



KEENE CITY COUNCIL  
Council Chambers, Keene City Hall  
July 2, 2026  
7:00 PM

**ROLL CALL**

**PLEDGE OF ALLEGIANCE**

**MINUTES FROM PRECEDING MEETING**

- June 18, 2026 Minutes

**A. HEARINGS / PRESENTATIONS / PROCLAMATIONS**

1. Proclamation - National Parks & Recreation Month
2. Public Hearing - Residential Property Revitalization Zone (RPRZ) (RSA 79-E:4-b) Application for 429 Elm Street  
Public Hearing - Attachments

**B. ELECTIONS / NOMINATIONS / APPOINTMENTS / CONFIRMATIONS**

**C. COMMUNICATIONS**

1. Let It Shine - Request for Use of City Property - Keene Pumpkin Festival - October 17, 2026
2. Yankee Bottle Club - Support for the Installation of a Keene Glass Company Historical Marker
3. Councilor Filiault - Request for Consideration of an Ordinance Amendment Regulating Dogs at Downtown Events
4. Erik Murphy - Petition - Safety Improvements at the South Lincoln Street and Roxbury Street Intersection
5. Councilor Williams – Request to Consider Restricting the Sale of 7-Hydroxymitragynine (7-OH) and Concentrated Kratom Products

**D. REPORTS - COUNCIL COMMITTEES**

1. Councilor Haas - Request for Project Information Signage and Enhanced Public Outreach for Capital Projects
2. Elizabeth Hansel - Request for Resolutions Regarding Single-Use Plastic Reduction
3. Skye Stephenson - Tree Replacement along Maple Avenue
4. Kenneth Kost - Update on Neighborhood Stewardship of 100 Church Street and Request for Permanent Pocket Park Designation
5. Downtown Infrastructure Project Update - Public Works Director
6. Acceptance of Donation - Sustainability - Assistant Planner
7. Update on FY26 Fire Department Budget - Fire Chief
8. Property Tax Exemptions and Credits Review - City Assessor

**E. CITY MANAGER COMMENTS**

**F. REPORTS - CITY OFFICERS AND DEPARTMENTS**

**G. REPORTS - BOARDS AND COMMISSIONS**

**H. REPORTS - MORE TIME**

**I. ORDINANCES FOR FIRST READING**

1. Relating to Wage Schedule Revision  
Ordinance O-2026-12
2. Relating to Zoning Map Amendment - 0 Howard Street - Medium Density to Conservation  
Ordinance O-2026-13

**J. ORDINANCES FOR SECOND READING**

**K. RESOLUTIONS**

1. Relating to the Absolute Discontinuance of a Portion of a Right of Way Across a Portion of Property Located on Elm Street (Identified by Tax Map Number 521-004-000)  
Petition and Resolution R-2026-22-A

**NON PUBLIC SESSION**

**ADJOURNMENT**



06/18/2026

A regular meeting of the Keene City Council was held on Thursday, June 18, 2026. The Honorable Mayor Jay V. Kahn called the meeting to order at 7:01 PM. Roll called: Randy L. Filiault, Michele A. Chalice, Bryan J. Lake, Jacob R. Favolise, Laura E. Tobin, Robert C. Williams, Philip M. Jones, Kris E. Roberts, Bettina A. Chadbourne, Edward J. Haas, Laura E. Ruttle-Miller, Molly V. Ellis, Thomas F. Powers, and Mitchell H. Greenwald were present. Councilor Catherine I. Workman was absent. Councilor Chadbourne led the Pledge of Allegiance.

#### MINUTES OF THE PRECEDING MEETING

A motion by Councilor Greenwald to adopt the June 4, 2026 minutes was duly seconded by Councilor Powers. Mayor Kahn pointed out a correction on page 140. When he was doing math on the impact on the tax rate of downshifting Meals and Rooms and Retirement Costs, he said that it would account for about 6% (instead of 4% mentioned in June 4 meeting) of the City's revenue raised through taxation, which he said would be particularly relevant to this evening's conversation. The motion to adopt the June 4, 2026 meeting minutes, as amended, carried unanimously with 14 Councilors present and voting in favor. Councilor Workman was absent.

#### ANNOUNCEMENTS

Mayor Kahn led the Council in honoring Councilor Molly Ellis, who celebrated a June birthday.

The Mayor announced upcoming dates of interest in June 2026 and July 2026:

- Friday, June 19, 2026: Juneteenth
  - Mayor Kahn reminded everyone of the Juneteenth celebration beginning at 5:00 PM at Fuller Park at the Keene Parks and Recreation Center. This was the sixth time that the City's Human Rights Committee sponsored a Juneteenth celebration, which the Mayor called a very worthwhile and meaningful event.
- Friday, July 3, 2026: SwampBats Independence Day Eve Game and Fireworks
  - The game begins at 6:30 PM and the fireworks begin at 9:30 PM. Thousands of people are expected in attendance and the Mayor called it a great way to start the 4th of July holiday weekend.
- Saturday, July 4, 2026:
  - Monadnock 250th Independence Day Celebration:
    - Councilor Molly Ellis reported that she hoped to see everyone at the Parade, for which between 50 and 60 groups had signed up. She said it would be a real showstopper and invited everyone. Mayor Kahn said the Monadnock 250th Independence Day celebration begins at 11:00 AM with the parade down Main Street and continues with Festival activities beginning at about 12:00 PM at locations around Downtown and in Railroad Square. There will be a lot of celebration activities; check program guides that will be available for details. There will also be a lot of bands, such as the Nelson Town Band and the Keene Jazz Orchestra. A petting zoo is expected. Another location is Wyman Tavern, where the Historical Society of Cheshire County will have period-specific crafts as well as tours of the Tavern and other festivities. There will be

- transportation up-and-down Main Street for that purpose. There will be a movie at the Colonial Theater for people needing a place to cool down.
- 4 on the 4th Road Race
    - The morning of the 4th of July celebration. Mayor Kahn said people should be signing up now if they intend to either walk or run the four-mile course. There are also registrations on the same day. Walkers begin at 7:30 AM and runners at 8:00 AM.

Mayor Kahn also reminded the Council that a City Council Fiscal Policies workshop would be held on Tuesday, June 30, 2026 at 6:00 PM in the Council Chambers. He continued with a reminder that Council break will be in August. The regular City Council meeting of August 6, 2026, will be held as planned; however, the August 20, 2026 and September 3, 2026 Council meetings are canceled. All Standing Committee meetings in August are canceled. This includes PLD on August 12, 2026, FOP on August 13, 2026 and August 27, 2026, and MSFI on August 26, 2026. Regular meetings will resume with the September 9, 2026 PLD and September 10, 2026 FOP.

Mayor Kahn also shared a piece of really good news for the downtown project and the Keene Downtown Group. He thanked the Keene Downtown Group for having put together a coalition that submitted a grant request to Northern Border Regional Commission, which was funded. The announcement was made just a few days prior. It is a grant that is designed specifically to help support the 100 small businesses in Downtown Keene, which employ around 825 people, to have a number of community building activities that are driven to promote and market Downtown, and to create events and experiences in the Downtown area—providing direct support to businesses and capacity building for groups that can sponsor activities in the downtown area. Mayor Kahn called it great news. He gave Councilor Haas, a member of the Keene Downtown Group, a shoutout for helping the group to mobilize and apply for these funds. The City Manager and Mayor were both active in helping to promote this grant as well.

#### COMMUNITY RECOGNITION - KEENE HIGH SCHOOL MUSIC DEPARTMENT

Mayor Kahn stated the intention to recognize Mr. Joe Conti, Director of the Keene Concert Band at Keene High School. However, Mr. Conti was unable to attend to talk about the activities and awards that the Keene High School Music Department received recently as they competed in the 2026 Music in the Parks Festival held at Busch Gardens in Williamsburg, VA. Mayor Kahn reported that Music in the Parks is a nationally recognized educational music festival that brings together students performing ensembles from across the country. They perform before professional adjudicators and receive valuable educational feedback. The festival celebrates musical excellence, achievement, and growth, culminating in an awards ceremony honoring participating students and programs. The Keene High School Music Department led by Joe Conti, the band director, Abby Hall, the choral director, and Amanda Paul, the orchestra director, reported the following awards and distinctions earned: the Keene High School String Orchestra took second place; the Keene High School Choir took first place in their division; the Keene High School Concert Band took first in their division and best overall concert band; the Keene Music Department won an Esprit de Corps award presented to the school that best exemplifies spirit support, behavior, musicality, and presentation among all participating schools; and one of

their band participants, a student Ezekiel Aris, won the Outstanding Student Pianist award. The Mayor said these achievements reflect not only exceptional musical talent, but also the dedication, teamwork, character, and professionalism demonstrated by the students and educators of the Keene High School Music Department. Their success is a source of pride for the entire City of Keene and serves as an outstanding example of the value of arts education in our community. On behalf of the City Council and residents of Keene, the Mayor congratulated all the students, directors, staff, families, and supporters who contributed to the remarkable accomplishments of these students.

COMMUNICATION - KENNETH KOST - UPDATE ON NEIGHBORHOOD STEWARDSHIP OF 100 CHURCH STREET AND REQUEST FOR PERMANENT POCKET PARK DESIGNATION

A communication was received from Kenneth Kost, providing an update on community efforts to monitor, maintain, and activate the City-owned property at 100 Church Street through neighborhood stewardship and events. The communication requests that the City permanently retain the property and consider designating it as an official pocket park. Mayor Kahn referred the communication to the Municipal Services, Facilities and Infrastructure Committee.

COMMUNICATION - COUNCILOR GREENWALD - CONFLICT OF INTEREST - OLD ELM STREET ROW DISCONTINUANCE (RESOLUTION R-2026-22)

A communication was received from Councilor Mitchell Greenwald, putting on record a conflict of interest pursuant to the requirements of Section 15. of the City Council's Rules of Order. The conflict relates to Resolution R-2026-22, the discontinuance of Old Elm Street right-of-way.

Mayor Kahn noted Councilor Greenwald was putting on record a conflict of interest pursuant to the requirements of Section 15. of the City Council's Rules of Order. The conflict relates to Resolution R-2026-22, the discontinuance of Old Elm Street right-of-way, which would be on the Municipal Services, Facilities and Infrastructure (MSFI) Committee meeting agenda of June 24, 2026. Hearing no objections from the Council, Mayor Kahn granted Councilor Greenwald's recusal from deliberation and voting on Resolution R-2026-22 when the item is before the MSFI Committee and the City Council.

COMMUNICATION - COUNCILOR JONES - REQUEST TO CONSIDER ADDITIONAL LAND USE DEFINITIONS IN THE LAND DEVELOPMENT CODE

A communication was received from Councilor Philip Jones, requesting that the Keene City Council explore the addition of the following land-use definitions to the Land Development Code: Data Center, Cryptocurrency Mining Facility (Crypto-Mine), Privately Owned Prison, Privately Owned Immigration Detention Center. Mayor Kahn referred the communication to the Joint Planning Board and Planning, Licenses and Development Committee.

COMMUNICATION - HARRIS CENTER FOR CONSERVATION EDUCATION - AMPHIBIAN CROSSING PROGRAM UPDATE

A communication was received from Brett Amy Thelen, submitting a letter on behalf of the Harris Center for Conservation Education thanking the City Council and City staff for their support of the 2026 amphibian road closure program and ongoing planning efforts for the Jordan Road amphibian underpass project. The letter provides a summary of this year's amphibian migration protection efforts, volunteer participation, and conservation outcomes, and expresses gratitude for the City's partnership in this wildlife conservation initiative.

Mayor Kahn hoped Councilors would read the letter and find some pleasure and humor in the accuracy of the census, which was clearly detailed in the letter.

Councilor Greenwald said constituents of his ward had been asking about when the amphibian tunnel would be built, including the amphibians. The City Manager said she was not sure exactly. The question she normally gets is whether the City of Keene is paying for it and she said the answer to that is no, it will be paid for through a grant, donations, and volunteers.

Mayor Kahn filed the communication from the Harris Center as informational.

PLD REPORT - KEENE ELM CITY ROTARY CLUB - REQUEST TO USE CITY PROPERTY - CLARENCE DEMAR MARATHON - SEPTEMBER 27, 2026

A Planning, Licenses and Development Committee report was read, unanimously recommending that the City Council grant a revocable license to the Keene Elm City Rotary Club to conduct the Clarence DeMar Marathon on Sunday, September 27, 2026, subject to the licensing requirements identified in the staff report, including associated road closures. All permissions granted herein are subject to compliance with the City-approved safety protocol document, which becomes a part of this license. A motion by Councilor Filiault to carry out the intent of the Committee report was duly seconded by Councilor Jones. The motion carried unanimously with 14 Councilors present and voting in favor. Councilor Workman was absent.

PLD REPORT - KEENE MUSIC FESTIVAL - REQUEST TO USE CITY PROPERTY – KEENE MUSIC FESTIVAL - SEPTEMBER 5, 2026

A Planning, Licenses and Development Committee report was read, unanimously recommending that the City Council grant a revocable license to Keene Music Festival to use downtown City rights-of-way to conduct the Keene Music Festival on Saturday, September 5, 2026, subject to the licensing requirements identified in the staff report, including associated road closures and authorization of free parking. All permissions granted herein are subject to compliance with the City-approved safety protocol document, which becomes a part of this license. A motion by Councilor Filiault to carry out the intent of the Committee report was duly seconded by Councilor Jones. The motion carried unanimously with 14 Councilors present and voting in favor. Councilor Workman was absent.

PLD REPORT - WARRANT FOR UNLICENSED DOGS - CITY CLERK

A Planning, Licenses and Development Committee report was read, unanimously recommending the City Council issue a warrant for unlicensed dogs pursuant to NHRSA 466:14, and the Keene Police Department and the City Clerk's Office be directed to issue a civil forfeiture to those dog owners who have failed to license their dog by April 30, 2026. A motion by Councilor Filiault to carry out the intent of the Committee report was duly seconded by Councilor Jones.

Councilor Haas said this is something the City is obliged to do for the State of New Hampshire. He called it a negative revenue opportunity for the City: the City does not make any money on it and does not even cover its costs on this. He said he mentioned this in the Committee meeting and looks forward in future years to maybe not needing to invest so much effort into what is a money-losing opportunity for the City. He said we do not need to do so much advertising and chasing people: just let it happen. He thought it could be a conversation going forward.

Councilor Haas said he would support the warrant but asked to see if the City could save some money in the next year.

Mayor Kahn said there were other elements in the report, including the fact that fewer notices needed to be sent out this year, so he said there was good work getting that information out to people and getting compliance.

The City Clerk reported that staff reviewed their efforts and the one piece of it that is costly, aside from actually running the program, which they are obligated to do, is the newspaper posting. The other efforts that seem like they might be costly she said are really quite inexpensive: they do a robocall for \$50.00 (vs. the former manual phone calls, so she called it a huge improvement they would not want to get rid of) and approximately 300 postcards to people the Clerk does not have email addresses for at a cost of about \$150. The City Clerk thought it was affordable for \$200. Mayor Kahn said the record reflected that \$600.00 was collected (\$600 is expected amount we might collect in 2026 from fines).

The motion carried unanimously with 14 Councilors present and voting in favor. Councilor Workman was absent.

FOP REPORT - PUBLIC WORKS DEPARTMENT BENCHMARKING & STRATEGIC PLAN – CONSULTANT SELECTION - PUBLIC WORKS DIRECTOR

A Finance, Organization and Personnel Committee report was read, unanimously recommending that the City Manager be authorized to do all things necessary to negotiate and execute a professional services agreement with Matrix Consulting Group for the Public Works Department Benchmarking & Strategic Plan Project in an amount not to exceed \$85,000. A motion by Councilor Powers to carry out the intent of the Committee report was duly seconded by Councilor Chadbourne.

Councilor Chalice said she had questions from constituents regarding \$85,000 going to a consultant. She contacted the Public Works Director, who graciously provided bullet points to be able to respond to constituents and in case the other Councilors are interested, they could email

Councilor Chalice. She said it is a large amount of money and people are feeling very tender about money right now, so she wanted to feel more comfortable. She appreciated the Public Works Director being very responsive. Mayor Kahn said the City Manager was in the process of sending that information to all City Councilors.

The motion carried unanimously with 14 Councilors present and voting in favor. Councilor Workman was absent.

**FOP REPORT - AUTHORIZATION TO EXECUTE MONADNOCK T-HANGAR CORPORATION LEASE AGREEMENT - AIRPORT DIRECTOR**

A Finance, Organization and Personnel Committee report was read, unanimously recommending that the City Manager be authorized to do all things necessary to execute the Monadnock T-Hangar Lease Agreement between the City of Keene and Monadnock T-Hangar Corporation, the surrender of the existing lease, the Notice of Lease, and any related documents necessary to complete the lease transaction. A motion by Councilor Powers to carry out the intent of the Committee report was duly seconded by Councilor Chadbourne. The motion carried unanimously with 14 Councilors present and voting in favor. Councilor Workman was absent.

**FOP REPORT - INFORMATIONAL UPDATE ON THE STATUS OF PUBLIC WORKS' FY26 OPERATING BUDGET - PUBLIC WORKS DIRECTOR**

A Finance, Organization and Personnel Committee report was read, unanimously recommending that the Public Works Director's report be accepted as informational. Mayor Kahn filed the report as informational.

Mayor Kahn called this to all Councilors' attention as this would be teeing up for some future action by the Council once the fiscal year ends, so he asked them to take a look at where some Budget pinch points have occurred in Public Works over the course of the fiscal year. As this gets clearer as the end of the fiscal year approaches, he said it would be an item the City Manager brings back later.

**FOP REPORT - ENGINEERING SERVICES – COURT STREET WELL FIELD UPGRADE PROJECT - ASSISTANT PUBLIC WORKS DIRECTOR**

A Finance, Organization and Personnel Committee report was read, unanimously recommending that the City Manager be authorized to do all things necessary to negotiate and execute a contract with Weston & Sampson Engineers Inc., for engineering services for the Court Street Well Field Upgrade Project for an amount not to exceed \$542,200. A motion by Councilor Powers to carry out the intent of the Committee report was duly seconded by Councilor Chadbourne. The motion carried unanimously with 14 Councilors present and voting in favor. Councilor Workman was absent.

## CITY MANAGER COMMENTS

City Manager, Elizabeth Ferland, first in regard to the presentation by the Public Works Department at the Finance, Organization and Personnel (FOP) Committee meeting, she said the City knows there will be some overages in the Water and Sewer Department and also the Transfer Station. Regarding the Transfer Station overages, the more we dispose, the more fees we actually bring in, so that is offset. This has really been teeing up a conversation that will take place after the year closes about moving some money around, similar to the Fire Department, who would be going to the next FOP meeting to have the same conversation over time. She said these were just informational reports about something coming later.

The City Manager announced a Fiscal Policy Workshop on June 30, 2026 at 6:00 PM in the Council Chambers. She provided a copy of the Fiscal Policies to the Councilors. Adoption of these policies is in many ways the beginning of the Fiscal Year 28 Budget process because these policies establish parameters that are really the guidance for the City Manager's proposed Budget. The Finance Department will be presenting a handful of recommended policy changes for the Council's consideration. Right now, she said the City is looking at changing the billing percentage amount for ambulance in the Fiscal Policy because the law changed on that; so, the City can increase that. The City is also looking at just deleting the section on self-funded health insurance, which the City had not done in at least a decade, in addition to adjusting the language related to the annual review of revenues, which should be something done at budget time every year. The City Manager clarified that there would be another internal meeting to see if there is anything else to clean up and they will present that the night of the workshop. Any recommendations from the workshop will be sent to FOP for review, and then back to the Council for adoption because it is a Resolution that moves its way through the process.

The City Manager also provided information to the Councilors about Robin Hood Park. The Robin Hood Park Renovation Steering Committee held its first meeting on June 8, 2026 at 5:30 PM. The Committee was established as a City Manager Steering Committee to help guide future planning recommendations for the park. The group represents a diverse cross section of the community, including families, retirees, program users, environmental advocates, trail stewards, and individuals focused on accessibility. Committee members were listed in the Council's packet. So, to help frame the Committee's work, the Council was also provided with the 2023 Robin Hood Park conceptual plans and the 2023 Flash vote results. That work was done to build a basis for the budget and for the capital plan for this project. There was some early work in terms of scope for Robin Hood Park, and it became very clear the pool was important to everyone. The Steering Committee will be giving input as to which direction they are going to go with the rest of the park; there were two concept plans provided to the Council. The City recently approved funding for phase one of the pool rehabilitation work to position the project for construction immediately following the conclusion of the 2026 summer season. Those plans for the pool would be presented at the July 22, 2026 Municipal Services, Facilities and Infrastructure Committee meeting, with a plan for an August 10 bid, September 10 bid opening, and September 14 contract award. She called it a tight deadline. The City Manager said right now the plan is to rehab the pool not to replace it and there are some things that need to happen in terms of accessibility before moving into other elements of the Park. She noted that two City Councilors and members of the East Keene Group are participating on the Steering Committee.

REPORTS - CITY OFFICERS AND DEPARTMENTS - RESIDENTIAL PROPERTY REVITALIZATION ZONE (RPRZ) (RSA 79-E:4-B) APPLICATION FOR 429 ELM STREET

A memorandum was read from the Community Development Director, Paul Andrus, recommending that the Mayor set a Public Hearing regarding the Residential Property Revitalization Zone (RPRZ) application submitted by HG Johnson Real Estate, on behalf of Joe and Cheryl Bagster, owners of the property located at 429 Elm Street. Mayor Kahn referred the memorandum to the Finance, Organization and Personnel Committee meeting of July 9, 2026, and set a Public Hearing for July 2, 2026 City Council meeting at 7:00 PM.

RESIGNATION - CHARLES REDFERN - ENERGY & CLIMATE COMMITTEE - CITY PLANNER

A memorandum was read from City Planner, Megan Fortson, recommending the City Council accept the resignation of Charles Redfern from the Energy & Climate Committee with gratitude for his service. A motion by Councilor Greenwald to accept the resignation of Mr. Redfern with gratitude for time served was duly seconded by Councilor Powers. The motion carried unanimously with 14 Councilors present and voting in favor. Councilor Workman was absent.

MORE TIME - PLD REPORT - COUNCILOR RUTTLE-MILLER - REQUEST TO REINSTATE THE COLLEGE CITY COMMISSION; PLD REPORT - MAYOR KAHN - POTENTIAL EXPANSION OF PERMITTED USES IN COMMERCE, INDUSTRIAL, AND INDUSTRIAL PARK ZONES; AND FOP REPORT - EXECUTION OF A CHANGE ORDER FOR ENGINEERING SERVICES WITH MCFARLAND JOHNSON - CITY ENGINEER

The first Planning, Licenses and Development Committee report was read, unanimously recommending that the request to reinstate the College City Commission be placed on more time. A second Planning, Licenses and Development Committee report was read, unanimously recommending that the Potential Expansion of Permitted Uses in Commerce, Industrial, and Industrial Park Zones be placed on more time. A Finance, Organization and Personnel Committee report was read, unanimously recommending the Execution of a Change Order for Engineering Services with McFarland Johnson be placed on more time. Mayor Kahn granted More Time on the three reports.

ORDINANCE FOR SECOND READING - RELATING TO THE DEFINITION OF "FAMILY" - ORDINANCE O-2026-02

A Planning, Licenses and Development Committee report was read, unanimously recommending the adoption of Ordinance O-2026-02. Mayor Kahn filed the report. Ordinance O-2026-02, Relating to the Definition of "Family," was read into the record for a second time. A motion by Councilor Filiault to adopt Ordinance O-2026-02 was duly seconded by Councilor Jones.

Councilor Jones said the best way to explain this to the public is that *Golden Girls* comes to Keene. Conversely, Councilor Haas said *Three's Company* comes to Keene.

06/18/2026

The motion to adopt Ordinance O-2026-02 carried unanimously on a roll call vote with 14 Councilors present and voting in favor. Councilor Workman was absent.

TABLED ITEM - RESOLUTION - RELATING TO THE 2026/2027 FISCAL YEAR BUDGET  
- RESOLUTION R-2026-09-C

At the June 4, 2026 City Council meeting, the Council voted unanimously to recommend that Resolution R-2026-09-B be amended, and the resulting "C" version of the Resolution be tabled until the June 18, 2026, City Council meeting.

The City Clerk read into the record that it be resolved by the City Council of the City of Keene as follows that the sum of \$32,941,678 be raised by taxation during the current year, which together with \$47,283,711 for estimated operating revenues, aggregating \$80,225,389, is hereby appropriated for the use of the several departments of the City government, and further that the sum of \$5,446,533 be appropriated for capital expenditures and capital reserve appropriations in the City's proprietary funds funded by the use of capital reserves, fund balance, and current revenues for the Fiscal Year beginning July 1, 2026, as attached hereto and made a part thereof.

A motion by Councilor Powers to adopt Resolution R-2026-09-C was duly seconded by Councilor Lake.

Councilor Powers said this is the culmination of a year's worth of work to lay out the City's work for the next year. While it is a lot of money, it covers all of our items covered by taxation, by our various funds, and brings in some of the bond money accounted for in this area as well as grants. He said this is the City's work plan. He said the budget certainly identifies a lot of work for every single department. So, he thanked everybody that contributed in every Department as well as the public. He judged from the public comments that they believe the Council/City is doing okay and that some believe the Council/City is not doing enough and could/should be doing more. He said there is only so much money. So, Councilor Powers said this represents a very solid budget for the next year, and the threads within it are the outlines of the Capital Improvement Plan for future years. He hoped that the Council would unanimously pass this budget.

Councilor Filiault applauded Councilor Powers and the Finance Committee for the work they put into this. He said he and Councilor Greenwald have both chaired the Finance Committee and said it is a brutal task passing a budget. However, he said that he and Councilor Greenwald did not have to deal with downshifting when they chaired the Finance Committee, such as what Councilor Powers faced this year. With that said, Councilor Filiault also wanted to commend the City Manager and staff for pointing out how much more the City is doing with so much less. He commented on starting a Budget year like this one and finding out how many millions you are already in the hole, calling it an unsustainable way to do business. He called what the state had done to the City and other communities "unforgivable." He said if things do not change in Concord this year, many taxpayers will be reaching an unsustainable level that they can no longer afford. With that said, he noted the City can only do with what it has, and he applauded the Mayor for pointing out how much downshifting is costing the City in the percentage of taxes. For those saying taxes are too high, Councilor Filiault said he agreed, and hoped people would

call the Governor and State Legislature to say this will not stand. Mayor Kahn said for those who do pick up the phone or write the Governor and State Legislature, they could use the 6% to 7% impact that downshifting in Retirement Costs and Rooms and Meals revenue sharing is having on Keene's annual Budget.

Mayor Kahn also wanted to congratulate and compliment the City's Finance Director and City Manager, who held many hours and days of conversations with their department directors, who are also very conscious of the needs of the City and their departments. They had done a good job at laying that out but also trying to project things over a number of years; he cited the Public Works Budget as a good example of that. The Mayor thought the Budget teed up the expectation that there is more to be done but as Councilor Powers pointed out, it is a budget that accomplishes a lot. The Mayor also thanked the FOP Committee for the many hours of hearings held on the Budget that offered the community opportunities to have input. The Mayor recalled a spirited City Council Public Hearing as well, with comments that were mostly in support of the recommendations. Something he was sure the City would continue to hear about is the School Board's and County's budgets (County increase is the smallest); they all wrap together with the City's to have a significant impact on residential taxpayers. He added that this is a reassessment year, so people would be seeing quite a different tax bill when the final bills are sent out. He said the City's tax rate is likely to be coming down but overall, the tax being paid is likely to be going up by an estimated 9%, which he called significant. The Mayor wanted to compliment the Council, which he called a fiscally responsible group, who carries the conscience of the City in trying to make the right decisions at the right time. He thanked them for their participation and awareness that went into their votes this evening.

The motion to adopt Resolution R-2026-09-C carried unanimously with 14 Councilors present and voting in favor. Councilor Workman was absent.

**TABLED ITEM - ORDINANCE FOR SECOND READING - FISCAL YEAR 2027 WAGE SCHEDULES - ORDINANCE O-2026-11**

At the June 4, 2026 City Council meeting, the Council tabled Ordinance O-2026-11 until the June 18, 2026, City Council Meeting to be taken up after the Budget adoption.

A Finance, Organization and Personnel Committee report was read, unanimously recommending the adoption of Ordinance O-2026-11. Mayor Kahn filed the report. Ordinance O-2026-11, Fiscal Year 2027 Wage Schedules, was read into the record a second time. A motion by Councilor Powers to adopt Ordinance O-2026-11 was duly seconded by Councilor Chadbourne. The motion carried unanimously on a roll call vote with 14 Councilors present and voting in favor. Councilor Workman was absent.

**TABLED ITEMS - RESOLUTIONS - RELATING TO APPROPRIATION OF FUNDS FOR THE FY 2026-2027 BOND ISSUES: ASHUELOT RIVER GREEN SPACE, RESOLUTION R-2026-10; DOWNTOWN INFRASTRUCTURE IMPROVEMENTS & RECONSTRUCTION PROJECT, RESOLUTION R-2026-12; GILBO AVE SOLAR PAVILLION PROJECT, RESOLUTION R2026-13; LOWER WINCHESTER STREET RECONSTRUCTION, RESOLUTION R-2026- 14; ROADWAY PRESERVATION & REHABILITATION**

PROGRAM, RESOLUTION R2026-15; ROBIN HOOD PARK IMPROVEMENT PROJECT, RESOLUTION R-2026-16; STORMWATER RESILIENCY PROGRAM, RESOLUTION R-2026-17; MARTELL COURT BYPASS PROJECT, RESOLUTION R-2026-18; DOWNTOWN: SEWER IMPROVEMENTS PROGRAM, RESOLUTION R-2026-19; WATER DISTRIBUTION IMPROVEMENTS PROGRAM, RESOLUTION R-2026-20

At the June 4, 2026 City Council meeting, the City Council voted unanimously to accept the withdrawal of Resolution R-2026-11 Relating to Appropriation of Funds for the Ashuelot River Dam Repair or Removal. The remaining bond resolutions (R-2026-10, R-2026-12, R-2026-13, R-2026-14, R-2026-15, R-2026-16, R-2026-17, R-2026-18, R-2026-19, R-2026-20) were tabled until the June 18, 2026 City Council meeting to be taken up after the Budget adoption. Each Resolution was taken up in turn and read for the second time.

A motion by Councilor Powers to adopt Resolution R-2026-10: Relating to Appropriation of Funds for the Ashuelot River Green Space Project was duly seconded by Councilor Chadbourne. The motion carried unanimously on a roll call vote with 14 Councilors present and voting in favor. Councilor Workman was absent.

A motion by Councilor Powers to adopt Resolution R-2026-12: Relating to Appropriation of Funds for the Downtown Infrastructure Improvements & Reconstruction Project was duly seconded by Councilor Chalice. The motion carried unanimously on a roll call vote with 14 Councilors present and voting in favor. Councilor Workman was absent.

A motion by Councilor Powers to adopt Resolution R-2026-13: Relating to Appropriation of Funds for Gilbo Avenue Solar Pavilion project was duly seconded by Councilor Chadbourne. The motion carried unanimously on a roll call vote with 14 Councilors present and voting in favor. Councilor Workman was absent.

A motion by Councilor Powers to adopt Resolution R-2026-14: Relating to the Appropriation of Funds for the Lower Winchester Street Reconstruction was duly seconded by Councilor Chadbourne. The motion carried unanimously on a roll call vote with 14 Councilors present and voting in favor. Councilor Workman was absent.

A motion by Councilor Powers to adopt Resolution R-2026-15: Relating to Appropriation of Funds for the Roadway Preservation & Rehabilitation Program was duly seconded by Councilor Chadbourne. The motion carried unanimously on a roll call vote with 14 Councilors present and voting in favor. Councilor Workman was absent.

A motion by Councilor Powers to adopt Resolution R-2026-16: Relating to Appropriation of Funds for the Robin Hood Park Improvement project was duly seconded by Councilor Chadbourne. The motion carried unanimously on a roll call vote with 14 Councilors present and voting in favor. Councilor Workman was absent.

A motion by Councilor Powers to adopt Resolution R-2026-17: Relating to the Appropriation of Funds for the Stormwater Resiliency Program was duly seconded by Councilor Chadbourne. The

06/18/2026

motion carried unanimously on a roll call vote with 14 Councilors present and voting in favor. Councilor Workman was absent.

A motion by Councilor Powers to adopt Resolution R-2026-18: Relating to the Appropriation of Funds for the Martell Court Bypass Project was duly seconded by Councilor Chadbourne. The motion carried unanimously on a roll call vote with 14 Councilors present and voting in favor. Councilor Workman was absent.

A motion by Councilor Powers to adopt Resolution R-2026-19: Relating to Appropriation of Funds for the Downtown Sewer Improvements Program was duly seconded by Councilor Chadbourne. The motion carried unanimously on a roll call vote with 14 Councilors present and voting in favor. Councilor Workman was absent.


A motion by Councilor Powers to adopt Resolution R-2026-20: Relating to Appropriation of Funds for the Water Distribution Improvements Program was duly seconded by Councilor Chadbourne.

Councilor Jones asked if this is for the downtown or in general. The City Manager said this is a general account, but much of the funds for this project are associated with the downtown project.

The motion to adopt Resolution R-2026-20 carried unanimously on a roll call vote with 14 Councilors present and voting in favor. Councilor Workman was absent.

#### ADJOURNMENT

There being no further business, Mayor Kahn adjourned the meeting at 8:07 PM.

A true record, attest:   
City Clerk



CITY OF KEENE  
PUBLIC HEARING

Notice is hereby given that a Public Hearing will be held before the City Council relative to an application for Residential Property Revitalization Zone (RPRZ) Tax Relief under RSA 79-E:4-b submitted by HG Johnson Real Estate on behalf of property owners Joe and Cheryl Bagster, for property located at 429 Elm Street.

The purpose of the Public Hearing is to determine whether the structure at issue is a qualifying structure; whether any proposed rehabilitation qualifies as substantial rehabilitation; and whether there is a public benefit to granting the requested tax relief and, if so, for what duration. The owners are requesting the City Council consider sufficient relief that would allow for the rehabilitation and adaptive reuse of an existing barn on the property to create two new dwelling units. Copies of the application and background information are available during regular business hours in the Office of the City Clerk, 3 Washington Street, Keene.

Per order of the Mayor and Councilors of the City of Keene, this 18th day of June, two thousand and twenty-six.

Hearing Date: July 2, 2026  
Hearing Time: 7:00 PM

Attest:

  
City Clerk



# CITY OF KEENE NEW HAMPSHIRE

ITEM #A.2.

**Meeting Date:** July 2, 2026  
**To:** Mayor and Keene City Council  
**From:** Paul Andrus, Community Development Director  
**Through:** Elizabeth Ferland, City Manager  
**Subject:** **Public Hearing - Attachments**

---

## **Council Action:**

## **Recommendation:**

## **Attachments:**

1. 429 Elm Project Application - Attachment A
2. 429 Elm on-line application
3. R-2025-35\_Adopted (1)

## **Background:**

The City's RSA 79-E Residential Property Revitalization Zone (RPRZ) Committee has completed its review of the application submitted by Joe and Cheryl Bagster, owners of 429 Elm Street, who are seeking temporary tax relief through the City's RPRZ program.

The Committee has determined that the application is complete and recommends that a public hearing be scheduled in accordance with NH RSA 79-E:4-b. The proposed project involves creating two new residential dwelling units. All application materials are attached for review.

The purpose of the RPRZ program is to encourage the rehabilitation and preservation of existing housing stock by providing temporary tax relief for qualifying renovation projects that substantially improve eligible residential properties. Under NH RSA 79-E:4-b, an eligible structure must be an existing residential structure that is connected to municipal water and sewer services, is at least 40 years old, and contains no more than four dwelling units.

The application proposes the rehabilitation and adaptive reuse of an existing barn on the property to create two new dwelling units. The property currently includes three residential buildings with a total of three existing units, along with an unfinished barn and a shed, all served by municipal water and sewer. The project would convert the barn into one one-bedroom unit and one two-bedroom unit, resulting in a total of five units on the property. The application estimated the project to be about \$200,000, but a subsequent breakout estimate totaled \$172,500, broken down as follows:

1. Sitework and foundation: \$31,000
2. Dormer and roof work: \$42,500
3. Plumbing: \$13,000
4. Electrical: \$15,000
5. Heating: \$38,500
6. Insulation: \$17,500
7. Sheetrock/mudding: \$15,000

Based on the information provided, the project appears eligible for consideration under the City's RPRZ program. The application meets a primary public benefit criterion by creating two new housing units and the property is more than 40 years old and is connected to municipal water and sewer.



4/21/2026

City of Keene, Community Development Department  
3 Washington St., Keene, NH 03431  
Attn: Evan Clements, Community Development Department

Re: 429 Elm Street – Narrative for Residential Property Revitalization Zone application for tax relief  
Project Name: 429 Elm Street Project

Mr. Clements,

HG Johnson Real Estate, on behalf of the property owner JC & C Rentals, submit the following information to aid in the granting tax relief as part of the Residential Property Revitalization Zone for the lot located at 429 Elm Street (TMP#: 520-005-000-000-000).

Written Narrative:

The property currently has (3) buildings that contain (3) housing units. An unfinished barn and shed are also on the property. This project will involve renovating the interior of the existing barn to create (2) new residential apartments: (1) two-bed, one-bath units and (1) one-bed, one-bath unit. To accommodate this change, new entrances will be added to the western side of the building. Additionally, the existing garage doors will be eliminated, existing dormers will be enlarged or replaced, and new insulated windows will be installed. No other exterior modifications are planned as part of this project. The entire property is served by city water and sewer.

There are (8) existing parking spaces on the property. Once complete, there will be (5) housing units on site with an average gross living area per unit of 900 SF. The total footprint of all buildings on the site is 3,185 SF (637 SF per unit). The parcel is 0.48 acres in size and located in the Low Density (LD) zoning district.

About JC & C Rentals:

Cheryl and Joe Bagster are local property owners and developers who live in Keene and specialize in providing high quality housing options for their tenants. They currently own 12 units of housing in the city and are working to expand their portfolio through acquisitions and development in the coming years.

We look forward to taking advantage of Keene’s Residential Property Revitalization Zone to help support this exciting project that will add (2) new affordable housing units to the city’s housing stock. Please reach out to me with any questions or concerns. Thank you.

Best regards,

Authentisign

*George Hansel*

04/21/26

George Hansel, HG Johnson Real Estate

Submitted on behalf of:

Authentisign

*Joe and Cheryl Bagster*

04/21/26

Cheryl & Joe Bagster, Property Owners

Online Application Link: <https://keenenh.gov/residential-property-revitalization-zone-application/>

**Applicant Name:** JC & C Rentals LLC

**Is the Applicant the Property Owner?** Yes

**Building Address:** 429 Elm Street, Keene, NH 03431

**Phone:** 603-313-5909

**Email:** jccb00@aol.com

**Is the building an existing residential structure?** No

**Is the structure at least 40 years old?** Yes

**Is the property connected to City water and sewer service?** Yes

**Adds new housing: Does the project involve the creation of at least one new housing unit?** Yes

**Does the project resolve significant life safety or health risks in one or more existing housing units?** No; However, it will be replacing the water service to the existing (3) housing units on the site.

**Describe Existing Structure**

**Include details on the current use of the residential structure, number of units by type and size, etc.**

The property currently has (3) buildings that contain (3) housing units. An unfinished barn and shed are also on the property. This project will involve renovating the interior of the existing barn to create (2) new residential apartments: (1) two-bed, one-bath units and (1) one-bed, one-bath unit. The entire property is served by city water and sewer.

A small blue square logo with the text "Authentisign" at the top and the initials "JB" in a stylized font in the center.

### **Describe Proposed Project**

**Include detail on the proposed renovations, proposed use of the structure, number of units by type and size, estimated cost of renovations, etc.**

Once complete, there will be (5) housing units on site with an average gross living area per unit of 900 SF.

Unit #1 (existing): 3-bedroom, 1.5 bath, 1,377 SF of living area

Unit #2 (existing): 2-bedroom, 1-bath, 732 SF of living area

Unit #3 (existing): 2-bedroom, 1-bath, 680 SF of living area

Unit #4 (under construction): 1-bedroom, 1-bath, 510 SF of living area

Unit #4 (under construction): 2-bedroom, 1-bath, 1063 SF of living area

The estimate cost of this development project is \$200,000.

**Is the building eligible for listing or listed individually on the National or State Register of Historic Places or located within a locally designated, State or National Historic District? No.**

### **Total Estimated Project Cost**

**Note: To be considered for this tax relief incentive, the project costs must be at least 15% of the pre-rehabilitation assessed value or \$50,000 (whichever is less). \$200,000**

**Estimated Project Start Date:** November 2025

**Expected Project Completion Date:** August 2026

**Attach a copy of a contract, contractor estimates, or itemized list of materials**

**Attach a project narrative, building plans or sketches, renderings or photographs to help explain the proposed rehabilitation or construction. Attach additional files if necessary.**

### **Public Benefit**

**In order to qualify for tax relief under this program, the proposed work must provide at least one of the public benefits listed below. Greater consideration will be given to projects that provide more public benefits. You must choose at least one benefit.**

**It results in the creation of at least one new housing unit: Yes.**



**It prevents at least one housing unit from falling into obsolescence by addressing a life safety or health issue that would render the unit unlivable otherwise.** No, but new water connections will be run to the existing units on the site.

**It enhances and improves a structure that is culturally or historically important on a local, regional, state, or national level, either independently or within the context of a historic district, town center, or village center in which the building is located; or it preserves a historically significant structure that is listed on or determined eligible for listing on the National Register of Historic Places or the state register of historic places, such as existing carriage barns;** No.

**It maintains owner occupancy of a residential building or it returns a residential building to owner occupancy;** No.

**It increases the livability of the home by flood proofing a structure in a flood hazard zone, remediating contamination such as lead or asbestos, or significantly improving the energy performance of a home as determined by the NHSaves Home Heating Index tool by reducing the home heating index from a score of 9+ to a score of 4 or below.** No.

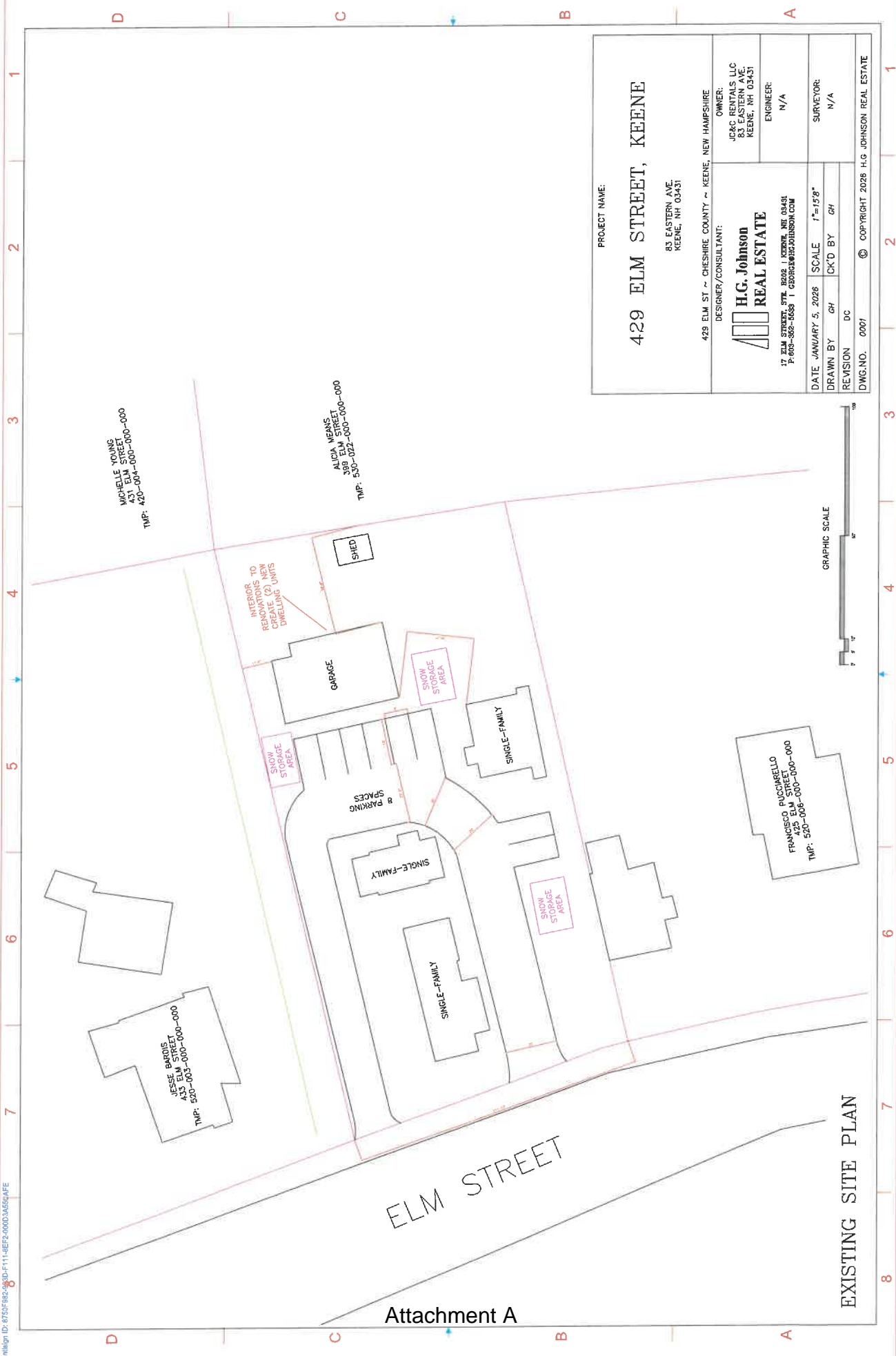
**It results in a net-zero home that produces as much (or more) energy as it consumes by minimizing energy use through efficiency and meeting its remaining needs through renewable energy systems.** No.





Attachment A

AutoNAPS ID: 8750F982-98D-F11-8E72-40003A65CAF6



MICHELLE YOUNG  
429 ELM STREET  
TMP: 420-004-000-000-000

ALICIA MEANS  
389 ELM STREET  
TMP: 530-082-000-000-000

LESSE BURNS  
433 ELM STREET  
TMP: 520-003-000-000-000

FRANCESCO RUCCONELLO  
425 ELM STREET  
TMP: 520-006-000-000-000

INTERIOR TO  
RENOVATIONS TO  
CREATE (2) NEW  
DWELLING UNITS

GARAGE

SINGLE-FAMILY

SINGLE-FAMILY

SINGLE-FAMILY

B PARKING SPACES

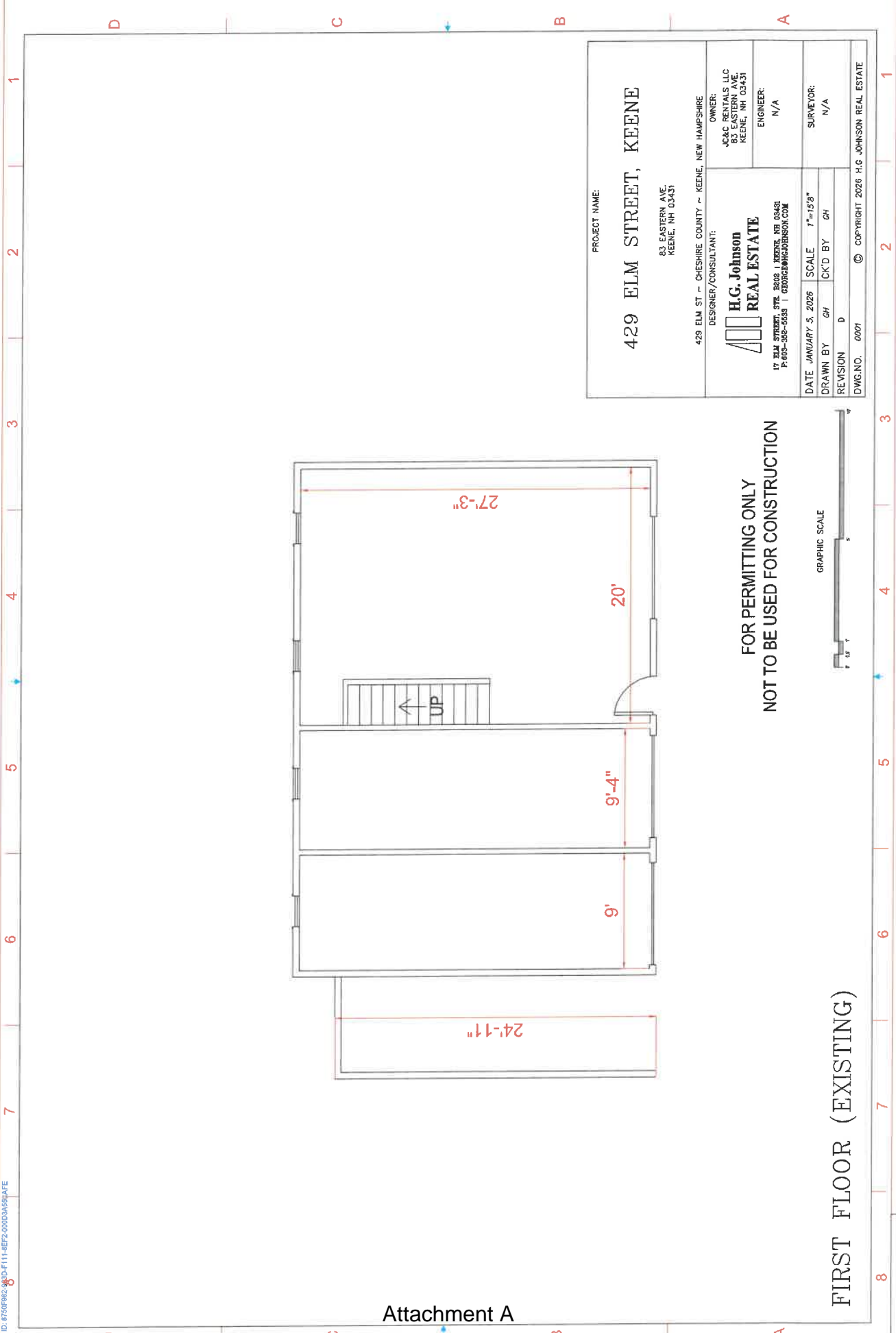
ELM STREET

PROJECT NAME: <b>429 ELM STREET, KEENE</b>	
83 EASTERN AVE KEENE, NH 03431	
429 ELM ST ~ CHESHIRE COUNTY ~ KEENE, NEW HAMPSHIRE	
OWNER: <b>H.G. Johnson REAL ESTATE</b>	J&C RENTALS LLC 83 EASTERN AVE. KEENE, NH 03431
DESIGNER/CONSULTANT: <b>H.G. Johnson REAL ESTATE</b>	ENGINEER: N/A
17 ELM STREET, STE. 2008   KEENE, NH 03431 P: 603-869-5638   G: 603-869-5639	
DATE: JANUARY 5, 2026	SCALE: 1"=15'8"
DRAWN BY: GH	CK'D BY: GH
REVISION: DC	SURVEYOR: N/A
DWG.NO.: 0001	© COPYRIGHT 2026 H.G. JOHNSON REAL ESTATE




EXISTING SITE PLAN

Attachment A



Attachment A

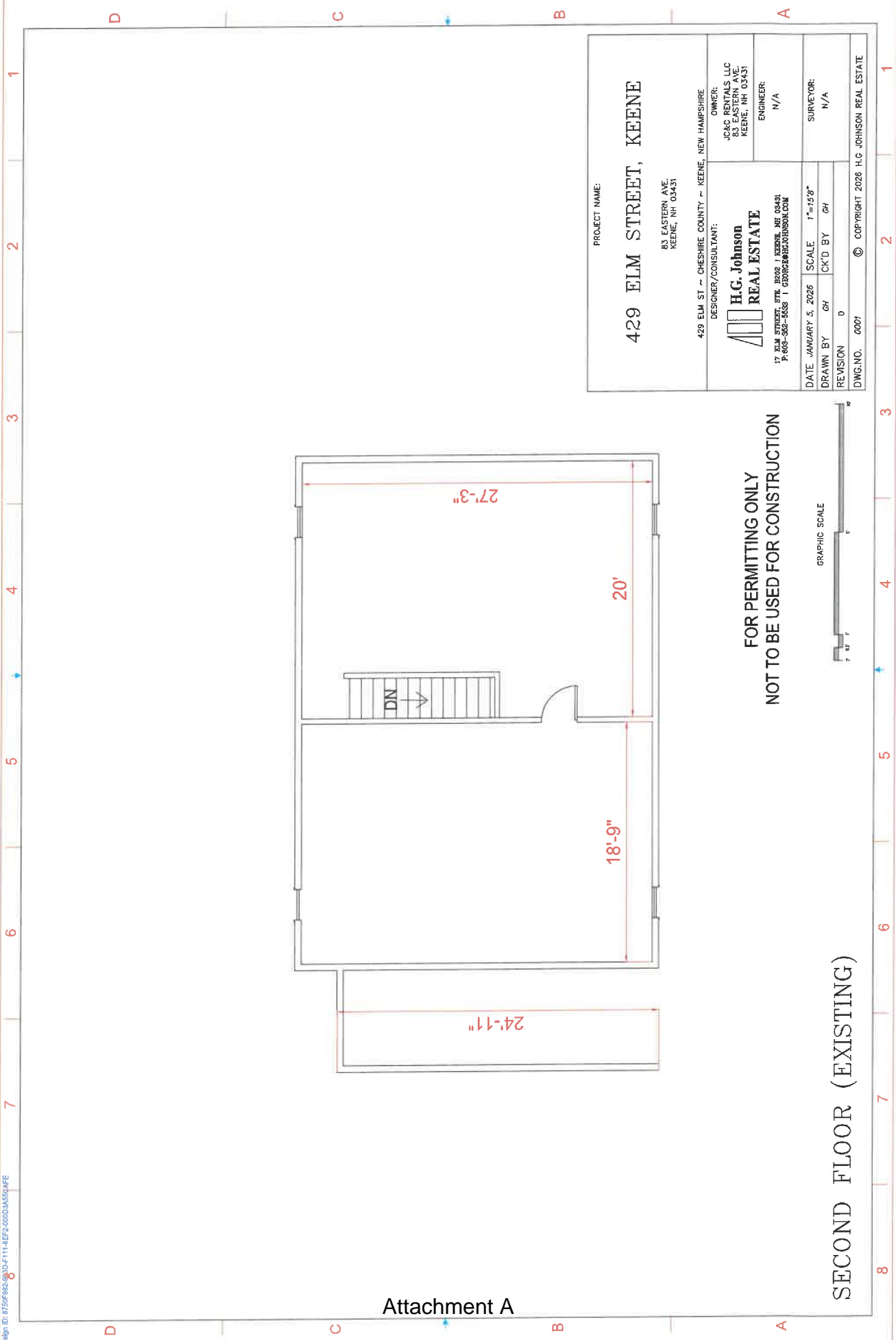
<b>PROJECT NAME:</b> 429 ELM STREET, KEENE	
83 EASTERN AVE. KEENE, NH 03431	
429 ELM ST. ~ CHESHIRE COUNTY ~ KEENE, NEW HAMPSHIRE	
<b>OWNER:</b> J&C RENTALS, LLC 17 EASTERN AVE. KEENE, NH 03431	<b>DESIGNER/CONSULTANT:</b>  <b>H.G. Johnson REAL ESTATE</b> 17 ELM STREET, STE. 202B   KEENE, NH 03431 P: 603-362-5533   G: 603-362-5533
<b>ENGINEER:</b> N/A	
<b>SURVEYOR:</b> N/A	
<b>DATE:</b> JANUARY 5, 2026	<b>SCALE:</b> 1"=15'8"
<b>DRAWN BY:</b> GH	<b>CK'D BY:</b> GH
<b>REVISION:</b> D	<b>DWG. NO.:</b> 0001
© COPYRIGHT 2026 H.G. JOHNSON REAL ESTATE	

FOR PERMITTING ONLY  
NOT TO BE USED FOR CONSTRUCTION



FIRST FLOOR (EXISTING)

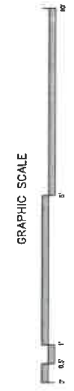
Amendment ID: 8759F9a2-9b3d-f111-8ef2-00d3a3a5c9afe



Attachment A

PROJECT NAME: <b>429 ELM STREET, KEENE</b>	
OWNER: JC&C RENTALS LLC 83 EASTERN AVE. KEENE, NH 03431	
DESIGNER/CONSULTANT: <b>H.G. Johnson REAL ESTATE</b> 17 ELM STREET, STE. 203, 1 KEENE, NH 03431 P: 603-862-5588   G: 603-862-5589	
ENGINEER: N/A	
DATE: JANUARY 5, 2026	SCALE: 1"=16'8"
DRAWN BY: GH	CK'D BY: GH
REVISION: 0	
DWG. NO.: 0001	© COPYRIGHT 2026 H.G. JOHNSON REAL ESTATE

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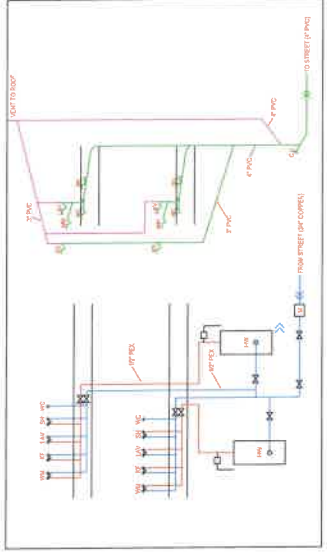


SECOND FLOOR (EXISTING)

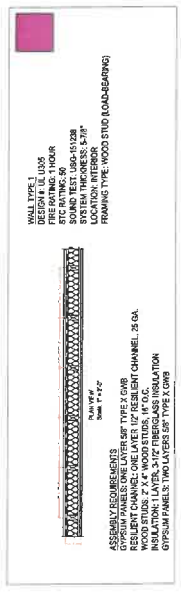
- GENERAL NOTES:**
- Contractor shall review existing conditions by field visit prior to submitting bid. Drawings and notes for permitting purposes only. Contractor shall be responsible for final design and construction documentation.
  - Contact development consultant for decisions related to variation from information shown.
  - Code used to project design:
    - 2021 International Existing Building Code (IEBC)
    - 2021 International Building Code (IBC)
    - 2021 International Plumbing Code (IPC)
    - 2021 International Residential Code (IRC)
  - All new dwelling units, to the maximum extent technically possible, shall be certified for accessibility in accordance with the provisions for Type B units in ANSI A117.1, consistent with the design and construction requirements of the Federal Fair Housing Act, including but not limited to:
    - a. Clearance for parallel approach at sinks and bathroom vanities
    - b. Removable base cabinets
    - c. Frame blocking for future grab bars
    - d. Insulation requirements in renovated areas:
      - 1. Floors: >R30
      - 2. Exterior Walls: >R20
      - 3. Attic: >R38
  - All smoke & smoke/CO2 detectors to be interconnected with battery backup.
  - Interior finishes to be painted GWB for walls, painted pine board for trim, and vinyl flooring.
  - Electrical Plan Narrative: Each unit will have its own 100A service and accessible service panel.

- LEGEND**
- TYPE 1 WALLS
  - SMOKE ALARM
  - SMOKE/CO2 ALARM
  - CEILING LIGHT
  - BATHROOM FAN
  - KITCHEN FAN
  - SINGLE OUTLET
  - DUAL OUTLET
  - SINGLE 220 OUTLET
  - SINGLE SWITCH
  - DUAL SWITCH
  - DUAL GFI OUTLET
  - VANITY LIGHT

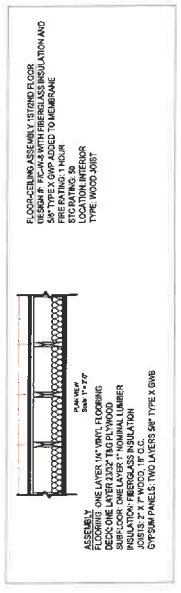
**PLUMBING RISER DIAGRAM:**



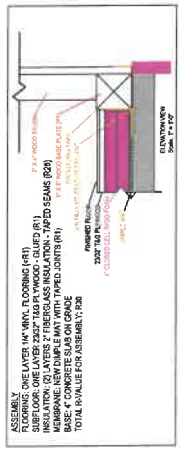
**TYPE 1 WALL DETAIL:**



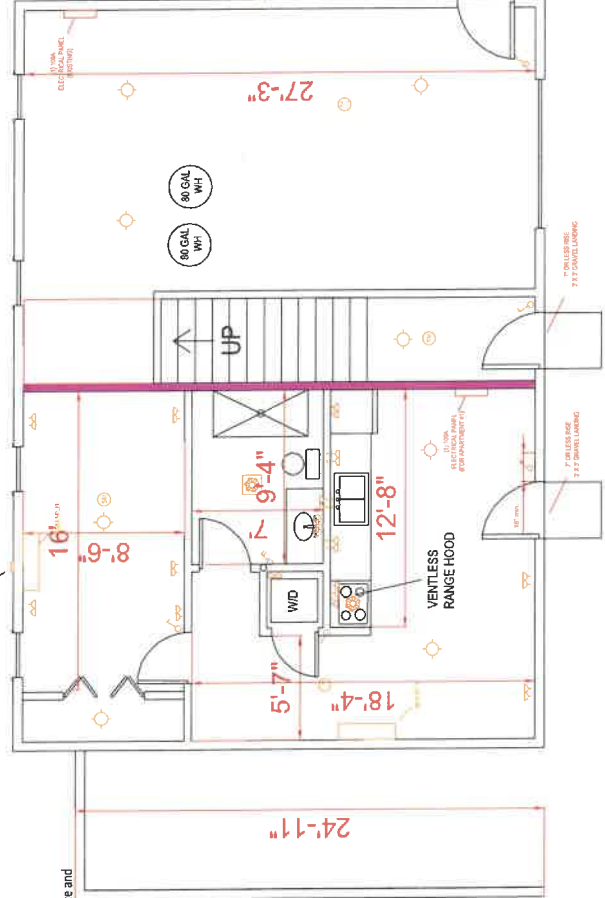
**FLOOR-CEILING ASSEMBLY DETAIL:**



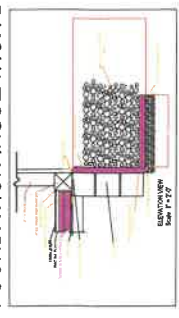
**FIRST FLOOR DECK INSULATION DETAIL:**



**FOUNDATION INSULATION DETAIL:**



**FOUNDATION INSULATION DETAIL:**



**FOR PERMITTING ONLY  
NOT TO BE USED FOR CONSTRUCTION**

GRAPHIC SCALE

**FIRST FLOOR**

**PROJECT NAME:**  
429 ELM STREET, KEENE

83 EASTERN AVE  
KEENE, NH 03431

OWNER:  
JC&C RENTALS LLC  
83 EASTERN AVE.  
KEENE, NH 03431

ENGINEER:  
N/A

DESIGNER/CONSULTANT:  
**H.G. Johnson  
REAL ESTATE**  
17 ELM STREET, STE. 2005 | KEENE, NH 03401  
P: 603-865-6683 | GEORGE@HJREALESTATE.COM

DATE: JANUARY 5, 2026 SCALE: 1"=15'-0"

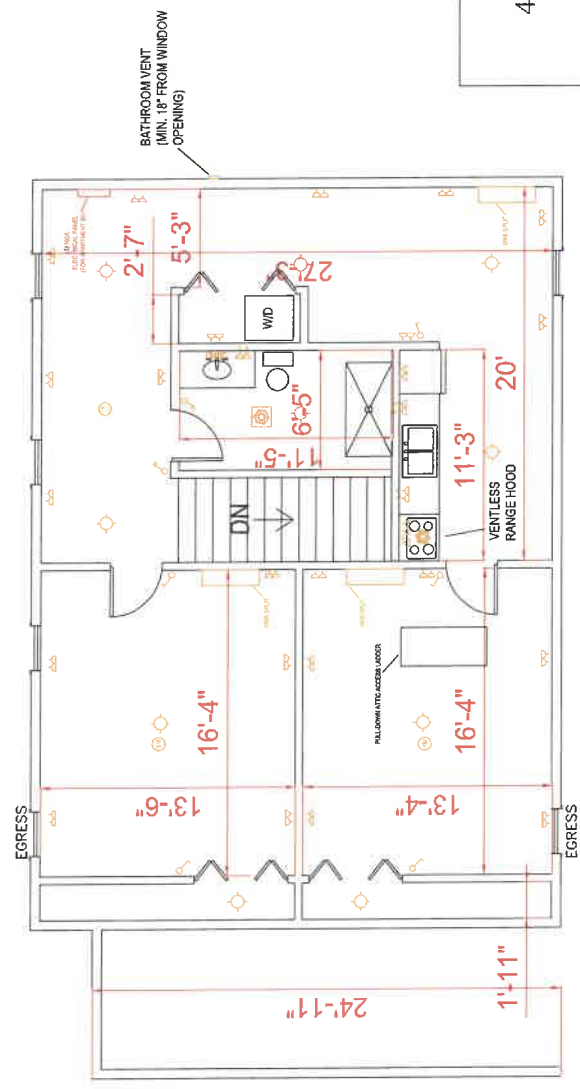
DRAWN BY: GH CK'D BY: GH SURVEYOR: N/A

REVISION: D

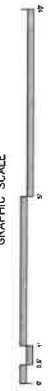
DWG. NO.: 0001 © COPYRIGHT 2026 H.G. JOHNSON REAL ESTATE

Authentign ID: 8759F982-383D-F11-8E72-200D3A559A7E

- ROOF INSULATION NOTES:**
1. All portions of the 2nd floor ceiling shall have a minimum R-value of R-38.
  2. Insulation must extend over the top of the wall plate to the outer edge and shall not be compressed in compliance with R404.2 of the IECC.



**FOR PERMITTING ONLY  
NOT TO BE USED FOR CONSTRUCTION**



PROJECT NAME: <b>429 ELM STREET, KEENE</b>	
83 EASTERN AVE KEENE, NH 03431	
OWNER: J&C RENTALS LLC 83 EASTERN AVE. KEENE, NH 03431	DESIGNER/CONSULTANT: 429 ELM ST ~ CHESHIRE COUNTY ~ KEENE, NEW HAMPSHIRE
ENGINEER: N/A	<b>H.G. Johnson REAL ESTATE</b>
17 ELM STREET, STE. 2002   KEENE, NH 03431 7-608-865-8833   <a href="mailto:hg@hjohnson.com">hg@hjohnson.com</a>	
DATE: JANUARY 5, 2026	SCALE: 1"=16'9"
DRAWN BY: GH	CK'D BY: GH
REVISION: D	SURVEYOR: N/A
DWG. NO.: 0001	© COPYRIGHT 2026 H.G. JOHNSON REAL ESTATE

## Eligibility

---

**Is the building an existing residential structure?**

No

**Is the structure at least 40 years old?**

Yes

**Is the property connected to City water and sewer service?**

Yes

## Project Type

---

**Adds new housing: Does the project involve the creation of at least one new housing unit?**

Yes

**Preserves existing housing: Does the project resolve significant life safety or health risks in one or more existing housing units?**

No

## Project Information

---

### **Describe Existing Structure**

The property currently has (3) buildings that contain (3) housing units. An unfinished barn and shed are also on the property. This project will involve renovating the interior of the existing barn to create (2) new residential apartments: (1) two-bed, one-bath units and (1) one-bed, one-bath unit. The entire property is served by city water and sewer.

### **Describe Proposed Project**

Once complete, there will be (5) housing units on site with an average gross living area per unit of 900 SF.

Unit #1 (existing): 3-bedroom, 1.5 bath, 1,377 SF of living area

Unit #2 (existing): 2-bedroom, 1-bath, 732 SF of living area

Unit #3 (existing): 2-bedroom, 1-bath, 680 SF of living area

Unit #4 (under construction): 1-bedroom, 1-bath, 510 SF of living area

Unit #5 (under construction): 2-bedroom, 1-bath, 1063 SF of living area

The estimate cost of this development project is \$200,000.

**Is the building eligible for listing or listed individually on the National or State Register of Historic Places or located within a locally designated, State or National Historic District?**

No

**Total Estimated Project Cost**

\$200,000

**Estimated Project Start Date**

11/01/2025

**Expected Project Completion Date**

08/01/2026

**Attach a project narrative, building plans or sketches, renderings or photographs to help explain the proposed rehabilitation or construction. Attach additional files if necessary.**

- [Residential-Property-Revitalization-Zone-429-Elm-Street\\_Signed.pdf](#)

**Public Benefit**

**It results in the creation of at least one new housing unit**

Yes

**If yes, please describe.**

The project will create (2) new housing units by converting an existing garage into apartments.

**It prevents at least one housing unit from falling into obsolescence by addressing a life safety or health issue that would render the unit unlivable otherwise.**

No

**It enhances and improves a structure that is culturally or historically important on a local, regional, state, or national level, either independently or within the context of a historic district, town center, or village center in which the building is located; or it preserves a historically significant structure that is listed on or determined eligible for listing on the National Register of Historic Places or the state register of historic places, such as existing carriage barns;**

No

**It maintains owner occupancy of a residential building or it returns a residential building to owner occupancy;**

No

**It increases the livability of the home by flood proofing a structure in a flood hazard zone, remediating contamination such as lead or asbestos, or significantly improving the energy performance of a home as determined by the NHEM Home Heating Index tool by reducing the home heating index from a score of 9+ to a score of 4 or below.**

No

**It results in a net-zero home that produces as much (or more) energy as it consumes by minimizing energy use through efficiency and meeting its remaining needs through renewable energy systems.**

No



# CITY OF KEENE

In the Year of Our Lord Two Thousand and Twenty Five

A RESOLUTION Relating to Adopting the Provisions of RSA 79-E “Community Revitalization Tax Relief Incentive”

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

**WHEREAS**, RSA 79-E “Community Revitalization Tax Relief Incentive” (hereinafter “RSA 79-E”) declares it a public benefit to enhance downtown and town centers with respect to economic activity, cultural and historic character, sense of community, and in-town residential uses that contribute to economic and social vitality; and

**WHEREAS**, RSA 79-E further declares it a public benefit to encourage the rehabilitation of underutilized structures in urban and town centers as a means of encouraging growth of economic, residential, and municipal uses in a more compact pattern, in accordance with RSA 9-B; and

**WHEREAS**, RSA 79-E also declares it a public benefit to provide short-term property assessment tax relief and a related covenant to protect public benefits in order to encourage substantial rehabilitation and use of qualifying structures, or in certain cases, the replacement of qualifying structures, as described herein; and

**WHEREAS**, RSA 79-E:4-b, “Residential Property Revitalization Zone,” further declares it a public benefit to revitalize and preserve existing housing stock by providing temporary tax relief for renovation projects that significantly improve the quality, condition, or use of qualifying residential structures in a designated residential property revitalization zone; and

**WHEREAS**, RSA 79-E:3 permits municipalities to adopt modifications of the provisions of RSA 79-E, as set forth within the Statute.

**WHEREAS**, on December 21, 2017 the City Council adopted RSA 79-E within certain districts located within the City as defined in R-2017-41; and

**WHEREAS**, on November 15, 2018 the City Council rescinded R-2017-41 and adopted RSA 79-E within certain districts located within the City as defined in R-2018-33; and

**WHEREAS**, the downtown district map changed when the City adopted in May 2021 with Ordinance O-2020-10-B the Land Use Code, along with the remapping of the City’s downtown zoning districts with Ordinance O-2020-11-A;

**WHEREAS**, on April 17, 2025, the City Council rescinded R-2017-41 and further updated the downtown district map as defined in R-2025-09;

**WHEREAS**, the City Council hereby rescinds R-2018-33 and R-2025-09, and readopts RSA 79-E in accordance with this Resolution;

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the City of Keene that the Council hereby adopts and implements the provisions of RSA 79-E:4, with certain modifications, as follows:

**RSA 79-E:4 Community Revitalization Tax Relief Incentive**

A. For purposes of administering a RSA 79-E program within Keene, the City hereby defines that a “qualifying structure” shall mean non-residential use building or a mixed use building, being located within the area depicted on the map labeled “City of Keene Community Revitalization Tax Relief Incentive (RSA 79-E) District” dated December 4, 2025 attached hereto and made part of this Resolution.

B. “Substantial Rehabilitation” shall mean rehabilitation of a qualifying structure which costs at least \$75,000 and, in certain cases, replacement of a qualifying structure which costs at least \$75,000;

C. For purposes of administering the RSA 79-E program, the City Council shall ensure that the proposed substantial rehabilitation provides one or more of the following public benefits, or that the proposed replacement provides one or more of the public benefits to a greater degree than would substantial rehabilitation of the same qualifying structure:

I. It enhances the economic vitality of downtown areas;

II. It enhances and improves a structure that is culturally or historically important on a local, regional, state, or national level, either independently or within the context of an historic district, town center, or village center in which the building is located;

III. It promotes the preservation and reuse of existing building stock throughout a municipality by the rehabilitation of historic structures, thereby conserving the embodied energy in accordance with energy efficiency guidelines established by the U.S. Secretary of the Interior’s Standards for Rehabilitation;

IV. It promotes efficient design, safety, and a greater sense of community in a manner consistent with the Keene Comprehensive Master Plan;

V. It will add to the City’s employment base by creating at least one new, full-time job in Keene’s downtown area;

VI. It directly supports the integration of public art in the downtown; or

VII. It addresses one or more of the City’s adopted energy and climate goals as outlined in Resolution R-2018-36 and the Keene Comprehensive Master Plan.

D. "Tax Relief Period" shall mean that for a period of up to five (5) years, the property tax on a qualifying structure shall not increase as a result of the substantial rehabilitation or reconstruction thereof, beginning only upon completion of substantial rehabilitation or, in the case of a replacement structure, upon completion of its construction.

E. In accordance with RSA 79-E:5, the duration of the tax relief period for applications filed in Keene shall be considered in the context of each specific application and shall only provide that level of tax relief necessary in the discretion of the City Council to effectuate the specific targeted public benefit(s) outlined as determined by the City Council. By way of example, a qualifying project that is deemed by the City Council to provide one or two of the public benefits listed above may be granted a tax relief period of up to two years, and a qualifying project that provides three or more public benefits may be granted a tax relief period of up to five years; provided, however, that in determining what, if any, tax relief duration to provide, the City Council may consider the impact the proposed substantial rehabilitation will have on existing, or required, City infrastructure.

**BE IT FURTHER RESOLVED** by the Council of the City of Keene that the Council hereby adopts the provisions of RSA 79-E 4-b, as follows:

**RSA 79-E: 4-b Residential Property Revitalization Zone**

A. For purposes of administering the RSA 79-E:4-b Residential Property Revitalization program within Keene, the City hereby defines that a "qualifying structure" shall mean an existing residential structure which is at least 40 years old and is a one or 2-family home or an attached multi-family home with not more than 4 units. Parcel(s) must also have both city water and sewer service.

B. "Significant improvement" shall mean rehabilitation of a qualifying structure which costs at least 15 percent of the pre-rehabilitation assessed valuation or at least \$50,000, whichever is less, and includes the creation of at least one new housing unit or resolves significant life safety or health risks, as determined by the Building and Health Official.

C. For purposes of administering a RSA 79-E:4-b Residential Property Revitalization program within Keene, the City Council shall ensure that the proposed significant improvement provides one or more of the following public benefits:

I. It results in the creation of at least one new housing unit;

II. It prevents at least one housing unit from falling into obsolescence by addressing a life safety or health issue that would render the unit unlivable otherwise;

III. It enhances and improves a structure that is culturally or historically important on a local, regional, state, or national level, either independently or within the context of a historic district, town center, or village center in which the building is located; or it preserves a historically significant structure that is listed on or determined eligible for listing on the National Register of Historic Places or the state register of historic places, such as existing carriage barns;

IV. It maintains owner occupancy of a residential building or it returns a residential building to owner occupancy;

V. It increases the livability of the home by flood proofing a structure in a flood hazard zone, remediating contamination such as lead or asbestos, or significantly improving the energy performance of a home as determined by the NHSaves Home Heating Index tool by reducing the home heating index from a score of 9 or above to a score of 4 or below;

VI. It results in a net-zero home that produces as much (or more) energy as it consumes by minimizing energy use through efficiency and meeting its remaining needs through renewable energy systems.

D. "Tax Relief Period" shall mean that for a period of up to five (5) years the property tax on a qualifying structure shall not increase as a result of the significant improvement or reconstruction thereof, beginning only upon completion of significant improvement. The City Council may, in its discretion, add up to an additional two (2) years of tax relief for a project that results in new residential units and add up to an additional four (4) years of tax relief for the substantial rehabilitation or significant improvement of a qualifying structure that is listed on or determined eligible for listing on the National Register of Historic Places, state register of historic places, or is located within and important to a locally designated historic district, provided that the substantial rehabilitation is conducted in accordance with the U.S. Secretary of Interior's Standards for Rehabilitation.

E. In accordance with RSA 79-E:5, the duration of the tax relief period for applications filed in Keene shall be considered in the context of each specific application and shall only provide that level of tax relief necessary in the discretion of the City Council to effectuate the specific targeted public benefit(s) outlined as determined by the City Council. In making a determination about the duration of tax relief the City Council shall consider the following: a qualifying project may be granted a base level of tax relief of up to five years and may only receive additional years as outlined in Section D based on the extent to which the project meets the criteria and public benefit(s); provided, however, that in determining what, if any, tax relief duration to provide, the City Council may consider the impact the proposed substantial rehabilitation will have on existing, or required, City infrastructure.

No property may be granted tax relief under this chapter more than once in a 20-year period.

**BE IT FURTHER RESOLVED** that a property owner, as a condition of being granted such tax relief, shall

A. Document the proposed public benefit(s) at the time of the application for tax relief under the Keene RSA 79-E program; and

B. Provide the City promptly with all information and documentation that the City may deem relevant for review of the application for such tax relief, as well as for review of the rehabilitation or replacement project under federal, state, and local laws, codes, and regulations, as may be applicable; and

C. Grant to the City a Covenant ensuring that the structure shall be maintained and used in a manner that furthers the public benefit(s) for which the property tax relief was granted and shall require the property owner to obtain casualty insurance, and flood insurance, if appropriate, for twice the term of the tax relief granted; and

D. Grant to the City a lien against the property for the purpose of ensuring proper restoration or demolition of damaged structures and property; and

E. Maintain the property as taxable, regardless of whether the property owner is otherwise subject to property taxes under RSA 72; and

F. The City reserves the right to conduct inspections of the property to ensure compliance with the covenant at the discretion of Community Development Director; and

BE IT FURTHER RESOLVED that if the Covenant is terminated for any reason, the City shall assess all current and arrears taxes, with interest, to the property owner as though no tax relief was granted in accordance with RSA 79-E:9,II; and

BE IT FURTHER RESOLVED that the City Manager or their designee is hereby authorized to execute all documents and undertake all actions as may be required to implement this resolution. This resolution shall take effect upon approval by City Council.



---

Jay V. Kahn, Mayor

In City Council December 4, 2025.  
Referred to the Planning, Licenses and  
Development Committee.

  
City Clerk

A true copy;

Attest:   
City Clerk

PASSED: December 18, 2025



# CITY OF KEENE NEW HAMPSHIRE

ITEM #C.1.

**Meeting Date:** July 2, 2026  
**To:** Mayor and Keene City Council  
**From:** Michael Giacomo  
**Through:** Terri Hood, City Clerk  
**Subject:** **Let It Shine - Request for Use of City Property - Keene Pumpkin Festival - October 17, 2026**

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**Recommendation:**

**Attachments:**

1. LIS 2026 Letter to Mayor and City Council

**Background:**

Mr. Giacomo, on behalf of Let It Shine, is requesting the annual license for use of downtown City property on October 17, 2026 to conduct the 2026 Keene Pumpkin Festival. The applicant has requested Community Event funding for this FY27 event.



January 5, 2026

Honorable Mayor Kahn and Keene City Council,

The Let It Shine Board would like to submit its request for a license for the 2026 Keene Pumpkin Festival. Following the massive success of this year's event, we're excited to bring back a nearly identical event in scope and scale, renewing our focus on a safe, family-friendly atmosphere that will help celebrate Keene's tradition, while keeping it local to the region. Last year saw over \$40,000 raised by nonprofits at our festival, and an estimated \$200,000+ boost to the local economy in just one afternoon of festival.

We will begin our planning process soon, and we know this year will be the first of two exceptional years due to the infrastructure work being performed over most of our typical footprint. This is the first time in the 30+ year history of the Keene festival that it has been located off the square, and while we're excited to explore a new layout, we also appreciate any flexibility the city and council will have in our request for road closures this year, as we do not believe the established set of three event footprint options can be used to create a safe, fun pumpkin festival we'd be proud of. We also want to focus our activities on Main St to support downtown businesses in this time of intense strain.

As such, specific road closures, etc will be subject to change based on discussions with and approval of the protocol committee but will certainly encumber the portions of Main Street South of Railroad Square, potentially as far south as the Marlboro Street roundabout, but at least as far as Water Street.

We plan to continue our dialogue with Keene State since we will likely be nearer to their campus this year, and hope to continue to integrate the school into more of the festival activities.

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 are as follows:

- Requested street closure specifics will be discussed in protocol but will include Railroad Street and Main Street from the south edge of the construction zone to Water Street or Marlboro Street on Saturday, October 17.
- No counting of pumpkins will occur, nor will any Guinness attempts be made. We continue to emphasize this is not a competition, but a community.
- All local elementary schools are provided free pumpkins and invited to carve and display them.
- Non-profits will be selling food, and craft vendors will sell their wares.
- Local businesses will be invited to host trick-or-treating for children and make pumpkin specials.

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 city's great tradition. We hope to continue to support downtown through the challenging construction ahead.

Thank you for your time and consideration.

Sincerely,

The Let It Shine Board  
Michael Giacomo  
Chairman of the Board, Let It Shine



## CITY OF KEENE NEW HAMPSHIRE

ITEM #C.2.

**Meeting Date:** July 2, 2026  
**To:** Mayor and Keene City Council  
**From:** Stephen Seraichick  
**Through:** Terri Hood, City Clerk  
**Subject:** **Yankee Bottle Club - Support for the Installation of a Keene Glass Company Historical Marker**

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**Recommendation:**

**Attachments:**

1. Communication\_Seraichick

**Background:**

A communication was received from Stephen Seraichick, on behalf of the Yankee Bottle Club, requesting City support for the installation of a historical marker recognizing the Keene Glass Factory. The communication outlines the historical significance of the proposed marker, prior outreach efforts, project costs, and fundraising activities.

To the Honorable Mayor Jay Kahn and Keene's City Council:

Two and a half years ago while walking the dog I've been fostering on the rail trail between Eastern Avenue and Water Street, I came across and read the three historical markers that reside on this stretch of trail. (I assume everyone on the Council has read them as well) I immediately noticed a **colossal unforgiveable error** regarding our city's industrial historical past. The three markers tell the story of the industries that manufactured goods along Marlboro Street: like the C.L. Brickyard, Wilkins Toy, New Hampshire Mold Granite, the Kingsbury Corporation, Schleicher and Schuell, and the J.A. Wright Co. but one industry is **glaringly missing** and that is the Marlboro Street Glass Factory or sometimes referred to as "Keene Glass" or the "South Factory" that manufactured glass bottles from 1815 to 1842.

In April of 1814 Lawrence Schoolcraft, a talented glassblower and glass manufacturing superintendent, arrived in Keene with his daughter Katy Ann, at the bequest of Timothy Twichell and other town fathers/investors in Keene to put forth a plan to possibly build a glass bottle factory on Marlboro Street. As Mr. Schoolcraft and his daughter entered lower Main Street he made this comment, "I arrived at Keene on the 16<sup>th</sup> instant and Katy Ann and myself found it one of the most beautiful country places we were ever in." The stakeholders, Twichell et.al., had no working knowledge of glass making but Mr. Schoolcraft was well-seasoned in glass manufacturing, having been a glass blower and former superintendent of a glass factory in Hamilton New York. He had a wealth of knowledge of the various aspects of how glassware is produced. Mr. Schoolcraft must have felt Keene was a good place to build a glass bottle factory because he quickly contacted his son, Henry Rowe Schoolcraft, urging young Henry to entertain the thought of possibly running the yet to be built Keene plant. Henry himself, a talented glassblower and superintendent of a glass factory in Vermont, accepted the offer. Over the next several months of construction the factory moved forward as planned and at some point, in late October of 1815, the factory was completed and stood ready for production on Marlboro Street. The first glass bottles began to roll out sometime in November of that year. Henry Rowe Schoolcraft ran the "South Factory" for only two years leaving behind a legend in early American glass manufacturing lore.

{However, it is Henry's next calling that he would become better known for. Henry had an unquenchable desire to investigate, learn, and document the lives and cultures of the First Peoples (Indians) of the Upper Midwest. He was hired by the United States Government as an Agent to undertake such a task. Sometime in 1818 or so he set out for the First People's Midwest Region leaving behind his glass making life. It is here through his research and journal writings of Native cultures, languages, and stories that Henry became an authority of the Native inhabitants of this region. One such First People's story told to him caught the eye of Henry Wadsworth Longfellow. Longfellow found this story in one of Henry's journals and rewrote it in the form of a poem called, "Hiawatha". Today, Hiawatha is considered one of Longfellow's most famous and best poems. }

I am sure every member of the City Council is well versed in Keene's impressive and rich history and that everyone has a copy of Keene's history as found in our city's historical annal, "The History of the Upper Ashuelot." (later called Keene) Here members would find a whole chapter dedicated to "Keene Glass" written by Kay Fox, former Director of the Keene Public Library and an authority on Keene's history. It should be noted that of all the industries that have come and gone in Keene only one, Keene Glass, had a whole chapter dedicated to it, not even the Faulkner Colony Mill nor the Kingsbury Corp. can boast of that. It should be further noted that by 1831 one out of every six workers in Keene were employed in glass making production.

In order to right a wrong, I set out to find out how historical markers get approved and planted along a city's thoroughfares and who is responsible for undertaking such a task. I started my quest with one of my city councilors who pointed me to Amy Dixon, who heads up the historical signage commission for the State of New Hampshire in Concord. Historical markers along our "State's" roads and highways are the "State's" responsibility, other thoroughfares such as a path or rail trail in New Hampshire cities or towns are the **responsibility** of that town or city.

I have personally taken this story to several groups to provide for them a brief history of glass making in Keene and to seek support for finally establishing a historical marker long overdue honoring Keene Glass. Every single committee that I met with gave a resounding vote of approval for such a marker. Over a two-and-a-half-year period, I met with the following committees: the Historical District Commission. (It should be noted that I met only once with this group and they helped point me to which groups I really needed to speak with) I then met with these two groups: the Heritage Commission and the Bicycle Pedestrian Path Advisory Committee (B.P.P.A.C) on several occasions. All three groups were extremely supportive of having a new historical marker along this stretch of rail trail.

It was at one of the B.P.P.A.C. meetings that I struck gold, however. It was my good fortune as well as the Yankee Bottle Club's fortune, that City Councilor Ed Haas was also a member of the B.P.P.A.C. group. Upon hearing about

our quest to establish a historical marker honoring Keene Glass Ed jumped on board and told me he would in effect carry the torch, to see this long overdue (184 years) recognition through. It was a "slam dunk" in terms of items the City must carry out over the course of the next year or so. Ed has been a boon in this effort by informing the City Council of the need to finally honor Keene Glass by someday making this marker a reality. Ed brought this effort to the full Council whereupon a vote of 12 to 0 in support of a historical marker was cast.

Of course, a new historical marker couldn't become a reality without some of the finer points coming into play. In order to create a marker similar in design and fabrication photographs of the historical markers found along the rail trail between Eastern Avenue and Water Street were emailed to Peter Poenessa, of Sign Worx in Keene. Additionally, a schematic rendering of the markers complete with the marker's physical dimensions were provided to Peter as well. All of this was necessary in order for Peter to estimate the cost. Peter estimated that the cost would be about \$3,700. Ed Haas also advised me to seek some "seed money" to demonstrate a good will effort to fund this project. Seed money would energize the City of Keene and its Council to hopefully finance the remaining cost of this project. It should be noted that the Heritage Commission was excited about the prospect of a new historical marker and \$500 of seed money was promised to move our goal forward. Finally, no marker would be complete without a historical script to detail the history of Keene Glass. It was our good fortune that **Alan Rumrill** provided his expert historical account for this marker.

In closing, it is my hope and the Yankee Bottle Club's hope that the City of Keene complete this task. This is not my history or the Yankee Bottle Club's History; this Historical Marker is for all of Keene and their history!

Thank you for your time and for all the incredible things you do to make Keene the shining light in the State of New Hampshire.

KEEPING KEENE'S PROUD HISTORY ALIVE!

P.S. I (Steve) will be contributing \$200 to make this happen!!!

On Behalf of the Yankee Bottle Club

Respectfully, Stephen Seraichick (Yankee Bottle Club Member and Secretary)





# CITY OF KEENE NEW HAMPSHIRE

ITEM #C.3.

**Meeting Date:** July 2, 2026  
**To:** Mayor and Keene City Council  
**From:** Councilor Randy Filiault  
**Through:** Terri Hood, City Clerk  
**Subject:** **Councilor Filiault - Request for Consideration of an Ordinance Amendment  
Regulating Dogs at Downtown Events**

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**Recommendation:**

**Attachments:**

1. Communication\_Filiault

**Background:**

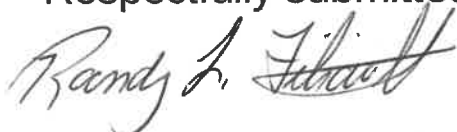
A communication was submitted by Councilor Randy Filiault recommending that the City Council consider amendments to the ordinance regulating dogs at downtown events based on public safety concerns observed at a recent downtown event.

June 17, 2026

To: Mayor Kahn and Keene City Council  
From: City Councilor Randy Filiault  
Subject: Restricting dogs at downtown events

At a recent downtown event, I witnessed several incidents involving dogs that attendees had brought to the event, despite the organizers asking no dogs be allowed. Although the dogs were separated before anything major happened, the situation could've been much worse considering the amount of people gathered in such a limited area. Therefore, in the interest of public safety, I recommend we look into adjusting our city ordinance regulating dogs at such events.

Respectfully submitted,



City Councilor Randy Filiault



# CITY OF KEENE NEW HAMPSHIRE

ITEM #C.4.

**Meeting Date:** July 2, 2026  
**To:** Mayor and Keene City Council  
**From:** Erik Murphy  
**Through:** Terri Hood, City Clerk  
**Subject:** **Erik Murphy - Petition - Safety Improvements at the South Lincoln Street and Roxbury Street Intersection**

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**Recommendation:**

**Attachments:**

1. Petition\_Murphy\_redacted

**Background:**

A petition containing 45 signatures has been submitted by Erik Murphy, on behalf of area residents, requesting an engineering and traffic safety review of the South Lincoln Street and Roxbury Street intersection and consideration of improvements to enhance pedestrian and vehicular safety.

To: Mayor and Keene City Council

Date: June 24, 2026

From: Erik Murphy, 287 Roxbury St. Keene NH 03431 [REDACTED]

At 9:30am on June 5<sup>th</sup> I was on the phone with 911 because of a two-car collision at the intersection of S. Lincoln Street and Roxbury St. The pickup driver was forced off the pavement, over the sidewalk, and through my hedge. This is not a once-in-a-million accident. This exact scenario happened previously, in exactly the same way and in the exact same spot.



As over 100 petitioners agree, the time for change has definitely arrived.

*Eastern Ave.*

Based on a 4-way stop that's working well at Water and Grove St. my simple suggestion is to have a 4-way STOP sign at each corner that has LED lights that flash (as seen in Peterborough) – this would be the resulting street scene.



South Lincoln St, heading NORTH \*\*\* tree branch obscures signage \*\*\*



Roxbury St, heading EAST (away from Central Sq.)



Roxbury St, heading WEST (toward Central Sq.)



North Lincoln Street, heading SOUTH



Signage on Roxbury St. may also need indicators that a 4-way stop (and/or Dangerous Intersection) is ahead. You are probably aware that many drivers will top 50 MPH coming downhill.



An additional concern is the safety of children at the school bus stop at this same intersection.

Thanks for looking over these suggestions. I, along with my Eastside Neighbors will be looking forward to informal conversations and a hearing with the entire council when your schedules and agenda allow time for this topic.

PS. I know that other types of remediation might require a traffic study and no one wants that.

Sincerely,

Erik Murphy

# Petition to Keene City Council: Urgent Safety Improvements at S. Lincoln St. & Roxbury St.

18 Comments

**S** **Supporter** 

I walk across Roxbury Street every morning, and I have to listen to be sure no vehicles are barreling down the hill on Roxbury before crossing. I saw the pickup truck that drove through the formerly beautiful hedge and into the yard of the house on the corner. That hedge could have been me! Please help make this dangerous intersection safer.!

**J** **Jacob Lamothe** 

I live by this intersection and see accidents here all the time.

**W** **William J. Cunningham** 

This is a clearly dangerous intersection that requires a FOUR WAY STOP. There is a school bus stop right across the street and I can't tell you how many times I've seen cars drive 30+ mph down Roxbury, ignoring the crosswalk while I try to cross with kids. Not to mention numerous near-accidents. Do something NOW before something worse happens.

**G** **Gary Adeyemi**  
 **Featured**

Almost got hit here last week driving home from work. This intersection is a total nightmare at night please fix it before someone actually gets killed.

A

**Abby Mather** 

Too many needless car crashes. There needs to be more and better signage to warn drivers unfamiliar with the intersection to stop and look.

K

**Ken Kost** 

Cars speed on many residential streets in Keene. This is one example. This intersection needs attention. Let's fix this one and then look at other unsafe streets and intersections.

H

**Hannah Pickard** 

This needs a 4 way stop, you have to inch out to see down Roxbury street and in that time cars come flying up and down. I've witnessed too many accidents and near accidents here, please help keep us safe.

A

**Annelies Spykman** 

I drive through this intersection up and down Roxbury St multiple times a day, and every single time I feel hypervigilant as I cross through, waiting for the car that does not stop coming through S Lincoln or N. Lincoln Sts. It has happened so many times that I have been coming through and a car rolls straight through into Roxbury St. I know pedestrians who have been hit crossing through that intersection. So many kids coming and going, and people fly through at such reckless speeds.

H

**Heather Servant** 

Years ago I petitioned the city to help us with the speeding on Eastern Ave. Best they could do was change the speed limit to 25mph and of course no one follows that

either.

This intersection is dangerous. It needs to be a 4 way stop and there needs to be more enforcement of speed limits on these secondary roads. Folks are using the Eastern Ave-South Lincoln-North Lincoln streets as a racetrack to avoid Main St and it's going to have tragic consequences.

S

**Sharon Gallagher** 

Too much speed on this road and Water Street which lead to accidents and near miss accidents. Previous "traffic calming" ideas have been ineffective.

J

**Jnatjan Mattoon** 

Needs to be a 4 way stop agreed!

S

**Susan Weil-Hackett** 

 **Featured**

No. Lincoln has turned into a racetrack, especially in the summer, and most especially for motorcycles. Those of us on No. Lincoln know how dangerous this corner is. Fences and overgrown hedges don't help. The biggest problem are drivers who blow through both intersections - Beaver and Roxbury. We need the city's help!

A

**Ann Charbonneau** 

 **Featured**

This is my new neighborhood, and I trust my neighbors experience with this intersection. I was walking my dogs yesterday and was waiting to cross North Lincoln to South Lincoln, and a grey pickup just flew up the Roxbury St hill right by me. I understand he didn't have a stop sign, however, I thought the person trying to cross at the crosswalk would be allowed to go first.

S

**Supporter** 

☆ Featured

I grew up on S Lincoln St and witnessed many accidents. It should be a 4 way stop

S

**Steve Salamin** 

☆ Featured

Too many accidents at this intersection. Visibility is the biggest issue. The fence at 294 Roxbury Street is also a huge factor in this. The fence is in disrepair, it is a danger to anybody touching it, plus it's totally blocking the view of Roxbury Street eastbound traffic. A few solutions are necessary. Advocating for a blinking RED North south and AMBER East West. Get rid of that fence. Let's not forget the single car accident by a Keene police cruiser a few years ago. He blew the stop sign

E

**Ed Haas**

We should not have to prove a need with accident data. Similar situation and need exists at Water St and Eastern Ave.

E

**Erik Murphy** 

I know that the Eastside Neighborhood joins me in support of this petition.

T

**Timothy Conley**

Much needed for improving safety.



SECURITY VERIFIED LIVE



DATA PROTECTED



## **Petition to Keene City Council: Urgent Safety Improvements at S. Lincoln St. & Roxbury St.**



To: Keene City Council

We, the undersigned residents, homeowners, and frequent users of the S. Lincoln St. and Roxbury St. intersection, respectfully request urgent action to protect public safety and minimize traffic accidents at this location.

### Why action is needed

- Within the last year there were multiple near-fatal collisions at this corner resulting in totaled vehicles and damage to private residences.
- Similar collisions and near misses have occurred repeatedly over decades, demonstrating a chronic safety problem that threatens pedestrians, cyclists, drivers, and nearby homes.
- The neighborhood is united in concern and requests immediate, effective counter measures to prevent further injury, death, and property damage.

### Suggested actions (short-term and medium-term)

1. Improve sign visibility and add active warning devices
  - Install highly visible advance-warning signs (retroreflective, larger size) for both directions.
  - Add flashing beacons (solarpowered LED flashers) activated by approaching vehicles or continuous during high-risk hours.
2. Upgrade intersection lighting
  - Install brighter, full cutoff LED street lighting directed at the crossing to improve night visibility for drivers and pedestrians.
3. Add high-visibility crosswalks and pedestrian refuge
  - Repaint crosswalks using high-contrast materials (continental or ladder style) and add a raised pedestrian refuge island or curb extensions to shorten crossing distance.
4. Implement traffic-calming and speed-reduction measures

- Install speed feedback signs (radar speed displays) on approaches to the intersection.
- Consider physical calming such as raised crosswalks, textured pavement, or a raised intersection table where feasible.
- 5. Consider geometric or signal changes (medium-term)
  - Evaluate conversion to a signalized intersection or all-way stop if warranted by an engineering study.
  - If full signalization is not supported, consider a hybrid solution such as a pedestrian-activated crossing signal (HAWK beacon) or a Rectangular Rapid Flashing Beacon (RRFB).
- 6. Improve Enforcement and monitoring
  - Increase targeted enforcement (speed and stop compliance) for an initial period after improvements.
  - Install or deploy temporary traffic cameras or data collection equipment to monitor speeds, volumes, and crash reductions.

#### Examples of effective remediation from other communities

- Flashing Beacons and RRFBs: Communities that added RRFBs or pedestrian-activated flashing beacons at mid-block or uncontrolled crossings saw large reductions in pedestrian crashes and increased driver yielding rates. These devices are low-cost, solar-ready, and particularly effective where crosswalks are near high-speed approaches.
- Raised Crosswalks and Intersection Tables: Several municipalities reported significant speed reductions and fewer crashes after installing raised crosswalks or raised intersection tables, which provide both vertical deflection and improved pedestrian visibility.
- Speed Feedback Signs: Small cities and neighborhoods have documented consistent reductions in average approach speeds (often 5–10 mph decrease) after installing radar speed display signs.
- Full Signalization / HAWK Beacons: Converting high-crash intersections to signal control—or installing HAWK pedestrian beacons—has reduced vehicle-vehicle and vehicle-pedestrian crashes in comparable urban residential settings where traffic and pedestrian justify it. (Engineering studies and local DOT guidance usually accompany these choices to identify the best combination for a site-specific fix.)

#### Request for City Council action

- Approve an immediate engineering study and field safety assessment of S. Lincoln St. & Roxbury St. - funded and scheduled within the next 60 days. The study should include crash

history review, speed and volume counts, sight distance measurements, and community input.

- Approve low-cost, high-impact interim measures (improved signage, flashing beacons, radar speed signs, refreshed high visibility crosswalks, and enhanced lighting) to be installed within 120 days while longer-term solutions are evaluated.
- Commit to a public timeline and followup briefing to the neighborhood, including metrics that will be used to evaluate success (crash frequency/severity, speeds, driver yielding).

We believe these measures are practical, evidence-based, and achievable. The community asks the City Council to act promptly to prevent further harm and protect residents, pedestrians, and drivers.

**Signatures are collected ONLINE at**

<https://www.ipetitions.com/petition/petition-to-keene-city-council>

**Or** you can sign this document and mail to “Honorable Mayor and City Council att: City Clerk, 3 Washington Street, Keene NH 03431”

Name: Andrea Newcomb

Address: 85 West Suny Rd Keene, NH 03431

Signature: 

Contact for follow-up (neighborhood representative)

Name: Erik Murphy, 287 Roxbury St. Keene NH 03431







Use QR code to access petition

history review, speed and volume counts, sight distance measurements, and community input.

- Approve low-cost, high-impact interim measures (improved signage, flashing beacons, radar speed signs, refreshed high visibility crosswalks, and enhanced lighting) to be installed within 120 days while longer-term solutions are evaluated.
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**Or** you can sign this document and mail to “Honorable Mayor and City Council att: City Clerk, 3 Washington Street, Keene NH 03431”

Name: KAREN Lyte

Address: 211 Chapman Rd

Signature: [Handwritten Signature]

Contact for follow-up (neighborhood representative)

Name: Erik Murphy, 287 Roxbury St. Keene NH 03431

[Redacted]  
[Redacted]



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**Or** you can sign this document and mail to “Honorable Mayor and City Council att: City Clerk, 3 Washington Street, Keene NH 03431”

Name: *Erik Murphy*

Address: *275 Water St Keene*

Signature: *Erik Murphy*

Contact for follow-up (neighborhood representative)

Name: Erik Murphy, 287 Roxbury St. Keene NH 03431

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Or you can sign this document and mail to “Honorable Mayor and City Council att: City Clerk, 3 Washington Street, Keene NH 03431”

Name: Robert C Haman

Address: 89 Valley Street, Keene NH 03431

Signature: Robert C Haman

Contact for follow-up (neighborhood representative)

Name: Erik Murphy, 287 Roxbury St. Keene NH 03431

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████████████████████



Use QR code to access petition

history review, speed and volume counts, sight distance measurements, and community input.

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<https://www.ipetitions.com/petition/petition-to-keene-city-council>

**Or** you can sign this document and mail to “Honorable Mayor and City Council att: City Clerk, 3 Washington Street, Keene NH 03431”

Name: Sandra Hamm Sandra S. Hamm

Address: 89 Valley St, Keene, NH 03431

Signature: Sandra Hamm

Contact for follow-up (neighborhood representative)

Name: Erik Murphy, 287 Roxbury St. Keene NH 03431

[Redacted]

[Redacted]



Use QR code to access petition



## CITY OF KEENE NEW HAMPSHIRE

ITEM #C.5.

**Meeting Date:** July 2, 2026  
**To:** Mayor and Keene City Council  
**From:** Councilor Robert Williams  
**Through:** Terri Hood, City Clerk  
**Subject:** **Councilor Williams – Request to Consider Restricting the Sale of 7-Hydroxymitragynine (7-OH) and Concentrated Kratom Products**

---

**Recommendation:**

**Attachments:**

1. Williams\_Communication

**Background:**

A communication was received from Councilor Bobby Williams requesting that the City Council explore local regulatory options to address the retail sale of 7-hydroxymitragynine (7-OH) and other concentrated psychoactive kratom products within the City of Keene. The communication cites concerns regarding the products' opioid-like properties, potential public health impacts, and the perceived need for local action in light of limited state and federal regulation.

June 30, 2026

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

To the Honorable Mayor and City Council,

I am concerned that products containing 7-OH (7-hydroxymitragynine) and other concentrated psychoactive extracts of kratom leaf are being sold over the counter at gas stations, smoke shops, and convenience stores in Keene.

7-OH is dangerous because it binds to opioid receptors in the brain, and it carries a high risk of addiction, dependency, and overdose. It is one of several new synthetic and semi-synthetic products that are relatively new to the market that have opioid-like properties. Others I would consider in this category include MGM-15 and "Feel Free," which is tonic that contains a mixture of kratom and kava extracts that markets itself as an alcohol alternative and productivity booster.

The FDA has issued repeated warnings about the 7-OH products and has recommended that the DEA classify it as Schedule 1 controlled substance. There has also been an effort to ban synthetic kratom products at the state level, which did not make it through in the most recent legislative session.

The widespread availability of these products suggests that reliance on state and federal mechanisms to protect people in our community from unregulated kratom derivatives has not been sufficient, and I would like the City of Keene to look at what can be done at a local level.

The City of Franklin, NH, has banned the sale and possession of kratom products since 2019. While I would not go so far as to ban possession – a measure that could be counter-productive from a harm-reduction perspective – I do think it would be highly appropriate to restrict the most addictive of these products from being sold in Keene. I believe that opioids should not be sold in the absence of medical supervision.

I ask that the City Council move with expediency in considering how to address this emergent threat to public health.

Sincerely,

A handwritten signature in blue ink, appearing to read "Bobby Williams". The signature is fluid and cursive, with a large loop at the end.

Bobby Williams

City Councilor, Ward 2



ITEM #D.1.

## CITY OF KEENE NEW HAMPSHIRE

**Meeting Date:** July 2, 2026  
**To:** Mayor and Keene City Council  
**From:** Municipal Facilities, Services and Infrastructure Committee, Standing Committee  
**Through:**  
**Subject:** **Councilor Haas - Request for Project Information Signage and Enhanced Public Outreach for Capital Projects**

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**Recommendation:**

On a vote of 5 to 0, the Municipal Services, Facilities and Infrastructure Committee recommends the communication "Request for Project Information Signage and Enhanced Public Outreach for Capital Projects" be referred to the City Manager.

**Attachments:**

None

**Background:**

Chair Greenwald asked Councilor Haas to address his communication.

Councilor Haas stated that over the years, he has tried to dig into projects as they start to come up. He continued that it feels like suddenly there is a project underway and something is being dug up somewhere, and then he tries to trace back where the project came about, how, and who knows about it. It is hard to find that information. He thinks the City is missing an opportunity here to advise the citizenry of which projects are going to happen. The projects get approved, but then people forget about them, or new people come into town and do not know what is happening or why, and sometimes they want to give input on the design when it is way too late. It would help if the City did more communications as a project is developing. Initially, they have charettes and all kinds of meetings at which people can help with the project's design and direction, and then time passes and people forget all of what was advised and discussed.

Councilor Haas continued that he would like to see posters, banners, or some kind of advertising on site where a project is coming, that talks about it. A perfect example is the Transportation Heritage Trail project currently underway on the Marlboro St. extension parallel down to Route 101. The contractor has a huge sign there with all of the safety information he was required to post. It could easily include some advertisement of what is there, why it is going in, how it has been paid for, and what it will be like when it is finished. That would apply to all of the projects. Another example is Marlboro St., which is now getting done, but that has been around for almost 10 years. People are asking questions about the curbs, the design, what is happening with the trees, and more. It would

solve many communications problems if the City had some kind of information over the time period until the construction actually begins. The Maple Ave. tree removal project had several meetings, but it would have been great to have some advertisement on site explaining what was being done and why, instead of just letting people's imaginations run wild. City staff can come up with some great ideas. He is willing to help in any way he can. He encourages them to start communicating, to eliminate these vacancies and this vacuum of information.

Chair Greenwald asked to hear from the City Manager.

Elizabeth Ferland, City Manager, stated that she thinks this could be handled through an Administrative Directive, which is just internal policy. She continued that they need to define the type of projects that they would do this for, and what would be included in the signs. She looked at the handful of other communities that do this, and it seems like a \$500,000 threshold would make sense. Maintenance-type activities would not be included. Something to consider is that things change. Sometimes it is a little bit fluid with these projects. Thus, they would probably include elements such as the logo, the name, a brief description, the contractor or engineer, and the anticipated start date and completion date. They would probably then put the web address and a QR code so people could follow along with the most up-to-date information without the City needing to change and revise the signs over time.

The City Manager continued that in sum, she took a look at this and gave a rough draft to the Public Works Director and the Parks and Recreation Director, since they usually have the bigger projects. She thinks they can handle this through an Administrative Directive.

Councilor Favolise stated that his first thought was that this is a good idea. He continued that his first question was about the cost. He asked if they have run those numbers yet, or if this could be absorbed by the current budget.

The City Manager replied that it would be included in the cost of the projects, as they go forward. She continued that she thinks a few hundred dollars would probably cover it, but she cannot say for sure. They have signs right now, such as the example given of the Transportation Heritage Trail. The grants the City receives often come with Federal requirements to place those signs, with specific content required. Instead of adding information to those signs, the City would have separate signs with a different purpose, but she thinks it would be easy enough to do within a few hundred dollars per project.

Councilor Workman stated that she wants to thank Councilor Haas for bringing this forward. She continued that as much as they do post information online and in a couple different avenues, it does not hurt to have increased redundancy and alternative ways for people to access this information.

Chair Greenwald replied that he, too, thinks it is a good idea. He continued that it is also Councilors' jobs to answer the public's questions.

Councilor Tobin asked, for clarification, if the intent would be for these signs to go up when construction starts. She continued that she sees Councilor Haas shaking his head 'no.' She continued that in addition to making sure they are on the same page about that, the other thing she wanted to bring up is that it is great to communicate this information to the public, but if they are putting a sign up when a project starts, they should consider also communicating that the decision-making process concluded years ago.

The City Manager replied yes, that is something staff talked about. She continued that the CIP process is when you are designing projects and going through the process. Often, even when they are getting ready to adopt the budget and the first year of the CIP is rolling in, they are still not 100% until the budget is actually adopted and in place, but a lot of work has already happened for the project because they had to get a cost estimate. Thus, it is too difficult for staff to know for sure that a project is actually going to happen in a certain year until the City Council actually adopts the budget. Even with this most recent budget, which starts July 1, 2026, they had to shift some things around to make the budget work. Until they know that a project is going out to bid and they have some concrete details, she does not think it makes sense to keep putting signs out.

Chair Greenwald replied that he agrees. He continued that he has faith in the City Manager's abilities.

Councilor Haas stated that the idea is to bridge the gap between the public meetings as a project is being designed, and when construction begins. He continued that while signs as construction begins are great, to say what is happening and give a QR code for people to find out more, the City really needs to bridge that gap between the original public input and the eventual project. Robin Hood Park is the best example. The City had the charettes on site, which were fantastic and led by Andy Bohannon, almost three years ago. People do not remember what came out of those sessions, and do not remember to go on the City website to find out what the options were or what is happening with the swimming pool. Those details are lost to everyone's memories. They need something active. It does not have to be specific; it can be a sign saying "Coming soon." It could be just a page out of the CIP that describes the project, with a QR code that leads to more information. It can be simple. The intent is to bridge the gap between all the great intentions in the beginning and when a shovel finally gets into the ground.

Chair Greenwald stated that he has faith in the City Manager's ability to come up with an idea for this. He continued that he also does not want to see little billboards all over town with all their fantasy projects for the next 10 years, which he thinks this could turn into.

The following motion by Councilor Ellis was duly seconded by Councilor Workman.

On a vote of 5 to 0, the Municipal Services, Facilities and Infrastructure Committee recommends the communication "Request for Project Information Signage and Enhanced Public Outreach for Capital Projects" be referred to the City Manager.



## CITY OF KEENE NEW HAMPSHIRE

ITEM #D.2.

**Meeting Date:** July 2, 2026  
**To:** Mayor and Keene City Council  
**From:** Municipal Facilities, Services and Infrastructure Committee, Standing Committee  
**Through:**  
**Subject:** **Elizabeth Hansel - Request for Resolutions Regarding Single-Use Plastic Reduction**

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**Recommendation:**

On a vote of 5 to 0, the Municipal Services, Facilities and Infrastructure Committee recommends accepting the communication "Request for Resolutions Regarding Single-Use Plastic Reduction" as informational.

**Attachments:**

None

**Background:**

Chair Greenwald asked to hear from Elizabeth Hansel.

Elizabeth Hansel stated that, to explain why she is requesting this Resolution, the United States is the world's largest generator of plastic waste. She continued that this waste has severe consequences for our climate, our health, and our pocketbooks. Plastics are everywhere, in hospitals, packaging, and building materials, to name a few, but there is an area in which we can limit plastics in our community. In New Hampshire, people use 4 million plastic single-use bags per year. The American Chemical Society says the average use of such bags is 12 minutes, but a bag takes 1,000 years to break down. Single-use plastic bags add to food prices and municipal taxes spent in landfills. They tend to jam the sorting machinery, and they are not easily recycled, contrary to what the petroleum industry likes to say.

Ms. Hansel continued that by following the first part of this Resolution, the City can set an example and send a message to the community. Hampton, Exeter, Portsmouth, and Dover have adopted similar Resolutions. A few years ago, the City stopped using plastic bottles at its meetings. This Resolution would follow the spirit of the City's environmental programs and their vision for a cleaner environment. She realizes that the second part of the Resolution, calling for the State legislature to act, is a challenge, but all of NH's neighboring states no longer provide free single-use plastic bags. There is a charge for their use. According to a report by EcoWatch, effective plastic bag bans encourage reusable bag use and often combine legislation with public education to raise awareness about plastic pollution. It found that bans in the US have reduced their use by billions.

Councilor Favolise stated that he thanks Ms. Hansel for bringing this forward. He continued that he has a question about the definition of “City-sponsored events.” He asked if the intent behind that language is about events that the City of Keene is directly putting on, or if that would also include events for which the City of Keene provides endorsement or in-kind services. Ms. Hansel replied that she thinks it is events that the City of Keene sponsors.

Councilor Haas stated that in conjunction with this, he thinks they should look into steps for improving recycling ability, by better classifying plastics at the Transfer Station so that recycled plastics are a higher purity in their content. He continued that that might be done by an education process. He will personally be talking with the Conservation Commission and the Energy and Climate Committee to see how they might approach something like that. Certainly, plastic bags are bad, but they do not recycle, so maybe they can work on everything else that does.

Ms. Hansel stated that the intention is good, but several studies have proven that recycling any kind of plastic is more expensive in the end, and that a lot of the plastic does not get recycled, no matter what grade it is. She continued that it also puts a big burden on the landfill management.

Chair Greenwald stated that he has been on the Council for many years, and this is not the first time he has heard this concept come up. He continued that the discussion gets a lot more involved other than just, “No, don’t do it.” He asked the City Attorney to enlighten them on the State legislation.

Amanda Palmeira, City Attorney, stated that she has not been around as long as Chair Greenwald and was not here the last time this was discussed, nor was the Deputy City Attorney, Brandon Latham. She continued that she asked Mr. Latham to become familiar with this topic.

The Deputy City Attorney stated that the Petitioner’s first request was for the City to alleviate its use of single-use plastics. He continued that from a legal perspective, this is fine. It is more of an administrative issue, and he is sure the various departments that throw events or use or do not use plastics may have their own research to do before implementing, but from the legal perspective, it is the City’s prerogative, their proprietary ability, to purchase whatever they want to purchase as a City. He appreciated Councilor Favolise’s question about the definition of “City event,” which is something he and the City Attorney talked about this morning, because the answer varies, depending on what they mean by “City-sponsored event.” For events the City puts on, such as this meeting, or other presentations, it is the City’s proprietary ability to provide whatever tools and resources the City wants to purchase. As they get further away from that, it gets more complicated. As a permitting or licensing authority, the City can issue conditions that may or may not be able to include that single-use plastic ban. Getting further away, with things like in-kind services, it becomes difficult, because then they are talking not so much about the City’s own actions as much as regulating others’ actions.

The Deputy City Attorney stated that as for contacting the State legislature, the MSFI Committee members are at their leisure to instruct staff to draft that letter or to do so themselves. He continued that he wants to caution that if they do so, they want to request that the legislature clarify the City’s authority to regulate single-use plastics city-wide, rather than to authorize it. There is an argument to be made that it may already be authorized. It is novel. He and the City Attorney recommend that the Council not do it, and that it would be a stretch, but they want to play cautiously with hamstringing themselves in that way.

Chair Greenwald stated that what he thinks he hears the Deputy City Attorney saying is that the Council should ask the State what their position is on this. The Deputy City Attorney replied if they

choose to subscribe to the Petitioner's suggestion and contact the State, the proper way to phrase it would be to ask to clarify the City of Keene's authority and the authority of all communities in NH, with respect to regulating single-use plastics at their source as part of the City of Keene's waste management strategy. Because there has been legislation around this issue, he and the City Attorney think the City is currently pre-empted. They think the State is doing its thing to regulate waste at its source, which makes it complicated for the City to do so, as the Council knows, having been through something like this several times.

Chair Greenwald stated that part of the issue that came up in the previous discussion was that if the City of Keene said, "no more single-use plastic bags," it would handicap Keene's merchants in dealing competitively with Swanzey, Chesterfield, and other places that have lesser priced packaging. He continued that previously, that was a large argument against getting involved with commerce. He likes the idea that within City Hall, they could have an Administrative Directive of no more single-use plastic bags. He thinks the City Manager can do that. Going beyond that, he fears, will get confusing and complicated.

Councilor Favolise stated that he has thoughts on each of these, having heard from the City Attorney and thinking about it more. He continued that he does not have a sense of the scope of what kind of purchasing of these products is going on right now. He asked the City Manager if departments are buying a lot of single-use plastic bags or Styrofoam containers.

The City Manager replied no, she does not think so, but she is sure they are buying *some* single-use plastic items. She continued that in addition, when the City hires caterers, they use single-use plastic items. It is definitely being used within City facilities. If this is the direction the Committee is headed in, she recommends they first start with an Administrative Directive to reduce, not completely eliminate, the City's use of single-use plastics, because she, too, does not understand the full scope of it.

Chair Greenwald stated that single-use plastic bags would include trash bags. The City Manager replied that there are many single-use plastics, including plastic forks. Ms. Hansel stated that "single-use plastic bag" is specific and does not mean garbage bags. The City Manager replied that the letter says "single-use plastic bags, food service products, and Styrofoam containers."

Councilor Favolise stated that regarding the second piece of the request, he has several thoughts about the City sending communications, such as Resolutions or letters, directly to the State legislature. He continued that the most recent one the City sent was around downshifting. That process got underway at a time when the State legislature was in session. The Council passed that the night the legislature went out of session. He would offer that regardless of what they think about the merits of a letter or the merits of such a State statute, clarifying or otherwise, this may not be an opportune time, given that there will be a new legislature coming in. The other thing to consider, for the Council and so the public understands his thinking around this, is that he thinks the letters the Council sends to the legislature are most impactful when they are few and far between. They want to be careful about going down the road of the City getting involved in every kind of issue that community members or Councilors feel strongly about, because it dilutes the effectiveness of any one letter if they come rapid-fire. During his time on Council, they have had approximately two or three letters directed to the State legislature. One was about the State budget and university system funding, another was about renewable energy products in a specific bill, and the most recent one was about downshifting. Part of their impact and the weight they carry is that the City of Keene is not a City that gets involved in that way in a Council capacity often. If they can continue the work that he is

sure departments are already doing to be sustainable in accordance with the Comprehensive Master Plan, he is all for that. He thinks this is a different discussion about whether this is something they want to spend some political capital as a Council on at the State legislative level.

Councilor Tobin stated that another thought, regarding City-sponsored events, is that she knows there are “zero waste events.” She continued that maybe in the licensing process they could make sure that is a clear option laid out.

Councilor Tobin continued that her apartment does not have a place to recycle. It is important to find ways to divert waste. Having the option does bring it more to the minds of people, so in terms of ways the City can make sure recycling is available to all people, there may be options they can do. She had reached out to the City Attorney about that.

The City Attorney replied that she thinks she asked the Public Works Director for an answer and passed it on to Councilor Tobin, and did not absorb it very well, but she can try and find that and get back to Councilor Tobin in a minute.

Public Works Director Don Lussier stated that the Solid Waste regulations in the City Code place the onus for recycling on the contractors who are performing a service. He continued that if a landlord hires a company to provide waste management services to an apartment building, they are required to also offer a recycling service. However, if the landlord wants to pick up the trash each week himself and bring it to the Transfer Station himself to save some money, there is no mechanism for the City to require the landlord to provide recycling service to the tenant.

Chair Greenwald stated that the waste haulers may have to provide the recycling service, but they charge the landlord for it. Mr. Lussier agreed. Chair Greenwald replied that that would discourage the landlord from doing it. Mr. Lussier replied that the way that the Flow Control Ordinance and Solid Waste Regulations are written is that they are required to offer that service.

Ms. Hansel stated that she thinks they are getting off track. She continued that recycling is another issue for another time. They should not be thinking that recycling will solve things. This is addressing the use of single-use plastic, which is a little different. She understands that it is hard, and that sending a Resolution to the State legislature might not work. However, the first part is that the City could be an example to others, showing that we do not use plastic water bottles or single-use plastic bags, and we try to restrict the use of plastic in City events. Making the public aware of what the City is doing is an important component of this.

Chair Greenwald replied that that would be an easy, positive way to do this, an Administrative Directive as well as for the protocols for other events, strongly discouraging the use of single-use plastic. He continued that he thinks Ms. Hansel accomplished something by bringing it up again.

Councilor Workman asked if there is a way to incentivize events using that option of “zero waste.” She continued that she knows it can be a cost barrier and cost prohibitive for event organizers, so it would be great if the City considered incentivizing that option.

Elsa Worth of 13 Westview Ave stated that two years ago, on sabbatical in Stockholm, she stayed in an Airbnb. She continued that the host showed her where the composting and recycling were and offered her paper bags to bring to the store, because people had to bring their own bags or buy paper ones; you could not buy plastic ones. She told the host that she was familiar with composting

and recycling, as she had those services at her house in the US, although she had to pay for it. The host looked at her like she had three heads, shocked that people in the US have to pay for those services. In Stockholm, the host said, if residents do not have compost in their bins or have the recycling separated out, the residents are charged for that. She (Rev. Worth) realized she was in a different culture with a different mindset. The resistance to making changes always relates to convenience, financial cost, and all of those factors that the US always puts first. However, some cultures put the Earth first. It might be time for Keene to think about that, and to be a model, as Ms. Hansel is saying. Her point is that not everyone thinks about the cost first. Some people think about the long-term gain first.

Chair Greenwald stated that he happily pays for the recycling service from the waste hauler he uses. He continued that it also reduces the waste going in the dumpster, so it is a win on all sides.

Councilor Ellis stated that as she was driving through a small town in a different state, she stopped to get a bottle of water, and there were no plastic water bottles in the store. She continued that the store only sold aluminum water bottles. She was surprised, and did an online search, and found that the Town had passed an ordinance saying no plastic water bottles could be sold. Similarly, she was in a Starbucks in France, and all of the drink cups were commercially compostable. Thus, she sees that it is possible. She knows that in NH, municipalities are not allowed to make legislation that they are not expressly permitted to make, but those are possible regulations to achieve.

Councilor Ellis continued that her other thought was that NH's landfills are old and are filling up and will be very expensive to maintain. It is important to remember that, too. When we put an item in the trash can, it does not just vanish; it actually goes somewhere and takes up space. Even from a cost-effective perspective, it is good to be diverting waste from the waste stream. She would love it if they could come up with some ways, as Councilor Workman suggested, to incentivize composting, encourage people to bring their own bags, or only allow paper bags in stores, or something like that.

The following motion by Councilor Favolise was duly seconded by Councilor Tobin.

On a vote of 5 to 0, the Municipal Services, Facilities and Infrastructure Committee recommends accepting the communication "Request for Resolutions Regarding Single-Use Plastic Reduction" as informational.

Councilor Favolise stated that to clarify the record, the overall acceptance is informational, but he thinks it was the Committee's consensus that the City Manager will work on some of the priorities in the communication.



## CITY OF KEENE NEW HAMPSHIRE

**Meeting Date:** July 2, 2026  
**To:** Mayor and Keene City Council  
**From:** Municipal Facilities, Services and Infrastructure Committee, Standing Committee  
**Through:**  
**Subject:** **Skye Stephenson - Tree Replacement along Maple Avenue**

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**Recommendation:**

On a vote of 5 to 0, the Municipal Services, Facilities and Infrastructure Committee recommends accepting the communication "Tree Replacement Along Maple Avenue" as informational.

**Attachments:**

None

**Background:**

Skye Stephenson of 14 Barrett Ave. stated that she is bringing forward a thought and suggestion that is not just hers. She continued that considering the massive Red Pine cutting that had to happen along Maple Ave. that she knows has caused a lot of sadness for many residents, as well as the possibility looking ahead that this might have to happen in other locations in Keene with Red Pines, it occurred to her that it could be a time to not just leave things as they are, which is quite ugly along the road, but to try to think creatively and see this as an opportunity to plant some new seeds for the future. This year is the 250<sup>th</sup> Anniversary of the United States, and the Liberty Elm is well associated with that event because it all began around the Liberty Elm in Boston, and Keene was once known as the "Elm City" before a blight came and killed the elms. Thus, Red Pines were put in, and now a blight is killing them. Luckily, there are now blight-resistant elms. There is a precedent at North Street Park, where the City planted two Liberty Elms about 13 years ago. There was a ceremony for that when the park began, with then-Mayor Kendall Lane. Those trees are doing extraordinarily well. Someone told her Liberty Elms do not live long, but she does not know if that is accurate. One of the two trees was in her backyard for about nine months as a teeny sapling. It had been donated by the Elm Institute. Now it is three times as tall as she is and beautiful. She is not putting forward a specific suggestion for where trees should be, but she is suggesting the City consider planting a few Liberty Elms along the area that was cleared, maybe in a few strategic places to fill in and have something to look forward to for the future that will bloom and grow.

Carrah Fisk-Hennessey, Parks and Recreation Director, stated that the Parks and Recreation Department managed the Dinsmoor harvest for all the Red Pines. She continued that they are in support of this planting happening, but they are utilizing the guidance of their professional forestry partners, in that they will not look to plant anything until the fall of 2027. They need to make sure the

ground has time to recover, and they need to make sure they give the ground ample opportunity for the seedlings that are currently there and are getting all the nutrients they need and the soil resources they need to actually come up. Staff is in full support of planting a diverse native species of trees, including Liberty Elms, and making sure they wait until the fall of 2027 to do so.

Councilor Tobin stated that she loves that the community wants to be involved in the process of rehabilitating that piece of land. She continued that 2027 is only next year, but it also feels like a long time away when you are waiting. She wonders if Ms. Fisk-Hennessey has ideas for how the public can be involved now, maybe by helping to brainstorm that process, exploring things, or monitoring things.

Ms. Fisk-Hennessey replied that as the herbaceous growth starts to really take off, there are saplings that are coming up out of the ground. She continued that if you drive by, you can see some Red Maple saplings coming up, as well as fern growth. Amazing things are happening under the ground. She knows that it is hard to wait, and hard to be patient, but nature takes time. One way that the community can help is by assisting with monitoring and managing invasive species. That will also really start to pick up in the fall of this year, which is only a few months away.

Councilor Tobin stated that the forest walk before they cut the trees was great. She continued that she wonders if there are opportunities for things like that in the future, such as a guided walk through the area to point out different things, including identifying invasive species. That might be a great way to involve the community. Ms. Fisk-Hennessey replied that that thought is really timely. She continued that staff spoke with Alex Barrett, the Forester they partnered with for this project, as well as Ilissa Sargent, the Forester who manages the Dinsmoor Woods area. It is part of a deeded easement that dates back to the 1920s. Ms. Sargent came out and did a closeout with staff the first week of June. Staff got her feedback, and she is thrilled with the way it looks right now and with the action steps the City is taking moving forward, knowing that there is the baseline of a coordinated management plan and that the City will be able to accept the planting ideas starting in the fall of 2027. They had talked about having the Foresters come in and do a wrap presentation, because they did a pre presentation before the harvest happened. Ms. Sargent and Mr. Barrett were not available to give that presentation tonight, but they did mention, as Councilor Tobin just suggested, that they would be willing to combine and do another woods walk. Along with that opportunity, the City also has the Natural Resource Stewards program coming to Keene, which they are really excited about, with the UNH Cooperative Extension. It will be the first time it has come to Keene. They will be working on all of Keene's forested spaces, making sure the City is a proper steward.

Councilor Ellis stated that she loves the idea of doing another forest walk, and she thinks that will be excellent. She asked if staff could, on the City's website, post a list and photos of the invasive species that they want the public to look for. Ms. Fisk-Hennessey replied yes that they can do that.

Chair Greenwald replied that these are some great ideas. He asked for public comment. Hearing none, he asked for a motion.

The following motion by Councilor Workman was duly seconded by Councilor Tobin.

On a vote of 5 to 0, the Municipal Services, Facilities and Infrastructure Committee recommends accepting the communication "Tree Replacement Along Maple Avenue" as informational.



## CITY OF KEENE NEW HAMPSHIRE

ITEM #D.4.

**Meeting Date:** July 2, 2026

**To:** Mayor and Keene City Council

**From:** Municipal Facilities, Services and Infrastructure Committee, Standing Committee

**Through:**

**Subject:** **Kenneth Kost - Update on Neighborhood Stewardship of 100 Church Street and Request for Permanent Pocket Park Designation**

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**Recommendation:**

On a vote of 5 to 0, the Municipal Services, Facilities and Infrastructure Committee recommends accepting the communication "Update on Neighborhood Stewardship of 100 Church Street and Request for a Permanent Pocket Park Designation" as informational.

**Attachments:**

None

**Background:**

Chair Greenwald asked to hear from Kenneth Kost.

Kenneth Kost stated that the Committee has his correspondence, which he thinks makes all his points. He continued that he wanted to take this opportunity to thank the Committee for putting forward the recommendation to not sell the property, and thank the Council for doing that, and thank City staff for their help. The area has been active now that it is spring. It was winter when they made the decision to not sell the area, so there was not much activity then. Since the spring, the neighborhood group committed to do three things. The first is to watch the space, for safety reasons. The main reason the idea of selling the property was in play was because the adjoining neighbors did not feel safe because of activities that were happening in the property. The other two actions the neighborhood group committed to are cleaning the space and activating it. Regarding watching the space, the neighbors directly next to it, as well as many community members from the east side, do walk by continually and do watch the space. They have had contact with City social workers and police officers, who provided some great guidance and contact. The idea was that if a neighbor walks by and sees something happening to a person in the property, they can contact the social workers to have them come and help. They want to do that before calling the KPD, because they understand that there is a shortage of police officers, and this was evidently the biggest hotbed of KPD activity in the city. It is good that the whole neighborhood now has contacts with these social workers. The neighborhood group is watching the area, without being pests. They watch the KPD activity there. As the letter notes, from April to June in 2025, there were four calls of different types. In 2026, there were three calls. The calls in 2026 took more hours, but that was because there were people that the

responders were helping and trying to talk through different things. The City putting up the ordinance sign has helped a lot, which they appreciate. It spells out the rules and specifies the activities you cannot do in the space. He thinks people do read it and abide by it, to some extent. Regarding cleaning the space, the neighbors do pick up trash. He thanks Councilor Favolise and Councilor Chadbourne for their work on getting a pet waste bag station. That is good to have.

Mr. Kost continued that the most exciting part is to activate the space. They have had 15 really nice neighborhood events there of all types, and they have 10 more planned for this season. Maybe there will be more. The events are quiet and low-key. The big one coming up is a fantastic musician on July 7, 2026, who will be playing low-key jazz, including never-before-heard music because it was just written. The neighbors come out for the events and enjoy them. He wants to point out one more thing. Councilor Chalice sent a letter with some pictures of the Pie in the Park event and her events with the plants, and a nice letter from the Keene Sentinel, which also had a quote from one of the neighbors saying, *"I feel safer here, and the park seems better, and we appreciate that this is happening."*

Mr. Kost stated that the neighborhood group has a request, which is to retain the park continually. He continued that they think it is a great asset. It has become a neighborhood rallying point, and the neighborhood does use it, so they hope the City retains it and does not look to sell it again in the future. Maybe off in the way future when it makes sense, they could consider turning it into an actual park. They would look forward to that. Again, he thanks the whole group here for letting the neighborhood have this really nice space.

The City Manager stated that she wants to thank Mr. Kost and the entire neighborhood group for all of the work that they have done in watching, cleaning, and activating the space. She continued that they have really taken ownership of the space, which is wonderful to see. The City has many spaces they are looking for the same sort of help with, and they are trying to engage the public more through the City's volunteer portal, to find ways to volunteer and help the city. This is a great example of how that can work. In terms of whether this is a space maintained by Public Works or Parks and Rec, it does not make much of a difference at this moment, because in both situations, the City has put up signs to regulate the activity on the site and there is maintenance, and there are no additional conversations happening about selling the property. She thinks this was a success.

Mr. Kost stated that he wants to also thank the Parks and Rec Department, which mows the space, and it looks great. He continued that a pile of topsoil was delivered there, which the neighborhood group dealt with, so grass should be growing there soon. The other neighbors maintain the plantings along the street, which are looking great. It is a nice little place.

Councilor Ellis stated that she wants to second the City Manager's comments and thank Mr. Kost and all the east side neighbors. She continued that they have done a great job, and the space looks beautiful.

Councilor Workman stated that she is the Chair of the Monadnock Diversity, Equity, Inclusion, and Belonging Coalition (MDEIB), and they have been having conversations similar to this one, about activating spaces and activating neighborhood groups to become more involved and really grow that sense of community and belonging. She continued that it warms her heart to see the success this initiative has had. She has a couple of questions. Just for background, there is another pocket park not too far from this location that unfortunately, for whatever reason, has not been as activated as this location. There does not seem to be any urgency right now, but she wonders what the process

would be, or the barriers, for making it an official pocket park of the City. She asked if it is possible to swap one out for the other, because the other location seems to be a perfect location for a home.

The City Manager replied that she thinks Andy Bohannon, who was the Parks and Recreation Director for a long time, has some additional information to share.

Mr. Bohannon stated that the existing pocket park further down on Church St. was purchased through FEMA, and it has to remain green space for perpetuity.

Councilor Tobin stated that she appreciates all the work that the neighborhood has done for this Church St. location, and she can imagine it maybe someday becoming a pocket park. She continued that that said, she really likes the idea of the neighborhood taking ownership of the space. She would love to see more of that. She does not know how feasible it is to think about a pathway to doing that, and maybe a more formalized MOU, because she can imagine the neighbors might feel concerned that the City could sell it out from under them at any time. She does not think that is the intent, but it would be important to note that the neighbors would be part of the conversation if that topic came up again.

The City Manager replied that the challenge with that has been that the neighborhood group is not an official organization, so the City would not know who to have an MOU with and how to determine that. She continued that they thus have this pilot agreement, this experiment, and she thinks it has worked very well. Even if it was a pocket park, the City could sell it, unless, as the Deputy City Manager said, they use some funds that would restrict it. The City can continue to engage volunteers through the volunteer portal and try to reinforce the importance of neighborhoods taking ownership of the spaces that they live nearby.

The following motion by Councilor Tobin was duly seconded by Councilor Workman.

On a vote of 5 to 0, the Municipal Services, Facilities and Infrastructure Committee recommends accepting the communication "Update on Neighborhood Stewardship of 100 Church Street and Request for a Permanent Pocket Park Designation" as informational.



## CITY OF KEENE NEW HAMPSHIRE

ITEM #D.5.

**Meeting Date:** July 2, 2026  
**To:** Mayor and Keene City Council  
**From:** Municipal Facilities, Services and Infrastructure Committee, Standing Committee  
**Through:**  
**Subject:** **Downtown Infrastructure Project Update - Public Works Director**

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**Recommendation:**

On a vote of 5 to 0, the Municipal Services, Facilities and Infrastructure Committee recommends accepting the Downtown Infrastructure Project Update as informational.

**Attachments:**

None

**Background:**

Mr. Lussier stated that since they last spoke, the Transportation Center has been occupied and turned into the project headquarters. He continued that the Purchasing Manager acquired some free furniture, so they have office space in there for the Project Ombudsman, the Engineer, and a meeting room that they can hold events in. They did that in preparation for their very first Coffee and Hard Hats meeting, which occurred this month. It went well. He was impressed with the attendance of about 25 people, including three Councilors. All three Councilors were from different committees, so they did not accidentally create a quorum. Also in attendance were members of the press and people from downtown businesses. There were many good questions and a lot of discussion. Generally, people were understanding that this project is moving forward and looking for ways to make it move forward together. It was a great session. Those Coffee and Hard Hats meetings will continue. One of the business owners pointed out that many of the businesses open at 10:00 AM, and asked if the Coffee and Hard Hats meetings could be earlier, at 9:00 AM. Thus, the next meeting will be July 8, 2026, at 9:00 AM at the Transportation Center. He also mentioned at the meeting that as the summer goes on and more activity is happening on site, he will be looking for a chance to put a pop-up tent on the common and hold some of those meetings on site so they can point to some of the things that are happening.

Mr. Lussier continued that the other thing they discussed last month was the binders. He asked the Project Ombudsman to weigh in on that.

George Downing, Project Ombudsman, stated that they do have informational binders, and he understands that those were distributed to Council members. He continued that he and Mr. Lussier will need to talk about how to get the addendum updates that they are getting to business people to

the Councilors. City Council meetings might be the way to do it. Mr. Lussier replied that he talked with the City Clerk's Office, and they will be putting the addendums in Councilors' mailboxes. Mr. Downing stated that he has all of the binders at the Transportation Center and has been carrying a boxful at a time down Main St. and distributing them to businesses. He has distributed them to 85-90% of the businesses that he has on his contact list. The remaining 10-15% are on vacation, or people who are only open by appointment and whom he has been unable to make an appointment with yet. Most people have the binders, and he thinks he will be able to finish the rest of them up this week. Anyone who is not reachable by foot, he has already reached out to via email and/or phone to make sure they know these binders are available and start talking about how to get the binders to them. People are appreciative of this. He does not think many people are "excited," but they are glad to have dates so they can plan. They have been saying that it is very hard to plan when they do not know the details.

Mr. Downing continued that he thanks the City for making that space available downtown in the Transportation Center. He has had some people stop in already, even though he has not been there a lot, since he has been out walking around. It will work well as a space for people to come with questions. Both he and the oversight engineers will be in that space.

Mr. Lussier stated that in terms of the details, they have started the pre-construction process. He and his staff met with Liberty Utilities yesterday, talking about Liberty Utilities' process and what they will be doing, traffic control, where they will be working, and so on and so forth. Liberty Utilities has committed to beginning construction on July 13, 2026. That is a bit of a change. Earlier in the month during the Coffee and Hard Hats meeting, they were tentatively scheduled for July 6, 2026. Their contractor who is doing the work now expects to be on their current project a little longer than expected. They will finish there on July 10, 2026 and then mobilize to Keene to start on July 13, 2026. That delay should not impact the overall project.

Mr. Lussier continued that a pre-construction meeting is scheduled with Casella Construction next Tuesday. That is when they will start working out their detailed schedules, the sequence of work, and that sort of thing. Over the next week or two, Mr. Downing will have many more of those details to start feeding to businesses. Staff will do the same through the City's social media accounts, the website, and through the City Council process.

Mr. Lussier stated that Jeff Chase and Brian Rossier from Casella Construction have graciously made themselves available tonight, and he would like to invite them to introduce themselves to the Committee and answer any questions the Committee has for them.

Jeff Chase stated that he is the Project Manager, and introduced Brian Rossier, the Superintendent. Mr. Chase continued that he and Mr. Rossier are the faces people will see day-to-day on the project and there will be numerous other people working with them. Mr. Rossier stated that if the Committee members find that someone is yelling at them, they can come talk to him and Mr. Chase. He continued that their goal is to try and make this project go as smoothly as possible with as little interruption to people's lives as possible. Mr. Chase stated that they want to minimize the impact to all of these downtown businesses. He continued that they will work with the Public Works Department on sequencing and finding the most efficient way, both for the construction team and for impact, because it is a very busy downtown. They are looking forward to the challenge. Mr. Rossier stated that they know they are here in downtown Keene temporarily, but the people here are in downtown Keene permanently, so they want to do their best to make it easy for everyone involved.

Chair Greenwald stated that it is nice to put a face with the project after all this time. He asked if it is premature to ask them questions about their plans and their staging. Mr. Chase replied that their staging will be worked out, and they can be flexible.

The City Manager stated that they are planning to have the construction team stage on Gilbo Ave. in the dirt lot. She continued that the City Attorney is working with the owners on the access agreement for that. It will be at no charge to the City.

Mr. Chase stated that that will be their primary staging, but there may be other spots for staging. He continued that it will be dynamic as they progress through in the different phases. They are drafting a schedule right now, which will be a draft document, because they obviously need to work with the City to make sure it works for everyone. He and Mr. Rossier will present what they think works best for the construction team. It is a dynamic document with a hard date on the finish.

Chair Greenwald stated that personally, he is really anxious for any information about the real process that is going to happen. For example, when the groundbreaking will happen. Mr. Chase replied that there is some exploratory work; they want to make sure they know where services are. He continued that they cannot go working on mains until they know more. They do not want to interrupt all of these buildings, so they need to understand where all of the tie-ins are. That is the first priority. Other priorities are to get more real estate, which can include that median, working to temporarily pave through that median, which will probably be the biggest impact for people to see. Mr. Rossier stated that the biggest change for people will be seeing that median gone right down the middle, to get another lane of traffic right off the bat, so the construction team can start shifting traffic whichever way they need to. Mr. Chase stated that one advantage this project has is there is quite a bit of road width there to move traffic. Mr. Rossier stated that they have done other jobs with roads that are much narrower and there was really no room to put traffic, and that is not the case here. Chair Greenwald stated that he is sure they will find solutions for every problem. Mr. Rossier replied that they call this a "soft start." He continued that he does not want to come in here with 15 excavators swinging the first day and have a shock and awe effect, so they will start easing in. They are looking forward to the work. This is his second project in Keene, having just finished up the project at the airport. It was a pleasure working with the people there. They are excited to get started on the Downtown Infrastructure Project.

Councilor Tobin stated that regarding the Gilbo Ave. lot being used for staging, she is sure they will work that out with Farmer's Market and everything. The City Manager replied that a little further down, there is a gravel lot. She continued that it should not interrupt the Farmer's Market.

Councilor Tobin stated that she is looking forward to getting to the other side of this. She continued that as they work out the timeline, she hopes they note that notice about noise is always helpful, as is being realistic about it. She is thinking about offices downtown and just people's lives working. Sometimes when construction is happening, you cannot hear conversations on the phone. Being able to anticipate that is really helpful.

Mr. Chase replied that the equipment nowadays is a lot quieter than it used to be back in the day. Mr. Rossier stated that it will be noisier than the everyday traffic they hear on Central Square, but it will not be a diesel engine screaming in the background with no muffler. He continued that it is more like you will hear a tailgate slam every once in a while. All of their employees are very professional. They are not ones who will hoot and holler and use profanity. They will make sure everyone knows who they are around. He knows construction people can have that persona about that, but they hold

themselves to a high standard.

Mr. Chase stated that they want to start the job, but ease into it. He continued that the real mess comes when they are doing sidewalks, curbing, and paving. The approach they want to take, which they need to work through and coordinate with City staff, is to get the deep underground work done. Maybe the first year, they will not see new sidewalks. They have a phasing plan to work through, but he thinks it will make more sense from the standpoint of all the businesses to just get the water and sewer work done, get rid of the concerns about leaks, make sure the sewer is in good shape, and then they can move faster through that spot, although they will not go flying through it. They can then move faster through the sidewalks, because they will not be trying to be in front of a business for a whole season, trying to get the deep work done in addition to the other work. If they move through, they can put 50 feet of pipe a day in, assuming they know exactly where everything is. He is sure there will be some surprise underground utilities, which will slow them down, but if they get past that business this year, there is a little bit of impact, and then that sidewalk period is just a couple months. They will make sure the entrances into the businesses are there. He will not go into too much detail, but tonight, he and Mr. Rossier were walking around downtown tonight, just go get a good sense of everything, and one thing they picked up on was the cafes with the outdoor eating. Thinking about those impacts, maybe the construction team would do that work later when nobody wants to be outside, which could be better. The team has done a similar project where there was outdoor seating, and there was a lot more outdoor seating when the project was done because there were many more places to sit. They worked with the ombudsman in that town and were able to get good communication with those businesses, and that is their goal with this, too – to not wreak havoc here.

Mr. Rossier stated that he spent three to four hours in downtown Keene today. He continued that people are going to have a shock and awe factor, but the more the construction team can limit it, the better. They can do the deep pipe work first. The finish work is when businesses will really be interrupted, when the work is right up to their front door. If the construction team can limit that in certain areas, it will benefit everyone. That is the plan they will present, and they will work through that together.

Mr. Chase added that there might be a portion of the Central Square intersection where they will request night work, if the City will let them do that. He continued that if they do the work during the day, it will be a lot more disruptive. If they could do a week of night shifts here and a week of night shifts there, things would happen quicker. They will ask the City for that permission.

Chair Greenwald stated that he is sure there will be a lot more questions at the July 8, 2026 meeting at the Transportation Center, when the downtown community is there, and they have had a bit of time to digest some of this. He thanked Mr. Chase and Mr. Rossier.

The following motion by Councilor Tobin was duly seconded by Councilor Favolise.

On a vote of 5 to 0, the Municipal Services, Facilities and Infrastructure Committee recommends accepting the Downtown Infrastructure Project Update as informational.



## CITY OF KEENE NEW HAMPSHIRE

**Meeting Date:** July 2, 2026  
**To:** Mayor and Keene City Council  
**From:** Finance, Organization and Personnel Committee, Standing Committee  
**Through:**  
**Subject:** **Acceptance of Donation - Sustainability - Assistant Planner**

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**Recommendation:**

On a vote of 5 to 0, the Finance, Organization and Personnel Committee recommends that the City Manager be authorized to do all things necessary to accept a donation of \$25,000 per year in aggregate for three years beginning in fiscal year 2026-27 from various donors, and that the money is allocated to fund a portion of the annual salary of the Assistant Planner – Sustainability position in the Community Development Department (CDD).

**Attachments:**

None

**Background:**

Community Development Director, Paul Andrus addressed the Board. Mr. Andrus stated this item is in relation to the Assistant Planner position with sustainability emphasis that Council approved via the budget. This request is to authorize the City to accept the donation that has been put forward to fill the funding gap for three consecutive years at \$25,000 per year.

Councilor Chalice commended staff's work on this item.

The following motion by Councilor Chalice was duly seconded by Councilor Lake.

On a vote of 5 to 0, the Finance, Organization and Personnel Committee recommends that the City Manager be authorized to do all things necessary to accept a donation of \$25,000 per year in aggregate for three years beginning in fiscal year 2026-27 from various donors, and that the money is allocated to fund a portion of the annual salary of the Assistant Planner – Sustainability position in the Community Development Department (CDD).



# CITY OF KEENE NEW HAMPSHIRE

ITEM #D.7.

**Meeting Date:** July 2, 2026  
**To:** Mayor and Keene City Council  
**From:** Finance, Organization and Personnel Committee, Standing Committee  
**Through:**  
**Subject:** Update on FY26 Fire Department Budget - Fire Chief

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**Recommendation:**

On a vote of 5 to 0, the Finance, Organization and Personnel Committee recommend the update on the Fire Department FY26 Operating budget be accepted as informational.

**Attachments:**

None

**Background:**

Fire Chief Jason Martin addressed the Committee next and stated this item is an informational update on the Fire Department's FY26 budget. He stated his department budget is separated into two sections; operating and personnel.

On the operating side, the department is projected to be in the positive by \$115,000. On the personnel side, the department is projected to be over budget by approximately \$400,000, which makes the net overage of \$285,000. The Chief stated he would be working with the Finance Department at the end of the fiscal year to look at other areas of the budget where monies could be reallocated.

Chief Martin went on to explain why the personnel line is over budget. The personnel budget has different line items: vacation replacement, sick replacement, personnel replacement – he added there are other line items under personnel, but the ones listed here are the line items that make the difference and cause them to be overbudget.

The Chief stated there is also a line referred to as supplemental replacement. This line item is used for anything other than vacation, sick, or personnel. This line item covers any open slots due to employees attending EMT or firefighter class, vacancies due to retirements and resignations. This year supplemental replacement was over budget by \$323,932. This is mainly driven by the shift vacancies. The Chief noted the budget would see an offset with the new firefighters being hired in July.

The second largest line item that is over budget this year is sick time. This line item is over budget \$319,000. This line is used for sick time, injury leave, and FMLA. his area will also see an offset with

the new firefighters starting in July.

The following motion by Councilor Lake was duly seconded by Councilor Chadbourne.

On a vote of 5 to 0, the Finance, Organization and Personnel Committee recommend the update on the Fire Department FY26 Operating budget be accepted as informational.



## CITY OF KEENE NEW HAMPSHIRE

**Meeting Date:** July 2, 2026  
**To:** Mayor and Keene City Council  
**From:** Finance, Organization and Personnel Committee, Standing Committee  
**Through:**  
**Subject:** **Property Tax Exemptions and Credits Review - City Assessor**

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**Recommendation:**

On a vote of 5 to 0, the Finance, Organization and Personnel Committee recommends that the City Manager direct staff to draft resolutions for the following exemptions and credits with the following amounts:

- Deaf severely hearing impaired exemption, \$55,000
- Blind exemption, \$30,000
- Elderly exemption 65 years to 75 years old, \$55,000
- Elderly exemption for 75 to 79 years old, \$75,000
- Elderly exemption 80 years plus, \$100,000
- Disabled exemption, \$55,000
- Income limits for the deaf, elderly, disabled exemptions for single, \$40,000 and married, \$60,000
- Asset limits for the deaf, elderly, disabled exemptions single, \$75,000 and married, \$110,000, and also
- Readopt the solar exemption

On a vote of 4 to 0, the Finance, Organization and Personnel Committee recommends that the City Manager direct staff to draft resolutions for the following exemptions and credits with the following amounts:

- Optional veterans credit \$450
- All veterans credit \$450
- Service connected disabled veteran credit \$4,500

Councilor Roberts abstained from the vote.

On a vote of 4 to 0, the Finance, Organization and Personnel Committee recommends amending the motion to include a Resolution for RSA 72:28C – optional tax credit for combat service. Councilor Roberts abstained from the vote.

**Attachments:**

None

**Background:**

City Assessor Dan Langille was the next speaker. Mr. Langille stated the City is in the process of going through a revaluation. During a revaluation the City also reviews the exemptions and credits offered to property owners of Keene. This item is in reference to those exemptions and credits. He explained exemptions are a direct reduction in the assessed value of a property and credits are a deduction in the overall tax bill.

Mr. Langille explained he has outlined for the Committee what every other town surrounding Keene is offering as a comparison. However, what is not known is where those towns are in the revaluation cycle.

He stated even though the revaluation has not been completed, staff has an idea where the residential market is going and what kind of increases they are going to be seeing. The City is at an average of a 60% increase on the residential market. Some properties will be higher and some lower. He stated they are concerned with the lower end of the market which will see a greater increase than even the higher market, because of the demand that is out there.

He stated they are still working on the commercial side but are not expecting the same amount of increase there. He explained the reason he is bringing this up is to let the Committee know that they need to consider this when reviewing credits and exemptions. When someone gets an exemption or a credit, someone else has to pick that up. Those dollars still have to be accrued by the City, as the budget doesn't change.

The exemptions the City offers are for deaf, blind, elderly, disabled, solar, and wood. He stated staff is recommending about a 65% increase, and this is to keep people where they are currently; if the value increases the exemption increases, and hopefully that keeps them whole.

He noted the handout and explained the elderly 3 category is highlighted orange as that is slightly higher. The reason for this is as people age you can start to see more medical concerns, more difficulties taking care of properties, etc. He stated if the committee is going to provide a greater exemption, staff's recommendation would be to apply it to this category.

The total proposed exemptions is an increase of about eight million in value.

As far as the solar goes, this is a large amount that is exempted. If someone adds \$20,000 worth of solar to their property, they get an exemption for it and that nets it out. Even though the number is big, it does not have the same necessary impact as the elderly or disabled exemptions. Mr. Langille explained the law has changed for solar installations. When Keene first adopted the solar exemption, it was only for a solar that was attached directly to a building. It is now eligible for net metering. He stated staff is recommending that the Council readopt the solar exemption.

With respect to deaf, elderly, and disabled, they all have income and asset limitations. They have certain qualifications. Just because you are a certain age doesn't necessarily mean you qualify. He indicated staff looked at averages and the medians for single and married within the county. Cost of living for the average social security amount in New Hampshire over the five years was also reviewed. He added the last time this issue was reviewed was in 2021. The average cost of living is

about 25%. Hence, a 25% increase would make sense with married seeing a slightly higher increase.

With reference to credits, Mr. Langille stated there is no requirement for income and asset limits. The credits the City offers are for veteran and all veteran. The difference between the two, is that all veteran did not have to serve active duty during a wartime. This number gets smaller each year the country has not been in wartime for a number of years.

Surviving Spouse – This credit is for a veteran who died during combat. Keene has one.

Mr. Langille noted the surviving spouse credit is already maxed out, so that cannot be increased anymore.

Disabled Veteran – For someone who is totally and permanently disabled as determined by the Veterans Administration. These are not qualifications made by staff. The City receives a letter from the Veterans Administration.

The disabled veteran – during a prior discussion there was some interest in bringing that number up to the maximum of \$4,500.

Councilor Chadbourne asked whether deaf and blind are combined for exemptions. Mr. Langille stated blind does not have income and asset limitations according to state statute. The Councilor asked whether staff has compared these numbers with Portsmouth or Concord. Mr. Langille stated these cities are a completely different market. What someone makes in Portsmouth and the value of a home in Portsmouth is very different compared to Keene. However, surrounding areas of Keene have similar income levels, similar job opportunities, and values seem to be closer.

Councilor Lake clarified on the exemption amounts the tax impact change would be negligible given that the values of the properties will increase and therefore if we just increase the exemption, it would be an offset and not a tax impact necessarily as opposed to the credits. Mr. Langille agreed. The Councilor asked with reference to veterans credit there is an option that is available that Keene currently does not use; combat service credit- this would be for current active duty members. Mr. Langille stated he would need to look into this.

Ms. Langille added the disabled veteran – they are completely exempt for the total value of the property. You have to be a double amputee, and the house has to be full funded through the Veterans Administration to be eligible.

Councilor Chalice asked as Mr. Langille had previously stated the assumption after the revaluation the residential market would increase by 60% but if it is not 60%, does the City have the ability to adjust what is being discussed tonight. Mr. Langille answered in the affirmative.

Councilor Chalice asked whether there were income limits for elderly exemptions. Mr. Langille answered in the affirmative and added that there is an income level that someone needs to meet to be able to get the exemption; they have to apply and provide proper documentation.

The Committee next reviewed each exemption amongst themselves.

Councilor Roberts reminded the Committee of his conflict was recused from the discussion related to veteran's credits.

The following motion by Councilor Chadbourne was duly seconded by Councilor Roberts.

On a vote of 5 to 0, the Finance, Organization and Personnel Committee recommends that the City Manager direct staff to draft resolutions for the following exemptions and credits with the following amounts:

- Deaf severely hearing impaired exemption, \$55,000
- Blind exemption, \$30,000
- Elderly exemption 65 years to 75 years old, \$55,000
- Elderly exemption for 75 to 79 years old, \$75,000
- Elderly exemption 80 years plus, \$100,000
- Disabled exemption, \$55,000
- Income limits for the deaf, elderly, disabled exemptions for single, \$40,000 and married, \$60,000
- Asset limits for the deaf, elderly, disabled exemptions single, \$75,000 and married, \$110,000, and also
- Readopt the solar exemption

Councilor Chalice asked about asset limits for veteran credit. Mr. Langille stated veteran credits do not have an asset limit and this is by law.

Councilor Lake noted there is an additional veteran credit under RSA 72:28C, optional tax credit for combat service - currently in active duty. It can be anywhere from \$50 to \$500.

There are other municipalities in New Hampshire that offer this, and is not something Keene offers and would be something worthwhile offering.

The following motion by Councilor Chalice was duly seconded by Councilor Lake.

On a vote of 4 to 0, the Finance, Organization and Personnel Committee recommends that the City Manager direct staff to draft resolutions for the following exemptions and credits with the following amounts:

- Optional veterans credit \$450
- All veterans credit \$450
- Service connected disabled veteran credit \$4,500

Councilor Roberts abstained from the vote.

Councilor Lake amended the motion to include a Resolution for RSA 72:28C – optional tax credit for combat service. The amendment was seconded by Councilor Chalice.

On a vote of 4 to 0, the Finance, Organization and Personnel Committee recommends amending the motion to include a Resolution for RSA 72:28C – optional tax credit for combat service. Councilor Roberts abstained from the vote.



# CITY OF KEENE NEW HAMPSHIRE

ITEM #1.1.

**Meeting Date:** July 2, 2026  
**To:** Mayor and Keene City Council  
**From:** Darcy Newport, Human Resources Director  
**Through:** Elizabeth Ferland, City Manager  
**Subject:** **Relating to Wage Schedule Revision  
Ordinance O-2026-12**

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**Recommendation:**

That Ordinance O-2026-12: Relating to Wage Schedule Revision be referred to the Finance, Organization and Personnel Committee for discussion and a recommendation to the City Council for adoption.

**Attachments:**

1. O-2026-12- Wage Schedule Revision

**Background:**

The proposed ordinance adds a Legal Assistant position to the non-union salary schedule in grade S13. Following a review of the department's operational needs and the duties required to support its ongoing work, it was determined that the initial responsibilities of the position are more appropriately aligned with those of a Legal Assistant rather than a Senior Paralegal.

The proposal does not create an additional position or increase authorized staffing levels; rather, it adds a position that more accurately represents the initial duties necessary to effectively support the department while providing for the possibility of growth for the incumbent.



# CITY OF KEENE

In the Year of Our Lord Two Thousand and Twenty Six

AN ORDINANCE Wage Schedule Revision

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

That the ordinances of the City of Keene as amended, are hereby further amended by inserting the bold text in Section 62-194, “Administrative, Office, Technical and Management Personnel” of Chapter 62 entitled Personnel as follows:

Section 62-194. Administrative, office, technical and management personnel

- S 4 Library Aide
- S 5 Minute Taker
- S 6 Administrative Assistant; Records Clerk
- S 7 Administrative Assistant I
- S 8 NO POSITIONS ASSIGNED
- S 9 NO POSITIONS ASSIGNED
- S 10 Audio Video Production Specialist, Recreation Specialist
- S 11 Office Manager; Parking Services Technician
- S 12 Librarian I; Planning Technician; Executive Secretary; Staff Accountant;  
Purchasing Specialist; Human Resource Specialist
- S 13 **Legal Assistant**
- S 14 Assistant Planner
- S 15 Executive Assistant; Librarian II; Payroll Administrator; Human Resources Administrator;  
Youth Services Manager; Engineering Technician; Assistant City Clerk; Senior Paralegal  
Police Dispatch Supervisor; Social Worker; Fire Department Administrator; Deputy  
Revenue Collector  
Planner; Laboratory Supervisor; GIS
- S 16 Coordinator
- S 17 Property Appraiser; Recreation Programmer; Librarian III; Airport Maintenance &  
Operations Manager;

- S 18 IT Systems Specialist; Parking Operations Manager; Recreation Facilities Manager  
Purchasing Agent; Civil Engineer; Solid Waste Manager; Maintenance Manager; Revenue  
Collector;
- Records Manager/Deputy City Clerk; Laboratory Manager; Human Services Manager;
- S 19 Treatment Plant Manager; Deputy City Clerk; Infrastructure Project Manager  
Senior Planner, Recreation Manager: Fleet Services Manager; Accounting & Fund  
Manager;
- S 20 Highway Operations Manager; Building Construction Manager  
Systems Administrator; Purchasing & Contract Services Manager: Water/Sewer Operations  
Manager
- S 21 NO POSITIONS ASSIGNED
- S 22 Assistant City Engineer
- S 23 NO POSITIONS ASSIGNED
- S 24 City Engineer; Database Administrator; Building/Health Official; Deputy City Attorney  
Assistant Finance Director/Assistant Treasurer; Assistant Public Works Director/Division  
Head;
- S 25 Airport Director
- S 26 City Assessor; Human Resources Director; Library Director; Parks & Recreation Director  
IT Director; Community Development Director; Police Captain; Deputy Fire Chief; Fire  
S 27 Marshal
- S 28 Finance Director/Treasurer
- S 29 Public Works Director
- S 30 Police Chief: Fire Chief
- S 31 Deputy City Manager
- S 32 NO POSITIONS ASSIGNED

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Jay V. Kahn, Mayor



# CITY OF KEENE NEW HAMPSHIRE

ITEM #1.2.

**Meeting Date:** July 2, 2026  
**To:** Mayor and Keene City Council  
**From:** Steven Ringland  
**Through:** Terri Hood, City Clerk  
**Subject:** **Relating to Zoning Map Amendment - 0 Howard Street - Medium Density to Conservation Ordinance O-2026-13**

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**Recommendation:**

**Attachments:**

1. Application to Amend Zoning Map\_Ringland\_redacted
2. Zoning Map Amendment Narrative\_Ringland\_redacted
3. Zoning Map Amendment Map Attachment2
4. O-2026-13-Relating to an Amendment to the City of Keene Zoning Map - 0 Howard Street

**Background:**

Steven Ringland has submitted the attached application to amend the official City of Keene Zoning Map to re-zone a .91 acre parcel located at 0 Howard Street (TMP 536-034-000) from Medium Density to Conservation. The property is owned by the City of Keene.



APPLICATION TO AMEND THE ZONING MAP

Applicant: Steven E. Ringland Date: 6/25/2026

Address: 104 HOWARD STREET

Telephone: [REDACTED] Email: [REDACTED]@gmail.com

Property Owner (If different): CITY of Keene

Location of proposed boundary line adjustment: Howard St. CTMP # 536 -

Present Zoning District: MD Proposed Zoning District: Conservation (034-000)

Parcel ID #'s of Property to be Rezoned: 536-034-000

# of Abutters on Abutter List: 15

Steven E. Ringland  
Applicant's Signature

**SUBMITTAL REQUIREMENTS WHICH MUST BE COMPLETE AT TIME OF SUBMISSION TO THE CITY CLERK:**

- A properly drafted Ordinance containing the full description of the proposed new boundary line for the Zoning Map Amendment.
- A typed or neatly printed narrative explaining the purpose of, effect of, and justification for the proposed change(s).
- \$100.00 application fee.
- As provided for in RSA 675:7 I (a), because the proposed amendment changes the boundary line of a zoning district, the Applicant shall submit a notarized list of **affected property owners\*** within each of the zoning districts impacted by the proposed boundary line adjustment. This list shall be sequentially numbered and shall include the parcel ID number and address of each property owner and must be current with the Assessing Department's records within ten days of submittal. The list shall also include the name of any agent who should receive notice. Two sets of mailing labels shall be provided. If the proposed boundary line adjustment would affect 100 or fewer properties, the applicant shall be responsible for the cost of the required notice sent by mail to each affected property owner.
- Three maps showing the boundary of the area or areas to be changed, one at 8 1/2" x 11" and two at City tax map scale (24" x 36").

*\*Affected property owner* means the owner of any property (or property agent) directly abutting either side of the proposed boundary line adjustment, and the subject property or properties. (Direct abutters would include properties across water bodies or roads).



## APPLICATION TO AMEND THE ZONING MAP

Date Received by City Clerk: 6/26/26 Ordinance Number: 0-2026-13

On City Council agenda: 7/2/26 Workshop to be held: TBD

Public Hearing to be held: TBD

### APPLICABLE FEES:

Application Fee @ \$100.00 \$ 100<sup>00</sup>

Publication of Notice in The Keene Sentinel @ \$90.00 \$ 90<sup>00</sup>

Postage Fees for property owners/agents and abutters at current USPS 1<sup>st</sup> Class Mailing rate \$ 11.10

**Total Fees submitted to City Clerk** \$ 201.10

**The petitioner is also responsible for the publication costs for the public workshop before the joint Planning Board and Planning, Licenses and Development Committee. Additional fees will be collected by the Community Development Department for the mailing costs associated with the public workshop as well as the publication of the public workshop notice.**

Steven E. Ringland  
104 Howard Street  
Keene, NH 03431

[REDACTED]  
[REDACTED]

Concerning: City owned property at 0 Howard St., Lot 536-034  
Current Zoning: Medium Density  
Proposed Zoning: Conservation

**PETITION FOR A ZONING MAP AMENDMENT TO THE  
KEENE CITY COUNCIL**

We, the undersigned residents, property owners, and community stakeholders of the City of Keene, New Hampshire, do hereby petition the Keene City Council to amend the City's Official Zoning Map under the provisions of the Keene Land Development Code.

We support changing the zoning classification of the property located at **0 Howard Street**, Tax Map Parcel ID: **536-034** from **Medium Density Residential** to **Conservation**.

This amendment is sought to allow for **CO2 capture, wildlife habitat, privacy, reduction of light pollution, reduction of motor vehicle traffic, and the general peace and welfare of the existing neighborhood**. We believe this change aligns with the vision of the Keene Master Plan, serves the public good, and preserves the community's character.

*Steven E. Ringland*  
6/22/2026

Name	City	State	Postal Code	Country	Signed On
Steven Ringland	Keene	NH	3431	United States	2026-05-18
Janice Ringland	Keene	NH	3431	United States	2026-05-22
Michelle Miller	Keene	NH	3431	United States	2026-06-03
Candi Dionne	Keene	NH	3431	United States	2026-06-04
Cindy Supry	Keene	NH	3431	United States	2026-06-04
Carri Guyer	Keene	NH	3431	United States	2026-06-04
Anthony Dionne	Keene	NH	3431	United States	2026-06-04
Michele Chalice	Keene	NH	3431	United States	2026-06-06
Paige Taylor	Keene	NH	3431	United States	2026-06-09
Randy Wetherby	Keene	NH	3431	United States	2026-06-09
Nichole Noonan	Keene	NH	3431	United States	2026-06-10
Vanessa Gorman-Dow	Keene	NH	5301	United States	2026-06-10
Erika Conant	Keene	NH	3431	United States	2026-06-11
Jeannie Kingsbury	Keene	NH	3431	United States	2026-06-11
Cody Pinkerton	Keene	NH	3431	United States	2026-06-13

<https://c.org/6KccNpXCf2>





# CITY OF KEENE

In the Year of Our Lord Two Thousand and Twenty Six

AN ORDINANCE Relating to an Amendment to the City of Keene Zoning Map - 0 Howard Street – Medium Density to Conservation

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

That the Zoning Map of the City of Keene, as amended, is hereby further amended by changing the zoning designation of property located at 0 Howard Street (Tax Map Parcel Number 536-034-000) from Medium Density (MD) to Conservation.

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Jay V. Kahn, Mayor



ITEM #K.1.

## CITY OF KEENE NEW HAMPSHIRE

**Meeting Date:** July 2, 2026  
**To:** Mayor and Keene City Council  
**From:** Municipal Facilities, Services and Infrastructure Committee, Standing Committee  
**Through:**  
**Subject:** **Relating to the Absolute Discontinuance of a Portion of a Right of Way Across a Portion of Property Located on Elm Street (Identified by Tax Map Number 521-004-000)**  
**Petition and Resolution R-2026-22-A**

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### **Recommendation:**

On a vote of 4 to 0, the Municipal Services, Facilities and Infrastructure Committee recommends the adoption of Resolution R-2026-22-A with the changes expressed by the City Attorney. Councilor Greenwald abstained due to a previously explained conflict of interest.

### **Attachments:**

1. Resolution R-2026-22-A
2. Petition Corrected
3. Discontinuance Description Corrected
4. Exhibit A - Map Identifying Location of "Old Elm Street ROW"
5. Resolution R-2026-22-A\_Red-lined

### **Background:**

Chair Greenwald stated that he has a stated conflict of interest on this issue, so he will not participate in this agenda item and Vice Chair Workman will take over.

Vice Chair Workman asked to hear from the Petitioner.

Jim Callahan stated that he is a lawyer with the law firm Shaheen & Gordon, and on this petition, he is representing Paul and Gail Dubriske at 454 Elm St. He continued that the Dubrises brought him in to help with a registration for the project that was approved by the Planning Board and to help with filing a petition to discontinue a right-of-way. He thanked the City Attorney, the Public Works Department, and the Planning Department for helping him through this, because this is not in his wheelhouse. This was done under a bit of a time constraint. The right-of-way has been in place since 1866. Someone in his office stumbled upon this as part of a title search and the emergence of this right-of-way as a concern brought some project financing to a halt until this gets settled. There was confusion about how to proceed. Thanks to guidance from the City Attorney and other City staff, they

are here tonight with this petition. The City of Keene has great staff, and it is great to hear about everything that is happening in this community.

Attorney Callahan asked Vice Chair Workman if he should review the petition that has been submitted. Vice Chair Workman replied that the Committee has it in front of them, so she has a question for the City Attorney, regarding where they are with the completion of the application. She continued that she understands there was some confusion there.

The City Attorney replied yes, as Attorney Callahan mentioned, she has been working with him to correct some errors that were in the initial submission. She continued that in the agenda packet, the Committee should have a redlined/revised version of the petition, which was revised with her guidance. If the Committee does not have any objection to it, they will make that change, and the changed version will be what goes to the City Council for action. The rest of the packet, which Attorney Callahan can walk them through, is a description of the property and a Resolution, which is necessary for the City Council to carry out in order to effect the discontinuance. There is just one more error to the metes and bounds description, which she is trying to find right now so that it can be corrected. It was something like changing "north" to "south."

Attorney Callahan stated that he believes that in the corrections, there was not anything substantive; the corrections were more technical in nature. He suggested he go through on a summary basis as to what is happening here, rather than read this verbatim. Vice Chair Workman agreed.

Attorney Callahan stated that Mr. and Mrs. Dubriske received approval from the Planning Board last December to develop this property as an 18-unit condominium project, to introduce more housing in the market. He continued that they are in the process of conveying the property into an LLC for development purposes. As part of this process, Mr. and Mrs. Dubriske obtained fee title to a couple of adjacent properties that were owned by the State of NH. They got those from the NH DOT. They discerned that the City right-of-way that was laid out would go right through some houses that were on the approved Planning Board plan. Even though it was a surprise and there was a scramble because it was holding up some financing, as he said to his clients, it is better to find this out now instead of a week before closing on a sale to a third person after the place has been built. Thus, he thinks this is a good corrective feature. There is a statutory process they need to go through.

Attorney Callahan stated that the approved site plan that was submitted shows units within the right-of-way. As the City Attorney said, the meets and bounds description is shown on the plan. It is described in the petition, and if they have to tweak it to change it north to south, they will do that. He is here, on behalf of his clients, to request that the MSFI Committee recommend to the City Council that this right-of-way be discontinued absolutely and completely. Under the statute, there is a due process aspect of this where they want to give the abutters notice of this. There are two abutters to this. One is Sarah Vezzani, who used to be on the Planning Board, and the other is the State of NH DOT. Because the initial application was submitted under a short timeline, they did not hear back from Ms. Vezzani and did not get in touch with the agent for the NH DOT subsequent to this being submitted. He heard from Tom Hanna, a well-known lawyer here in Keene, who is representing Ms. Vezzani. He said Ms. Vezzani would be willing to consent to this application. It would have been great if they could do it in one fell swoop, but because of the timing constraints, there will be another petition submitted to discontinue the right-of-way through Ms. Vezzani's property, too, which he (Attorney Callahan) will probably be doing for them. He also spoke the other day with the District Engineer from the NH DOT on this, and he said, no problem, he consents. It was also evidenced by the fact that the State conveyed the areas they had with the deed. He thinks this is a "right-of-way to

nowhere” because it was laid out 166 years ago and Elm St. was subsequently built. There is no need for it. It does not deprive anyone of access to a property. It is just kind of there. Discontinuing it will help his clients clean up the parcel they have. It will help make the approved site plan with the housing go forward, and when they come in later for Ms. Vezzani, it will just remove a cloud on title that is unnecessarily there, because obviously, Elm St. has been built. He found one case in Chesterfield, NH. A balancing test is applied, to determine whether the public benefit is outweighed by the discontinuance. Here, there is no public need for this, so he thinks his clients have established and met that test.

Vice Chair Workman asked, for clarification, if they are just looking to adopt the Resolution that has been drafted. Attorney Callahan replied that he thinks the procedure would be for the MSFI Committee to recommend to the City Council that they grant the petition, in that they discontinue that right-of-way portion. He continued that some conditions apply to the approval and are laid out on page 3 of the petition. One is that the Petitioner grants the City a temporary access easement for the purpose of maintaining and repairing a public water main. The second one is that working in connection with the Public Works Director, they relocate the City water main from that portion of the right-of-way to the Elm St. right-of-way as it is currently traveled, to be done within 36 months of the complete discontinuance of this right-of-way. It will be done in accordance with the City infrastructure standards and approved in advance by the City Engineer. This will all be done at the cost of the Applicant, including the relocation of the water main, restoration of the roadway and sidewalk surfaces, replacement of an existing catch basin, including engineering fees, and so on and so forth.

Vice Chair Workman stated that Attorney Callahan does not need to read it all, because it is included in the agenda packet and they have it in front of them. She continued that at this time, if Attorney Callahan is all set, she will ask if anyone has questions.

The City Attorney stated that she, along with Attorney Callahan, has had this opportunity to learn about discontinuances very thoroughly, so regarding Councilor Workman’s question about the process, yes, there is a Resolution. She continued that the Resolution is a vehicle for what the statute requires, which is for the Council to vote to discontinue the portion of the right-of-way. It is put in a Resolution because it makes the intent clear. Sometimes a layout process is done at the same time, but a layout process is a different statutory process. A layout process has a site visit, and it might be a little bit more involved, and it has longer notice requirements. She is not sure why, but the discontinuance process is a little simpler. There is no site visit and there is a slightly shorter notice period. Regarding abutters, there are waivers that abutters can provide. That is typically a condition of discontinuance. Those are usually provided later. Thus, the status of an abutter right now is not necessary for the Committee’s decision.

Councilor Tobin stated that she does not have a clear understanding of what this right-of-way is. She continued that she has read the packet multiple times, and she watched the Planning Board meeting at which this was approved. She reviewed all of those plans. However, it is difficult to come to the decision that this right-of-way is not important. She believes the Planning Board decision was contingent upon this, so her understanding is that this is not a given. She wants to make sure she has a clear understanding of what this right-of-way is and what the potential impacts are, not just for abutters, but for the rest of the public.

Attorney Callahan replied that he will explain his best understanding, and someone can correct him if he is wrong. He continued that right after the Civil War, there was a right-of-way reserved for Elm St. He does not know when Elm St. was built, but it was built. This was the old layout before Elm St. was

built. It is just kind of there, but no one uses it. It is on a document here at the City. It was identified on the site plan by the surveyor that his clients hired. This right-of-way portion is just kind of there, and does not provide access to anyone. He has now learned more about public way layouts and discontinuances than he has ever needed to know, and he can understand from a due process perspective. For example, if he lived in a rural area and accessed his house by a private way that is long and curvy, and some abutter wants to discontinue it, the protection under the statute would be that it does not happen in the dead of night so all of a sudden, he cannot get to his house. The right-of-way portion they are talking about tonight does not provide any kind of access. It was just done 166 years ago because maybe Elm St. was going to go there, but subsequently, Elm St. was built. Thus, this right-of-way portion is just kind of there. The City Attorney can clarify this if needed.

The City Attorney stated that she would like the Public Works Director's input, since they are not having a site visit. She continued that he can describe what is out there. She will note that as with every right-of-way, it is not just about public access; it is also about the City's ability to maintain it. If no one is using it, it is at least still the City's right to maintain.

Mr. Lussier stated that he largely agrees with Attorney Callahan. He continued that this is mostly about cleaning up the historic record. His understanding is that Elm St. was relocated as part of the Keene Bypass project in the 1970s or 1980s. That is why this historic right-of-way existed in one location, but Elm St. as the public travels it today is in a different location. It has not been used as a public highway for many years. He believes the Dubrises have a couple sheds in this old right-of-way. If you went out there today, you would have no idea there is a right-of-way laid out over this land. Staff supports this application. The City has no need to maintain this right-of-way, except that there is a water main that was installed within the old right-of-way. That is why the Resolution has some conditions of the approval that require the Applicant to relocate that infrastructure. It will be relocated within the existing, traveled way of Elm St., so staff will be able to more easily maintain it. They will not have this water main going through the Dubrises' yard. In that respect, it is a win-win.

Vice Chair Workman asked if that satisfies Councilor Tobin's question. Councilor Tobin replied that looking at the graphic, she is not clear which area they are talking about. She continued that she does not think the new proposed development is on the graphic. Attorney Callahan asked if she has the document in which the area they are talking about is highlighted in red. He continued that that area in red is the old right-of-way, and as the Public Works Director said, you can see the sheds. The condition is that the water main be relocated closer to the Elm St. right-of-way. Councilor Tobin replied that that is helpful. Mr. Lussier added that the other colored shapes on that plan were parcels that were acquired by the NH DOT as part of the bypass project. He continued that they have sold off to the Dubrises for their development. The proposed development plan has housing units that are going within those acquired parcels.

Councilor Ellis stated that slightly in response to what Councilor Tobin said, she has been to the site, doing a site visit in her capacity as a member of the Demolition Review Committee for the Heritage Commission. She continued that it is very clear that there is no path; it does not go anywhere. It is not like this is some old path that people have hiked for centuries, or anything like that. She did not see anything, other than the shed. You would not know that anything was there. She personally feels comfortable with this discontinuance.

Vice Chair Workman asked if there was any public comment. Hearing none, she asked for a motion.

The City Attorney stated that first, she found the correction she wanted to make. She continued that it

is very slight, to metes and bounds. On page 17 of the packet, in the second sentence beginning with "thence," the "N" needs to change to "S" and the "E" needs to change to "W." So long as the Committee has no objection to that, they will reflect that in the final petition and Resolution that goes to the next Council meeting for approval. Attorney Callahan stated that he thinks that was changed in the revised version. The City Attorney replied that it was changed in the petition, it just was not changed in the description. She continued that they will match once they make that change.

The following motion by Councilor Ellis was duly seconded by Councilor Tobin.

On a vote of 4 to 0, the Municipal Services, Facilities and Infrastructure Committee recommends the adoption of Resolution R-2026-22-A with the changes expressed by the City Attorney. Councilor Greenwald abstained due to a previously explained conflict of interest.

Chair Greenwald returned to the dais.



# CITY OF KEENE

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

A RESOLUTION RELATING TO THE ABSOLUTE DISCONTINUANCE OF A PORTION OF A RIGHT OF WAY ACROSS A PORTION OF PROPERTY LOCATED ON ELM STREET (TMP# 521-004-000)

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

That the Keene City Council is of the opinion that there is no further need to use a portion of the Right of Way located on property identified on Keene City Tax Map 521 as Lot 004 for the accommodation of the public and there is occasion for the absolute discontinuance of said Right of Way as described in the attached Description of Complete Discontinuance, subject to the following conditions:

1. The Petitioner shall grant the City a Temporary Access Agreement to access Parcel No. 521/004 for the purpose of maintaining and repairing an existing public water main located in the area to be discontinued. Such Temporary Access Agreement shall automatically extinguish upon the Public Works Director's acceptance in writing of a relocated water main;
2. The Petitioner shall, under the supervision of the Public Works Director, relocate a City Water Main from the portion of the ROW to the Elm Street right-of-way as it is currently traveled. The relocated water main shall be constructed within 36 months of the City Council's complete discontinuance of the ROW as required by the City of Keene Land Development Code 23.2.2.B and in accordance with the City's public infrastructure standards, and the details of such relocation shall be approved in advance by the City Engineer;
3. The petitioner shall bear all costs of public infrastructure improvements, including the relocation of the water main, restoration of roadway and sidewalk surfaces, replacement of an existing catch basin, and installation of a new sanitary sewer manhole within the Elm Street right-of-way. Costs may include, but are not limited to, construction cost, testing fees, Public Works excavation and utility connection permit fees and Engineering inspection fees;
4. Prior to commencing construction of any public infrastructure, the Petitioner shall furnish security in accordance with Sec. 22.2.4 of the Land Development Code;
5. All affected property owners associated and in connection with the discontinuance agree to the discontinuance and either waive their rights to any damages, or the City will accept an indemnification against any such damages;
6. All documentation is in a content and form acceptable to the City Attorney and City Engineer; and,

7. That Paul C. & Gail M. Dubriske, or their successor, Elmside, LLC, a New Hampshire limited liability company shall indemnify and hold harmless the City of Keene from any and all damages that may be claimed as a result of said discontinuance.

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Jay V. Kahn, Mayor

**PETITION FOR THE ABSOLUTE DISCONTINUANCE OF A SECTION OF RIGHT OF WAY ON PROPERTY ON ELM STREET**

**TO: THE HONORABLE MAYOR AND CITY COUNCIL FOR THE CITY OF KEENE**

Your Petitioners, Paul C & Gail M. Dubriske, 454 Elm Street, Keene, New Hampshire (collectively, the “Petitioner”), respectfully petition the City Council for the City of Keene, New Hampshire, to discontinue absolutely and completely a portion of the right-of-way (“ROW”), that crosses the Petitioner’s property shown as Lot 004 on Keene Tax Map 521 (the “Property”), and respectfully represents that there is good reason for said request, and in support thereof, states the following:

1. The Petitioner received approval from the Keene Planning Board at its December 22, 2025, meeting to develop the Property as an 18 Unit condominium project (the “Project”). Units in the Project will introduce sorely needed housing into the Keene market.
2. The Petitioner intends to convey the Property to Elmside, LLC, a New Hampshire limited liability company affiliated with the Petitioner.
3. As part of its development process, the Petitioner acquired title to several parcels of land from the State of New Hampshire that were related to the layout of New Hampshire Route 9 and relocation of Elm Street. These parcels are shown as Parcel A, Parcel B and Parcel C on Plan No. 25065 recorded in the Cheshire County Registry of Deeds (the “Plan”). A copy of the Plan is included with this Petition as *Exhibit A*.
4. The parcel of land over which the City has its ROW is shown on the Plan as the “Old Elm Street ROW.” The origin of this ROW is found in a highway layout recorded in Book 1, Page 279, in the City of Keene, Office of the City Clerk, dated May 17, 1866
5. The approved site plan for the Project shows Units located within the ROW.
6. The Petitioner has obtained financing from the Savings Bank of Walpole to develop the Project. The existence of the ROW creates a defect in title that precludes the Petitioner from closing on its financing. The ROW is described as follows:

Beginning at a point of land on the east side of said “Old Elm Street ROW,” southwest of Elm Street, Keene, Cheshire County, New Hampshire, said point of land being the westernmost point of “Parcel C, Excess State ROW,” as depicted on the aforementioned plan,

Thence S 26°12’39” W, a distance of 15.21 feet;  
Thence S 45° 06’27” W, a distance of 35.26 feet;

Thence S 43° 17' 23" E, a distance of 235.04 feet;  
Thence N 62°12' 18" E, a distance of 10.90 feet;  
Thence N 35°05'15" E, a distance of 39.81 feet;  
Thence N 43°17'23" W, a distance of 236.25 feet to the point of beginning.

(See also highlighted area on the Plan).

7. The Petitioner is requesting that the City Council vote to discontinue absolutely and completely the ROW as the same is not needed for access by any party.
8. The ROW to be discontinued is abutted by the following properties:  
  
Franklin Pierce Highway (A.K.A. N.H. Route 9 & 10)  
See Return of Layout 939/400  
Book 939, Page 440; Book 858, Page 460; & Book 554, Page 396 in the Cheshire County Registry of Deeds  
  
Tax Map Parcel #521-005-000-000  
Owned by Sarah D. Vezzani  
By virtue of deed from Robert E. & Karin L. Muenkel dated August 7, 2007, and recorded at Book 2455, Page 749 in the Cheshire County Registry of Deeds
9. The undersigned has communicated with Thomas Hanna, legal counsel for Sarah D. Vezzani and, based on this communication, represents to the Council that Ms. Vezzani consents to this Petition and will waive damages.
10. The undersigned spoke with Frank Linnenbringer, District Engineer for New Hampshire Department of Transportation, District 4. Mr. Linnerbringer authorized me to represent to the Council that the New Hampshire Department of Transportation consents to this Petition and will waive damages.
11. The interest of the general public in continuing the ROW is not outweighed by the burden in continuing the ROW imposes on the Petitioner. As stated, the general public has access for travel via a public way, Elm Street, and abutters do not need the ROW for access to their respective properties.
12. See, for example, *Town of Hinsdale v. Chesterfield*, 153 N.H. 70 (2005) for a discussion of the balancing test applied by the trial court in weighing public versus private interests in the case of a road discontinuance.

13. A Construction Plan showing all existing conditions and proposed improvements that includes evidence documenting the need to discontinue the ROW in order to support the Project was previously provided to the City's Planning Department.
14. The following conditions shall apply to the approval of this Petition:
  - A. The Petitioner shall grant the City a Temporary Access Agreement to access Parcel No. 521/004 for the purpose of maintaining and repairing an existing public water main located in the area to be discontinued. Such Temporary Access Agreement shall automatically extinguish upon the Public Works Director's acceptance in writing of a relocated water main.
  - B. The Petitioner shall, under the supervision of the Public Works Director, relocate a City Water Main from the portion of the ROW to the Elm Street right-of-way as it is currently traveled. The relocated water main shall be constructed within 36 months of the City Council's complete discontinuance of the ROW as required by the City of Keene Land Development Code 23.2.2.B and as in accordance with the City's public infrastructure standards, and the details of such relocation shall be approved in advance by the City Engineer.
  - C. The petitioner shall bear all costs of public infrastructure improvements, including the relocation of the water main, restoration of roadway and sidewalk surfaces, replacement of an existing catch basin, and installation of a new sanitary sewer manhole within the Elm Street right-of-way. Costs may include, but are not limited to, construction cost, testing fees, Public Works excavation and utility connection permit fees and Engineering inspection fees.
  - D. Prior to commencing construction of any public infrastructure, the Petitioner shall furnish security in accordance with Sec. 22.2.4 of the Land Development Code.

WHEREFORE, your Petitioner respectfully requests that:

- A. The City Council conduct a hearing on the proposed absolute and complete discontinuance of the ROW, and following such hearing, the City Council vote:
- B. To discontinue absolutely and completely the ROW, more specifically bounded and described as follows:

Beginning at a point of land on the east side of said "Old Elm Street ROW," southwest of Elm Street, Keene, Cheshire County, New Hampshire said point of land being the westernmost point of "Parcel C, Excess State ROW," as depicted on the aforesaid plan,

Thence S 26°12'39" W, a distance of 15.21 feet;  
 Thence S 45° 06'27" W, a distance of 35.26 feet;  
 Thence S 43° 17' 23" E, a distance of 235.04 feet;  
 Thence N 62°12' 18" E, a distance of 10.90 feet;  
 Thence N 35°05'15" E, a distance of 39.81 feet;

Thence N 43°17'23" W, a distance of 236.25 feet to the point of beginning.

Dated effective as of the 19<sup>th</sup> day of May, 2026.

Respectfully submitted,

Paul C & Gail M. Dubriske

By their Attorney:

Shaheen & Gordon, P.A.

By: 

James M. Callahan

20 Depot Street, Suite 220

Peterborough, NH 03458

Telephone: (603)845-1959



DESCRIPTION FOR THE ABSOLUTE DISCONTINUANCE OF A PORTION OF THE  
RIGHT OF WAY LOCATED ON PROPERTY LOCATED AT 454 ELM STREET (TMP #521-  
004-000)

THE DISCONTINUANCE: Upon the foregoing petition dated May 19, 2026, the Keene City Council gave notice as aforesaid, and on the \_\_\_\_ day of \_\_\_\_\_, 2026, at \_\_\_\_\_, the City Council is of the opinion that there is no further need to use a portion of the Right of Way at the following location for the accommodation of the public and there is occasion for the absolute discontinuance of said portion.

The undersigned represents that for the accommodation of the Public, there is occasion for the absolute discontinuance of a portion of the Right of Way at the following location:

Beginning at a point of land on the east side of the “Old Elm Street ROW,” southwest of Elm Street, Keene, Cheshire County, New Hampshire, said point of land being the westernmost point of “Parcel C, Excess State ROW,” as depicted on the Plan referenced below,

Thence S 26° 12’ 39” W, a distance of 15.21 feet;

Thence S 45° 06’ 27” W, a distance of 35.26 feet;

Thence S 43° 17’ 23” E, a distance of 235.04 feet;

Thence N 62° 12’ 18” E, a distance of 10.90 feet;

Thence N 35° 05’ 15” E, a distance of 39.81 feet;

Thence N 43° 17’ 23” W, a distance of 236.25 feet to the point of beginning.

Meaning and intending to absolutely discontinue that portion of the Right of Way that runs parallel to Elm Street, as the same crosses land now or formerly of Paul C. & Gail M. Dubriske and shown as “Old Elm Street ROW” on plan of land entitled “Plan of Lands of State of New Hampshire, Franklin Pierce Highway and Paul C. & Gail M. Dubriske, Tax Map Parcel 521-004, Book 2234, Page 53, 454 Elm Street, Keene, New Hampshire” revised through May 22, 2025, prepared by Huntley Survey & Design, and recorded in the Cheshire County Registry of Deeds as Plan No. 25065 (the “Plan”).

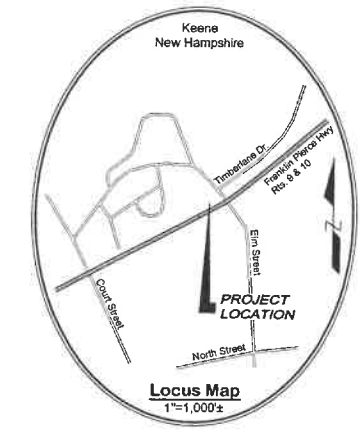
Symbol Legend

	CATCH BASIN		STONE WALL
	STORM SEWER LINE		CHAIN LINK FENCE
	HYDRANT		TREE LINE
	WATER VALVE		EDGE OF PAVEMENT
	CURB STOP		EDGE OF GRAVEL
	WATER LINE		EDGE OF WETLANDS
	SEWER MANHOLE		LANDSCAPED/GARDEN AREA
	SEWER CLEANOUT		IRON PIN/PIPE
	SANITARY SEWER LINE		STONE/CONCRETE BOUND
	UTILITY POLE W/GUY WIRES, OVERHEAD LINES AND NUMBERS		5/8" REBAR WITH CAP (SET)
	SIGN		REGISTRY OF DEEDS
	POST/BOLLARD		TAX MAP PARCEL NUMBER
	FIRE PIT		DEED VOLUME & PAGE

**Zoning Districts**  
LD - LOW DENSITY REQUIREMENTS

MAX HEIGHT	2 STORIES/35'
LOT SIZE	10,000 sf
FRONTAGE	80'
BUILDING SETBACKS	
FRONT	15'
SIDE	10'
REAR	20'
MAX BUILDING COVERAGE	35%
MAX IMPERMEABLE COVERAGE	45%

SEE CITY OF KEENE LAND DEVELOPMENT CODE CONCERNING ANY ADDITIONAL REQUIREMENTS PERTAINING TO PARCEL



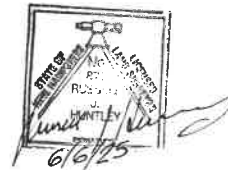
Notes

- THE BEARINGS SHOWN ON THIS PLAN ARE REFERENCED TO NAD83 NH STATE PLANE GRID, BASED ON A STATIC GPS SURVEY PERFORMED IN OCTOBER 2021 USING AN IGS3 GNSS RECEIVER.
- THE BOUNDARY LINES SHOWN ON THIS PLAN WERE CALCULATED FROM RECORD DEEDS, PLANS AND PHYSICAL EVIDENCE FOUND DURING THE FIELD SURVEY.
- ANY UNDERGROUND UTILITIES, STRUCTURES AND FACILITIES SHOWN HAVE BEEN PLOTTED FROM DATA OBTAINED FROM FIELD SURVEY OF SURFACE LOCATIONS, PREVIOUS MAPS AND RECORDS OBTAINED FROM THE CITY OF KEENE. THEIR EXISTENCE MUST BE CONSIDERED APPROXIMATE. THERE MAY BE OTHER UNDERGROUND UTILITIES THE EXISTENCE OF WHICH ARE NOT KNOWN. THE SIZE AND LOCATION OF ALL UTILITIES AND STRUCTURES MUST BE VERIFIED PRIOR TO ANY AND ALL CONSTRUCTION. CALL DIG-SAFE PRIOR TO ANY CONSTRUCTION.

Surveyor's Certification

PURSUANT TO RSA 676:18 III AND RSA 672:14, I CERTIFY THAT THIS SURVEY AND PLAT WERE PRODUCED BY ME OR THOSE UNDER MY DIRECT SUPERVISION FROM A TOTAL STATION AND DATA COLLECTOR TRAVERSE WITH A POSITION TOLERANCE OF 0.03 + 100 ppm THAT MEETS OR EXCEEDS NH LAN 500 AND THE ALLOWABLE RELATIVE POSITIONAL ACCURACY FOR URBAN AREAS AS REQUIRED BY THE STATE OF NEW HAMPSHIRE IN TABLE 500.1, "ACCURACY MEASUREMENTS, LOCAL ACCURACY OF CONTROL SUPPORTING THE SURVEY," AND IS BASED ON INFORMATION RECORDED AT THE CHESHIRE COUNTY REGISTRY OF DEEDS AS REFERENCED HEREON, INFORMATION PROVIDED BY THE CLIENT AND PHYSICAL EVIDENCE FOUND.

PURSUANT TO RSA 676:18 III AND RSA 672:14 I CERTIFY THAT THIS SURVEY PLAT IS NOT A SUBDIVISION PURSUANT TO THIS TITLE AND THAT THE LINES OF STREETS AND WAYS SHOWN ARE THOSE OF PUBLIC OR PRIVATE STREETS OR WAYS ALREADY ESTABLISHED AND THAT NO NEW WAYS ARE SHOWN.



Plan of Lands  
OF  
State of New Hampshire  
FRANKLIN PIERCE HIGHWAY  
AND

Paul C. & Gail M. Dubriske  
Tax Map Parcel 521-004 - Book 2234, Page 53  
454 Elm Street, Keene, Cheshire County, New Hampshire

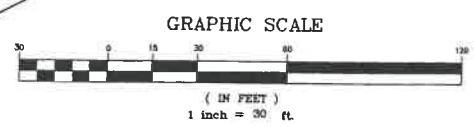
Scale 1"= 30'

Surveyed 10/2021 Plan prepared 05/03/2023  
Project No. H21-053 Cad File No. H21-053 Plan.dwg

Huntley Survey & Design, PLLC  
NH & VT Land Surveying, Wetlands & NH Septic System Design  
659 West Road, Temple, NH 03084 (603) 924-1669 www.huntleysurvey.com

Plan References

- REFERENCES INCLUDE ALL INFORMATION REFERRED TO ON ANY OF THE FOLLOWING PLANS
- PLANS OF PROPOSED FEDERAL AID CONSOLIDATED PRIMARY PROJECT F-012-1(3), NH PROJECT P-2962-B, ROUTE 9 BY-PASS, DATED MARCH 24, 1977 (Obtained from NHDOT).
  - PLAN OF SADOQUES PROPERTY, ELM STREET, DATED OCTOBER 1968, BY HERB RUSSELL (Pb.18 Pg.27 CCRD)
  - SUBDIVISION FOR LEONARD F. & WENDY B. KAPLOFF, APPROVED JUNE 23, 1980, BY FRANK A. GLINE (Pb.44 Pg.91 CCRD)
  - PAKO PARK, SECTION 3, LAST REVISED MARCH 1958, BY W.F. ONEILL (Plan No.1449 - City of Keene Engineering Department)



NO.	DATE	REVISION	BY
4	2025-05-22	PARCEL NAMES AND TITLE BLOCK EDIT	RJH
3	2023-07-10	ADDITIONAL NOTATION PER NHDOT	RJH
2	2023-07-05	ADD CULVERT OUTLET AT 206+12.88'LT	RJH
1	2023-05-03	ADDL NOTATION PER NHDOT	RJH

#25065

**PETITION FOR DISCONTINUANCE OF A SECTION OF RIGHT OF WAY ON  
PROPERTY ON ELM STREET**

**ABUTTER LIST**

The ROW to be discontinued is abutted by the following properties:

1. Franklin Pierce Highway (A.K.A. N.H. Route 9 & 10)  
See Return of Layout 939/400  
Book 939, Page 440; Book 858, Page 460; & Book 554, Page 396 in the Cheshire  
County Registry of Deeds

State of New Hampshire – Department of Transportation  
District 4 – Attn: Frank Linnenbringer, District Engineer  
19 Base Hill Road  
Swanzey, New Hampshire 03446

2. Tax Map Parcel #521-005-000-000  
Book 2455, Page 749 in the Cheshire County Registry of Deeds

Sarah D. Vezzani  
464 Elm Street  
Keene, New Hampshire 03431



# CITY OF KEENE

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

A RESOLUTION RELATING TO THE ABSOLUTE DISCONTINUANCE OF A PORTION OF A RIGHT OF WAY ACROSS A PORTION OF PROPERTY LOCATED ON ELM STREET (TMP# 521-004-000)

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

That the Keene City Council is of the opinion that there is no further need to use a portion of the Right of Way located on property identified on Keene City Tax Map 521 as Lot 004 for the accommodation of the public and there is occasion for the absolute discontinuance of said Right of Way as described in the attached Description of Complete Discontinuance, subject to the following conditions:

1. The Petitioner shall grant the City a Temporary Access Agreement to access Parcel No. 521/004 for the purpose of maintaining and repairing an existing public water main located in the area to be discontinued. Such Temporary Access Agreement shall automatically extinguish upon the Public Works Director’s acceptance in writing of a relocated water main;
2. The Petitioner shall, under the supervision of the Public Works Director, relocate a City Water Main from the portion of the ROW to the Elm Street right-of-way as it is currently traveled. The relocated water main shall be constructed **within 36 months of the City Council’s complete discontinuance of the ROW as required by the City of Keene Land Development Code 23.2.2.B** and in accordance with the City’s public infrastructure standards, and the details of such relocation shall be approved in advance by the City Engineer;
3. The petitioner shall bear all costs of public infrastructure improvements, including the relocation of the water main, restoration of roadway and sidewalk surfaces, replacement of an existing catch basin, and installation of a new sanitary sewer manhole within the Elm Street right-of-way. Costs may include, but are not limited to, construction cost, testing fees, Public Works excavation and utility connection permit fees and Engineering inspection fees;
4. Prior to commencing construction of any public infrastructure, the Petitioner shall furnish security in accordance with Sec. 22.2.4 of the Land Development Code;
5. All affected property owners associated and in connection with the discontinuance agree to the discontinuance and either waive their rights to any damages, or the City ~~has accepted~~ **will accept** an indemnification against any such damages;
6. All documentation is in a content and form acceptable to the City Attorney and City Engineer; and,

7. That Paul C. & Gail M. Dubriske, or their successor, Elmside, LLC, a New Hampshire limited liability company shall indemnify and hold harmless the City of Keene from any and all damages that may be claimed as a result of said discontinuance.

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Jay V. Kahn, Mayor