2



**EXHIBIT 4.4-1
HAMMER-HEAD TURNAROUND LAYOUT**

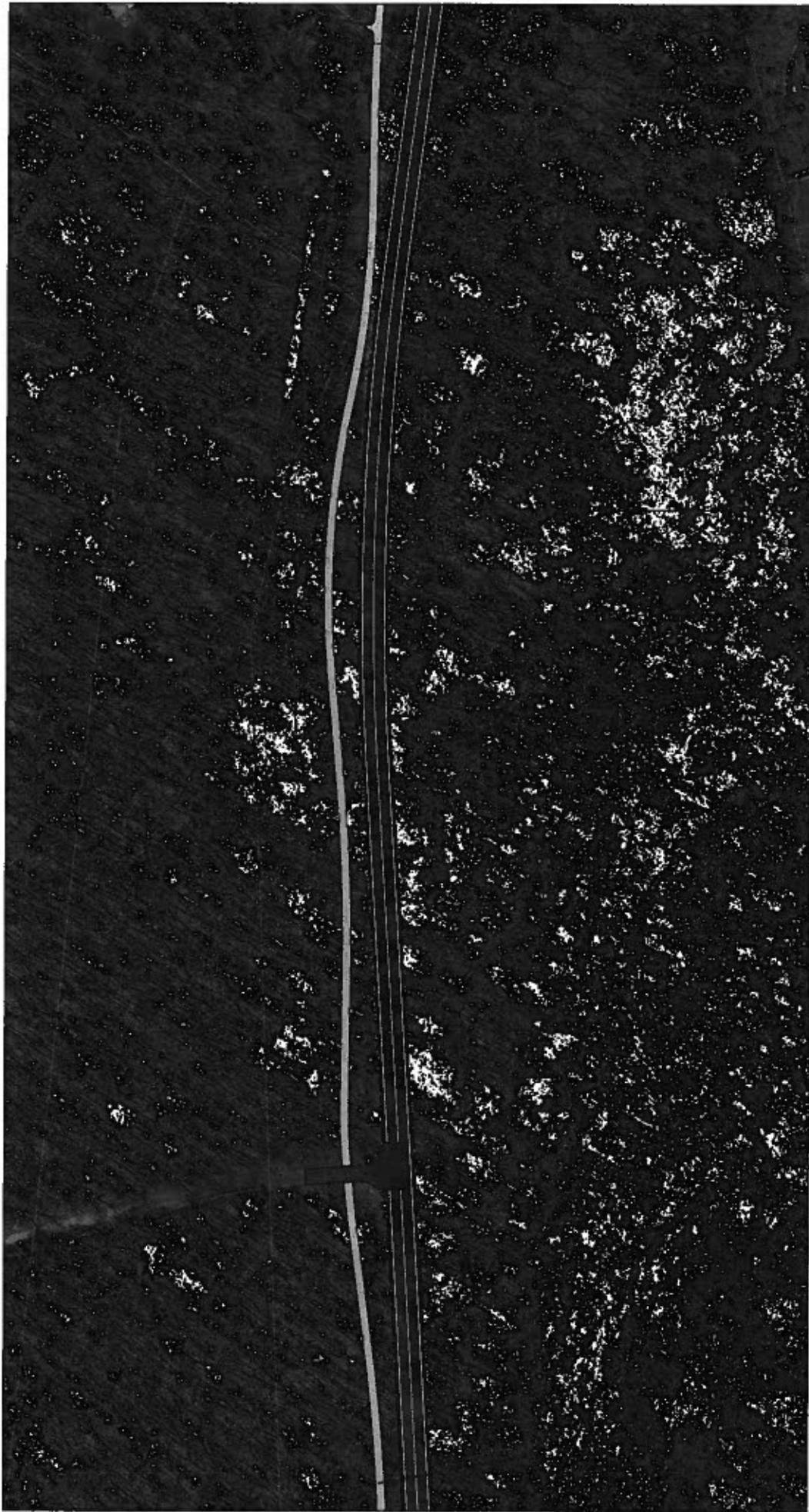


**EXHIBIT 4.4-2
CUL-DE-SAC LAYOUT**



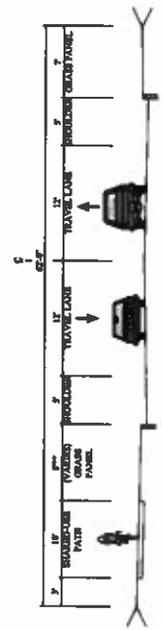
- LEGEND**
- PAVEMENT
 - SIDEWALK/BIKEWAY USE WITH
 - DEPTH 3.0' W.
 - POTENTIAL 3.0' W.

1110 *Yonasee Hengen Brundin, Inc.*
 Figure 4-4-7
 Signal Alternative -
 Hospital Northern Access
 Langley Parkway Phase 3
 Feasibility Study
 City of Concord, NH



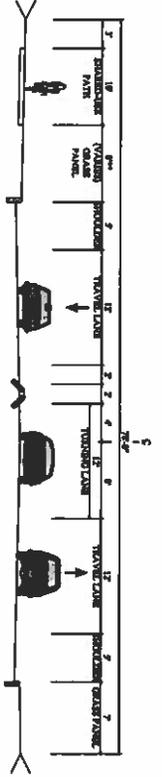
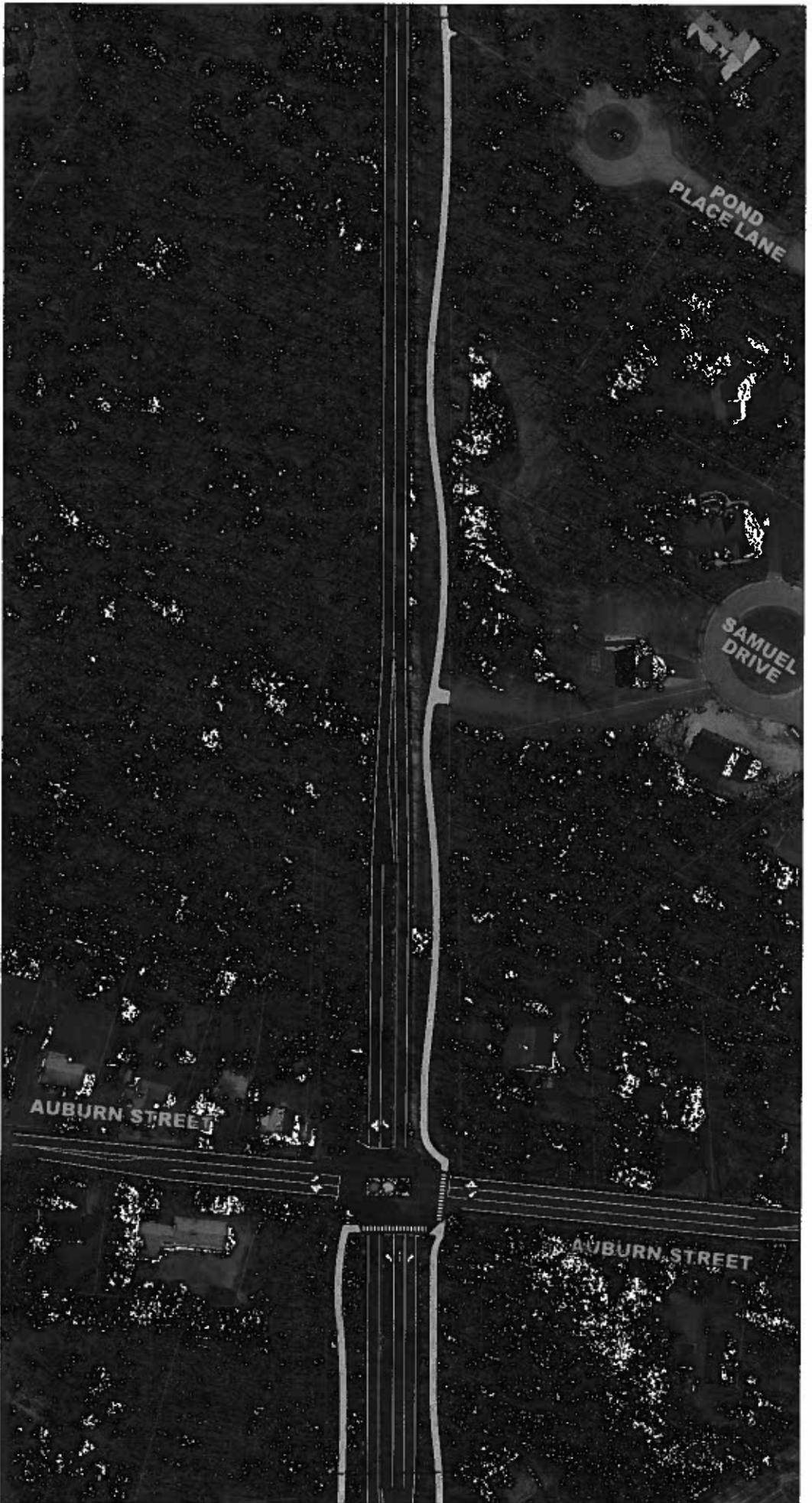
Yanase Hangan Brundin, Inc.
 Figure 4.4-8
 Signal Alternative -
 North of Medical Area (Non-Median Divided)
 Langley Parkway Phase 3
 Feasibility Study
 City of Concord, NH

LEGEND
 - PAVEMENT
 - SIDEWALK/SHARED USE PATH
 - EXISTING B.O.W.
 - POTENTIAL B.O.W.



**LANGLEY PARKWAY
 (HOSPITAL TO RUMFORD ST.)
 NOT TO SCALE**
 ** DIMS. BASED TO
 ACCOMMODATE A 10' WALKWAY
 SHARED USE PATH





(11) *Yonasset Hengon Brundin, Inc.*
 Figure 4-4-9
 Signal Alternative -
 Auburn Street
 Langley Parkway Phase 3
 Feasibility Study
 City of Concord, NH

4.5 Other Improvements to Support the Project

In addition to the construction of the Phase 3 segment of Langley Parkway, improvements at other locations outside of the Phase 3 limits are presented in support of the project. These improvements include enhanced access to Concord Hospital, additional capacity at the North State Street intersection with Penascook Street, and improvements at the North State Street intersection with Rumford Street. The improvements described below apply to both the roundabout and signal alternatives.

4.5.1 Enhanced Access to Concord Hospital

With the completion of Phase 3, traffic volumes will increase along the parkway and particularly at its intersection with Pleasant Street. Improvements constructed under Phase 2 for the intersection of Langley Parkway with Pleasant Street were completed leaving limited right-of-way available for future widening without substantially impacting the properties abutting the intersection. Therefore, during the study process of developing alternatives for Phase 3, solutions balancing the capacity needs and right-of-way limitations were investigated for this intersection. Various alternatives were evaluated, however, it was determined that the solution that would best balance traffic demands with the least potential to impact abutting properties would include modifying the current access configuration and on-site circulation pattern at Concord Hospital. More specifically, converting the existing hospital one-way entrance on Pleasant Street (primarily used by employees) to accommodate two-way employee and patient traffic would reduce traffic along the Parkway to a level where minimal additional improvements would be needed at the Langley Parkway and Pleasant Street intersection.

Figure 4-5-1 shows the Pleasant Street intersections with Langley Parkway and the hospital driveway under the Build condition. Both intersections are signalized. At the Langley Parkway intersection, the two Pleasant Street approaches and the parkway southbound approach are widened in the immediate vicinity of the intersection to provide separate right-turn lanes. At the hospital access, a center left-turn lane is already provided on Pleasant Street. In addition, a westbound right-turn lane is provided on Pleasant Street for vehicles entering the hospital. The hospital driveway would be widened to provide separate left-turn/through and right-turn lanes for vehicles exiting.

In addition to the Pleasant Street improvements, modifications to the Phase 1 segment of Langley Parkway are also presented in support of Phase 3. As shown in Figure 4-5-2, the intersection of the hospital and Concord Orthopedics driveways is shifted approximately 100 feet north of their existing location and signalized. The relocation of the intersection improves spacing with the Pleasant Street intersection, maximizing storage for vehicles between the two signals. Langley Parkway is widened to provide a center left-turn lane for vehicles entering the hospital or orthopedics driveways.

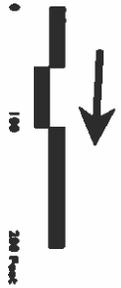
4.5.2 North State Street at Penascook Street

A recent project completed by the City reduced the number of northbound through lanes on North State Street from two to one at its signalized intersection with Penascook Street and Horseshoe Pond Lane, eliminating the lane drop that formerly occurred north of the intersection in the vicinity of the bowing alley. In order to accommodate the traffic volume demands at this location under the Build condition, the improvement plan shown in Figure 4-5-3 uses width previously allocated on North State Street for the second northbound through lane to install a second northbound left-turn lane for vehicles accessing Penascook Street and Langley Parkway. Widening along Penascook Street is required to accept the two left-turn lanes, which then transition down to a single through lane prior to reaching Bradley Street.

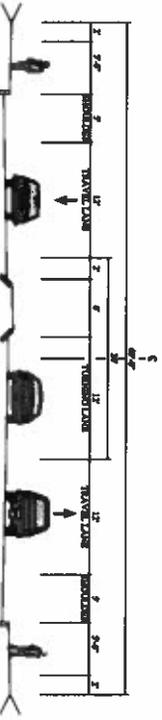
As discussed in Section 4.5.3 below, the conceptual design calls for installation of a traffic signal at the intersection of North State Street and Rumford Street. A traffic signal at this location will attract motorists destined to locations on North State Street north of the study area to use Rumford Street, which in turn helps to minimize widening and improvements needed along Penascook Street in the vicinity of Bradley Street.

4.5.3 North State Street at Rumford Street

Figure 4-5-3 shows a signalized intersection at North State Street and Rumford Street with minor modifications to the existing intersection layout. Under the future Build condition, a traffic signal is provided at the intersection, but only for vehicles exiting from Rumford Street; northbound left-turns from North State Street to Rumford Street would be prohibited. Southbound right-turns from North State Street to Rumford Street are accommodated with a channelized right-turn lane. Pedestrian crossings are provided on both North State Street and Rumford Street.

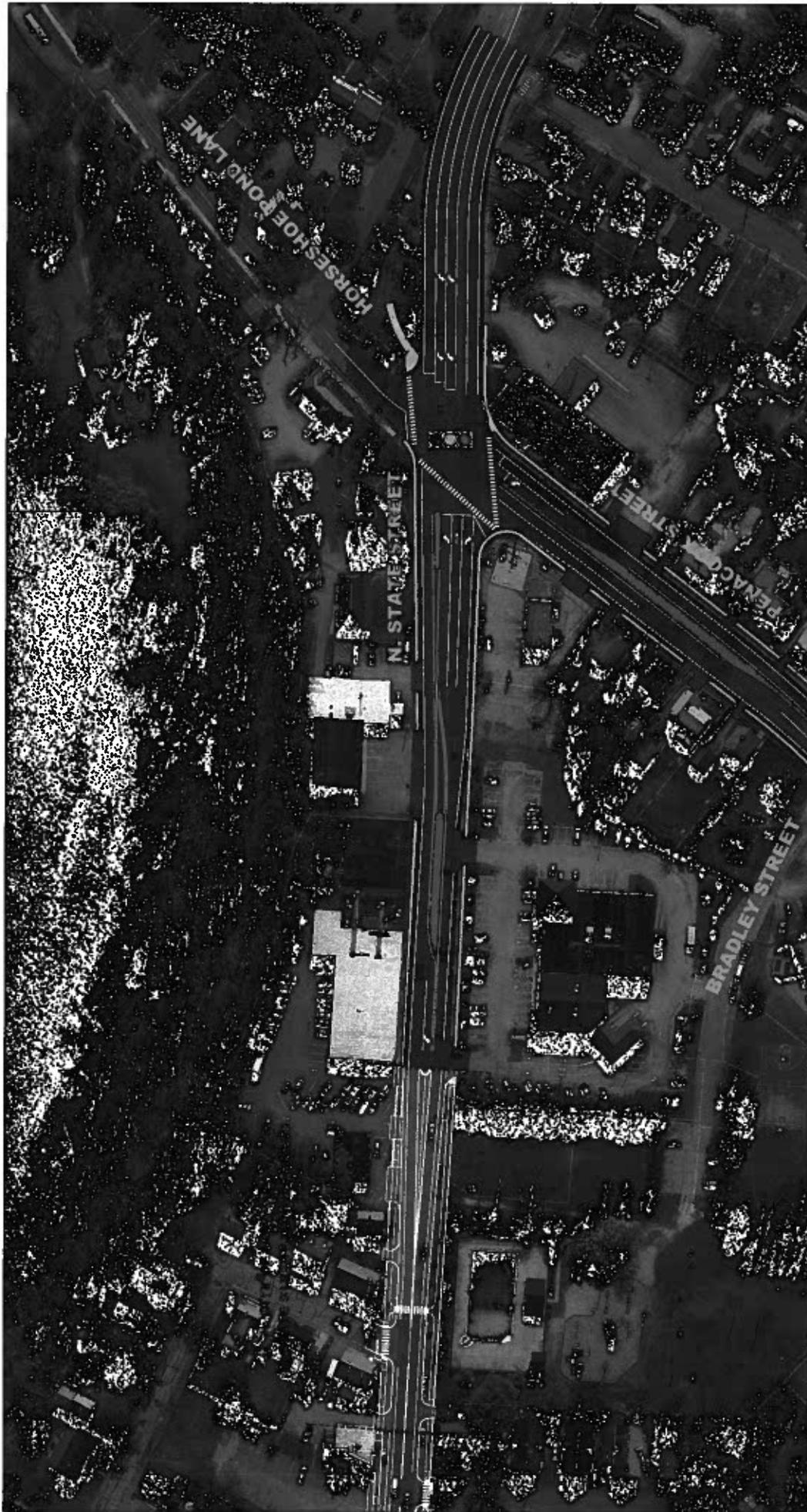


LANGLEY PARKWAY
OF PLEASANT ST. TO HOSPITAL)
NOT TO SCALE



LEGEND
 - TRAVELWAY
 - SIDEWALK/UTILITY STRIP
 - PARKING AREA
 - UTILITY STRIP

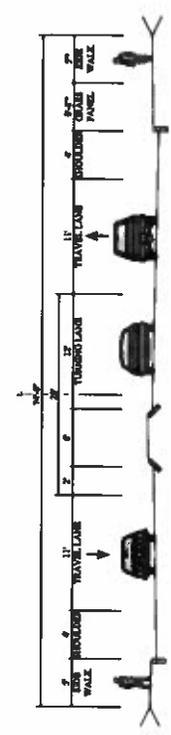
Yanasee Erzogen Brastlin, Inc.
 Figure 4.5-2
 Langley Parkway Phase 1 Modifications
 Langley Parkway Phase 3
 Feasibility Study
 City of Concord, NH
 54



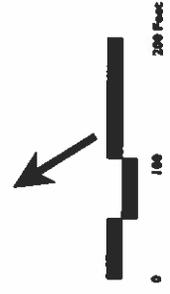
Yonessa Hangan Brzustal, Inc.

Figure 4-5-3
 North State Street at Penack Street
 Langley Parkway Phase 3
 Feasibility Study
 City of Concord, NH

- LEGEND**
- PAYMENT
 - SURVEILLED USE PATH
 - EXISTING R.O.W.
 - POTENTIAL R.O.W.



NORTH STATE STREET
 (RUMFORD ST. TO PENACK ST.)
 NOT TO SCALE
 *MAIN STREET LANDSCAPED
 PARK AND SIDEWALK



4.6 Planning-Level Cost Estimates

Planning-level construction cost estimates (2013 Dollars) were developed for programming purposes. Table 4.6-1 shows the range of potential costs for the various alternatives and options covered in this study. The alternative estimates represent approximated construction costs of the infrastructure shown on the respective concept plans. Roundabout and signal options are priced with either the median or no-median corridor options. The estimated construction costs range from \$13.6 million to \$15.4 million and have been broken down into two construction years. Note that the planning-level construction cost estimates do not include costs related to utility construction or relocation, right-of-way acquisition or relocation (if necessary), mitigation, or preliminary and final engineering fees. Upon the selection of a preferred alternative and the completion of preliminary engineering, cost estimates can be further refined.

Table 4.6-1. Planning-Level Cost Estimates

SEGMENT OPTION INTERSECTION OPTION	NO MEDIAN ROUNDABOUTS	WITH MEDIAN ROUNDABOUTS	NO MEDIAN SIGNALS	WITH MEDIAN SIGNALS
CONTRACT - Year 1				
Pleasant Street Terminus	\$2,440,000	\$2,440,000	\$2,440,000	\$2,440,000
Hospital Parking Garage Intersection	\$350,000	\$350,000	\$770,000	\$770,000
Hospital to Auburn Street	\$1,860,000	\$2,270,000	\$1,860,000	\$2,270,000
Auburn Street Intersection	\$750,000	\$750,000	\$660,000	\$660,000
SUBTOTAL	\$5,420,000.00	\$5,810,000	\$6,070,000.00	\$6,460,000.00
Mobilization (6%)	\$325,200	\$348,600	\$364,200	\$387,600
Contingencies (10%)	\$542,000	\$581,000	\$607,000	\$646,000
Construction Engineering (6%)	\$433,600	\$464,800	\$485,600	\$518,800
YEAR1 CONSTRUCTION TOTAL	\$6,720,800	\$7,204,400	\$7,528,600	\$8,010,400
CONTRACT - Year 2				
Auburn Street to Jennings Drive	\$1,970,000	\$2,150,000	\$1,970,000	\$2,150,000
Rumford Street/Largely Intersection	\$1,700,000	\$1,700,000	\$1,960,000	\$1,960,000
North State Street Terminus	\$1,560,000	\$1,560,000	\$1,560,000	\$1,560,000
Rumford Street/North State Street	\$230,000	\$230,000	\$230,000	\$230,000
SUBTOTAL	\$5,460,000	\$5,660,000.00	\$5,750,000.00	\$5,910,000.00
Mobilization (6%)	\$328,800	\$338,600	\$343,800	\$354,800
Contingencies (10%)	\$546,000	\$566,000	\$573,000	\$591,000
Construction Engineering (6%)	\$438,400	\$462,800	\$458,400	\$472,800
YEAR2 CONSTRUCTION TOTAL	\$6,765,200	\$7,018,400	\$7,105,200	\$7,328,400
TOTAL	\$13,516,000	\$14,222,800	\$14,632,000	\$15,338,800
PROJECT TOTALS	\$13,600,000	\$14,300,000	\$14,700,000	\$15,400,000

5

Evaluation of Build Alternative

5.1 Evaluation Criteria

When considered in the context of the existing transportation system and environmental resources described in Chapters 2 and 3, review of the conceptual plans described in Chapter 4 allows comparison of the relative benefits and impacts of Langley Parkway Phase 3 and each option for local connectivity. The methodologies and criteria used in conducting such an evaluation are described in this chapter, along with results of the analysis.

5.1.1 Traffic Volumes

The regional travel demand model was used to assist with estimating Build traffic volume networks with the completion of Langley Parkway. In general, there are two basic trip diversion patterns that are expected to occur with the completion of Phase 3: local shifts and citywide shifts. Some local shifts in traffic consider travel routes that traverse the downtown street system to gain access to the Pleasant Street/Langley Parkway area. Primary routes currently include Pensacook Street, Rumford Street, Franklin Street, Washington Street, Centre Street, and Liberty Street. Local trips currently using these (and other local streets) will change their travel pattern to utilize Langley Parkway as travel times will be quicker and less congested. It is estimated that approximately 325 vehicles will shift from Pensacook Street (east of Auburn Street) to the parkway during the weekday morning peak hour and 400 vehicles during the weekday evening peak hour. In addition, approximately 450 to 475 vehicles will shift from the other downtown primary routes to Langley Parkway during the peak hours. Overall, Phase 3 of the Parkway is expected to remove roughly 500 vehicles per hour off the downtown street network during the 2035 weekday morning and evening commuter peak hours.

Citywide shifts consider more regional effects of completing the parkway. These are motorists that are not currently traveling through the study area but will change their travel route as a result of Phase 3 being in place. Citywide shifts are expected to occur to/from roadways such as I-93, I-89, North State Street (north of Rumford Street), and Fisk Road. It is estimated that an additional 400 vehicles will travel via Langley Parkway as a result of citywide shifts during the weekday morning peak hour and 550 vehicles during the weekday evening peak hour.

5.1.2 Traffic Operations Criteria

Overall Langley Parkway Phase 3 is anticipated to carry approximately 1,200 vph east of Auburn Street and 875 vph west of Auburn Street during the 2035 weekday morning peak hour and 1,425 vph to the east and 1,025 to the west during the 2035 weekday evening peak hour. Figures 5.1-1 and 5.1-2 show the 2015 Build weekday morning and evening peak hour traffic volume networks respectively. Figures 5.1-3 and 5.1-4 show the 2035 Build weekday morning and evening peak hour traffic volume networks.

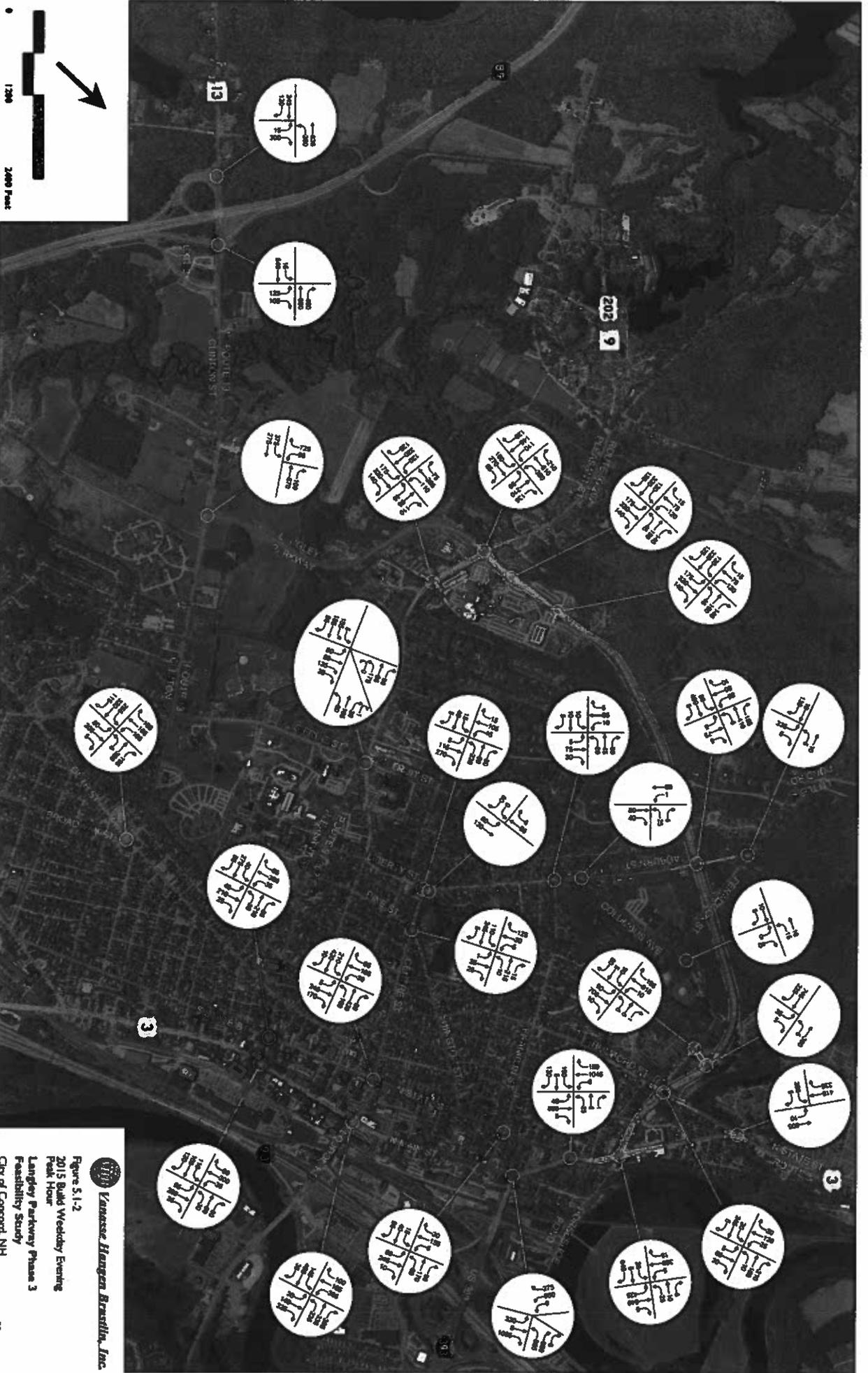
Level of Service

As previously discussed in Subsection 2.2.3, traffic operational performance measures and the evaluation criteria are primarily based on LOS, which is a qualitative measure describing operational conditions. Six LOSs are defined that range in letter designation from LOS A to LOS F, with LOS A representing the best operating condition and LOS F representing the worst. In the design of new roadway facilities, LOS C is generally considered desirable and LOS D is minimally acceptable. Under certain circumstances, LOS E operation may be considered acceptable. LOS E may encourage multi-modal use and reduce the use of single-occupant vehicles, particularly during the peak hours.

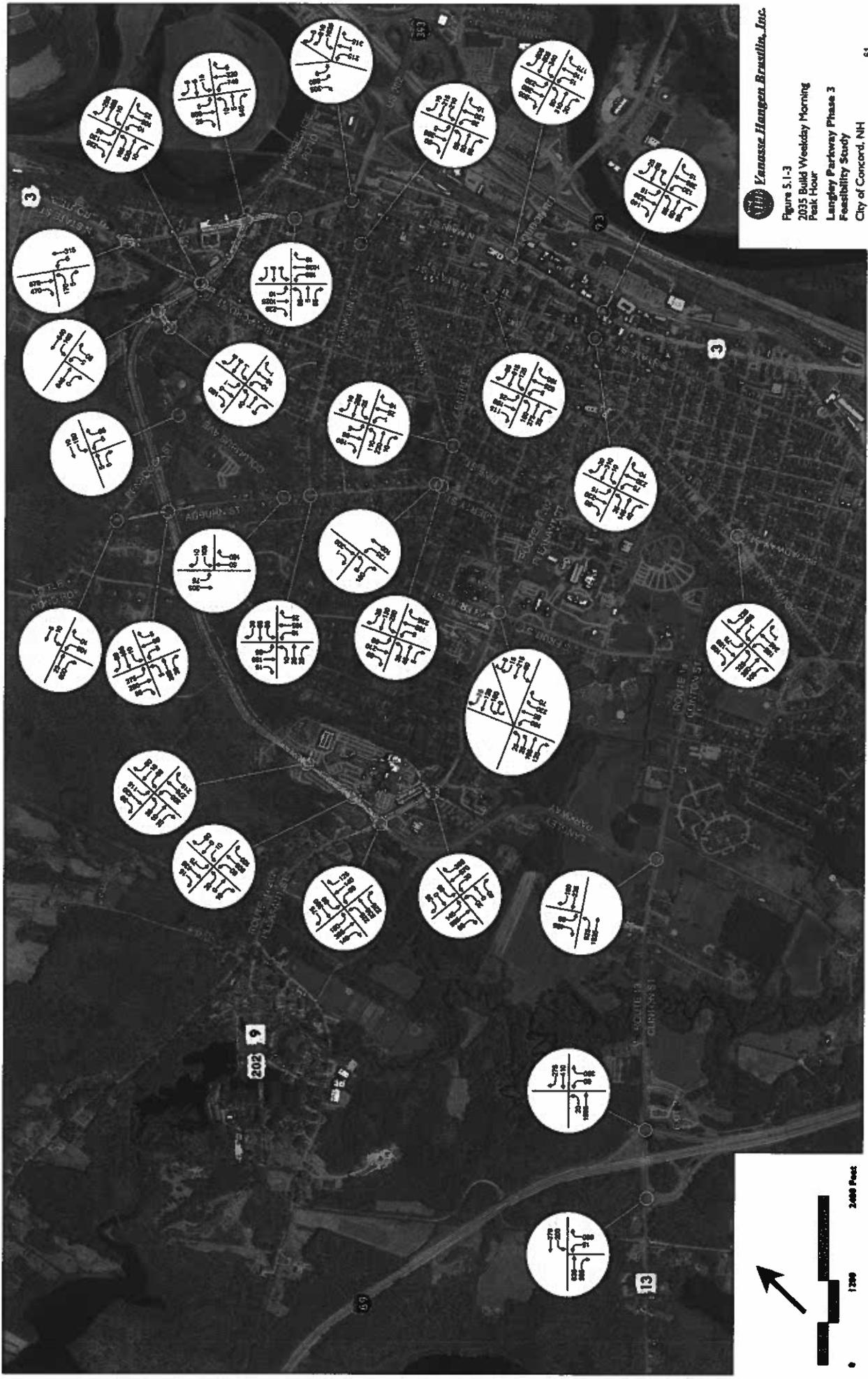


Kennesee Hangen Brasfield, Inc.

Figure 5.1-1
 2015 Build Weekday Morning
 Peak Hour
 Langley Parkway Phase 3
 Feasibility Study
 City of Concord, NH




Vanasse Hangen Brustlin, Inc.
 Figure 5.1-2
 2015 Build Weekly Evening
 Peak Hour
 Langley Parkway Phase 3
 Feasibility Study
 City of Concord, NH



Kvanasse Hangen Brustlin, Inc.
 Figure 5.1-3
 2035 Build Weekday Morning
 Peak Hour
 Langley Parkway Phase 3
 Feasibility Study
 City of Concord, NH



 **Vanasse Hangen Brustlin, Inc.**

Figure S.1-4
 2035 Build Weekday Evening
 Peak Hour
 Langley Parkway Phase 3
 Feasibility Study
 City of Concord, NH

Travel Time

Pre- and post-construction travel time estimates were compared for various travel routes between the regional medical campus and points north and east of the downtown area that could benefit from the implementation of Phase 3 of the parkway. Pre-construction (existing) travel time runs were conducted during peak and off-peak conditions for directional traffic flow entering and exiting the downtown. Selected existing routes for sampling are shown in Figure 5.1-5 and include:

- ◆ Auburn Street/ Liberty Street/ Warren Street/ Pleasant Street
- ◆ North State Street/ Rumford Street/ Liberty Street/ Pleasant Street
- ◆ North State Street/ Franklin Street/ Liberty Street/ Pleasant Street
- ◆ US 202/ North State Street/ Franklin Street/ Liberty Street/ Pleasant Street

Post-construction travel times were estimated for the same routes, but with motorists travelling via Langley Parkway instead of the existing downtown network. Travel times were estimated using the calculated intersection delays from the capacity analyses for the roundabout alternative and assuming a posted speed limit of 30 mph (with an 85th percentile speed of 38 mph) for the Langley Parkway roadway segments. It is important to note that the pre- and post-construction travel times do not provide a direct comparison of No Build and Build conditions. The pre-construction travel time runs are based on existing conditions in the downtown, which, as mentioned previously, were conducted during peak and off-peak conditions. The post-construction travel time estimates were calculated for the 2015 Build condition which are based on higher traffic volumes and reflect travel only during the worst-case peak hour conditions. Travel time runs and estimates were compared to provide a sense of delay reduction that could occur with the construction of Phase 3.

5.1.3 Resource Evaluation Methods

Understanding potential impacts on environmental and social resources is another important element of the Study. To review these issues, an impact analysis of each alternative was conducted.

As described in Chapter 2, available GIS data for the study area were obtained from various state agencies, NHGRANIT, and the City. Existing environmental information was verified and updated in the field based on a reconnaissance-level effort. Information pertaining to ROW and property in the study area was obtained from 2012 GIS parcel mapping, including assessment records provided by the City of Concord.

Potential impacts were then calculated using a GIS overlay analysis, in which the conceptual footprint of each roadway alternative was overlaid onto the various environmental resources. To evaluate many of the environmental resources (wetland, floodplain, hazardous material, farmland, aquifer, rare species, parks, cultural), the project footprint consisted of the areas of proposed pavement, proposed sidewalk and proposed grass fill. To assess water quality, the amount of proposed pavement associated with each alternative was used for the project footprint. Please note that slope limits were not developed for the conceptual design

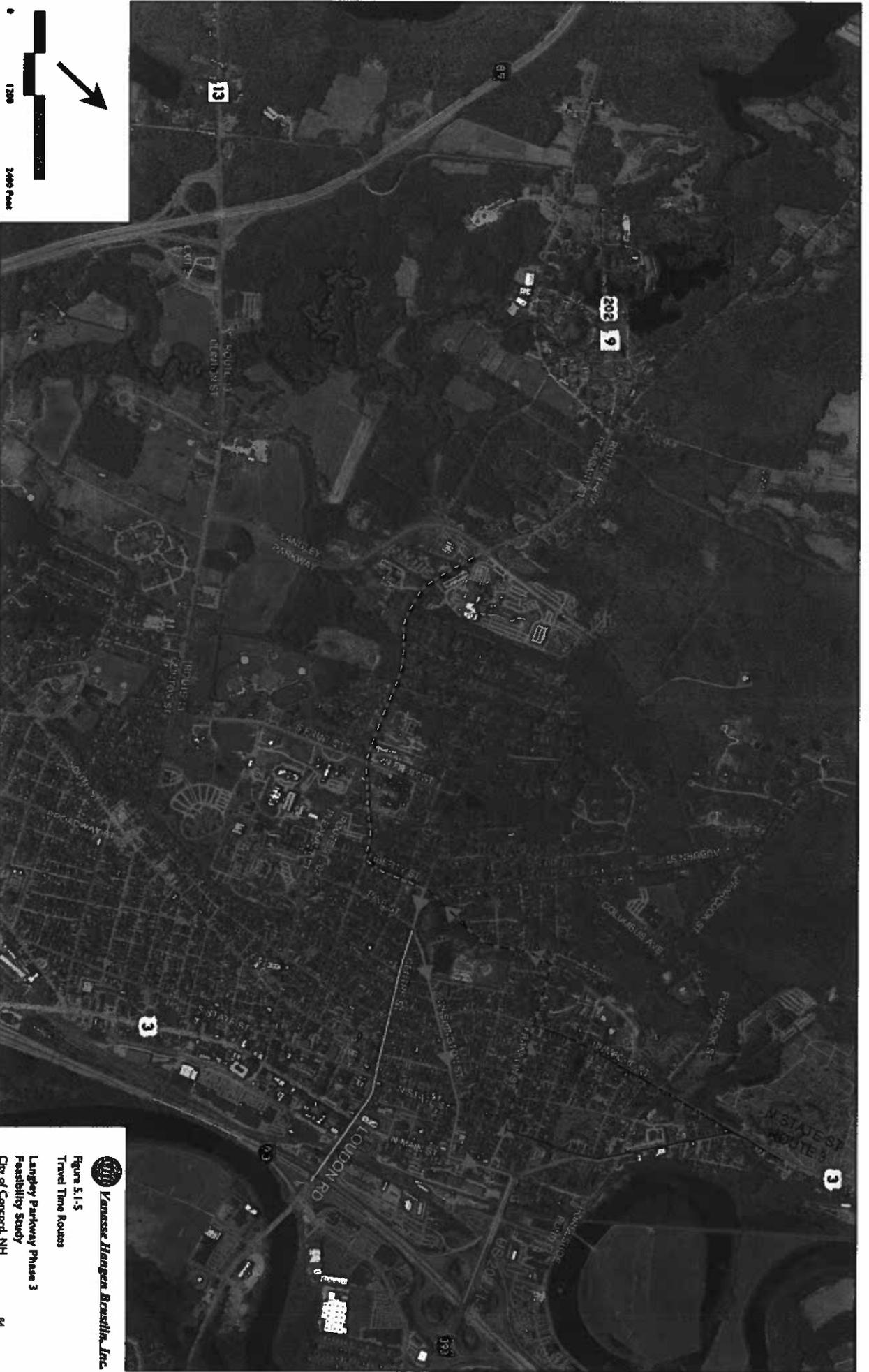
alternatives and are not represented in the resource evaluation. Table 5.1-1 summarizes the metrics used to evaluate these resources.

Impacts presented in this study must be interpreted cautiously. First, only direct impacts were considered. However, certain resources (i.e., historic buildings and historic districts) can be affected indirectly. Second, wetland and cultural resources were verified only along the 250 foot study corridor, which is centered on the preliminary Phase 3 alignment provided by the City. Resources were not verified in the field for the various intersection improvement areas that extend outside of the 250 foot corridor. The concepts for these areas (North State Street/ Rumford Street, and several of the intersection connectors) were developed after the field reconnaissance effort was completed.

Second, all identified impacts are preliminary estimates because they are based on 2D conceptual designs. Third, resource mapping relies primarily on landscape-level environmental data rather than detailed site-specific studies that would be required during a formal NEPA or permit evaluation. Fourth, the potential ROW estimates do not quantify any corresponding loss of tax base associated with the acquisition, as it too early in the design phase to quantify this information. Additionally, ROW impacts were quantified based on the number of non-City owned parcels crossed by the conceptual proposed row limits. The impacts, however, are still useful and appropriate for comparing the relative impacts of each option. Should the project advance to preliminary design, resource impacts will need to be re-evaluated in much closer detail.

Table 5.1-1 Environmental Evaluation Metrics

Resource/Impact	Metric
Wetlands	Acres of Disturbance
	Number of Stream Crossings
Water Quality	Acres of Disturbance
Floodplains	Acres of Disturbance
Aquifer	Acres of Proposed Pavement
Farmland	Acres of Disturbance
Rare, Threatened, Endangered Species/Habitat	# of Federally Listed Populations # of Populations Potentially Impacted
Parkland & Recreation	# of Sites Potentially Impacted
ROW/Displacement	# of Parcels Affected
Hazardous Waste	# of Potential Sites Impacted




Vanneste Haugen Brandin, Inc.
 Figure 5.1-5
 Travel Time Routes
 Langley Parkway Phase 3
 Feasibility Study
 City of Concord, NH

5.2 Build Traffic Operations

5.2.1 Intersections

Tables 5.2-1, 5.2-2, and 5.2-3 summarize the intersection capacity analysis results for the Study Area signalized, unsignalized, and roundabout intersections respectively under the Build alternative for both the roundabout and signal options. For comparison purposes, the corresponding No Build results have also been provided.

The existing signalized intersection of North State Street and Bouton Street is projected to remain at LOS B operations under the No Build and Build conditions through the year 2035 with little change in delay or v/c ratio as a result of the parkway. All new signalized intersections constructed as part of Langley Parkway are projected to operate well under capacity and at acceptable level of service (LOS D or better) through 2035. Likewise, future signalized intersections at the I-89 Exit 2 ramps at Clinton Street are projected to operate at very good levels of service (LOS A) through the year 2035 with v/c ratios well below 1.0.

Changes in travel patterns and reductions in volumes through the downtown resulting from the implementation of Phase 3 of the parkway are projected to improve traffic operations at several existing signalized intersections. Moderate to substantial reductions in delay and the v/c ratios are anticipated at the following intersections:

- ◆ North State Street at Centre Street
- ◆ North Main Street at Centre Street
- ◆ North Main Street at Bouton Street
- ◆ North Main Street at Pleasant Street
- ◆ Pleasant Street at Langley Parkway
- ◆ Clinton Street at South Street/ Broadway

Five of the six above intersections are projected to have better LOS under the 2035 Build condition than the 2035 No Build. Under Section 3.5 (No Build Traffic Operations), 6 existing signalized intersections were identified as having deficient traffic operations (LOS E or worse and/or v/c > 1.0) by the year 2035. With the implementation of the parkway, traffic operations at 3 of the 6 locations are improved to LOS D or better, operating under capacity.

Two existing signalized intersection are projected to experience a degradation in LOS with longer delays as a result of the project. These intersections include North State Street at Penacook Street/ Horseshoe Pond Lane and Clinton Street at Langley Parkway. However, both locations are projected to operate at LOS D or better with v/c ratios well below 1.0.

All of the existing and new unsignalized intersections created as part of Phase 3 are projected to operate at LOS D or better through the year 2035 under the Build condition. Reduced delay and improved LOS is anticipated to occur at three of the existing unsignalized intersections as a result of constructing Phase 3 of the parkway. These intersections include Penacook Street at Little Pond Road/ Auburn Street, Penacook Street at Columbus Avenue,

and Centre Street at Washington Street/ Pine Street. Most notably, substantial reductions in delay and improvements in LOS are projected to occur on the Washington Street approach to Centre Street where operations are projected to improve from LOS F (133 seconds delay) to LOS D (33 seconds delay) during the weekday morning peak hour and from LOS E (38 seconds delay) to LOS C (19 seconds delay) during the weekday evening peak hour.

Roundabouts at North State Street and Franklin Street and at Centre Street and Liberty Street are projected to operate under capacity through the year 2035 under the No Build and Build conditions. However, better operations and lower v/c ratios are expected under the Build scenario where the parkway is projected to divert traffic away from these areas. The roundabout at Pleasant Street and Fruit Streets/ Warren Street is projected to operate under capacity under the 2035 No Build and Build scenarios during the weekday morning peak hour. However, weekday evening peak hour volumes at this location are projected to exceed capacity under the 2035 No Build scenario where the Pleasant Street eastbound approach is calculated to have a v/c ratio of 1.09. With the construction of Phase 3 and the diversion of traffic away from the downtown, the eastbound approach on Pleasant Street is projected to operate with a v/c ratio of 0.77 under the 2035 Build condition, restoring acceptable operations at this location.

The three proposed new roundabouts under the Roundabout Alternative (Langley Parkway at the Hospital North Access, Auburn Street, and Rumford Street) are projected to operate under capacity through the year 2035 under the Build scenario.

Table E2-1 Build Signalized Intersection Capacity Analysis Summary

Location	Peak Period	2015 No Build			2015 Build			2035 No Build			2035 Build		
		v/c*	Delay ^b	LOS ^c	v/c	Delay	LOS	v/c	Delay	LOS	v/c	Delay	LOS
North State Street at Runford Street	AM PM	Unsignalized			0.53 0.88	8 10	A B	Unsignalized			0.54 0.77	8 13	A B
North State Street at Pleasant St/Harrison Pond Lane	AM PM	0.73 0.81	25 32	C C	0.74 0.82	34 42	C D	0.78 0.88	29 37	C D	0.82 0.89	43 42	D D
North State Street at Bolton Street	AM PM	0.45 0.81	12 15	B B	0.47 0.59	11 14	B B	0.49 0.69	12 16	B B	0.54 0.88	12 16	B B
North State Street at Centre Street	AM PM	0.80 0.77	35 23	C C	0.79 0.70	29 21	C C	1.04 0.81	69 30	E C	0.95 0.77	53 28	D C
South State Street at Pleasant Street	AM PM	0.52 0.55	17 24	B C	0.51 0.52	19 23	B C	0.55 0.71	18 27	B C	0.53 0.69	23 28	C C
North Main Street at Bolton Street	AM PM	0.89 1.08	43 80	D E	0.94 1.00	38 42	D D	1.00 1.13	83 94	E F	1.04 1.10	95 64	D E
North Main Street at Centre Street	AM PM	0.85 0.82	74 80	E E	0.75 0.82	49 86	D F	0.81 1.04	91 107	F F	0.81 1.02	55 98	D F
North Main Street at Pleasant Street	AM PM	0.45 0.81	23 35	C D	0.43 0.55	29 30	C D	0.49 0.73	28 57	C E	0.42 0.67	28 42	C D
Pleasant Street at Langley Parkway	AM PM	0.87 0.85	48 41	D D	0.81 0.79	38 35	D D	1.02 1.01	88 87	F F	0.88 0.89	61 50	E D
Pleasant Street at N Fruit St/S Fruit St/Warren St	AM PM	0.74 0.79	35 36	D D	0.70 0.67	34 33	C C	Roundabout		Roundabout			

*Volume-to-capacity ratio
^bDelay expressed in seconds per vehicle
^cLevel of service

Table E.2-1 Continued - Build Signalized Intersection Capacity Analysis Summary

Location	Peak Period	2015 No Build				2015 Build				2035 No Build				2035 Build			
		v/c	Delay+	LOS*	v/c	Delay	LOS	v/c	Delay	LOS	v/c	Delay	LOS	v/c	Delay	LOS	
Clinton Street at Langley Parkway	AM	0.67	16	B	0.81	24	C	0.67	17	B	0.80	22	C				
	PM	0.75	23	C	0.98	48	D	0.70	21	C	0.87	37	D				
Clinton Street at South Street/Broadway	AM	0.83	53	D	0.89	45	D	1.07	76	E	1.02	66	E				
	PM	0.81	44	D	0.83	43	D	0.86	48	D	0.86	48	D				
Clinton Street at I-88 Exit 2 SB Ramps	AM		Unsignalized			Unsignalized		0.48	6	A	0.51	6	A				
	PM		Unsignalized			Unsignalized		0.46	6	A	0.48	6	A				
Clinton Street at I-88 Exit 2 NB Ramps	AM		Unsignalized			Unsignalized		0.55	5	A	0.55	4	A				
	PM		Unsignalized			Unsignalized		0.61	8	A	0.61	7	A				
Langley Parkway at Rurford Street	AM	-	-	-	0.52	24	C	-	-	-	0.65	25	C				
	PM	-	-	-	0.78	41	D	-	-	-	0.92	50	D				
Langley Parkway at Auburn Street	AM	-	-	-	0.59	24	C	-	-	-	0.71	28	C				
	PM	-	-	-	0.83	20	C	-	-	-	0.71	27	C				
Langley Parkway at Hospital North Access (Garage)	AM		Unsignalized		0.66	22	C		Unsignalized		0.60	22	C				
	PM		Unsignalized		0.70	28	C		Unsignalized		0.74	30	C				
Langley Parkway at Hospital/Ormond Orthopedics	AM		Unsignalized		0.65	24	C		Unsignalized		0.68	25	C				
	PM		Unsignalized		0.75	25	C		Unsignalized		0.75	27	C				
Pleasant Street at Hospital Drive	AM		Unsignalized		0.55	18	B		Unsignalized		0.59	18	B				
	PM		Unsignalized		0.74	32	C		Unsignalized		0.82	36	D				

*Volume-to-capacity ratio
 *Delay expressed in seconds per vehicle
 *Level of service

Table 6.2-2 Build Unsignalized Intersection Capacity Analysis Summary

Location/Movement	Peak Period	2015 No Build			2015 Build			2035 No Build			2035 Build		
		Demand*	Delay ⁺	LOS ⁺	Demand	Delay	LOS	Demand	Delay	LOS	Demand	Delay	LOS
Parocok St at Little Pond Rd/Auburn St													
EB movements from Little Pond Rd	AM	375	14	B	435	10	A	590	20	C	625	15	B
WB movements from Parocok St	AM	45	11	B	10	8	A	65	13	B	15	8	A
NB movements from Auburn St	AM	35	6	A	70	9	A	80	6	A	110	10	A
EB movements from Little Pond Rd	PM	140	12	B	140	8	A	210	13	B	210	10	A
WB movements from Parocok St	PM	220	16	C	15	8	A	305	21	C	30	9	A
NB movements from Auburn St	PM	95	7	A	340	11	B	145	7	A	475	17	C
Parocok St at Columbus Ave													
WB movements from Parocok St	AM	65	12	B	70	9	A	105	13	B	125	9	A
SB movements from Parocok St	AM	185	7	A	180	7	A	290	7	A	240	7	A
WB movements from Parocok St	PM	45	10	A	45	9	A	65	10	B	65	9	A
SB movements from Parocok St	PM	210	1	A	25	4	A	320	1	A	45	4	A
Auburn St at Columbus Ave													
SB movements from Columbus Ave	AM	75	12	B	75	12	B	115	12	B	115	15	C
SB movements from Columbus Ave	PM	30	10	B	30	10	A	50	11	B	50	10	B
Auburn St at Franklin St													
EB movements from Franklin St	AM	35	9	A	35	9	A	60	9	A	60	9	A
WB movements from Franklin St	AM	125	10	B	125	10	B	180	11	B	180	11	B
NB movements from Auburn St	AM	135	10	A	135	10	A	200	10	B	200	10	B
SB movements from Auburn St	AM	210	11	B	190	11	B	310	12	B	280	12	B
EB movements from Franklin St	PM	25	8	A	25	8	A	40	8	A	40	8	A
WB movements from Franklin St	PM	115	8	A	115	8	A	165	9	A	165	9	A
NB movements from Auburn St	PM	130	8	A	110	8	A	205	9	A	185	9	A
SB movements from Auburn St	PM	80	8	A	80	8	A	120	9	A	120	9	A
Auburn St at Liberty St													
EB right-turn from Auburn St	AM	185	12	B	165	10	B	200	12	B	190	11	B
NB movements from Liberty St	AM	215	5	A	195	5	A	245	5	A	225	5	A
EB right-turn from Auburn St	PM	80	10	A	80	9	A	90	10	A	80	9	A
NB movements from Liberty St	PM	280	3	A	210	3	A	345	3	A	270	3	A

*Demand in vehicles per hour
⁺Delay expressed in seconds per vehicle
⁺Level of service

Table E.2-2. Continued - Build Unsignalized Intersection Capacity Analysis Summary

Location/Movement	2015 No Build			2015 Build			2035 No Build			2035 Build			
	Peak Period	Demand*	Delay†	LOS‡	Demand	Delay	LOS	Demand	Delay	LOS	Demand	Delay	LOS
Centre St at Washington St/Pine St													
EB movements from Centre St	AM	365	4	A	285	3	A	460	4	A	360	3	A
NB movements from Washington St	AM	315	1	A	225	1	A	365	1	A	320	1	A
NB movements from Pine St	AM	36	24	C	30	16	C	40	30	D	85	19	C
SB movements from Washington St	AM	280	54	F	230	18	F	325	153	F	280	33	D
EB movements from Centre St	PM	540	5	A	360	3	A	665	5	A	465	4	A
NB movements from Washington St	PM	260	1	A	240	1	A	320	1	A	275	1	A
NB movements from Pine St	PM	60	31	D	60	18	C	70	46	E	70	22	C
SB movements from Washington St	PM	150	19	C	150	14	B	200	38	E	200	19	C
Clinton St at I-89 Exit 2 SB Ramps													
WB left-turn from Clinton St	AM	155	10	A	155	11	B						
NB movements from SB Off Ramp	AM	445	111	F	520	274	F						Signalized
WB left-turn from Clinton St	PM	260	8	A	260	9	A						
NB movements from SB Off Ramp	PM	165	12	B	315	15	B						Signalized
Clinton St at I-89 Exit 2 NB Ramps													
EB left-turn from Clinton St	AM	15	8	A	15	8	A						
NB movements from NB Off Ramp	AM	365	+300	F	345	+300	F						Signalized
EB left-turn from Clinton St	PM	5	10	B	15	10	B						
NB movements from NB Off Ramp	PM	260	35	D	230	30	D						Signalized
Langley Pkwy at Jennings Dr/Est													
WB left-turn from Langley Pkwy	AM	-	-	-	155	9	A	-	-	-	160	10	A
NB left-turn from Jennings Dr	AM	-	-	-	5	18	C	-	-	-	5	20	C
NB right-turn from Jennings Dr	AM	-	-	-	85	14	B	-	-	-	50	14	B
WB left-turn from Langley Pkwy	PM	-	-	-	60	9	A	-	-	-	40	9	A
NB left-turn from Jennings Dr	PM	-	-	-	20	16	C	-	-	-	60	20	C
NB right-turn from Jennings Dr	PM	-	-	-	55	14	B	-	-	-	40	15	B
Parasack St at Jennings Dr													
NB movements from Jennings Dr	AM	-	-	-	30	11	B	-	-	-	20	11	B
SB movements from Jennings Dr	AM	-	-	-	155	9	A	-	-	-	165	9	A
NB movements from Jennings Dr	PM	-	-	-	10	10	B	-	-	-	10	11	B
SB movements from Jennings Dr	PM	-	-	-	60	9	A	-	-	-	60	9	A

* Demand in vehicles per hour

† Delay expressed in seconds per vehicle

‡ Level of service

Table 6.2.3. Build Roundabout Intersection Capacity Analysis Summary

Location	Peak Period	2015 No Build		2015 Build		2035 No Build		2035 Build	
		Demand*	v/c**	Demand	v/c	Demand	v/c	Demand	v/c
North State Street at Franklin Street									
EB from Franklin Street	AM	180	0.31	170	0.27	220	0.33	200	0.29
WB from Franklin Street		430	0.49	340	0.38	530	0.61	435	0.49
NB from North State Street		130	0.16	130	0.16	180	0.17	180	0.17
SB from North State Street		280	0.45	290	0.41	320	0.50	320	0.46
EB from Franklin Street									
WB from Franklin Street	PM	170	0.21	120	0.15	210	0.25	195	0.19
NB from North State Street		325	0.48	275	0.37	380	0.54	325	0.44
SB from North State Street		315	0.39	315	0.37	365	0.39	365	0.37
SB from North State Street		190	0.25	190	0.24	215	0.29	215	0.28
Centre Street at Liberty Street									
EB from Centre Street	AM	70	0.15	70	0.12	80	0.15	80	0.13
WB from Centre Street		420	0.54	350	0.44	460	0.58	415	0.47
NB from Liberty Street		455	0.54	335	0.39	530	0.58	400	0.44
SB from Liberty Street		410	0.61	290	0.40	510	0.73	390	0.51
EB from Centre Street									
WB from Centre Street	PM	80	0.16	80	0.14	65	0.11	65	0.10
NB from Liberty Street		365	0.47	370	0.41	470	0.66	435	0.48
SB from Liberty Street		640	0.72	390	0.44	800	0.83	525	0.54
SB from Liberty Street		245	0.25	165	0.23	280	0.39	200	0.26
Passant Street at Fruit/Vermont Streets									
AM									
EB from Passant Street		Undegraded		Undegraded		590	0.64	420	0.48
WB from Passant Street		Undegraded		Undegraded		310	0.32	295	0.44
NB from S. Fruit Street		Undegraded		Undegraded		475	0.67	475	0.59
SB from Vermont Street		Undegraded		Undegraded		520	0.79	365	0.53
PM									
EB from Passant Street		Undegraded		Undegraded		905	1.08	640	0.77
WB from Passant Street		Undegraded		Undegraded		335	0.38	315	0.50
NB from S. Fruit Street		Undegraded		Undegraded		330	0.66	330	0.50
SB from Vermont Street		Undegraded		Undegraded		505	0.78	365	0.58

* Demand in vehicles per hour.
 ** Volume to capacity ratio.

Table 5.2-3. Continued - Build Roundabout Intersection Capacity Analysis Summary

Location	Peak Period	2015 Build		2035 Build		
		Demand	v/c	Demand	v/c	
Langley Parkway at Hospital North Access	AM	NB from Langley Parkway	640	0.75	665	0.80
		SB from Langley Parkway	515	0.70	565	0.78
		EB from Garage	70	0.14	70	0.14
		WB from Hospital	170	0.28	170	0.30
NB from Langley Parkway	PM	NB from Langley Parkway	515	0.57	560	0.64
		SB from Langley Parkway	425	0.61	465	0.70
		EB from Garage	195	0.42	195	0.45
		WB from Hospital	465	0.77	465	0.83
Langley Parkway at Auburn Street	AM	NB from Langley Parkway	345	0.50	330	0.69
		SB from Langley Parkway	395	0.47	545	0.50
		EB from Auburn Street	415	0.55	610	0.87
		WB from Auburn Street	45	0.09	70	0.15
NB from Langley Parkway	PM	NB from Langley Parkway	570	0.68	640	0.80
		SB from Langley Parkway	600	0.49	735	0.58
		EB from Auburn Street	145	0.22	220	0.35
		WB from Auburn Street	85	0.18	140	0.33
Langley Parkway at Rufford Street	AM	NB from Rufford Street	100	0.18	140	0.24
		WB from Langley Parkway	645	0.53	760	0.62
		SB from Rufford Street	330	0.33	410	0.39
		EB from Langley	615	0.35	665	0.42
NB from Rufford Street	PM	NB from Rufford Street	150	0.29	165	0.37
		WB from Langley Parkway	405	0.58	455	0.68
		SB from Rufford Street	670	0.60	645	0.84
		EB from Langley	635	0.51	705	0.65

*Demand in vehicles per hour.

**Volume to capacity ratio.

5.2.2 Travel Times

As discussed in Section 5.1.2, existing travel time runs for select routes through the downtown were conducted during peak and off-peak traffic conditions for comparison to estimated travel times for motorists that chose to use Langley Parkway under a Build condition in the future. Table 5.2-4 compares existing travel time for the travel routes identified and color coded in Figure 5.1-5 to projected travel time using Langley Parkway. A single time noted under the existing column indicates that a single run was performed, a range of times indicates that multiple runs were conducted.

Table 5.2-4. Travel Times

Route	Peak Period		Direction of Travel	Existing Time	2015 Build Time
	AM	PM			
Auburn Street (orange route)			Inbound	6:43	2:39
			Outbound	5:21	2:37
North State Street/Rufford Street (red route)			Inbound	8:24 to 6:57	3:45
			Outbound	7:28 to 7:51	4:04
North State Street/Franklin Street (pink route)			Inbound	7:32 to 6:15	3:45
			Outbound	7:33 to 6:28	4:04
US 202/Franklin Street (green route)			Inbound	5:43 to 6:55	5:39
			Outbound	8:47 to 15:00	7:42

It is important to note that travel times vary substantially throughout the day and can even vary greatly from one day to the next, as indicated by the weekday evening outbound data for the US 202/Franklin Street route where the longest run time was 70 percent higher than the shortest run time. However, overall the future Langley Parkway connection is expected to reduce travel time getting to/ from the regional medical facilities and state office park areas along Pleasant Street and Langley Parkway.

5.3 Environmental Evaluation

This section summarizes the results of the environmental resource alternatives evaluation, based on the metrics previously identified in Section 5.1. The results of the evaluation are summarized in Table 5.3-1 and discussed below.

Table 5.3-1 Environmental Resource Evaluation

Impacts	Metric	Roundabouts	Signalized
		with Raised Median	Intersections with No Median
Wetlands	Square Feet of Impact	25,600	17,100
	Number of Stream Crossings	2	2
Water Quality	Acres of Proposed Pavement	180	180
Floodway	Acres of Disturbance	0	0
Floodplain	Acres of Disturbance	0	0
Aquifer	Acres of Disturbance	7.5	7.3
Farmland	Acres of Disturbance	158	14.5
Rare, Threatened, Endangered Species	# Populations Potentially Impacted	0	0
Public Parks & Recreation	# of Sites Potentially Impacted	0	0
Right-of-Way	# of Parcels Potentially Affected (Non-City Owned Lots)	36	32
Historic/Archaeological Resources	# of Known Historic Properties Directly Impacted	0	0
	# of Known Archaeological Sites Impacted	N/A	N/A
Hazardous Waste	# of Potential Sites Impacted	1	1

Environmental Impacts

Alternatives would generally impact 10 wetlands (W-1, W-3, W-4, W-5, W-7, W-8, W-9, W10, W-11, W-12, and W-13) and two streams (Bow Brook, and an unnamed tributary stream). However, the alternative which also assumes a 12 foot grass median has a slightly larger footprint and would impact about 25,600 square feet of wetland in comparison to the non-median alternative, which would impact about 17,100 square feet. Again, these estimates are based on conceptual drawings only and do not account for any fill/dredge impacts that would be associated with necessary slope limits.

In addition to the wetland impacts, alternatives would require two stream crossings: Bow Brook, which is located approximately 1,800 south of Auburn Street, and an unnamed

tributary stream to Woods Brook, located approximately 1,000 north of Penacook Street. Similar to the wetland impacts, the use of a raised median would have a slightly larger impact (80 linear feet to Bow Brook, and 55 linear feet to the unnamed stream), in comparison to the non-median alternative (55 linear feet to Bow Brook, and 50 linear feet to the unnamed stream).

In comparison to the 1992 Wetland Impact Assessment and Mitigation Planning Report (prepared by The Smart Associates) the current wetland impacts are approximately half of what was originally estimated (47,549 square feet) along the Phase 3 alignment. The major difference in these estimates is directly related to slope limits, as the 1992 mitigation summary accounted for these additional impacts. Additionally, the field reconnaissance effort reduced the size of the previously delineated wetland bound areas to reflect currently hydrology. Once slope limits are developed for the current conceptual designs and the wetland boundaries are re-delineated, the wetland impact analysis should be re-evaluated.

The primary measure of water quality used in the study is the area of impervious surfaces associated with the construction of each alternative measured as the number of acres of proposed pavement. The signal alternative, needing additional turning lanes, has slightly more impervious surfaces totaling an estimated 19.0-acres in comparison to the roundabout alternative, which has an estimated 18.0-acres of impervious surfaces. It is important to note that this assessment does not account for the storm water treatment measures that will mitigate and reduce the potential for water quality impacts. Potential site locations of these measures are identified on the conceptual plans, but will need to be re-evaluated and analyzed should the project advance.

Alternatives will not have an impact on FEMA floodway or floodplain resources, as these resources do not exist within the study area.

Aquifer and farmland impacts for each alternative are similar, but again because the raised-median option has a slightly larger footprint, the non-median option will impact a smaller amount of aquifer and farmland.

No known rare, threatened, or endangered species occur directly within the study area. The NHB indicated that the northern leopard frog, a species of concern in the state, is known to occur in the Merrimack River floodplain, which is in relative proximity to the study area. In areas where the proposed alternatives would run near wetlands, NHB recommends that the steep slopes or straight granite curbing in conjunction with catch basins be eliminated in favor of gently sloped granite curbing or Cape Code asphalt curbing.

ROW Impacts

For the purposes of the environmental evaluation, non-City owned parcels from the assessor's database was compared to the proposed ROW lines associated with each alternative to identify the potential number of abutting properties that may be impacted. Similarly, to many of the environmental impacts, the roundabout alternative may impact several more non-City owned parcels (36 parcels), in comparison to the signal alternative,

which is estimated to impact 32 properties. This is primarily attributed to the differences in the intersection configurations between alternatives. It is important to note, that based on the current design, no full property acquisitions are required, only small strip areas for right-of-way

Cultural and Recreational Resources

Neither of the alternatives requires any building demolitions. However, based on assessing records and the NHDHR site file search, there are number properties located along Penacook Street, Rumford Street and North State Street that are more than 50 years old. Should the project advance, NHDHR will likely request additional information on these properties.

Based on the site file research at NHDHR, there is a reported, though unrecorded, presence of an archaeological site near the northeast corner of the intersection of Rumford and Penacook streets. All alternatives would involve reconstructing the Rumford/ Penacook Street intersection, and for this reason NHDHR has indicated that should the project move forward they will require shovel tests pits. Not enough information is available to determine if any archaeological resources will be impacted in this phase of the study.

The existing roadbed south of Auburn Street would no longer serve a walking path or recreational trail, however both the roundabout and signal alternative are designed with a sidewalk/ shared use path along the entire corridor and would improve recreational conditions. Additionally, both alternatives identify potential parking areas for citizens to access the sidewalk/ shared used path. It is not anticipated that any recreational resources will be impacted by either alternative.

Hazardous Waste

Both alternatives would overlay a site registered in NHDES's Potential Groundwater Contamination Database (CSites). The site of interest is a former temporary ground water discharge location associated with construction dewatering of the Phase 2 Langley Parkway Project. The NHDES file has since been closed for this site and no other known sites occur with the limits of the study area.

5.4 Regulatory Analysis

5.4.1 National Environmental Policy Act

The National Environmental Policy Act of 1969 (NEPA) is a comprehensive federal law that applies to federal agencies and the programs they fund, and is the primary environmental statute applicable to the Langley Parkway project. NEPA requires that federal agencies consider the environmental consequences of any major action. In practice, a project is required to meet NEPA guidelines when a federal agency provides any portion of the financing or issues any license for the project.

The main provision of NEPA requires that the lead federal agency (i.e., the funding or permitting agency) study the environmental impacts of their actions. The intent of NEPA is to aid in decision making, to identify the feasible alternative that has the least impacts and to disclose the environmental consequences of the federal action. Generally, NEPA studies are broadly scoped documents which examine virtually all potential environmental, cultural and social impacts. NEPA studies contain information on everything from natural resources (e.g., wetlands, water quality, farm lands, rare species) to the social/ human environment (e.g., air quality, noise, visual impacts, socio-economics) to cultural resources (historical buildings and places, archeological resources).

NEPA studies can occur at one of three levels:

- An Environmental Impact Statement (EIS) must be written for all major federal actions which may have a "significant" impact on the environment. An EIS is a major undertaking that can require years to complete. An EIS results in a "Record of Decision," issued by the lead federal agency, in which the project purpose and need, affected environmental and environmental consequences are discussed.
- An Environmental Assessment (EA) can be prepared in lieu of an EIS when the significance of project impacts is uncertain. An EA can result in either a Finding of No Significant Impact (FONSI) or a decision to elevate the NEPA review to an EIS.
- Categorical Exclusions (CEs) are reserved for "actions which do not individually or cumulatively have a significant effect on the human environment." Processing of CEs is relatively straight-forward and expeditious compared to an EIS or EA.

Phase 2 of the Langley Parkway project was reviewed under NEPA by the US Army Corps of Engineers, as part of their Clean Water Act individual permit for that portion of the project. The EA written by the Corps resulted in a Finding of No Significant Impact (FONSI). This EA did not address the Phase 3 project which is the subject of this current study. Moreover, more than a decade has passed since the issuance of the original FONSI. Not only has the plan for the Parkway changed, but so have some environmental conditions, as well as certain provisions of NEPA and other state and federal environmental laws and regulations.

The application of NEPA to the Langley Parkway project will depend on whether FHWA or the Army Corps is the lead federal agency. If all funding for the project is from municipal and/ or state funds, then FHWA would not be involved in the NEPA process. The Army Corps does not routinely require the compilation of a project specific NEPA document, instead relying on a general EIS/ ROD that addresses their regulatory program as a whole. However, the fact that the Corps required an individual permit and a project-specific EA to be written for Phase 2 suggests that a similar process could be required for Phase 3.

5.4.2 Other State and Federal Environmental Regulatory Requirements

In addition to NEPA compliance, the project will require permits from the NH Wetlands Bureau, Alteration of Terrain Program and the US Army Corps of Engineers. These permitting processes, in particular the state wetlands permit process, have changed in some fairly substantial ways since Phase 2. The review of project mitigation, for example, has become far more formalized and is typically more stringent than previously. And, the

Alteration of Terrain (AOT) Program regulations have evolved considerably and now require far more storm water treatment than in the past, which may affect the amount of right-of-way needed. Table 5.4-1 below summarizes the main regulatory programs which will apply to the project.

Note that the timelines in Table 5.4-1 are general. Permit applications are typically made subsequent to or concurrent with the NEPA process. The regulatory agencies typically will not issue permits until after the NEPA process is concluded.

Table 5.4-1 Anticipated State and Federal Regulatory (Permitting) Reviews Required prior to Construction of the Langley Parkway Project¹

Permit/Approval	Authority	Citation	Required?	Review Time ²	Notes
National Environmental Policy Act (NEPA)	FHWA/US Army Corps of Engineers	National Environmental Policy Act, 42 USC §4321 et seq.	Yes, if federal funds or loaning (e.g., Army Corps permit) are required.	See Note 3. ³	Must consult with FHWA on project classification. Based on the scope and potential impacts associated with this project, it would most likely be processed as a Categorical Exclusion (CE) or Environmental Assessment (EA), although it is possible that it could be elevated to a full Environmental Impact Statement.
Wetlands Dredge and Fill Permit	N-DES	NH RSA 483-A	Yes	120 days	Impacts will likely exceed 20,000 sq ft of direct impact; therefore project would be reviewed as a "major impact."
Wetland Dredge and Fill Permit	US Army Corps of Engineers	Clean Water Act, Section 404	Yes	30-180 days	Possible SCQP since total impacts less than 3 acres. If so, 30 day review. However, this also project may trigger an Individual Permit-led up to 6 months permit review time.
Water Quality Certification	N-DES	Clean Water Act, Section 401	Yes	30 - 120 days	Likely a General permit, although very extensive or long term in-stream work or concerns about additional impacts could require more rigorous individual 401 Certification process. ⁴
Alteration of Terrain (AOT) Permit	N-DES	NH RSA 485-A:17	Yes	60 - 80 days	Focused on temporary and permanent erosion control, stormwater detention and stormwater treatment.
Cultural Resources Coordination	NH Division of Historical Resources	Section 108, National Historic Preservation Act	Yes, if federal funds or loaning (e.g., Army Corps permit).	30 days	Considers above-ground and archaeological resources. Additional surveys and coordination required, based on NH-DHMH/7, 2102 response to initial IPR.
NFOES Stormwater General Permit	USEPA	Clean Water Act, Section 402 (b) CFR 7888	Yes	48 Hours	Required due to greater than 1 acre disturbance.
Rare Species Coordination	NH Fish & Game	NH Endangered Species Conservation Act (NH RSA 212-A)	Yes	30-120 days	Two protected species present: common nighthawk and northern leopard frog. Field review suggests no impact to nighthawk, but additional review for northern leopard frog required during design.
Rare Species Coordination	NH Natural Heritage Bureau	NH Invasive Plant Protection Act (NH RSA 217-A)	No	30-120 days	Review completed on June 20, 2011. No protected plant species present in study area. Review will need to be completed again during permitting phase.
Shoreland Water Quality Permit	N-DES	NH RSA 483-B	No	30-60 days	No Fourth Order Streams or Great Ponds present in study area.

¹ Note: This table lists the types of permitting reviews required for construction of the Phase 3 Langley Parkway Project. The total number of reviews and time frames will depend on the final design concept. Additional permits are possible.
² Review times are approximate and are typically to the final technical review, not to permit issuance.
³ FHWA is the body lead federal agency, with the Corps possibly acting as a coordinating agency. Timelines will depend on actual NEPA classification. CE can be processed in approximately 2-3 months, while an EA often requires up to one year.
⁴ Formerly "Comparable Streambed Protection Act."
⁵ Under CWA Section 401, the State must certify that the action authorized by the Corps Section 404 permit complies with State Water Quality Standards (i.e., 401 Certification).

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Conclusions

The purpose of this Transportation Feasibility Study is to evaluate the final Phase 3 of Langley Parkway. The Langley Parkway project has been a work in progress for more than 50 years with the evaluation of roadway layouts alternatives with a wide range of configurations. This study focuses on the preferred parkway layout that has been pursued by the City, with Phases 1 and 2 already complete. Alternatives presented herein consider design options for the mainline segment of the parkway, as well as options for local intersections. Development and review of the alternatives serves as the basis for estimating environmental impacts and identifying likely environmental permitting requirements. The following key findings emerged during the study:

No Build

It has been estimated that approximately 10,000 ypd cut-through the City's west end neighborhoods, traveling to and from the regional medical facilities and other major businesses and institutional centers located along Pleasant Street. This cut-through traffic compromises safety and quality of life within the older, dense neighborhoods, as well as at major pedestrian generators such as Concord High School, Memorial Field, and Bishop Brady High School.

As traffic volumes continue to grow and traffic operations degrade, secondary access to Concord Hospital will become increasingly more important. Life-safety response times to the trauma facilities from the north and east would be substantially reduced with the completion of Phase 3 of the parkway. The existing condition provides no means of secondary access to the medical center area, which also compromises public safety in the event of a major incident on Pleasant Street if the road were to be closed.

The analyses indicate that traffic operations throughout the downtown will continue to deteriorate through the forecast year 2035 under the No Build condition. Six of the ten existing study area signalized intersections are projected to operate at LOS E or F and/or experience a v/c ratio greater than 1.0. In addition, traffic operations at the unsignalized intersections of Penacook Street with Rumford Street and Centre Street with Washington Street/ Pine Street are also expected to degrade over time with substantial increases in delay and operating at LOS F. The intersection at Pleasant Street with Fruit Streets/ Warren Street is also projected to experience capacity issues by the year 2035 with particular emphasis on

the Pleasant Street eastbound approach during the weekday evening peak hour. It is important to note that as traffic operations continue to deteriorate over time, so will emergency response times.

Alternatives

All alternatives evaluated are "complete street" compliant and conform to the City's Comprehensive Transportation Policy. In effect, all corridor options provide for all users: motorists, pedestrian, bicyclists and public transit riders.

The study presents two different cross sections for consideration for the mainline of Langley Parkway. Both options generally fit within the designated right-of-way and provide one travel lane in each direction with pedestrian and bicycle facilities; however, each provides a different cross section and character for the new roadway segment. One option provides a landscaped median down the center of the roadway, creating a boulevard effect. The median is intended to break up the pavement width of the travel way, creating an aesthetically pleasing view of the road. The second option provides a narrow cross-section by eliminating the center median. The intent of this cross-section is to minimize the overall pavement width.

Alternatives are also presented for several intersections to be created as part of Phase 3 – either as roundabouts or signals. Roundabouts or signalized intersections would be provided at the intersections of Concord Hospital north access, Auburn Street, and Rumford Street along the parkway.

In addition, improvements outside of the limits of the Phase 3 segment would also be required to support the project. These other improvements include: adding right-turn lanes at the signalized intersection of Pleasant Street and Langley Parkway; reconfiguring the Concord Hospital driveway on Pleasant Street to accommodate two-way traffic flow and installing a traffic signal; shifting the existing Concord Hospital/ Concord Orthopedics driveways approximately 100 feet north and installing a traffic signal; constructing a second left-turn lane from North State Street to Penacook Street and widening Penacook Street to accept the two turn lanes, and reconfiguring the North State Street an Rumford Street

intersection to prohibit left-turns from North State Street and installing a signal to process left and right-turns exiting from Rumford Street.

Construction Costs

Phase 3 options included use of raised median vs. no median along the corridor, and roundabouts vs. signal at select rural intersections. Planning-level cost estimates were prepared for programming purposes. These estimates were developed interchanging each intersection alternative with the mainline option to determine a range of potential costs depending on the preferred alternative selected. The estimated construction costs range from \$13.6 million to \$15.4 million. Once a preferred alternative is selected and preliminary engineering design is completed, the cost estimates can be further refined.

Build

All new intersections and existing intersections to be reconstructed or improved as a result of the project have been conceptually designed to accommodate traffic volume demands through the forecast year 2035 and operate at acceptable levels of service.

In addition, the parkway will act to divert substantial traffic away from the downtown local street network. As a result, six of the existing downtown signalized intersections analyzed in this study are projected to experience moderate to substantial reductions in delay and v/c ratios. Five of the six intersections are projected to have improved and better LOS under the 2035 Build condition than under the 2035 No Build condition. Improved traffic operations are also projected for the study area unsignalized intersections, with all intersections operating at LOS D or better under the Build scenario. Phase 3 is also expected to bring 2035 peak hour traffic volumes at the Pleasant Street/ Fruit Streets/ Warren Street roundabout back under capacity, where the 2035 No Build scenario has the Pleasant Street eastbound approach operating well over capacity during the weekday evening peak hour.

Public Benefits

Public benefits associated with the construction Langley Parkway Phase 3 include congestion relief, improved traffic flow, enhanced pedestrian safety and improved livability in the older, densely-populated neighborhoods, north and west of downtown Concord. The level of traffic relief provided by the parkway is substantial enough to postpone the need for long-range improvements to the Pleasant Street corridor, east of the hospital area. It is important to note that the operational benefits of the project go beyond the specific intersections selected as study area intersections. Traffic relief afforded by improved transportation choice will be experienced throughout the downtown grid, benefiting many more streets and intersections than evaluated herein. The parkway also extends recreational (non-motorized) travel opportunities along the corridor, building upon the growing popularity of walking and bicycling along the southern Phase 2 segment.

Phase 3 of the parkway will also provide enhanced access to major employment and institutional centers along the northwesterly perimeter of the downtown area, including

Conclusions

independent access in the event of a blockage along Pleasant Street, Clinton Street, South Fruit Street, Warren Street, or School Street.

Lastly, although not statistically evaluated in this study, completion of Langley Parkway will improve access and reduce travel time for emergency vehicles to Concord Hospital. The new segment of the parkway will have minimal intersections and less congestion than the existing downtown network of local streets.

Potential Environmental Permitting Requirements

The permitting process is subject to federal and state requirements based on the funding sources used to design and construct the project. At this time, there are no federal or state sources identified to assist with funding the project. Therefore, other funding sources through local municipal contributions and/ or public/ private partnerships may be necessary to complete the project.

The use of federal funds will determine whether or not NEPA permitting will be required for the project. If federal dollars are not used for the project, there are still a number of other environmental permits that are expected to be required as part of the approval process. These potential permits include:

- ◆ Wetlands Dredge and Fill Permit (NHDES)
- ◆ Wetlands Dredge and Fill Permit (US Army Corps of Engineers)
- ◆ Water Quality Certification (NHDES)
- ◆ AOT Permit (NHDES)
- ◆ NPDES Stormwater General Permit (USEPA)
- ◆ Rare Species Coordination (NH Fish & Game)

Next Steps

The evaluation presented in this planning study identified key issues and potential improvement plans on a conceptual basis, and should not be interpreted as a conclusive study of impacts. More formal analysis of impacts will need to occur during the next preliminary design and environmental analysis phase with the more detailed evaluation of the alternatives under the permitting process.

The City's staff plans to present this report to the City Council in early 2015 at which time the Council will determine how to proceed with the project. The next phase of design and environmental study will include a robust public participation process. Upon approval of the project and receipt of all the necessary permits, construction would commence.