



PLANNING, LICENSES AND DEVELOPMENT COMMITTEE
Council Chambers A, Keene City Hall
March 13, 2024
7:00 PM

A. AGENDA ITEMS

1. Jared Goodell - Issues Associated with Sidewalk Cafe Licenses
2. Councilor Williams - Consideration for Ordinance Amendment - Requiring Dogs with a Record of Vicious Dog Offenses to be Muzzled When in Public
3. Keene Swamp Bats - Request to Discharge Fireworks - Independence Eve Celebration - July 3, 2024
4. Keene Swamp Bats - Request to Discharge Fireworks - June 5, 2024 & July 30, 2024
5. Charlotte and David Lesser - Noise Disturbance from a Commercial Vehicle Generator at 58 Grant Street
6. Let It Shine - Request to Use City Property - 2024 Pumpkin Festival
7. Luca Paris/Greater Monadnock Collaborative – Request to Use Parking Spaces – Classic Cars – May 5, 2024
8. Operating Rights Agreements with Monadnock Choppers - Flight Training - Airport Director
9. Operating Rights Agreement with Monadnock Choppers - Aircraft Maintenance Services - Airport Director
10. Airport Land Leases with Monadnock Choppers Associated with their Operating Rights Agreement - Airport Director
11. Relating to the Airport Development and Marketing Committee Ordinance O-2024-03

B. MORE TIME ITEMS

1. Relating to Amendments to the City of Keene Land Development Code, Definition of Charitable Gaming Facility – Ordinance O-2023-17-A

NON PUBLIC SESSION

ADJOURNMENT

Jared Goodell
PO Box 305
Keene, NH 03431

February 19, 2024

Honorable Mayor Jay Kahn
3 Washington Street
Keene, NH 03431

Via Electronic-Mail

Dear Mayor Kahn:

As spring quickly approaches, I am requesting that the City Council take a closer look at outdoor dining on City property. Outdoor dining, particularly in downtown, is a staple of summer in Keene, however expansion of the practice in recent years has created several concerns that should, at a minimum, be discussed. I would recommend that the Council obtain information and consider action on the following items relating to outdoor dining;

1. **Outdoor patios that extend beyond the actual frontage of a restaurant.** In some circumstances, outdoor dining on Main Street & Central Square does include patios which extend beyond the frontage of the restaurant. This practice should be reviewed as it is inconsistent with other City code which limits a businesses activity to its actual frontage. This practice may be an unfair burden on taxpayers.
2. **Fees charged for using City property for outdoor dining.** The current annual license fee for an outdoor patio on City property is insignificant. In many cases, restaurants are increasing their capacity by fifty-percent or more. Fees charged for outdoor patios should be tied to the prevailing rate per square foot for restaurant space in the City. This fee would help to defray downtown maintenance costs paid by tax payers.
3. **Outdoor patios that include audio and/or visual components.** In recent years, restaurants have begun to include audio and/or visual components to their patios. This practice should be reviewed as visual displays which are visible, in whole or in part, by downtown drivers may be distracting and therefore unsafe. Audio components may also become offensive if multiple patios in an area are playing different audio sources simultaneously or if their volume becomes excessive. It also may be appropriate to specify times at which such audio/visual components should be disallowed. The use of City power pedestals for the use of these audio and visual components should also be reviewed.
4. **Enforcement of non-compliant licensees.** The use of City Property for commerce, in this case for outdoor dining, is a privilege and not a right of any downtown restaurant. Code and rules are in effect to protect the historic nature of downtown and to ensure fair and safe access to public spaces. Unfortunately, a minority of licensees have been non-compliant with existing rules in place relating to outdoor patios. Despite City action relating to non-compliance, some licensees ignore orders to become compliant. It may be appropriate for the City Council to place greater authority in the hands of City staff to administratively suspend and/or revoke non-compliant outdoor dining licensees.

I look forward to hearing public input from all stake holders regarding the use of City property for outdoor dining and the City Council taking careful and prudent action relating to the same.

Sincerely yours,



Jared Goodell

ARTICLE XXII. SIDEWALK CAFES

DIVISION 1. GENERALLY

Secs. 46-1170—46-1190. Reserved.

DIVISION 2. LICENSE

Sec. 46-1191. Required.

A "sidewalk café" is permitted as an extension of any restaurant in an area equal to or less than the width of its storefront in the central business district or central business limited district after written permission in the form of a license from the city clerk is received. Said license may be suspended with reasonable notice, if there are public safety concerns as determined by the police chief during those times when the central business district or central business limited district is licensed for a street fair or other community event as provided for in article XVIII of this chapter pertaining to street fairs or community events. Said licenses are not transferable.

(Ord. No. O-2003-05-E, 6-5-2003; Ord. No. O-2008-09-A, 11-20-2008)

Sec. 46-1192. Application; agreement; insurance; issuance.

- (a) The application shall be accompanied by a plot plan, drawn to scale and fully dimensioned including the seating arrangement and layout of pedestrian corridors for sidewalk use and permitted access. The plan shall be reviewed by the code enforcement department to ensure unimpeded public use of the public way and maintenance of a minimum of six feet in width for public travel.
- (b) If the license is approved, a revocable license and indemnification agreement shall be required in addition to liability insurance listing the city as an additional insured in an amount specified by the city clerk.
- (c) Any owner of a restaurant requesting to use an area extending beyond the immediate area in front of their establishment must obtain permission from the abutting property owners for use of their areas as well as permission from the city clerk, which permission shall be limited to a single retail or vendor use.
- (d) Such license shall be issued in accordance with the requirements of this article and any guidelines established by the city clerk.

(Ord. No. O-2003-05-E, 6-5-2003; Ord. No. O-2008-09-A, 11-20-2008; Ord. No. O-2015-13-B, 12-17-2015)

Sec. 46-1193. Term of license.

All licenses issued under this division shall expire on March 1 next following their date of issuance. There shall be no pro-rated license fees to reflect sidewalk café dining for a portion of the year.

(Ord. No. O-2003-05-E, 6-5-2003; Ord. No. O-2008-09-A, 11-20-2008)

Sec. 46-1194. Conditions of license.

- (a) A sidewalk café shall not obstruct snow removal equipment or impede winter maintenance operations in anyway. All obstructions shall be removed from the right-of-way on or before November 1 until the following March 1. Any fence or other barrier to the public way shall be erected in a non-invasive and non-destructive manner. The method of affixing the same shall be reviewed and approved by the public works department prior to installation.
- (b) Licensees holding a valid license from the state liquor commission may also serve alcoholic beverages or liquor at the sidewalk café when permitted to do so by the city clerk; provided however that if the application to serve alcohol is a first request by a licensee, then the initial license shall be granted by the city council. Any permission granted by the city clerk will be subject to any requirements of the state liquor commission.
- (c) Licensees, whether providing table service or selling take-out items, shall not allow more patrons than can be seated to congregate at the sidewalk café.
- (d) Sidewalk cafés must be kept clear of litter, food scraps, and soiled dishes, and shall be cleaned on a daily basis. Licensees which do not provide outside table service shall provide at least one waste storage container approved by the solid waste director or his designee for use by sidewalk café patrons, and the location of any such container shall be noted on the plot plan submitted with the sidewalk café application.
- (e) Plants shall be properly maintained and stressed or dying plants shall be promptly replaced.
- (f) Outdoor furniture and equipment including chairs, tables, planters, fences or barriers shall be maintained and suitable for their intended purpose.
- (g) At least 15 days prior to the expiration date of the insurance coverage, the licensee agrees to deliver to the city clerk a certificate of insurance naming the City of Keene as an additional insured.
- (h) Licensees with alcohol service shall comply with all state liquor commission rules.
- (i) Licensees shall not close for more than 45 consecutive days, unless the restaurant is seasonal in nature.
- (j) Licensees shall comply with the approved plot plan and shall at all times allow for the unimpeded public use of the public way.
- (k) Licensees shall comply with such other conditions as may be required by the city clerk.

(Ord. No. O-2003-05-E, 6-5-2003; Ord. No. O-2008-09-A, 11-20-2008; Ord. No. O-2015-13-B , 12-17-2015)

Sec. 46-1195. Reserved.

Ord. No. O-2015-13-B , adopted Dec. 17, 2015, repealed former § 46-1195 in its entirety which pertained to enforcement of this article and derived from Ord. No. O-2008-09-A, adopted Nov. 20, 2008.

Sec. 46-1196. Fees.

A sidewalk café licensee shall pay the fee set forth in the schedule of fees in appendix B to this Code.

(Ord. No. O-2003-05-E, 6-5-2003; Ord. No. O-2008-09-A, 11-20-2008)

Secs. 46-1197—46-2022. Reserved.

February 12, 2024

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

To the Honorable Mayor and City Council,

On December 7, 2023, Deborah Leblanc was walking her small dog, Suzette, on North Street when Suzette was attacked and mauled by a larger dog. Ms. Leblanc was herself bitten by the large dog as she worked with others to wrest Suzette from its grasp.

As a result of this attack, Ms. Leblanc has felt unsafe in her neighborhood and has had to seek medical care as a precaution against rabies infection. Suzette has faced substantial veterinary bills and a difficult recovery.

The dog that attacked Suzette is known to be a repeat offender, with a record of attacking another dog in Keene last year.

Ms. Leblanc has expressed to me her concern, which I share, that the City appears to have limited tools to prevent the dog that attacked Suzette from attacking other small dogs in the future.

She has suggested that the City Council pass an ordinance requiring dogs with a record of attacking other dogs be required to wear a muzzle when in public. I believe the City Council would be empowered to pass such an ordinance under RSA 466:39.

I ask that this matter be brought before a Council committee for discussion and consideration of a possible ordinance.

Sincerely,

A handwritten signature in blue ink, appearing to read "Bobby Williams", with a stylized flourish at the end.

Bobby Williams

City Councilor, Ward 2

Sec. 10-35. Nuisance, menace or vicious dogs.

- (a) *Prohibited.* No dog shall be permitted, whether or not leashed or restrained, to be a nuisance, a menace, or vicious to persons, property or other animals.
- (b) *Nuisance dogs.* A dog is adjudged to be a nuisance if it:
 - (1) Barks for sustained periods of more than one-half hour or during the night hours so as to disturb the peace and quiet of a neighborhood or area.
 - (2) Digs, scratches or excretes or causes waste or garbage to be scattered on property other than the owner's.
 - (3) Is off the premises of the owner or keeper and not under the control of any person by means of personal presence and attention as will reasonably control the conduct of such dog, unless accompanied by the owner or custodian. This subsection shall not include a dog which is being used for hunting, herding, supervised competition, or exhibition or training for such activities if accompanied by the owner or custodian, meaning that the owner or custodian must be able to see or hear the dog or have reasonable knowledge of where the dog is hunting or herding or where training is being conducted or where trials are being held, provided that such dog does not have to be within sight at all times.
- (c) *Menace dogs.* A dog is adjudged to be a menace if it:
 - (1) Growls, snaps at, runs after or chases any person.
 - (2) Runs after or chases bicycles, motor vehicles, motorcycles, or other vehicles being driven, pulled or pushed on the public ways of the city.
- (d) *Vicious dogs.* A dog is adjudged to be vicious if it, whether alone or in a pack with other dogs, bites, attacks, or preys on game animals, domestic animals, fowl or human beings.

(Code 1970, § 1710.0)

Sec. 10-36. Forfeitures for nuisance, menace or vicious dogs.

- (a) Whoever owns a dog that violates section 10-35 and whose dog is adjudged to be either a nuisance, a menace or vicious shall forfeit the following to the city clerk:
- (1) Nuisance dog:
 - a. For the first offense\$25.00
 - b. For the second nuisance offense committed within 12 months of the first offense50.00
 - (2) Menace dog:
 - a. For the first offense50.00
 - b. For the second menace offense committed within 12 months of the first offense100.00
 - (3) Vicious dog:
 - a. For the first offense100.00
 - b. For the second vicious offense committed within 12 months of the first offense200.00
- (b) These forfeitures shall be made within 96 hours from the time of notice to the city clerk. Any person making this forfeiture shall have deemed to have waived the right to have the case heard in the district court, and he shall not be prosecuted or found guilty of a violation of RSA 466:31. Any person who does not pay the civil forfeiture shall have the case disposed of in district court. Any person who pays a civil forfeiture, as specified in this section, two times within a year, according to the records of the city clerk, may not pay the civil forfeiture for subsequent violations of this section in that year, but shall have these cases disposed of in district court. For a vicious dog, where its behavior represents such a threat to public safety, immediate district court proceedings may be initiated in lieu of the civil forfeiture.
- (Code 1970, § 1711.0)



January 24, 2024

Keene City Council

Mayor Kahn

Dear City Councilors and Mayor Kahn,

The Keene SwampBats request your approval to host a Class B fireworks display on Wednesday July 3rd, 2024. This event is part of Keene's annual fireworks celebration, also known as Independence Eve.

The fireworks will take place at Alumni Field on Arch Street, immediately following the regularly scheduled SwampBats game. The fireworks display will begin at approximately 9:45pm. We will supply a letter of approval from the SAU29 and an insurance rider naming the City of Keene as a co-insured.

Thank you in advance for your consideration.

Respectfully,

Kevin D. Watterson, President

Keene SwampBats



Feb. 6, 2024

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

City Council Members:

Per this letter, the Keene SwampBats request your approval to host a Class B Fireworks Display on two separate dates:

Wednesday, June 5th

Tuesday, July 30th

These events would take place at Keene's Alumni Field on Arch Street, immediately following the regularly scheduled SwampBats games on those evenings. Fireworks traditionally are shot off at approximately 9:45 pm. These are two significant dates for our 2024 season, as June 5th is our Home Opening game and July 30th is our last Regular Season game. We will supply a Letter of Approval from the SAU 29 and an Insurance Rider naming the City of Keene as a co-insured.

Thank you in advance for your consideration.

Respectfully,

Kevin D. Watterson, Pres
Keene SwampBats

February 22, 2024

David Lesser, owner of 48 Grant St., Keene
125 Treelyn Rd, Stoddard, NH 03464
[REDACTED]

Dear Mayor Kahn and City Council Members,

My wife, Charlotte, and I raised our son on Grant Street. It was a family friendly, quiet neighborhood just a few minutes walk from Central Square. We purchased the property next to us, 48 Grant Street, over 20 years ago because it was a two-family building sadly neglected and full of noisy college students. We renovated it and have rented it to tenants since then, emphasizing the quiet, respectful aspect of the neighborhood. People have loved living on Grant St, both at our property and in other homes because it was a peaceful haven very close to downtown.

Sometime in the fall of 2023 a large tractor trailer cab appeared at 58 Grant St, with a loud generator running most of the day and night. We were renovating our apartments at that time and all we heard was the roar of an engine, even though the windows were closed, no matter where we were inside our building.

Eventually I called the police and asked them to speak to the renter about this noise and air pollution issue. They did visit that neighbor but let me know that there was nothing they could do about it since they didn't think it fit under the current noise ordinance. Then I called the owner, Susie Wudtke, in California to share my concerns. Although she was sympathetic, I don't think anything happened because the problem continued. My next step was to contact Bobbi Williams and he kindly came over at once to assess the situation. I also contacted Connie Joyce, another long-term property owner on Grant St. and shared my unhappiness with her. She also has tenants living very close to 58 Grant St.

The noise from the generator is almost deafening in both apartments at 48 Grant St. Both apartments have occupants who work from home, so they get to hear that loud roar day and night. There is also the issue of air pollution from a machine that is spewing out fumes for long periods of time.

It is totally unacceptable that my tenants and other neighbors are exposed to loud noise and fumes from a commercial vehicle generator in our residentially zoned neighborhood. I have tried to address this issue in a respectful manner, contacting what I thought were the appropriate people along the way. But the situation has not changed. We all hope for the days when the 58 Grant St tenant takes his truck out on a long-distance haul, but we know that the noise will start again when he returns.

I am requesting that this be brought to the City Council for discussion and resolution. If necessary, I will start a neighborhood campaign encouraging people to call you about the impact this is having on their daily lives. I am sure a large radius of homes around 58 Grant St, including Beaver and Douglas Streets, are hearing this noise. Just because they haven't complained doesn't make it okay.

Your support in this matter is greatly appreciated.

Sincerely,
David & Charlotte Lesser

Charlotte Lesser
David Lesser

ARTICLE 17. ANTI-NUISANCE STANDARDS

17.1 APPLICABILITY 17-2

17.2 ANTI-NUISANCE STANDARDS 17-2

17.1 APPLICABILITY

All uses hereafter established in all zoning districts shall comply with the anti-nuisance standards of this Article. Violation of these standards in such manner or quantity as to be detrimental to or endanger the public health, safety, or welfare is hereby declared to be a public nuisance and shall be unlawful.

17.2 ANTI-NUISANCE STANDARDS

17.2.1 Erosion & Drainage

- A.** No person shall perform any act or use of land in a manner that would cause substantial or avoidable erosion or alter existing patterns of natural water flow onto any adjacent property.
- B.** No increased ground surface drainage runoff shall be permitted to occur as a result of any development, in a manner that permits such increased runoff to pass beyond the property lines of the parcel upon which such development occurs, unless such runoff is within an approved public storm drainage system or extension thereof.
- C.** No disruption of the natural vegetation or ground cover, as a result of excavation, grading or opening of roads, may take place prior to approval of any necessary development permit (e.g. site plan review, subdivision, building permit, conditional use permit), with the exception of test borings or soil tests. During and after all construction, reasonable measures must be taken to stabilize exposed soil to prevent erosion.

17.2.2 Glare

- A.** No use shall have lighting that creates glare that would impair or obstruct the vision of a driver of any motor vehicle.
- B.** Exterior lights shall be shielded so as not to shine directly onto any adjacent property.

17.2.3 Noise & Vibration

- A. Noise Limits.** All uses shall comply with the sound level limits in Table 17-1 for continuous and intermittent noises. Compliance with such sound level limits is to be maintained at the boundary of the property.
 - 1.** Sound levels shall be measured at the boundary line of the property within which the offending noise source is located, or as close thereto as feasible, at a height of at least 4-ft above the immediate surrounding surface.
 - 2.** Sound level measurements shall be made with a Class 1 or Class 2 calibrated sound level meter utilizing the A-weighted scale and the slow meter response as specified by the American National Standard Institute (ANSI) standards.

Table 17-1: Sound Level Limits

	Daytime (7 am - 10pm)	Nighttime (10 pm - 7 am)
Residential zoning districts	60 dB(A)	50 dB(A)
All other zoning districts	70 dB(A)	55 dB(A)

- B. Vibration.** No source of vibration or noise shall be allowed to create a nuisance or hazard from vibration that is perceptible, without the use of instruments, to a person of normal sensitivity at any location beyond the boundary of the property where the source is located.

17.2.4 Noxious Gases

No use shall emit any noxious gases that may endanger the health, comfort, safety, or welfare of any person, or which may have a tendency to cause injury or damage to property or vegetation.

17.2.5 Outdoor Storage

Any outside storage of dismantled vehicles or vehicle parts, where permitted, shall be screened from view by an impervious fence, hedge, berm or equivalent buffer not less than 6-ft in height.



January 9, 2024

Honorable Mayor Kahn and Keene City Council,

The Let It Shine Board would like to submit its request for a license for the 2024 Keene Pumpkin Festival. Following the success of last year's event (despite the rain), we're excited to bring back a nearly-identical (but hopefully drier) event, renewing our focus on a safe, family-friendly atmosphere that will help celebrate Keene's tradition, while keeping it local to the region.

We will begin our protocol process soon, but given the similarity to last year, we do not anticipate any major hurdles to creating another festival the city departments feel comfortable supporting. We have met both before and after the 2023 festival with city department chairs and Keene State and have made a few adjustments to the timing we think will help reduce the burden on our city departments even further. We will continue to update required documentation as protocol moves forward, and if City Council would like these updates, we will happily provide them.

The high-level points from this year's festival (changes from the 2023 festival in **bold**) are as follows:

- Requested street closures will include Main Street from Railroad Street to Central Square during Saturday October 12, the Central Square slip lane from Thursday, October 10 through Sunday October 13 (to allow for safe erection and disassembly of a tower), Railroad Street on Saturday, October 12, and the Central Square rotary lane and **left northbound Main Street lane** as-needed between those days for pumpkin distribution from schools and loading of the tower.
- No counting of pumpkins will occur, nor will any Guinness attempts be made. We would like to emphasize this to not be a competition, but a community, and we feel this is a good way to accomplish this aim.
- All local elementary schools will be provided pumpkins and invited to carve and display them.
- Up to 12 non-profits will be selling food, and up to **20 craft vendors** will sell their wares.
- Local businesses will once again host trick-or-treating for children, **along with a "pumpkin passport" to encourage local shopping both on and off the footprint.**
- Any promotion will be targeted specifically to Cheshire County and immediately adjacent region.
- **Through conversation with KSC and City of Keene, the festival date has been coordinated to align with KSC fall break weekend to minimize college traffic and reduce strain on public safety resources.**

We (and so many in the community), are excited to celebrate this festival downtown once again, and we are looking forward to working with the City of Keene and the City Council to continue our great tradition.

Thank you for your time and consideration.

Sincerely,

The Let It Shine Board

Michael Giacomo
Chairman of the Board, Let It Shine

February 12, 2024

To honorable Mayor and City Councilors,

We are looking to create the event Crusin' Mainstreet with Monadnock Ford as our main sponsor. We want to bring 60 to 80 classic cars to Mainstreet in Keene Nh and bring folks from all over the region and beyond to explore our Mainstreet while checking out classic cars from all eras. After many years we feel it is the right time to bring it back!

When: Sunday May 5th, 2024 from 8 am to 130 pm.

We are asking to take over a spot and a half per car that signs up from the event, and being on a Sunday we understand we have a chance to bring numerous people downtown on the first weekend in the spring after Keene state has left for the year.

We would start setting up at 6 am for the cars and be ready for them, and cars would start arriving from 8 am and leave around 130/2pm. We would leave downtown before evening and leave a minimal footprint afterwards, except many people still in the area.

We have met with City Staff, and they will be available to answer any questions.

Please do not hesitate to reach out to us with any questions, please contact Luca Paris *at* 603-209-8885

Sincerely,



President/CEO - Great Monadnock Collaborative
603-209-8885
Luca@greatermonadnock.com





CITY OF KEENE NEW HAMPSHIRE

ITEM #A.8.

Meeting Date: March 13, 2024

To: Planning, Licenses and Development Committee

From: David Hickling, Airport Director

Through: Elizabeth Dragon, City Manager

Subject: **Operating Rights Agreements with Monadnock Choppers - Flight Training
- Airport Director**

Recommendation:

That the City Manager be authorized to do all things necessary to execute an operating rights agreement with Monadnock Choppers to provide flight instruction at the Keene Dillant-Hopkins Airport.

Attachments:

None

Background:

Monadnock Choppers has been operating a successful flight training business at the airport since 2020. As this operating rights agreement nears expiration, the owner has indicated that they would like to seek a new agreement to continue operating at the airport. Monadnock Choppers has become a valuable asset to the airport by providing essential services for airport users and facilitating airport growth and viability.



CITY OF KEENE NEW HAMPSHIRE

ITEM #A.9.

Meeting Date: March 13, 2024
To: Planning, Licenses and Development Committee
From: David Hickling, Airport Director
Through: Elizabeth Dragon, City Manager
Subject: **Operating Rights Agreement with Monadnock Choppers - Aircraft Maintenance Services - Airport Director**

Recommendation:

That the City Manager be authorized to do all things necessary to execute an operating rights agreement with Monadnock Choppers to provide aircraft maintenance at the Keene Dillant-Hopkins Airport.

Attachments:

None

Background:

Monadnock Choppers has been operating a successful Aircraft Maintenance business at the airport since 2022. The owner has indicated that they would like to seek a new agreement to run concurrently with their flight training ORA. Monadnock Choppers has become a valuable asset to the airport by providing essential services for airport users and facilitating airport growth and viability.



CITY OF KEENE NEW HAMPSHIRE

ITEM #A.10.

Meeting Date: March 13, 2024
To: Planning, Licenses and Development Committee
From: David Hickling, Airport Director
Through: Elizabeth Dragon, City Manager
Subject: **Airport Land Leases with Monadnock Choppers Associated with their Operating Rights Agreement - Airport Director**

Recommendation:

That the City Manager be authorized to do all things necessary to execute airport ground leases with Monadnock Choppers for lots 16 and 17 to conduct business at the Keene Dillant-Hopkins Airport associated with their operating rights agreement.

Attachments:

None

Background:

Monadnock Choppers has been operating a successful Flight Training and Aircraft Maintenance business at the airport since 2020. The owner has indicated that they would like to seek a new lease agreement to run concurrently with their ORA. Monadnock Choppers has become a valuable asset to the airport by providing essential services for airport users and facilitating airport growth and viability.



CITY OF KEENE

In the Year of Our Lord Two Thousand and Twenty Four

AN ORDINANCE Relating to the Airport Development and Marketing Committee

Be it ordained by the City Council of the City of Keene, as follows:

Sec. 2-621. Membership.

- (a) The airport development and marketing committee shall consist of ~~eleven~~ **seven** regular voting members. **Members of the committee shall be city residents except when a special expertise is not otherwise available.** ~~No less than five voting members must be residents of the city. One member shall be the fixed-based operator at the airport.~~ At least one of the voting members must reside in the Town of Swanzey, and one voting member ~~must~~ **may** be a member of the city council.
- (b) ~~The mayor, or his designee, shall be an ex-officio member with a vote. The mayor, or his designee, shall not be counted as one of the minimum of five voting members who are residents of the city.~~
- (c) The city manager ~~or designee~~ shall be an ~~ex-officio member~~ **a member** without a vote.
- (d) **The airport director shall serve as the nonvoting chair.** ~~membership of the committee shall elect a chair, who shall be a city resident. The chair shall have a demonstrated interest in aviation and shall assume an active role in the development of the airport.~~

Sec. 2-622. Terms.

The terms for members of the airport development and marketing committee shall be for a period of three years.

Sec. 2-623. Relation to department.

~~The airport director will work with the committee to market and develop the airport.~~

Sec. 2-624. Functions and guidelines.

In accordance with the provisions of applicable law, the functions and guidelines in this section are established for the conduct of the airport development and marketing committee. The committee shall:

- (1) Take a proactive role in the development of the Keene Dillant-Hopkins Airport by collaborating with other city and local economic development efforts to implement the airport master plan.
- (2) Serve as ambassadors for the airport both locally and regionally.
- (3) Assume primary responsibility in developing and implementing various marketing and public relations programs regarding the benefits of the airport and aviation. These efforts should be aggressive and ongoing.

Jay V. Kahn, Mayor

In City Council March 7, 2024.
Referred to the Planning, Licenses and
Development Committee.


Assistant City Clerk