



City Council Meeting
Minutes
November 14, 2011

Non-public meeting in accordance with RSA 91-A: 3, II (d) to discuss property acquisition and a non-public meeting in accordance with RSA 91-A: 2, I (b) to discuss collective bargaining strategies to be held prior to the meeting at 6:00 p.m.

City Council Chambers
7:00 p.m.

1. The Mayor called the meeting to order at 7:00 p.m.
2. Invocation by Reverend Kate B. Atkinson, St Paul's Church.
3. Pledge of Allegiance.
4. Roll Call. Councilors Bennett, Blanchard, Bouchard, Mayor Bouley, Councilors Coen, DelloIacono, Grady, Keach, McClure, Nyhan, Patten, St. Hilaire, Shurtleff, Stetson and Werner were present.
5. Approval of the October 11, 2011 and the October 24, 2011 meeting minutes.

Action: Councilor Nyhan moved approval of the October 11, 2011 meeting minutes. The motion was duly seconded and passed with no dissenting votes. Councilor St. Hilaire moved approval of the October 24, 2011 meeting minutes. The motion was duly seconded and passed with no dissenting votes.

6. Canvass of the Votes for the Municipal Election held on November 8, 2011.

Action: City Clerk Janice Bonenfant read the results of the November 8th Municipal election as outlined within the report.

Councilor St. Hilaire moved acceptance of the report. The motion was duly seconded and passed with no dissenting votes.

7. Councilor St. Hilaire presented a resolution in recognition of the services of Lieutenant J. Scott Nichols. (9-33) (10-6)
8. Independent Business "Your Local Superhero" presentation by Brandon Perkins.

Action: Brandon Perkins presented a short video clip that he created. He indicated that this video can be viewed on yourlocalsuperhero.org.

Councilor Shurtleff inquired whether Mr. Perkins had talked to Concord TV in regards to airing this video. Mr. Perkins responded yes and indicated that he is going there tomorrow to drop off a DVD.

9. 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 following unfinished business.

Councilor Nyhan moved approval of the consent agenda. The motion was duly seconded. Item 30 was placed back on the consent agenda by Councilor Patten. The consent agenda passed with no dissenting votes.

Referral to Parks and Recreation

10. Petition from members of the Concord Senior Program in support of a multi-generational center to be built with the help of partnerships in the community.

Referral to Community Development - Planning

11. Communication from C. Thomas and Margaret Brown requesting consideration be made to amending the existing utility and trails easement on their properties on Rolinda Avenue.

Referral to the Conservation Commission

12. Communication from James Taber requesting information regarding who has access to the gate on West Locke Road in Concord as well as asking that both gates be removed allowing all citizens access.

Items Tabled for a December 12, 2011 Public Hearing

13. Resolution authorizing the City Manager to continue implementation of the Community Development Revolving Loan Fund Program, Fund 2701, and appropriating the sum of \$134,700; together with report from the Community Development Advisory Committee.
14. Resolution appropriating the sum of \$2,170 from the Grant Repayment Account to be utilized in the Community Development Advisory Committee Emergency Grant Account; together with report from the Community Development Advisory Committee.
15. Resolution appropriating the sum of \$12,000 from Trust Fund Reserves as a supplemental appropriation to the city's General Fund for the purpose of developing and implementing a marketing plan for the new Parks and Recreation Department; together with report from the Recreation Director.
16. Ordinance amending the Code of Ordinances, Title V, Administrative Code; Chapter 34 Personnel Rules and Regulations, Article 34-11-2, Sick Leave; together with report from the Director of Human Resources and Labor Relations.
17. Ordinance amending the Code of Ordinances, Title IV, Zoning Code; Chapter 28, Zoning Ordinance; together with report from Code Administration.

18. Ordinance amending the Code of Ordinances, Title IV, Zoning Code; chapter 28, Zoning Ordinance; Article 28-2, Zoning Districts and Allowable Uses; rezoning a portion of the parcel at 181 North Main Street (Tax Map 55, Block 3, Lot 15) from Downtown Residential (RD) District to the Urban Commercial (CU) District) so the entire parcel is located within the Urban Commercial (CU) District and rezoning the parcel at 177 North Main Street (Tax Map 55, Block 3, Lot 14) from the Downtown Residential (RD) District to the Urban Commercial (CU) District; together with report from the Planning Board.
19. Ordinance amending the CODE OF ORDINANCES, Title IV, Zoning Code; Chapter 28, Zoning Ordinance; Article 28- 5, Supplemental Standards, by adding a new section 28-5-50, Keeping of Chickens as Pets Accessory to a Residential Use and amending the CODE OF ORDINANCES, Title IV, Zoning Code; Chapter 28, Zoning Ordinance; Article 28-2, Zoning Districts and Allowable Uses, Section 28-2-4(k), Table of Accessory Uses by adding a new Accessory to a Principal Residential Use, Use A-11, "Keeping of chickens", subject to the Supplemental Standards of Section 28-5-50, as Permitted (P) and amending the CODE OF ORDINANCES, Title IV, Zoning Code; Chapter 28, Zoning Ordinance; Article 28-5, Supplemental Standards, Section 28-5-33, Keeping of Pets and amending the CODE OF ORDINANCES, Title IV, Zoning Code; Chapter 28, Zoning Ordinance; Article 28-5, Supplemental Standards, Section 28-5-33, Keeping of Pets, Subsection (b), Keeping of Household Pets; together with reports from Code Administration and the Planning Board.

From the City Manager

20. Positive Citizen Comments.
21. Council meeting date calendar.

Consent Reports

22. Appropriation Transfer Report: October 31, 2011.
23. Diminimus gifts and donations report from the Library Director requesting authorization to accept monetary gifts totaling \$610.88 as provided for under the preauthorization granted by City Council.
24. Diminimus gifts and donations report from the City Engineer requesting authorization to accept monetary donations totaling \$7,000 as provided for under preauthorization granted by City Council.
25. Diminimus gifts and donations report from the Police Department requesting authorization to accept monetary donations totaling \$6,990 as provided for under preauthorization granted by City Council.
26. Diminimus gifts and donations report from the Police Department requesting authorization to accept monetary donations totaling \$1,600 as provided for under preauthorization granted by City Council.
27. Land Use change Tax Status report from the City Assessor.
28. Report from the Parks and Recreation Director recommending new fees and charges for the 2012 season at Beaver Meadow Golf Course.

29. Report from the Planning Board in regard to the preservation of historic structures and the Demolition Review Ordinance; together with communication from the Economic Development Advisory Committee, Chair.
30. Report from the City Engineer recommending that the City Council affirm its previous discontinuance by completely discontinuing all utilities along a portion of Airport Road. (*Pulled from consent by Councilor Patten*)

Action: This item was not pulled and placed back on the consent agenda.

Consent Resolutions

31. Resolution proclaiming December 2011 as Capital Region Food Program Month. (*Approval in November; reading in December.*)
32. Resolution authorizing the City Manager to accept a gift of 74.8 acres of land from the John F. Swope Trust for conservation purposes and to remain as conservation land in perpetuity; together with report from the Conservation Commission.
33. Resolution amending the non-ordinance based fees, fines and penalties structure for the remainder of fiscal year 2012 for Beaver Meadow Golf Course and the Everett Arena to provide the City Manager with the authority to establish special temporary rates; together with report from the Deputy City Manager – Finance.

Consent Communications

34. Street closure request for the 10th Annual Rock ‘N Race to benefit the Payson Center for Cancer Care to be held on Thursday, May 17, 2012.

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

35. **November 14, 2011 Public Hearings**

- A. Ordinance amending the Code of Ordinances, Title II, Traffic Code; Chapter 18, Parking; Article 18-1, Stopping, Standing and Parking; Section 18-1-6, Parking Prohibited at all times in Designated Places; together with report from Engineering Services. (10-13)

Action: City Manager Tom Aspell provided a brief overview.

There being no Council objection, public hearing item B was read.

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

- B. Ordinance amending the Code of Ordinances, Title II, Traffic Code; Chapter 18, Parking; Article 18-1, Stopping, Standing and Parking; Section 18-1-6, Parking Prohibited at All Times in

Designated Places, Schedule I; South Street from Conant Drive to Carter Street at Conant (Abbott-Downing) School. (10-14)

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

- C. Ordinance amending the Code of Ordinances, Title II, Traffic Code; Chapter 18, Parking; Article 18-1, Stopping, Standing, Parking; Section 18-1-16, Handicapped Parking; and Section 18-1-17, Parking-Handicapped Legislator, Schedule XVIII, Public Spaces Reserved for Physically Handicapped; together with report from the Parking Manager. (10-15)

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.

- D. Ordinance amending the Code of Ordinances, Title I, General Code, Chapter I, Government Organization, Title IV, Zoning Code; Chapter 28, Zoning Ordinance; together with report from Code Administration. (10-16)

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.

November 14, 2011 Public Hearing Action

36. Ordinance amending the Code of Ordinances, Title II, Traffic Code; Chapter 18, Parking; Article 18-1, Stopping, Standing and Parking; Section 18-1-6, Parking Prohibited at all times in Designated Places; together with report from Engineering Services. (10-13)

Action: Councilor DelloIacono moved approval. The motion was duly seconded.

Councilor St. Hilaire indicated that a resident contacted him that resides within this area noting their concerns with the streets that meet in front of the Conant School and that vehicles will be forced to park around these or will make U-Turns.

Councilor Nyhan indicated that he had spoken to the City Engineer in which he noted his concerns with issues in regards to Conant Drive. He noted that these areas should be monitored.

The motion to approve passed with no dissenting votes.

37. Ordinance amending the Code of Ordinances, Title II, Traffic Code; Chapter 18, Parking; Article 18-1, Stopping, Standing and Parking; Section 18-1-6, Parking Prohibited at All Times in Designated Places, Schedule I; South Street from Conant Drive to Carter Street at Conant (Abbott-Downing) School. (10-14)

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

38. Ordinance amending the Code of Ordinances, Title II, Traffic Code; Chapter 18, Parking; Article 18-1, Stopping, Standing, Parking; Section 18-1-16, Handicapped Parking; and Section 18-1-17, Parking-Handicapped Legislator, Schedule XVIII, Public Spaces Reserved for Physically Handicapped; together with report from the Parking Manager. (10-15)

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

39. Ordinance amending the Code of Ordinances, Title I, General Code, Chapter I, Government Organization, Title IV, Zoning Code; Chapter 28, Zoning Ordinance; together with report from Code Administration. (10-16)

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

Appointments by the Mayor

Reports

40. Presentation by the Assistant for Special Projects on the status of property located at 10 Prince Street. (10-46) *(No written report submitted)*

Action: City Manager Tom Aspell explained that at the last Council meeting there was a discussion in regards to 10 Prince Street and also what to do with the fact that the Human Services Department will be leaving their home on Pleasant Street because the state will be selling that property. He noted that Council approved the purchase of the Prince Street property and staff is now bringing back the options of what can now be done with that property and other options for relocation of the facility.

Matt Walsh, Assistant for Special Projects, distributed a spreadsheet of outlined options to the City Council. Mr. Walsh provided a detailed overview of the attached spreadsheet to the Council.

10 Prince Street / Human Services Dept. Relocation Options For City Council

November 14, 2011

Prepared by Matthew Walsh, Assistant for Special Projects

	Option 1:	Option 2:	Option 3:	Option 4:	Option 5-A:	Option 5-B	Option 6
	Renovate Existing House	New "Residential" Style Building	Expand Parking Lot	Portable Classroom	New 5,200 SF Building "Commercial" Style; 2nd Floor UNFINISHED	New 5,200 SF Building "Commercial" Style; 2nd Floor FINISHED	Lease Downtown
Square Footage (Total)	3,000	2,800	0	2,176	5,200	5,200	3,000
Square Footage (Finished)	3,000	2,800 (2,000 1st Flr, 800 2nd Flr)	0	2,176	3,000 (2,600 1st Flr, 400 2nd Flr)	5,200	3,000
Total Floors	3	2	0	1	2	2	1
Elevator?	No	No	N/A	No	Yes	Yes	No
Number of Net New Parking Spaces	3 - 4	0	10 - 12	0	0	0	0
Revenues to Parking Fund?	Yes, \$1,690 - 2,529 / Yr.	No	Yes, \$8,430 - 10,080 / Yr.	No	No	No	No
Construction Cost	\$573,000	\$650,000	\$150,000	\$460,000	\$1,270,000	\$1,480,000	\$270,500
Annual Operating / Maintenance Cost (FY13)	\$29,610	\$27,636	\$4,580	\$21,477	\$32,426	\$51,335	\$35,231
Annual Debt Service Cost	\$41,700	\$47,300	\$10,950	\$33,450	\$92,350	\$107,650	\$32,900
Annual Lease Payment	\$0	\$0	\$0	\$0	\$0	\$0	\$51,587
Total Annual Cost (Debt + O&M)	\$71,310	\$74,936	\$15,530	\$54,927	\$124,776	\$158,985	\$119,718

Option 3 + Option 6 = \$135,248 / Year

Advantages

1	Saves Building	Efficient Floor Plan	Expanded Parking Supply	Relatively Inexpensive Up Front Cost	Efficient Floor Plan	Efficient Floor Plan	Efficient Floor Plan
2	Net Gain of Parking	Human Services @ City Hall Campus	Additional Revenues to Parking Fund		Elevator for 2nd Floor Access	Elevator for 2nd Floor Access	Assumes 10 Prince Becomes Parking

3	Human Services @ City Hill Campus				Maximizes Real Estate	Maximizes Real Estate	Additional Revenues to Parking Fund
4	Additional Revenues to Parking Fund				Helps With Future Growth Needs	Helps With Future Growth Needs Immediately	

Disadvantages

1	Inefficient Floor Plan	Home Demolished	Home Demolished	Home Demolished	Home Demolished	Home Demolished	Home Demolished
2		Increased Activity W/O Expanded Parking Supply	Human Services Dept. Not At City Hill Campus	Insufficient Building Size (2,176 vs. 2,800-3,000SF)	Increased Activity W/O Expanded Parking Supply	Increased Activity W/O Expanded Parking Supply	More Expensive Annual Cost Vs. Owning (See Option #2)
3			Still Need to Find Location for Human Services Dept. (See Option #6)	Increased Activity W/O Expanded Parking Supply	Annual Costs Increasing (O&M + Debt)	Annual Costs Increasing (O&M + Debt)	
4				Inappropriate Neighborhood Context		Most Expensive Option	

Councilor Blanchard asked whether staff had a cost for the demolition of the building. Mr. Walsh responded that staff is presuming that it's going to be approximately \$37,500 without any technical oversight. Councilor Blanchard asked whether the demolition cost would be added to any of the given figures within the spreadsheet. Mr. Walsh clarified that they all carry that demolition cost within them, even the lease option. Referencing option 6, Councilor Blanchard inquired as to whether there is currently a space to lease. Mr. Walsh replied that they have taken a look at a few properties downtown and that they do have a specific property in mind.

Councilor Shurtleff asked when the 10 Prince Street property was built. Mr. Walsh responded that it was built in approximately 1880.

Councilor St. Hilaire asked Mr. Walsh to remind the public what the city paid for the property and whether this is included in the debt service. Mr. Walsh responded that the city paid \$175,000 for the real estate and the debt service is not reflected in the numbers here. He indicated that it's already an incurred cost by the Council so this is the next step beyond that.

Referencing option 2, Councilor Coen noted that he believes that this works out to be \$270 per square foot for the construction of new structure. Councilor Stetson indicated that it comes to \$232 per square foot. Mr. Walsh pointed out that the \$650,000 would include: demolition of the existing building; design of the new facility; paying the city's building permit fees; Planning Board review fees; paying for an architect and engineering team to design a facility. Referencing the modular unit in option 4, Councilor Coen asked whether there is the option of acquiring a unit that's already in existence at the Conant School. Mr. Walsh indicated that he spoke with the leasing company that the school district is doing business with and the city was provided a quote in buying one of those units. Councilor Coen asked if the cost was \$460,000 for a used unit. Mr. Walsh replied that it's for a used single story unit that would be smaller than the option 2 square footage. Councilor Coen inquired as to the price for a new unit. Mr. Walsh explained that he did not seek a price for a brand new one. Councilor Coen questioned whether the \$270,500 in option 6 included the cost of demolition. Mr. Walsh indicated that to be correct. Councilor Coen noted that the department wouldn't be using the Prince Street property so why would it incur a cost in option 6. Mr. Walsh responded that he was under the impression that if the Council did not choose to use 10 Prince Street for this particular purpose, there may be a desire to demolish that structure and grass the lot. City Manager Aspell added that if they were not to demolish the building, then annual operating costs would need to be built in for keeping this building there unoccupied. Councilor Coen noted his concerns with the costs for building a new structure.

Councilor Nyhan noted his agreement with the construction costs. He asked staff to elaborate more on option 4 relative to the "used classroom" option. He noted that his understanding is that the city would be acquiring a separate used structure and asked if perhaps they couldn't use the one at Conant School when the school district is through with it. Mr. Walsh responded that they are working under the presumption that the city would acquire one of the classrooms that is currently behind the school and that unit would be disassembled and shipped to 10 Prince Street and the proper foundation and utility connections would be put in place to accommodate that structure.

Councilor McClure inquired whether the Human Services Department occupies the space at 10 Prince Street within options 4, 5-A, and 5-B. Mr. Walsh responded yes. Councilor McClure indicated that the department would occupy the property in options 1, 2, 4, 5-A, and 5-B and asked how these

compare in terms of the usability of the space and the amount of square footage that is necessary for the Human Services Department. Mr. Walsh responded that every time that staff has sat down with an architect and discussed what the operation does and what it needs to do, they kept coming up with a number of approximately 2,800 to 3,000 square feet.

Councilor St. Hilaire inquired as to the current annual maintenance cost for the Human Services Department. Mr. Walsh indicated that the city leases the property on Pleasant Street from the state for \$1.00 a year and their operating costs, historically, have been split between other tenants at that facility. He recollected that the city's net cost for their operating expenses is approximately \$12,000 a year. Referencing option 6, Councilor St. Hilaire noted that there is \$270,000 for construction costs and inquired whether there is a possibility that the landlord, assuming that it's a vacant building and looking at a ten year lease, would incur some of those costs. Mr. Walsh replied that is possible and is certainly a fair comment. He noted that they haven't gone down that road with that property owner and that there may be some desire to share some of that cost but doesn't know if they would absorb all of it. He indicated that this is something that staff could explore.

Councilor Shurtleff noted that he would like to see the house preserved and inquired whether there is any other city agency that could utilize that space more advantageously than the Human Services Department. Mr. Walsh responded that most of the city's operations are really "retail oriented" and because of this it makes it very difficult, especially in a building that vintage and the lack of handicap accessibility, to use it in a productive way for other municipal offices. Mr. Aspell added that there are also security issues for the Human Services Department and the building they are currently in is set up for security issues and to do that at City Hall would be quite difficult.

Councilor Blanchard inquired whether there was any consideration of the city selling the property. Mr. Walsh noted that his personal opinion is that there is strategic value in retaining the property for long-term growth at the campus. Councilor Blanchard asked how the Human Services Director felt about option 1. Jackie Whatmough, Human Services Director, indicated that she feels that it would be more efficient to have only one level. Councilor Blanchard asked whether it was possible to put in an elevator in that building. Mr. Walsh responded that it would add more costs to the project noting that the elevator alone, construction cost-wise, in options 5-A and 5-B is approximately \$80,000 for an internal elevator. He added that if they built a separate elevator attached to the existing home, the cost would be far greater than that.

Councilor Keach asked how the numbers were reached for the operating costs. Mr. Walsh replied that the costs include: General Services staff time, fringe benefits, materials and supplies for cleaning, heating expenses and utilities. Councilor Keach asked what would be Ms. Whatmough's choice for options. Ms. Whatmough indicated that she would like to be in close proximity to the City Hall campus.

Mayor Bouley asked what is felt to be the most characteristic in a building to do their job effectively and efficiently for the clientele of the Human Services Department. Ms. Whatmough responded that they do require security and need to be accessible to a bus route. She stated that she would go with option 1 or 2 but when looking at option 1, it was complicated in figuring it out architecturally to service the people that they see.

Councilor McClure noted that she feels that the most cost effective option is option 2 because it would give them efficient floor space for the least cost to the city. She asked what is gained and what is staff's assessment of 4, 5 and 6 if not looking at just getting them in a place where they can work at with the least cost. Mr. Walsh responded that he feels that option 4 is not in the city's best interest; options 5-A and 5-B maximizes the real estate and provides for additional square footage for the city to occupy.

Councilor St. Hilaire inquired as to why option 2 doesn't include an elevator if it's a new building. Mr. Walsh replied that what they are envisioning is a predominantly single story building and the two-story would come at the Prince Street end of the building and would largely be filing space. Councilor St. Hilaire questioned whether this would include public bathrooms. Mr. Walsh responded that they would be included on the first floor.

Mr. Aspell added that one of the costs that they are looking at is that there needs to be facilities for the public that are completely separate and secure facilities from the staff. He indicated that when they talk about security, they are not only talking about security within the building but also police response time. He further indicated that it's not just the safety of the staff but also of clients from other clients.

Mayor Bouley, in regards to option 1, indicated that he would love to save the building but it doesn't make a lot of sense in terms of the efficiency of the floor plan; he is interested in option 2; option 3 doesn't make sense because they would still have to find another location for Human Services; in option 4 he doesn't see the portable classroom fitting into the neighborhood; option 5-A and 5-B is interesting and would help with future growth; option 6 is the least desirable because it puts the city in the exact situation that it is at today. Mayor Bouley asked whether Council would be willing to hold on this until next month until staff can clarify some of the construction costs expanding on some of the things heard this evening. Mr. Walsh noted that he could show them the numbers behind the numbers and will talk to the architect about the design-build option and see what the advantages may be with that approach. Mayor Bouley pointed out that he personally likes option 2, 5-A and 5-B but feels that more information may be required.

Councilor Blanchard noted her concern about demolishing historic buildings within the city.

Mayor Bouley noted that equally important, if not more important in his opinion, is the safety of staff and the clientele which visits the city.

Councilor Coen inquired as to the date that the city will be exiting Pleasant Street and should be into a new facility. Mr. Walsh explained that the lease expires on October 2, 2012 which is just under eleven months.

Mayor Bouley pointed out that there will be a public hearing on this and Council will be seeking input from the community but feels that Council needs direction as to what they are going to propose to the community. He noted that he would feel more comfortable if he had more information.

Councilor Shurtleff inquired whether the city has ever spoken to the state about acquiring the parking lot at the southwest corner of School Street and Green Street. Mr. Walsh noted that the city has not

spoken to the state in regards to that lot. He added that, given the sensitivity of the state about ample parking supply around the state house campus, that may be a challenging conversation.

Councilor DelloIacono noted his agreement with the Mayor in regards to options 2, 5-A and 5-B. He asked whether it would be a good suggestion to save staff time and just bring forth the numbers for those three options.

Councilor Shurtleff asked that information also be brought forth for option 1.

Council noted their agreement with having more information presented at the December meeting for options 1, 2, 5-A and 5-B.

41. Report from the Planning Board in response to a communication from Richard Uchida, on behalf of his client Delta Dental Plan of New Hampshire, Inc., asking the City consider rezoning a parcel of land at 107 Commercial Street from Open Space Residential (RO) to Institutional (IS) Zoning. (6Sus3) (10-11) (*Additional communication from Richard Uchida submitted within the October 11, 2011 Council packets*) (*Draft ordinances attached*)(***Communication from the Conservation Commission submitted***)

Action: Councilor McClure moved to set this item for a public hearing in December. The motion was duly seconded and passed with one dissenting votes.

Comments, Requests by Mayor, City Councilors

Councilor Nyhan, referencing item 41, noted that there was an additional communication that was received via email today and asked that this be included within that item. City Clerk Janice Bonenfant noted that if the email is forwarded to her, she will include it within this item.

Councilor Patten reminded everyone that this upcoming Saturday is the 60th Annual Christmas Parade. He also reminded everyone of the 25th Annual Tree Lighting the day after Thanksgiving.

Councilor Blanchard noted that Penacook will be having their 6th Annual Tree Lighting on November 30th from 5 p.m. to 7 p.m.

Councilor McClure thanked the City Clerk's Office and all the Ward Officials for all their time, effort and organization for the November 8th Municipal Election.

Councilor Shurtleff asked whether there is any additional information that should be brought to the attention of the Council regarding the South Main Street Bindery project. Mr. Aspell indicated that Mr. Duprey and his partner has asked that consider contract negotiations relative to parking. He noted that this is something that they have done in the past but contract negotiations are two-sided and is something that they would not want to do in public. Councilor Shurtleff moved to enter into non-public session pursuant to 91-A for the purpose of the City Manager to discuss the proposal on parking at the Bindery project at the conclusion of the Council meeting. The motion was duly seconded and passed with no dissenting votes.

Mayor Bouley recognized the outstanding job that the City Clerk's Office, other city staff and Ward Officials did for the November 8th election.

Comments, Requests by the City Manager

Two new city staff persons were introduced to the Council: Gloria McPherson, City Planner; Danielle Pacik, Deputy City Solicitor.

Adjournment

The time being 8:23 a.m., Councilor Nyhan moved to enter into a non-public meeting in accordance with 91-A. The motion was duly seconded and passed with no dissenting votes.

A true copy; I attest:

*Michelle Mulholland
Deputy City Clerk*