



FINANCE, ORGANIZATION AND PERSONNEL COMMITTEE
Council Chambers B, Keene City Hall
September 11, 2025
6:00 PM

A. AGENDA ITEMS

1. Acceptance of Donation for Makerspace Staffing - Library Director
2. Councilor Remy - Request to Place Social District Question on 2025 Municipal General Election Ballot
3. Acceptance of NH Juvenile Court Diversion Network Funding - Youth Services
4. Relating to the Appropriation of Funds for the Local Match for the Marlboro Street & Cheshire Rail Trail Improvements Project, NHDOT#42515
Resolution R-2025-28
5. Relating to the Appropriation of Additional Funds for FY26 Water Infrastructure Pavement Repairs
Resolution R-2025-29
6. Relating to the Appropriation of Funds for FY26 Sewer Main Lining Project
Resolution R-2025-30
7. Relating to the Appropriation of Funds for the Keene Airport Solar Project
Resolution R-2025-31
8. Revo Casino Host Community Agreement - City Manager

B. MORE TIME ITEMS

1. Heritage Commission - City Support for a 250th Independence Day Celebration - July 4, 2026

NON PUBLIC SESSION

ADJOURNMENT



CITY OF KEENE NEW HAMPSHIRE

ITEM #A.1.

Meeting Date: September 11, 2025

To: Finance, Organization and Personnel Committee

From: Martine Fiske, Library Director

Through: Kari Chamberlain, Finance Director/Treasurer
Elizabeth Ferland, City Manager

Subject: **Acceptance of Donation for Makerspace Staffing - Library Director**

Recommendation:

Move that the Finance, Organization, and Personnel Committee recommend that the City Manager be authorized do all things necessary to accept and expend a donation of \$15,000 from the Friends of the Keene Public Library to fund Makerspace staff.

Attachments:

None

Background:

The Friends of the Keene Public Library have been funding Makerspace staffing at the Keene Public Library since at least 2016. Makerspace staff maintain the Makerspace equipment, train community members and work with librarians to design and provide programming. The Makerspace currently has one staff person and is currently open 18.5 hours per week.

Michael Remy

Councilor At Large
(603) 324-0926
mremy@keenenh.gov

August 28, 2025

Mayor and Councilors,

Recent changes to RSA 178 now allow the City of Keene to place on the ballot the question of creating Social Districts, which would permit the City to determine a zone where local businesses could sign up to allow service of adult beverages within the zone. Opted-in bars and restaurants with a special cup showing where the beverage came from could allow patrons to carry out their cup within the zone. The rule allows the City to define the rules further, including:

- When: days (for one day a year, one day a month, at special events, certain days of the week, etc.) and times (only in the afternoon, 12 to 9pm, only during licensed event hours, etc.) would be up for discussion
- Where: we would define and delineate each zone's boundaries
- How: the City would have to determine rules for business participation

Enabling this tool also doesn't require that the City implement a social district; it only brings the control to the City and allows the option. As a municipality this question must be voted on during our municipal election which means it is important that we act promptly to include the question for this cycle or else we cannot revisit it for two years. The outcome of the voters' decision is uncertain, but they deserve the opportunity to decide.

With that, I would ask that we place the required question from RSA 178:34.I.(c), "**Shall we allow the operation of social districts within the city?**", on the municipal ballot and then **direct the Mayor to set a public hearing as required by RSA 178:34.I.(b)**. There are many more details to work out if the voters show interest in this concept, this step simply seeks to gauge the will of the public.

Sincerely,



Councilor Michael Remy

HOUSE BILL 467

STATE OF NEW HAMPSHIRE

In the Year of Our Lord Two Thousand Twenty Five

AN ACT defining "social districts" and enabling municipalities to create social districts.

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

158:1 New Subdivision; Social Districts. Amend RSA 178 by inserting after section 32 the following new subdivision:

Social Districts

178:33 Definitions.

I. "Licensee" means a person holding any of the following licenses:

- (a) An on-premises beverage and wine license issued pursuant to RSA 178:20.
- (b) An on-premises beverage and liquor license issued pursuant to RSA 178:21.
- (c) An on-premises cigar, beverage, and liquor license issued pursuant to RSA 178:20-a.
- (d) A brew pub license issued pursuant to RSA 178:13.
- (e) An on-premises cocktail lounge license issued pursuant to RSA 178:22.

II. "Social district" means a defined outdoor area in which a person may consume alcoholic beverages sold by a licensee. This term does not include the licensee's premises or an extended area of such premises allowed under RSA 178:24.

178:34 Local Option.

I. Any town or city may allow the operation of social districts according to the provisions of this subdivision, in the following manner:

- (a) In a town, the question shall be placed on the warrant of an annual town meeting under the procedures set out in RSA 39:3, and shall be voted on a ballot. In a city, the legislative body may vote to place the question on the official ballot for any regular municipal election, or, in the alternative, shall place the question on the official ballot for any regular municipal election upon submission to the legislative body of a petition signed by 5 percent of the registered voters.
- (b) The selectmen, aldermen, or city council shall hold a public hearing on the question at least 15 days but not more than 30 days before the question is to be voted on. Notice of

the hearing shall be posted in at least 2 public places in the municipality and published in a newspaper of general circulation at least 7 days before the hearing.

(c) The wording of the question shall be substantially as follows: "Shall we allow the operation of social districts within the town or city?"

II. If a majority of those voting on the question vote "Yes," social districts may be operated within the town or city.

III. If the question is not approved, the question may later be voted upon according to the provisions of paragraph I at the next annual town meeting or regular municipal election.

IV. A municipality that has voted to allow the operation of social districts may consider rescinding its action in the manner described in paragraph I of this section.

IV-a. An unincorporated place may allow the operation of social districts by majority vote of the county delegation, after a public hearing is held.

V. The liquor commission shall maintain a list of municipalities where social districts are approved.

178:35 Requirements of a Social District. A social district shall:

I. Be clearly defined with signs posted in a conspicuous location indicating which area is included in the social district, the days and hours during which alcoholic beverages may be consumed in the social district, the telephone number for the New Hampshire liquor commission and the local law enforcement agency with jurisdiction over the area comprising the social district and a clear statement that alcoholic beverages purchased for consumption in the social district shall:

(a) Only be consumed in the social district; and

(b) Be disposed of before the person in possession of the alcoholic beverage exits the social district unless the person is reentering the licensed premises where the alcoholic beverage was purchased. The hours set by a city or town during which alcoholic beverages may be consumed in a social district shall be in accordance with RSA 179:17.

II. The board of selectmen, town council, city council, or board of alderman shall establish management and maintenance plans for the social district and post these plans, along with a rendering of the boundaries of the social district, on the Internet website of the city or town. The social district shall be maintained in a manner that protects the health and safety of the general public.

III. Before allowing consumption of alcoholic beverages in a social district, the city or town shall submit to the liquor commission a detailed map of the social district with the boundaries of the social district clearly marked and the days and hours during which alcoholic beverages may be consumed in the social district.

178:36 Requirements for Sale of Alcoholic Beverages. A licensee located in or contiguous to a social district may sell alcoholic beverages for consumption within the social district it is located in or contiguous to in accordance with the following:

- I. The licensee shall only sell and serve alcoholic beverages on its licensed premises.
- II. The licensee shall only sell alcoholic beverages for consumption in the social district in a container that meets the following requirements:
 - (a) The container clearly identifies the licensee from which the alcoholic beverage was purchased.
 - (b) The container clearly displays a logo or some other mark that is unique to the social district in which it will be consumed.
 - (c) The container is not made of glass.
 - (d) The container displays, in no less than 12-point font, the statement, "Drink Responsibly -- Be 21."
 - (e) The container shall not hold more than 16 fluid ounces.
- III. The licensee shall not allow a person to enter or reenter its licensed premises with an alcoholic beverage not sold by the licensee.

178:37 Requirements for Possession and Consumption of Alcoholic Beverages. The possession and consumption of an alcoholic beverage in a social district is subject to the following requirements:

- I. Only alcoholic beverages purchased from a licensee located in or contiguous to the social district may be possessed and consumed.
- II. Alcoholic beverages shall only be in containers that meet the requirements set forth in RSA 178:36.
- III. Alcoholic beverages shall only be possessed and consumed during the days and hours set by the city or town in accordance with the RSA 178:35 of this section.
- IV. Nothing in this subdivision shall be construed as authorizing the sale and delivery of alcoholic beverages in excess of the limitations set in RSA 179:5.

V. A person shall dispose of any alcoholic beverage in the person's possession prior to exiting the social district unless the person is reentering the licensed premises where the alcoholic beverage was purchased.

178:38 Rulemaking. The commissioner may adopt rules under RSA 541-A to implement and enforce this subdivision.

158:2 Effective Date. This act shall take effect 60 days after its passage.

Approved: July 07, 2025

Effective Date: September 05, 2025



CITY OF KEENE NEW HAMPSHIRE

ITEM #A.3.

Meeting Date: September 11, 2025

To: Finance, Organization and Personnel Committee

From: Alyssa Bender, Youth Services Manager/JCC Coordinator

Through: Carrah Fisk-Hennessey, Parks and Recreation Director
Elizabeth Ferland, City Manager

Subject: **Acceptance of NH Juvenile Court Diversion Network Funding - Youth Services**

Recommendation:

Move that the Finance, Organization, and Personnel Committee recommend that the City Manager be authorized to do all things necessary to accept and expend funds provided by New Hampshire Juvenile Court Diversion Network for Youth Services programs.

Attachments:

None

Background:

Youth Services has been granted a second funding opportunity from the NH Diversion Network to deliver services from July 1st, 2025, to June 30th, 2026, totaling \$45,800.36 for work related to substance abuse screening for youth.

This contract is funded with Federal funds from U.S. Department of Health Services (US DHHS), Substance Abuse and Mental Health Services Administration (SAMHSA) Substance Abuse Prevention and Treatment (SAPT) Block Grant; Liquor Revenue Funds from the Governor's Commission on Alcohol and Drug Abuse Prevention, Intervention and Treatment; and State of New Hampshire General Funds through the Department of Health and Human Services. The amount is decided based on SBIRT Data for cases closed within Juvenile Court Diversion.

The City Attorney has reviewed and approved this contract.



CITY OF KEENE

In the Year of Our Lord Two Thousand and Twenty-Five

A RESOLUTION Appropriation of Funds for the Local Match for the Marlboro Street & Cheshire Rail Trail Improvements Project, NHDOT#42515

Resolved by the City Council of the City of Keene, as follows:

Related to an Appropriation for the Marlboro Street & Cheshire Rail Trail Improvements Projects NHDOT#42515 (75J0018B)

WHEREAS, The City has been awarded Federal, Transportation Alternative Project (TAP) funding, administered through NHDOT for the construction of our Marlboro Street & Cheshire Rail Trail Improvements Project, NHDOT#42515 (75J0018B); and,

WHEREAS, The funding agreement for the project includes eighty percent (80%) federal funding and a twenty percent (20%) City funding match for the qualifying costs for the projects; and,

WHEREAS, The City desires to maximize the benefits of this project for the community;

NOW THEREFORE BE IT RESOLVED That the sum of Two Hundred and fifty five thousand dollars (\$255,000), is hereby appropriated from the unallocated general fund for the purpose of allocating the additional necessary funds, from what has been previously allocated in the CIP to pay for the City's required twenty percent (20%) funding, described in the federal funding agreement, for the Marlboro Street & Cheshire Rail Trail Improvements Project, NHDOT#42515, City of Keene Project#75J0018B.

Jay V. Kahn, Mayor

In City Council September 4, 2025.
Referred to the Finance, Organization and
Personnel Committee.


City Clerk



CITY OF KEENE

In the Year of Our Lord Two Thousand and Twenty-Five

A RESOLUTION Appropriation of Additional Funds for FY26 Water Infrastructure Pavement Repairs

Resolved by the City Council of the City of Keene, as follows:

Related to an Appropriation for the Water Pavement Repair Operating Budget (341400000 / 523310)

NOW THEREFORE BE IT RESOLVED That the sum of Thirty-five thousand dollars (\$35,000), is hereby appropriated in the 2026 fiscal year for the purpose of performing pavement repairs for water system related work for the FY26 Water Operating Budget (341400000 / 523310)

Jay V. Kahn, Mayor

In City Council September 4, 2025.
Referred to the Finance, Organization and
Personnel Committee.

City Clerk



CITY OF KEENE

In the Year of Our Lord Two Thousand and Twenty Five

A RESOLUTION Relating to the Appropriation of Funds for FY26 Sewer Main Lining Project

Resolved by the City Council of the City of Keene, as follows:

Related to an Appropriation for the Sewer Main Lining Program (32MI04)

WHEREAS, The City has been awarded a Clean Water State Revolving Fund (CWSRF) loan for the implementation of our Sewer Main Lining Program (32MI04); and,

WHEREAS, The award incentivizes municipal investments in wastewater infrastructure through “principal forgiveness” of a portion of the qualifying costs for the projects; and,

WHEREAS, The City desires to maximize the benefits of this program for our ratepayers;

NOW THEREFORE BE IT RESOLVED That the sum of Two Hundred and twenty five thousand dollars (\$225,000), previously planned for fiscal year 2028, is hereby appropriated in the 2025-2026 fiscal year for the purpose of providing funding for the Sewer Main Lining Program, Project#32MI0425.

Said appropriation will be funded by the proceeds of the aforementioned loan program.

Jay V. Kahn, Mayor

In City Council September 4, 2025.
Referred to the Finance, Organization and
Personnel Committee.


City Clerk



CITY OF KEENE

In the Year of Our Lord Two Thousand and Twenty-Five

A RESOLUTION Relating to the Appropriation of Funds for the Keene Airport Solar Project

Resolved by the City Council of the City of Keene, as follows:

That the sum of fourteen million three hundred fifty thousand dollars (\$14,350,000) is hereby appropriated for the Keene Airport Solar Project, and to fund said appropriation, the City Treasurer, with the approval of the City Manager, is authorized to borrow up to fourteen million three hundred fifty thousand dollars (\$14,350,000) under the provisions of the Municipal Finance Act and to issue bonds or notes thereof.

This authorization shall lapse if not fulfilled within five (5) years from the date of approval.

Jay V. Kahn, Mayor

In City Council September 4, 2025.
Referred to the Finance, Organization and
Personnel Committee.

City Clerk



CITY OF KEENE NEW HAMPSHIRE

ITEM #A.8.

Meeting Date: September 11, 2025
To: Finance, Organization and Personnel Committee
From: Elizabeth Ferland, City Manager
Through:
Subject: Revo Casino Host Community Agreement - City Manager

Recommendation:

Move that the Finance, Organization and Personnel Committee Recommend the City Manager be authorized to do all things necessary to execute a standard agreement for host communities with Revo Casino and Social House Keene and to accept and expend funds.

Attachments:

1. REVO Host Community Keene agreement

Background:

Under New Hampshire law, the state's 15 licensed gaming facilities are required to donate 35% of their daily earnings.

- **Original Requirement:** These contributions were directed exclusively to registered charities.
- **Recent Change:** In 2024, legislation was amended to allow host municipalities to also receive funds.

Participation Requirements

For a municipality to benefit, a standard agreement must be executed between the casino operator and the host community. This establishes the framework for disbursement and compliance with state law.

Expected Revenue for Keene

Based on precedent with other charitable recipients:

- **Annual contribution range: \$16,000 – \$20,000 per year**
- This estimate reflects average disbursements and may vary depending on casino performance and agreement terms.



STANDARD AGREEMENT HOST COMMUNITIES

This Agreement is entered into by and between _____
(Host Community) with an address of _____,
a community authorized to receive gaming revenue pursuant to RSA 287-D:4-a, and
Revo Casino and Social House Keene _____ (Operator) with an address of
172 Emerald St. Suite 101 Keene, NH 03431 _____, a Game Operator Employer
licensed to conduct (check all that apply):

- ☒ games of chance (GOC) pursuant to RSA 287-D:8
- ☒ video lottery terminals (VLT) pursuant to RSA 287-J:4, if applicable.
- ☒ historic horse racing (HHR) pursuant to RSA 284:22-b.

Host Community and Operator are referred to collectively as the “Parties.”

Host Community hereby contracts with Operator to provide the following Game Operator Employer services for games of chance, video lottery terminals and historic horse racing. Pursuant to this Agreement, the Parties’ respective obligations are as follows:

Operator agrees to the following:

- 1.) As applicable, Operator will hold valid Games of Chance Game Operator Employer License, Video Lottery Terminal and/or Historic Horse Racing License issued by the New Hampshire Lottery and Gaming Commission (the “Commission”) at the time of all game dates.
- 2.) Operator will employ Primary and/or Secondary Game Operators licensed by the Commission for the operation of all game events on all game dates to the extent required by law.
- 3.) Operator will hold a valid Game of Chance Facility License or have a written agreement with a licensed facility that has been reviewed by the Commission for all game dates.
- 4.) Operator will collect and account for all games of chance revenue from the game dates and will pay to the Host Community a portion of the Gross Revenue as set forth in RSA 287-D:14,

XVI. Payment of amounts owed to the Host Community shall be made 15 days following the last game date held within the given month (may not exceed 15 days following the last game date held within the given month). In no event shall the Host Community be liable for negative gross revenues for the license period.

- 5.) If Operator is licensed to operate video lottery terminals, Operator will collect and account for all video lottery terminal revenue from the game dates and will pay to the Host Community a portion of the Gross Revenue as set forth in RSA 287-J:6.
- 6.) If Operator is licensed to operate historic horse racing terminals, Operator will collect and account for all historic horse racing take-out (also known as a commission) from the game dates and will pay to the Host Community a portion of the take-out as set forth in Lot 8203.01(f) and Lot 8203.03(b)(1).
- 7.) Operator will be responsible for payment of state revenue payments related to the game dates in accordance with RSA 287-D:20, RSA 287-J:6 and RSA 284:23,I(d), as applicable.
- 8.) Operator will submit complete financial reports and documents to the Commission as required under RSA 287-D:22.
- 9.) Operator will comply with all other applicable laws and regulations in conducting the games of chance, video lottery terminals and historic horse racing.

Host Community agrees to the following:

- 1.) Host Community must be eligible to receive gaming revenue pursuant to RSA 287-D:4-1.
- 2.) Host Community must comply with all applicable laws and regulations.
- 3.) Host Community will provide the following Insurance (if applicable)

N/A

Operator and Host Community jointly agree to the following:

- 1.) The Agreement will be effective on the date that it is received by the New Hampshire Lottery Commission and will expire on 12/31/2025.
- 2.) The Operator shall not charge or require Host Community to pay any rent, administrative fees, costs or expenses of any kind, including direct or third-party agency or brokerage fees, relating to the services provided under this agreement.
- 3.) The Operator may terminate this agreement for cause, with three (3) days written notice if:
 - a.) Host Community fails to meet its requirements under RSA 287-D or this Agreement;
 - b.) A fire, casualty, or other event beyond the control of the Operator renders the facility unusable for the purposes of conducting games of chance, video lottery terminals and/or historic horse racing.
- 4.) The Host Community may terminate this agreement for cause, with three (3) days written notice, if:
 - a.) Operator fails to meet any of requirements necessary under this Agreement including holding a valid licenses;
 - b.) The Operator goes into bankruptcy, receivership, or insolvency;
 - c.) There is a material change to the premises that renders it unsuitable for conducting games of chance, video lottery terminals and/or historic horse racing.
- 5.) Either party may terminate the Agreement for any reason with 60 days written notice to the other party.
- 6.) Operator hereby provides the following facilities and services pursuant to this agreement (List description of leased premises, utilities, and services provided).

Facility space, heat, light, restroom facilities for seating capacity of room, snow, trash removal, janitorial services, sufficient to clean and proper conducting of business.

7.) The Parties agree to conduct game events in accordance with this agreement for a total of 10 game dates (can be no more than 10 dates within the Host Community's license period):

8.) The Parties hereby further agree as follows (additional terms that the Parties wish to add):

None

This document represents the entire agreement between the parties. No charge or fee of any kind that is not contained in this agreement shall be paid by the Host Community.

The Parties executed this Agreement as follows:

Host Community

Signature

Date

Print Name and Title:

Operator

Signature

Date

Seneca Adam Bernard, Charitable Partnerships Manager

Print Name and Title:

Received by New Hampshire Lottery and Gaming Commission on _____