



FINANCE, ORGANIZATION AND PERSONNEL COMMITTEE
Council Chambers B, Keene City Hall
March 24, 2022
6:00 PM

A. AGENDA ITEMS

1. Acceptance of Hazardous Materials Emergency Preparedness (HMEP) Grant - Fire Department
2. Acceptance of Local Source Water Protection Grant - Public Works Department
3. Lease of City Property for Renewable Energy Projects at Monadnock View Cemetery and Rose Lane - Assistant Public Works Director
4. Negotiate Lease of Airport Property – Monadnock Aviation - Airport Director
5. Councilors Williams, Workman and Lake - Encouraging the City to Develop a Homelessness Strategy through Programs that Focus on Reducing Harms Associated with Homelessness

B. MORE TIME ITEMS

1. Councilor Filiault - Charter Amendment Related to Municipal Primary

NON PUBLIC SESSION

ADJOURNMENT



CITY OF KEENE NEW HAMPSHIRE

ITEM #A.1.

Meeting Date: March 24, 2022

To: Finance, Organization and Personnel Committee

From: Jeffrey Chickering, Deputy Fire Chief

Through: Elizabeth Dragon, City Manager

Subject: **Acceptance of Hazardous Materials Emergency Preparedness (HMEP)
Grant - Fire Department**

Recommendation:

That the Finance, Organization and Personnel Committee recommend that the City Council authorize the City Manager to do all things necessary to apply for, execute, expend and accept the terms of the grant agreement for the Hazardous Materials Preparedness (HMEP) Grant application as presented in the amount of \$26,934 for the purchase and installation of conferencing equipment and hazmat plan updates.

Attachments:

None

Background:

On March 1, 2022, the City was notified that the fire department's application for the HMEP Grant had been approved. The next step in the review process is to execute the grant agreement. Once completed and returned, the application will move forward to the Department of Safety's Business Office for Governor and Executive Council Approval. The total cost of the project will be \$33,667.50, in which the City of Keene will be responsible for a 20% soft-match (\$6,733.50).



CITY OF KEENE NEW HAMPSHIRE

ITEM #A.2.

Meeting Date: March 24, 2022

To: Finance, Organization and Personnel Committee

From: Aaron Costa, Operations Manager
Kurt Blomquist, ACM/Public Works Director

Through: Elizabeth Dragon, City Manager

Subject: **Acceptance of Local Source Water Protection Grant - Public Works Department**

Recommendation:

Move that the Finance, Organization, and Personnel committee recommend the City Manager be authorized to do all things necessary to accept and execute a Local Source Water Protection grant from the New Hampshire Department of Environmental Services (NHDES) in the amount of \$12,000 for the installation of security fencing at Babbidge Reservoir.

Attachments:

None

Background:

The City of Keene will use NHDES grant funds to construct a security fence to restrict and deter unauthorized access to its surface water reservoir. NHDES approved Keene's application for \$12,000 grant funds to install 190 ft. of fence and a 16 ft. double drive through gate around portions of Babbidge Reservoir to enhance security and protect water quality. The grant award is conditional on:

- Acceptance by Keene's City Council
- Adherence to NH purchasing requirements
- Share photos of the completed fence with NHDES

Expenses for City of Keene staff to clear trees and vegetation prior to installation of the fence are not covered by the grant, but will be funded from the Water Treatment Facilities Operating Budget. The total estimated labor cost for this is \$3,070.25.



CITY OF KEENE NEW HAMPSHIRE

Meeting Date: March 24, 2022

To: Finance, Organization and Personnel Committee

From: Duncan Watson, Assistant Public Works Director

Through: Elizabeth Dragon, City Manager

Subject: **Lease of City Property for Renewable Energy Projects at Monadnock View Cemetery and Rose Lane - Assistant Public Works Director**

Recommendation:

The Finance, Organization and Personnel Committee recommends the City Council authorize the City Manager to do all things necessary to negotiate and execute a lease agreement with ReVision Energy for a solar array installation at Monadnock View Cemetery and Rose Lane.

Attachments:

None

Background:

City staff identified two parcels that are suitable for renewable energy projects. In partnership with ReVision Energy, who installed the solar array at 350 Marlboro Street, and is currently completing a solar array at the Waste Water Treatment Plant, a proposal to install separate solar arrays at Monadnock View Cemetery and Rose Lane appears to be the most productive project for these parcels.

The projects at 350 Marlboro Street and the Waste Water Treatment Plant are power purchase agreements whereby the City pays for the electricity generated by the solar arrays. This proposed project is to lease sufficient property to ReVision Energy, who will manage the installation and sale of the generated energy.

For the Monadnock View Cemetery project, ReVision is proposing delivering electricity to a nearby user, such as Cedarcrest. The Rose Lane project proposes to designate electricity production to benefit low and moderate income Keene residents. The City itself would not be purchasing the electricity and the only financial consideration would be a nominal lease for use of the properties.

The proposed Monadnock View Cemetery array would be located in the northwest corner of the cemetery property. This is an area that has been determined to be unsuitable for future cemetery expansion due to underground utilities that run through that section of the property, and leaves considerable space for cemetery expansion on other portions of the property more suited to burial. The Rose Lane array would be located at the site of the City's former waste water treatment plant. This property contains a capped biosolids landfill and is unsuitable for any ground penetrating

development. Should a solar array be installed at Rose Lane, the solar panels would be mounted on above-ground ballasted racks to maintain the integrity of the capped site.

It is recommended that the City Council authorize the City Manager to do all things necessary to negotiate and execute a lease agreement with ReVision Energy for a solar array installation at Monadnock View Cemetery and Rose Lane.



CITY OF KEENE NEW HAMPSHIRE

ITEM #A.4.

Meeting Date: March 24, 2022

To: Finance, Organization and Personnel Committee

From: David Hickling, Airport Director

Through: Elizabeth Dragon, City Manager

Subject: **Negotiate Lease of Airport Property – Monadnock Aviation - Airport Director**

Recommendation:

That the Finance Organization and Personnel committee recommend that the City Manager be authorized to do all things necessary to negotiate and execute a lease agreement with Monadnock Aviation for land to develop a new hangar.

Attachments:

None

Background:

Monadnock Aviation operates the airport's Fixed Based Operations (FBO). A business that provides essential aviation services to airport users. Monadnock Aviation currently has two hangars that are used for aircraft storage and maintenance activities. As there continues to be a high demand for additional hangar space and that there is also no hangars available to meet the needs of larger corporate aircraft, It is the desire of Monadnock Aviation to construct a new hangar to meet these needs.

Monadnock Aviation is requesting a land lease to construct a 90 X 90 sq. ft. heated hangar to meet these needs and expand their business model. This construction would not only benefit this important business, it would also benefit customers using the airport as well as the City of Keene by providing additional revenue.

A new lease for this parcel would follow the Airport Land Leasing Policy.



CITY OF KEENE NEW HAMPSHIRE

ITEM #A.5.

Meeting Date: March 24, 2022

To: Mayor and Keene City Council

From: Councilors Williams
Workman and Lake

Through: Patricia Little, City Clerk

Subject: **Councilors Williams, Workman and Lake - Encouraging the City to Develop a Homelessness Strategy through Programs that Focus on Reducing Harms Associated with Homelessness**

Council Action:

In City Council March 17, 2022.

Referred to the Finance, Organization and Personnel Committee.

Recommendation:

Attachments:

1. Councilors Williams, Workman and Lake - Homelessness

Background:

Councilors Williams, Workman, and Lake are asking that the City take stock of its housing and homelessness strategy and consider instituting programs that focus on reducing harm associated with homelessness, which affects both people experiencing homelessness and the broader community.

March 15, 2022

City of Keene Clerk's Office
3 Washington St
Keene, NH 03431

To the Honorable Mayor and City Council,

As our regional housing shortage continues, as evictions catch up to pre-covid levels, and as shelters have maxed-out capacity, we see a need for the City of Keene to take stock of its housing and homelessness strategy.

We would like the City Council to consider instituting several new programs that focus on reducing harms associated with homelessness, which affect both people experiencing homelessness and the broader community. We ask the City to undertake the following actions:

- Establish locations around the city to be designated as appropriate for camping. These locations should be provided with city-funded dumpster and latrine services to minimize the impact of campers on the local environment.
- Establish a "safe parking" program, entailing the designation of parking lots where people living in their vehicles would be allowed to park and sleep overnight in relative security.
- Work with our social services partners to provide occupants of camping and parking areas with outreach support and pathways to more stable housing opportunities.
- Review building code and zoning ordinances to make room for lower-cost housing solutions, such as tiny houses, cottage communities, and conversion of existing spaces into accessory dwelling units.
- Work to expedite projects that bring expanded housing capacity into the city, with a balanced focus on both subsidized and market-rate housing.
- Find a long-term solution for the lack of public bathrooms downtown.

We hope that this list of ideas can be refined and expanded, with further input from other Councilors, the Mayor, City Staff, community organizations, and members of the public.

We ask that consideration of funding requirements for implementing these initiatives be included within the planning process for the upcoming budget.



Bobby Williams
City Councilor, Ward 2



Catherine Workman
City Councilor, Ward 4



Bryan Lake
City Councilor, Ward 3