City of Concord

City Council

Meeting Minutes - Final

Monday, March 9, 2026	**7:00 PM**	**City Council Chambers** **37 Green Street** **Concord, NH 03301**

Non-public session in accordance with RSA 91-A: 3, II (d) to discuss property acquisition to begin at 6:00 p.m.

1. Mayor Champlin called the meeting to order at 7:07 p.m.
2. Invocation.
3. Pledge of Allegiance.
4. Roll Call.

   Present: 14 - Councilor Stacey Brown, Mayor Byron Champlin, Councilor Mark Davie, Councilor Nathan Fennessy, Councilor Jeff Foote, Councilor Michele Horne, Councilor Aislinn Kalob, Councilor Fred Keach, Councilor Jennifer Kretovic, Councilor Judith Kurtz, Councilor Jim Schlosser, Councilor Kris Schultz, Councilor Ali Sekou, and Councilor Brent Todd

   Excused: 1 - Councilor Amanda Grady Sexton
5. Approval of Meeting Minutes.

   Action: Councilor Kurtz moved approved of the February 9, 2026 City Council Meeting and the February 19, 2026 City Council Priority Setting Session Meeting Minutes. The motion was duly seconded by Councilor Kretovic.

   Councilor Kretovic indicated that she had two minor amendments on the February 9, 2026 meeting minutes: starting on page three, item number 11, she indicated there was a contribution to the Library from the Concord Library Foundation, and wanted to note the Foundation is Councilor Brown's employer. She further explained on page 12, in relation to the discussion on the compensation study, that Councilor Brown's husband is a member of the Police Department and she felt that should be noted, not for the purpose of the merit of the items, but simply to assure transparency.

   Councilor Brown added that the minutes reflect her statement that she was not

speaking on any union positions when she discussed the class and compensation study.

The motion, as amended, passed with no dissenting votes.

February 9, 2026 City Council Draft Meeting Minutes.

Action: Minutes approved as amended.

February 19, 2026 City Council Priority Setting Session Draft Meeting Minutes.

Action: Minutes approved.

6. Agenda overview by the Mayor.

7. Presentation of a Resolution in recognition of the services of Rose Fife.

Action: Mayor Champlin recognized the services of long-time employee Rose Fife with a resolution in recognition of her 38 years in Code Administration.

Consent Agenda Items

Action: Councilor Fennessy moved approval of the consent agenda. The motion was duly seconded by Councilor Kurtz. Mayor Champlin noted that items 22, 23, 24, 25, 28, and 31 were pulled from the consent agenda for discussion. Councilor Brown recused herself from items 20 and 32 as her husband is a Concord Police Officer.

The motion passed with no dissenting votes.

Referral to the Recreation and Parks Advisory Committee

8. Communication from Renee West, 47 Broadway, requesting installation of a Community Bulletin Board and a Dog Waste Station within Rollins Park.

Action: The communication was referred to Recreation and Parks Advisory Committee.

Referral to the Traffic Operations Committee

9. Request from Erin Nevin for the installation of additional street lights at crosswalks located on South State Street.

Action: The communication was referred to the Traffic Operations Committee.

Items Tabled for April 13, 2026 Public Hearings

10. Resolution appropriating the sum of $385,000, in the Memorial Field Facility Improvement Project (CIP #557) to remove and secure bleachers, authorizing a transfer from the General Fund in the sum of $385,000, appropriating the sum of $385,000 in the General Fund as a transfer out to capital, and authorizing the use of $385,000 in General fund balance for this purpose; together with a report from the Parks and Recreation Director, the General Services Director and the Public Properties Superintendent. (Public testimony received.)

    Action: Resolution moved to set for a public hearing.

11. Resolution appropriating the sum of $526,968, in the Vehicle and Equipment Replacement project (CIP #121) for the replacement of two dump trucks, accepting the sum of $421,574, in grant funding from the New Hampshire Department of Environmental Services, and authorizing the issuance of General Fund General Obligation Bonds and Notes in the sum of $105,394, for this purpose; together with a report from the General Services Director.

    Action: Resolution moved to set for a public hearing.

12. Resolution appropriating the sum of $5,000, in the Community Development Miscellaneous Grants and Donations Project for Tree Planting on City Property and within public rights-of-way under the Sustainable Tree Program and authorizing a transfer in the sum of $5,000, from the Urban Tree Trust Fund for this purpose; together with a report from the Conservation Commission Tree Subcommittee.

    Action: Resolution moved to set for a public hearing.

13. Resolution modifying the All Veterans' Tax Credit for the City of Concord pursuant to the provisions of RSA 72:27-a; together with a report from the Director of Assessing.

    Action: Resolution moved to set for a public hearing.

14. Resolution modifying the Optional Veterans' Tax Credit for the City of Concord pursuant to the provisions of RSA 72:27-a; together with a report from the Director of Assessing.

    Action: Resolution moved to set for a public hearing.

15. Resolution modifying the Elderly Exemption for the City of Concord pursuant to the provisions of RSA 72:27-a; together with a report from the Director of

Assessing.

Action: Resolution moved to set for a public hearing.

16. Resolution modifying the Tax Credit for Service-Connected Permanent and Total Disability for the City of Concord pursuant to the provisions of RSA 72:27-a; together with a report from the Director of Assessing.

Action: Resolution moved to set for a public hearing.

17. Ordinance amending the Code of Ordinances, Title I, General Code; Chapter 9, Water, Article 9-6, Sewer and Drains, updating language to comply with current State and Federal requirements; together with a report from the General Services Director.

Action: Ordinance moved to set for a public hearing.

Consent Reports

18. Diminimus gifts and donations report from the Library Director requesting authorization to accept gifts and donations totaling $3,073.66, as provided under the pre-authorization granted by City Council.

Action: Consent report approved.

19. Diminimus gifts and donations report from the Human Services Director requesting authorization to accept gifts and donations totaling $7.00, as provided under the pre-authorization granted by City Council.

Action: Consent report approved.

20. Diminimus gifts and donations report from the Police Department requesting authorization to accept gifts and donations totaling $1,980.00, as provided under the pre-authorization granted by City Council.

Action: Consent report approved. Councilor Brown recused from voting on this item due to her husband's employment with the Concord Police Department.

21. City Council 2026-2027 Priorities Report from Mayor Champlin.

Action: Consent report approved.

22. December 31, 2025 Fiscal Year to Date Financial Statements Report from Deputy City Manager - Finance. (Pulled from consent by Councilor Brown.)

Action: Item was pulled from the consent agenda for discussion.

23. Fiscal Policy Advisory Committee Recommendation to City Council for Parks and Recreation Rental Fee Waiver and Reduction. (Pulled from consent by Councilor Brown and Councilor Kalob.)

Action: Item was pulled from the consent agenda for discussion.

24. Report from the Deputy City Manager - Finance regarding Capital Reserves, Trustees of Trust Funds and Friends of the Beav Donation. (Pulled from consent by Councilor Kurtz, Councilor Kretovic and Councilor Brown.)

Action: Item was pulled from the consent agenda for discussion.

25. Full Measure & List Revaluation Project Update Report (CIP #639) from the Director of Assessing. (Pulled from consent by Councilor Davie.)

Action: Item was pulled from the consent agenda for discussion.

26. Report from the Parks and Recreation Director on the agreement with the Friends of The Audi.

Action: Consent report approved.

27. Report from the Parks and Recreation Department on Summer Employment Opportunities.

Action: Consent report approved.

28. Report from the Parks and Recreation Director on the Operation of the City's Seven Outdoor Aquatic Facilities. (Pulled from consent by Councilor Brown.)

Action: Item was pulled from the consent agenda for discussion.

29. Report from the Diversity, Equity, Inclusion, Justice & Belonging Committee in follow-up to the Referral from City Council relevant to Communication from the Attorney General’s Office Regarding Review of City Contracts for DEI-Related Provisions.

Action: Consent report approved.

30. Report from the Transportation Engineer, on behalf of the Traffic Operations Committee, in response to a referral from City Council regarding a request for the installation of additional street lights on Prescott Street.

Action: Consent report approved.

31. Revised MS-9 report for FY2025 from the City Treasurer/Tax Collector. (Pulled from consent by Councilor Brown.)

Action: Item was pulled from the consent agenda for discussion.

Consent Resolutions

32. Resolution authorizing the City Manager by way of the Police Department to submit an application to the United States Department of Justice - Bulletproof Vest Partnership Grant Program to receive funding for the purchase of ballistic vests; together with a report from the Deputy Chief of Police.

Action: Consent resolution approved. Councilor Brown recused from voting on this item due to her husband's employment with the Concord Police Department.

33. Resolution authorizing the City Manager to accept the donation of a 33.31 acre parcel of land identified as Tax Map 02Z Lot 7, Located off Hoit Road, from Bois De Brodeur Trust for the purpose of conserving the land in perpetuity; together with a report from the Senior Planner on behalf of the Conservation Commission.

Action: Consent resolution approved.

Appointments

34. City Manager's Proposed Reappointments to the Zoning Board of Adjustment: James Monohan and Laura Spector-Morgan.

Action: Appointments approved.

35. Mayor Champlin's Proposed Appointments to the Planning Board: Paige Wilber and Leon LaFreniere

Action: Appointments approved.

End of Consent Agenda

Public Hearings

36A. Resolution appropriating the sum of $15,000, for barricade rental and installation and accepting the sum of $15,000, in outdoor dining license revenues for this purpose; together with a report from the Deputy City Manager - Development.

Action: City Manager Thomas Aspell explained that on March 13, 2023, the City Council held a public hearing, appropriated $34,000, and approved modifications to the City's outdoor dining regulations requiring the use of concrete jersey barriers

to enclose outdoor dining areas located within on-street parking spaces. Since that time, the City has used these funds to contract with a local vendor to furnish, install, and remove the barriers used to encumber on-street parking spaces for four participating restaurants, Siam Orchid, Revival, The Barley House, and The Draft, at no cost to those establishments. The 2023 appropriation is now nearly expended, with approximately $2,633 remaining, which is insufficient to cover the rental, installation, and removal of barriers for the upcoming dining season.

City Manager Aspell indicated that City administration proposes establishing a non-ordinance-based fee to cover the cost of renting, installing, and removing the barriers through the City's vendor, along with a minor administrative charge to offset City oversight. The fee will be based on vendor quotes for these services and is expected to be set later this month or early next month. Notice will then be provided to restaurants that may wish to encumber on-street parking spaces for the 2026 outdoor dining season, which begins May 15. Fees collected will be administered through the Community Development Department, and prior to approval of a dining permit, the General Services Department will incur the initial expense for rental and installation.

City administration is also considering providing participating restaurants the option to make private arrangements for the installation of barriers and associated delineators through a vendor of their choice, provided the barriers are concrete jersey barriers that comply with applicable New Hampshire Department of Transportation specifications.

Councilor Keach asked whether consideration had been given to improving the aesthetics of the barriers so they appear more presentable than standard jersey barriers, noting that other communities have successfully implemented such improvements. City Manager Aspell responded that aesthetic improvements are generally more practical when the barriers are owned by the participating establishments, as owners are more likely to invest in decorative enhancements. He noted that when barriers are rented and returned to the vendor at the end of the season, such improvements are typically not made because a different set of barriers may be supplied the following year. He added that the City would support restaurants making decorative improvements, particularly if they choose to purchase and maintain their own compliant barriers.

Councilor Brown asked whether the $34,000 appropriated in March 2023 came from the Economic Development Capital Reserve and whether that was the same account where restaurant payments for jersey barriers would be deposited. City Manager Aspell responded that the new fees would simply be collected and expended for the barrier costs, noting that previously the City only paid for the barriers and did not collect any related revenue.

Mayor Champlin opened the public hearing.

Roy Schweiker, a resident, testified that the City Council had recently received information from the Director of Assessing regarding anticipated property value changes and stated that, based on his own calculations, taxes paid-not the tax rate-may increase approximately 8% for single-family homes, 12% for condominiums, and about 40% for manufactured housing, while commercial property taxes paid may decrease by roughly 11%. He stated that residents should no longer subsidize commercial property and expressed support for the City Manager's proposal to require restaurants to pay for their own outdoor dining barriers. He further suggested that the City should also charge businesses for the on-street parking spaces used for outdoor dining, proposing that fees be based on the regular parking rate multiplied by the hours those spaces would typically be occupied.

Mr. Schweiker encouraged the City to adopt policies that charge users directly for services or amenities they receive in order to avoid raising taxes or cutting services, and argued that parking fees downtown should fully cover the costs of operating and maintaining parking downtown, including snow removal and related services. He also questioned the continued financial support for InTown Concord, suggesting that such funding be reduced if downtown businesses and residents do not support it themselves, and concluded that the City should pursue mechanisms to ensure downtown businesses pay for the services and benefits they receive rather than relying on general taxpayer support.

Councilor Kretovic noted that the assessment study referenced by Mr. Schweiker had been removed from the consent agenda and had not yet been approved, as it would be discussed later in the meeting. She then asked Mr. Schweiker whether the City should consider assessing a fee for restaurants that use public space in Bicentennial Square or Eagle Square, noting that the City currently collects no

revenue from those establishments for the use of park space.

Mr. Schweiker responded that any business using City property should pay for that use, stating that doing so would help reduce reliance on taxes and ensure fairness to other businesses that must provide and pay for their own dining areas. He suggested that fees could include charges for use of the space, cleanup costs if performed by the City, and potentially even a percentage of gross revenue, adding that the City should seek additional revenue sources beyond property taxes.

There being no further testimony, Mayor Champlin declared the public hearing closed.

36B. Ordinance amending the Code of Ordinances, Title I, General Code; Chapter 1, Government Organization, Article 1-5, Fees, Fines, and Penalties, by amending Schedule I; together with a report from the Fire Chief.

Action: City Manager Aspell explained that in 2025 the State of New Hampshire enacted Senate Bill 245, signed by the Governor, which amended RSA 358-T to prohibit surprise ambulance billing and amended RSA 420-J to establish a new reimbursement rate schedule for ground ambulance services effective January 1, 2026. Under the new law, rates for services will be set at 3.25 times the Medicare reimbursement rate, resulting in fees higher than those currently included in the City's fee schedule. The new rates will apply to commercial New Hampshire insurance plans and self-pay patients, while Medicare and Medicaid will continue to reimburse only at their established rates.

Mayor Champlin opened the public hearing.

Roy Schweiker, a resident, testified that this issue has been discussed for several years at the federal and state levels regarding Medicare and unexpected medical billing. He explained that while Congress has attempted to address surprise billing in areas such as emergency room services, agreement has not been reached regarding ground ambulance services. He noted that a study commissioned by the New Hampshire Legislature found that the actual cost of providing ground ambulance services is approximately double the Medicare reimbursement rate. Because Medicare and Medicaid account for more than half of ambulance usage in the state, and those programs reimburse at rates significantly below the actual cost, other payers must make up the difference to keep ambulance services financially viable, particularly in smaller or rural communities. He stated that rather than

increasing Medicaid reimbursement, the Legislature adopted a policy allowing higher billing rates to commercial insurance companies, which resulted in the 325 percent of Medicare rate established in the law. Mr. Schweiker acknowledged that the City should seek reimbursement from insurance companies when possible but suggested that the City consider charging uninsured Concord residents only the approximate actual cost of service-about double the Medicare rate-rather than the full 3.25 times Medicare rate established under the new policy.

There being no further testimony, Mayor Champlin declared the public hearing closed.

Public Hearing Action

37. Resolution appropriating the sum of $15,000, for barricade rental and installation and accepting the sum of $15,000, in outdoor dining license revenues for this purpose; together with a report from the Deputy City Manager - Development.

Action: Councilor Fennessy moved approval of the resolution. The motion was duly seconded by Councilor Kurtz.

Councilor Kretovic stated that she would like the committee to revisit the issue of establishing a fee for restaurants using space in City parks so that there is greater equity among restaurants utilizing public space.

After a brief conversation, City Manager Aspell clarified that while restaurants could explore alternative barrier options, they must meet City safety guidelines and standards. He explained that water barrels were previously provided through a grant, but following a serious accident near The Barley House, concrete barriers became required. He further noted that the City is willing to install barriers if restaurants cover the cost, but if restaurants choose a different provider, they are still responsible for ensuring the barriers meet all City requirements.

The motion passed with no dissenting votes.

38. Ordinance amending the Code of Ordinances, Title I, General Code; Chapter 1, Government Organization, Article 1-5, Fees, Fines, and Penalties, by amending Schedule I; together with a report from the Fire Chief.

Action: Councilor Fennessy moved approval of the ordinance. The motion was duly seconded by Councilor Keach.

Councilor Fennessy noted that, contrary to concerns raised by Mr. Schweiker, the City does not refuse ambulance service to anyone, whether a Concord resident or not, and that individuals unable to afford the cost can request that the City waive collection. City Manager Aspell confirmed this. Councilor Schultz added that while Mr. Schweiker often highlights legitimate inequities in the system, Councilor Fennessy's clarification is helpful, and she thanked Mr. Schweiker for consistently providing thoughtful input.

The motion passed with no dissenting votes.

Reports

39. Report and Recommendations for Beaver Meadow Golf Course Independent Auditor Financial Operations Review.

Action: Deputy City Manager - Finance, Brian LeBrun, Beaver Meadow Golf Course Acting Director of Operations, Patrick Lanman, CBIZ Managing Director Kevin Wright and Senior Associate Tiffany Ball provided a presentation of the Beaver Meadow Golf Course Financial Operations Review.

The review focused on cash handling and revenue, club credits, tournaments and outings, inventory management, golf pro lesson incentive payments, and the Teesnap system. The report concluded that internal controls are generally in place but identified areas where controls could be strengthened or newly implemented to create a more robust oversight environment. Recommendations included improvements to policies, staff training, cash safekeeping, green fee rate approval and recording, and management of rain checks.

Discussion among the Council and staff included implementation timelines, development of policies for cash management, refunds and voids, internal controls, and reporting capabilities.

Deputy City Manager - Finance, Brian LeBrun, commended Pat Lanman and Josh Lacasse for their work in developing management responses for the Beaver Meadow Golf Course operations review, noting that their estimated completion timeline is ambitious but appreciated. He highlighted that while the Teesnap system has some functional limitations, staff have begun training to address these challenges, and strategies will be developed to work through them. Mr. LeBrun

emphasized the importance of developing and finalizing policies, noting that the City Manager provides final approval, but the team will also seek input from the Golf Course Advisory Committee to ensure practical and informed policy guidance. He underscored that continuous improvements will be pursued, with Pat and Josh demonstrating a strong commitment to enhancing operations and building on past practices.

Mayor Champlin commended the administration for contracting with CBIZ to conduct the audit, noting it represents significant progress in improving the efficiency and effectiveness of managing an important city resource. He highlighted that Beaver Meadow Golf Course generated $2 million in revenue last year and expressed optimism that the new clubhouse will increase revenue while providing an enhanced experience for patrons. He also thanked Pat and Josh for their work with CBIZ and acknowledged the CBIZ team for traveling from Oklahoma to present their findings.

Councilor Kretovic moved to approve the report. The motion was duly seconded by Councilor Kurtz and passed with no dissenting votes.

New Business

Unfinished Business

40. Presentation on the Memorial Field Master Plan from the Parks and Recreation Director. (Presentation given at the November 10, 2025 City Council Meeting.) (Action on this item tabled at the November 24, 2025 City Council Meeting.) (Communication from Concord School District received.) (Petition and public testimony received.)

Action: Item remains tabled.

41. Ordinance amending the Code of Ordinances; Title II, Traffic Code; Chapter 18, Parking, Article 18-1, Stopping, Standing and Parking, Section 18-1-7.1, Parking Prohibited During Certain Hours and Months in Designated Places, Schedule IX; to modify parking requirements on School Street between Pine and Liberty Streets; together with a report from the Assistant Director of Community Development. (Action on this item tabled at the August 11, 2025 City Council meeting.) (Public comments received.)

Action: Item remains tabled.

42. Resolution appropriating the sum of $84,000 to support efforts by Concord's Plan to End Homelessness and authorizing a transfer in from the Community Improvement Reserve in the sum of $84,000 for this purpose; together with report from Councilor Jim Schlosser. (Action on this item tabled at the April 14, 2025 City Council meeting.)

Action: Item remains tabled.

Consideration of Items Pulled from the Consent Agenda

22. December 31, 2025 Fiscal Year to Date Financial Statements Report from Deputy City Manager - Finance. (Pulled from consent by Councilor Brown.)

Action: Councilor Todd moved approval of the report. The motion was duly seconded by Councilor Foote.

Councilor Brown requested clarification on which positions at Beaver Meadow Golf Course are considered full-time, noting that the staffing structure has changed from last year. She highlighted specific changes, including the director of operations, head golf pro, assistant golf pro, and the elimination of the course and facilities manager. She also raised concerns about inconsistencies in reporting lines, noting that certain roles appear to report to different City departments-for example, the building and grounds supervisor to General Services, the former course and facilities manager to Recreation, and the equipment maintenance mechanic to Finance, and asked for clarification on how these roles are officially aligned. Additionally, she pointed out discrepancies between the job classification listing, the class and compensation study, and the website regarding position grades, and sought to understand how these staffing and classification changes relate to the budgeted full-time expenses of approximately $460,000.

Deputy City Manager - Finance LeBrun, explained that full-time positions at Beaver Meadow Golf Course have shifted due to employee transitions. In the pro shop, the full-time positions are the head golf pro and an assistant golf pro. In addition, there is a director of operations position, which still carries the formal title “Director of Operations/Head Golf Pro,” though the title has not yet been updated. The person holding this position previously also served as the maintenance director, combining operational and maintenance responsibilities under a single role. In the maintenance barn, there are two full-time staff: a mechanic and a grounds/maintenance employee. Mr. LeBrun noted that differences in position grades between the current system and the class and compensation study are

expected. He pointed to the upcoming budget, which will clearly list full-time, part-time, and temporary positions. Mr. LeBrun clarified that the current head golf pro, Josh Lacasse, was hired to fill a needed role separate from the director of operations, reflecting operational changes rather than additional staffing or overspending. All positions remain within the approved classification program, with titles and assignments adjusted to meet current operational needs.

Councilor Fennessy asked for clarification on the number of full-time employees in FY 2025 and FY 2026.

Deputy City Manager - Finance LeBrun indicated that there were five full-time employees for both years.

Councilor Brown noted that while Teesnap allows staff to track information, there is limited public guidance for reserving tournaments at Beaver Meadow Golf Course. She noted that 47 tournaments had occurred between July 1 and December, but only 14 tournaments generating $89,000 in revenue were reported. She asked whether there is a clear breakdown of what is included in tournament fees and expressed concern that the City website does not provide accessible information on reserving a tournament or the associated costs. Using an upcoming SNHU three-day tournament as an example, she highlighted that while staff know the expected revenue, the public cannot easily determine rates for food, facility use, or other fees, and asked if the tournament set rates are available in Teesnap.

Deputy City Manager - Finance LeBrun explained that the tournament and league fees reflected in the financial statements represent only the base fee to participate, while additional costs such as green fees, cart fees, and food are recorded separately. He noted that the City Council approves the overall fee structure annually, but the total cost of a tournament or outing varies depending on the number of participants, type of event, and additional services required. Mr. LeBrun emphasized that each tournament is individually coordinated with the golf pro, who works with organizers to determine attendance, food allocations, and other details, making it impossible to capture all revenue under a single “tournament” line item. He stressed that the process is not uniform or cookie-cutter, as every event has unique variables affecting the total cost and revenue.

Councilor Brown asked whether a Teesnap report could show the revenue

generated by each tournament, such as the per-person fee for reserving space, separate from food or other charges. Mr. LeBrun explained that while total revenue from tournaments is recorded in Teesnap, detailed invoicing for outings-breaking down green's fees, cart fees, and other items-is typically managed outside of Teesnap using Word or Excel, though efforts are underway to try to integrate this information. Councilor Brown also asked about two line items on page 37: $5,913 for the sale of assets and $25,100 listed as other revenue. Mr. LeBrun clarified that the sale of assets reflects proceeds from selling mowers, utility vehicles, and other equipment no longer usable by the City, while he would need to review records to determine the source of the “other revenue” entry.

The motion passed with no dissenting votes.

23. Fiscal Policy Advisory Committee Recommendation to City Council for Parks and Recreation Rental Fee Waiver and Reduction. (Pulled from consent by Councilor Brown and Councilor Kalob.)

Action: Councilor Todd moved approval of the report. The motion was duly seconded by Councilor Kurtz.

Councilor Brown stated that she disagrees with FPAC’s recommendation to leave the decision up to the City Manager and Parks and Recreation but expressed openness to hearing how the committee arrived at that conclusion.

Councilor Fennessy explained that FPAC had a thorough discussion on creating a policy to address various situations but ultimately decided to defer to the Parks and Recreation Director and City Manager. After reviewing how cases have been handled over the past 20 years-essentially on a case-by-case basis-the committee concluded that continuing this approach is most practical, as it is difficult to develop a policy that anticipates all possible scenarios.

Discussion ensued around the past practice of granting Parks and Recreation fee waivers. The City Manager explained that historically, staff handled routine or straightforward requests to make the process seamless and efficient, with Council only reviewing cases if staff were uncertain or if an applicant disagreed with a decision. This approach has been in place for 25 years without any complaints. Mayor Champlin noted a parallel with street closure requests, which were initially brought to Council but later delegated to the City Manager to streamline decision-making, with the condition that any uncertain cases would return to

Council for review.

Councilor Kretovic moved the question. The motion was duly seconded by Councilor Keach and passed with the required two-thirds majority.

Councilor Brown stated that she would like to make an amendment to the pending motion. Mayor Champlin responded that the question had already been called and discussion had ended, which prevented any amendments from being introduced.

The original motion passed with one dissenting vote.

24. Report from the Deputy City Manager - Finance regarding Capital Reserves, Trustees of Trust Funds and Friends of the Beav Donation. (Pulled from consent by Councilor Kurtz, Councilor Kretovic and Councilor Brown.)

Action: Councilor Todd moved to approve the report. The motion was duly seconded by Councilor Kurtz.

Councilor Kurtz expressed appreciation for the significant staff time spent assembling the information presented. She noted that the Council was discussing a six-page report prepared in response to a series of questions and allegations raised over the past several months. The report includes a summary and narrative explanation and is accompanied by 19 supporting documents. These documents include MS-9 Trust Fund reports from 2016 through the current report; a partial Fiscal Year 2026 report updated in December (not yet complete because FY2026 has not concluded); summary charts for reserve funds; excerpts from City Council meeting minutes and resolutions related to transfers; budget ledger detail reports showing reserve transfers; and documentation related to the clubhouse construction donation.

Councilor Kurtz asked Deputy City Manager - Finance LeBrun whether any of the supporting documents included with the report had been created specifically for it or whether they were all pre-existing.

Deputy City Manager - Finance LeBrun responded that all of the supporting documents were pre-existing.

Councilor Kurtz then asked whether the documents had been available to the public.

Deputy City Manager - Finance LeBrun stated that not all of them were publicly available. He indicated that the MS-9 reports are publicly available, as are certain capital project reports, budget performance reports, and City Council resolutions. However, some detailed budget reports had been provided to the City Council but not broadly distributed to the public. He added that beginning this year, those reports will be included in the budget document to increase public accessibility.

City Manager Aspell interjected to clarify that all of the information had been provided to the City Council and that each councilor had received the materials.

Councilor Kurtz thanked the administration for the clarification and for the commitment to make additional materials publicly available during the upcoming budget process. She noted that, in addition to the previously referenced documents, the report also cites 20 sets of meeting minutes from the Trustees of the Trust Funds and confirms that the trustees have continued to meet regularly. She stated that the report lists specific meeting dates from 2021 through 2026. Councilor Kurtz observed that, prior to December 2025, those meeting minutes existed but had not been posted publicly on the website. She expressed appreciation that the process had now resulted in public access to those minutes and acknowledged that the previous lack of online availability may have contributed to questions within the community. She then asked whether timely online posting of the Trustees of the Trust Funds meeting minutes would be standard procedure moving forward.

Deputy City Manager - Finance LeBrun responded that it would.

Councilor Kurtz then asked whether the minutes from Trustees of the Trust Funds meetings could also be added to the end of City Council agendas when those meetings occur quarterly, similar to how minutes from other committees are currently included.

Deputy City Manager - Finance LeBrun stated that they would do so and noted that the minutes from the last few meetings had already been added.

Councilor Kurtz clarified for the public that meeting minutes from the Trustees of the Trust Funds would therefore be available in two locations: on the committee’s

webpage, similar to how minutes are accessed for other committees such as the FPAC Committee, and attached to City Council agendas following the trustees' quarterly meetings, all of which are public.

Councilor Kurtz then asked a procedural question, stating her understanding that the Trustees of the Trust Funds serve primarily in a custodial or superintendent role with respect to City finances. She noted that in smaller municipalities trustees may have a more direct role in issuing checks, but in larger municipalities their function is primarily to provide an additional layer of oversight. She asked whether that was an accurate understanding.

Deputy City Manager - Finance LeBrun stated that it was a fair characterization.

Councilor Kurtz read briefly from the 2026 Volunteer Manual published by the New Hampshire Municipal Association, referencing page 45, which outlines the role of trustees. She summarized that trustees act primarily as custodians with limited exceptions and have a duty to administer trust funds by managing, directing, or superintending municipal trust affairs. She noted that trustees formally adopt an investment policy to guide investments, prudently invest funds held in trust by the municipality, prepare reports and audits concerning the trust funds in their custody, and file necessary reports with the Department of Revenue Administration and the Charitable Trusts Division. Councilor Kurtz then asked whether the City's Trustees of the Trust Funds fulfill those duties.

Deputy City Manager - Finance LeBrun stated that they do. He added that the trustees direct the Treasurer to file the required reports electronically on their behalf through the appropriate reporting portal.

Councilor Kurtz then referenced Item 4 of the report prepared by staff and RSA 34:6, located in the middle of page five of the report. She read a portion stating that the Trustees of Trust Funds for the City shall have custody of all capital reserve funds and must provide a bond in an amount and form prescribed by the City Council or Board of Aldermen. The statute further states that any trustee who authorizes payment of income or principal from a capital reserve fund before the bond is approved in writing by the City Council or Board of Aldermen may be personally liable to the City.

Councilor Kurtz asked whether her understanding was correct that trustees must wait for direction from the City Council, as the legislative body, regarding the amounts and uses of capital reserve funds and that trustees are prohibited from taking action with those funds without prior direction from the Council.

Deputy City Manager - Finance LeBrun responded that the question was a legal one and stated that he would not answer it.

City Solicitor Conforti stated that he believed Councilor Kurtz's assessment was correct, explaining that the role of the Trustees of the Trust Funds is to execute the decisions made by the City Council.

Councilor Kurtz then moved to another topic, noting that the MS-9 reports included in the packet date from 2016 through the current report. For the benefit of the public, she asked Deputy City Manager - Finance LeBrun to explain what information is contained in an MS-9 report and how a concerned citizen or councilor might use those reports, which are released each September, to understand or track funds or projects of particular interest.

Deputy City Manager - Finance LeBrun explained that MS-9 reports provide information on trust funds and, in this case, capital reserve accounts. He stated that the report begins with the beginning balance, which typically reflects the ending balance from the previous year. The report then lists any deposits into the reserve, any withdrawals from the reserve authorized by the City Council, and any interest earned and allocated to the fund. All of these components determine the ending balance of the reserve at the end of the year. He noted that the report therefore reflects the actions taken throughout the year under City Council direction.

Councilor Kurtz summarized that the MS-9 reports function as a rolling annual summary for each reserve fund and that reviewing them year-to-year allows the public and councilors to track the actions affecting a fund.

Deputy City Manager - Finance LeBrun agreed.

Councilor Kurtz then stated for the record that, in the case of the Recreation Reserve, the fund appears in the 2016 MS-9 report and that subsequent changes in its balance align with the timeline described in the narrative report and are

supported by City Council meeting minutes. She further noted that because MS-9 reports are submitted annually to the New Hampshire Department of Revenue Administration, they provide an additional external reporting record for these funds. Councilor Kurtz then asked whether, to staff's knowledge, any concerns had been raised by the Department of Revenue Administration or the New Hampshire Department of Justice regarding the Recreation Reserve Fund.

Deputy City Manager - Finance LeBrun responded that, to his knowledge, no concerns had been raised by the New Hampshire Department of Revenue Administration or the New Hampshire Department of Justice regarding the Recreation Reserve Fund.

Councilor Kurtz then asked whether any concerns had been raised regarding any of the City's capital reserve funds.

Deputy City Manager - Finance LeBrun replied that, to his knowledge, there had not been.

Councilor Kurtz began to reference questions that had circulated repeatedly in recent months, but before she continued, Deputy City Manager - Finance LeBrun clarified that there was one related matter he wished to note. He stated that there had been a misreporting by Citizens Bank in 2024. He explained that this issue had been discussed with the New Hampshire Department of Justice, including the process for correcting the report. He added that the matter would be addressed in more detail later in the discussion.

Councilor Kurtz thanked Deputy City Manager - Finance LeBrun for drawing attention to the previously mentioned reporting issue. She stated that she had noted the matter on the Council agenda and was satisfied with the letter from Citizens Bank acknowledging the error and the correction to the MS-9 report. She added that she appreciated having that documentation included in the record.

Councilor Kurtz stated that, for members of the public, while questions may have been raised, the work of the finance department shows no evidence of financial mismanagement or malfeasance. She expressed hope that compiling the information in a single report would help reassure the public, as it had reassured her. She noted that, taken together, the documentation confirms that the

transactions described in the report are supported by formal records and established municipal procedures.

Councilor Kurtz provided examples, stating that multiple records support the same transactions, which she noted is typical in a sound accounting system. She referenced the Fiscal Year 2026 transfer of $100,000 to the Recreation Reserve, which appears both in the reserve summary documentation and in the supporting budget ledger report. She also referenced the $25,000 donation for clubhouse construction, which is supported by the Friends of the Beav check dated December 8, 2025, the night it was presented at the December City Council meeting, and by the accounting entry posting the funds to the capital project on December 9, 2025.

Councilor Kurtz stated that for individuals who are not formally trained in municipal finance, navigating multiple documents to understand the full context can be challenging. She noted that while educational opportunities for municipal elected officials are valuable, they are not a substitute for the expertise of the finance and legal departments, whose responsibilities include ensuring the proper management of taxpayer funds. She stated that she believes the City's staff are highly qualified to perform that work.

She then asked what improvements could be made moving forward to avoid similar questions in the future. Councilor Kurtz noted that the Council has already taken steps in recent months, including clarifying the purposes of reserve funds, updating outdated language, and aligning actual fund uses with documented goals. She asked where the updated purposes for reserve funds currently reside and how the public can access them.

Deputy City Manager - Finance LeBrun responded that the information is included in reports regularly presented to the City Council. He noted that City Council agendas containing discussions about reserve funds include the relevant documentation. He referenced the January meeting materials as containing updated information regarding the reserve funds. He also stated that transactions involving reserve funds are reflected in the City's budget documents. He added that the general budget section lists those transactions, and beginning this year the City plans to include additional detailed information in the operating budget sections for any transactions directed by the City Council. He further noted that reserve fund

activity is reflected annually within the capital accounts and related capital budget documentation.

Councilor Kurtz asked whether, with budget season approaching, the City could include the updated purposes of reserve funds as an addendum to the budget presentation to make it easier to cross-reference the authorized uses during budget discussions and reduce potential misunderstandings.

Deputy City Manager - Finance LeBrun responded that the City could include that information as an appendix to the budget materials.

Councilor Kurtz thanked him and asked for confirmation that all of the documents discussed during the exchange are now publicly available.

Deputy City Manager - Finance LeBrun confirmed that they are.

Councilor Kurtz clarified for the record that the documents are attached to the current meeting agenda, are available to the public through the City's website, and will remain available for future reference. She concluded her questions by thanking Deputy City Manager - Finance LeBrun and City Manager Aspell for the time spent preparing the report and responding to the inquiries. She stated that she has full confidence in the City's financial management and expressed hope that the report and the staff's work compiling the information would help resolve the concerns that had been raised and restore public trust. She also stated that she hoped her fellow councilors would join her in accepting the report without reservation.

Councilor Brown stated that she wished to review the report and began by referencing page five, which lists several New Hampshire Revised Statutes Annotated (RSAs) related to the Trustees of the Trust Funds. She noted that the report lists statutes through RSA 34:12 but does not include RSA 34:13, which addresses disbursements. Councilor Brown then read the statute into the record, stating that "no person holding custody of a capital reserve fund may make or authorize payment of income or principal except in accordance with the applicable provisions, and that violations may constitute a misdemeanor for a natural person or a felony for any other person."

Councilor Brown stated that the role of Trustees of the Trust Funds is a serious

responsibility because trustees oversee donations and taxpayer funds. She then referred to page four of the report, which lists withdrawals from the Recreation Reserve. She stated that the original stated purpose of the Recreation Reserve was for CIP 443 and asserted that the listed withdrawals did not align with that purpose. She noted that the purpose language has since been clarified and broadened, but she expressed concern that earlier withdrawals may not have complied with the originally stated purpose.

Councilor Brown also stated that the meeting minutes for the Trustees of the Trust Funds were not available online until December 2025. She said that when she previously attempted to review the minutes, she was told by the Tax Collector that the minutes could not leave City Hall, and asked for an explanation as to why the minutes were not permitted to leave City Hall at that time.

Deputy City Manager - Finance LeBrun responded that he did not know why the minutes had previously been restricted from leaving City Hall and stated that he would need to ask the Tax Collector.

Councilor Brown stated that she was pleased the minutes are now publicly available but reiterated that she had been concerned when she was previously told they could not leave City Hall. She then referenced the final paragraph of the report, which states that for the past two fiscal years the Trustees of the Trust Funds have been provided the MS-9 and MS-10 reports for review and approval. Councilor Brown asked whether the trustees had received those reports for approval prior to the last two fiscal years.

Deputy City Manager - Finance LeBrun responded that, based on his review of the meeting minutes, there was no indication that the trustees had formally approved the MS-9 and MS-10 reports in prior years before the current City Treasurer/Tax Collector assumed the position.

Councilor Brown stated that she was glad the City is now following what she described as the requirements of the law. She then referred to the final paragraph on page one of the report, which references a withdrawal of $244,000 as part of the final budget allocation. She stated that during the budget process it had been described as “back of the budget cuts,” and asserted that the $244,000 was withdrawn from the Community Improvement Reserve without the Council’s

awareness or approval. She added that she was glad that going forward the Council would provide approval for such actions and that the trustees would be consulted before the MS-9 and MS-10 reports are submitted.

Deputy City Manager - Finance LeBrun strongly disputed that characterization, stating the claim that the $244,000 withdrawal was not approved by the City Council was incorrect. He stated that the City Council had approved the action at the meeting and noted that the relevant meeting minutes were included in the documentation provided.

City Manager Aspell then stated that he would ask that the discussion remain accurate.

Councilor Brown reiterated her position that the $244,000 withdrawal occurred after the budget discussion in which it had been referenced as “back of the budget cuts.”

City Manager Aspell asked whether the discussion would remain focused on the facts.

Councilor Brown responded that her statement was accurate and concluded by stating that those were the points she wished to raise.

Mayor Champlin stated for the record that the City Council had granted the City Manager the authority to take whatever measures were necessary to achieve the Council’s stated goals.

Councilor Schultz expressed appreciation for the work completed by Councilor Kurtz, the City Manager, and the finance department, particularly Deputy City Manager - Finance LeBrun. She stated that the report represented a strong example of public service and thanked those involved for compiling and presenting the information. Councilor Schultz added that she hoped the report would resolve concerns that had been raised and stated that she had confidence that the City’s finances were sound. She also stated that the explanation provided in the report was clear and thorough and conveyed her appreciation on behalf of her constituents.

Councilor Kretovic stated that many of her questions had already been addressed by previous speakers but that she had several additional questions. She referenced the volume of inquiries that had been made regarding the golf course finances, reserve funds, and trust funds over the past year and noted that responding to such inquiries requires a significant amount of staff time. She referenced the report provided to the Council, noting that it totaled approximately 175-179 pages. She also stated that a Right-to-Know request related to golf course emails had produced approximately 2,700 pages of documents.

Councilor Kretovic further noted that from June 1 until yesterday, there had been 75 emails concerning the matter, many of which contained multiple questions and responses. She stated that these responses involved staff from multiple departments, including the finance department, the golf division, Parks and Recreation, the City Manager's Office, and the City Solicitor. She then asked City Manager Aspell to estimate how much staff time had been spent responding to the volume of inquiries and repeated questions.

City Manager Aspell responded that it was difficult to estimate the time involved. He stated that some time had been spent responding to what he described as questions without factual basis, while other time had been spent addressing legitimate requests for information. He stated that he did not have a specific estimate but suggested that taxpayers should be concerned about the cost associated with responding to repeated inquiries.

Councilor Kretovic thanked him and then thanked Councilor Kurtz for the earlier questions, stating that they had addressed many of the issues she had intended to raise. She acknowledged that navigating municipal financial documents can be complex and noted that several councilors had previously discussed the difficulty of understanding the City's budget and financial records. She stated that councilors must rely on the expertise of City administration to manage the City's finances and emphasized that responding to repeated inquiries requires staff time funded by taxpayers.

Councilor Kretovic also referenced a comment made during an October meeting regarding not keeping financial records "under a pillow." She noted that some individuals had taken offense to the remark but stated that she had completed trustee training through the New Hampshire Municipal Association, which she said

identifies improper handling or storage of documents as a common issue in charitable trust administration. She stated that documents generally should remain within the custody of the appropriate municipal office rather than leaving City facilities. She added that the issue raised earlier regarding documents leaving City Hall may have involved meeting minutes or the phrasing of the question.

Councilor Kretovic concluded by stating that she believed the Council should recognize that the questions raised had now been answered and that the matter should be considered resolved so that City staff and residents could move forward without continuing discussion on the same issues.

The motion passed with no dissenting votes.

25. Full Measure & List Revaluation Project Update Report (CIP #639) from the Director of Assessing. (Pulled from consent by Councilor Davie.)

Action: Councilor Kurtz moved approval of the report. The motion was duly seconded by Councilor Schultz.

Councilor Davie thanked Director of Assessing Jonathan Rice and his team for their work, acknowledging the challenges of the current period. He asked about property categories in the report. Director Rice explained that the difference between multifamily apartments and condominiums primarily relates to ownership: apartments are typically owned by a single landlord, whereas condo units are individually owned. Regarding smaller single-family homes, there is no fixed threshold, as assessments are based on sales through September 2026 and reflect market changes since the 2021 revaluation, with lower-value homes likely to see the largest adjustments. He clarified that projected property value changes by property type illustrate market trends and are not directly comparable to a single citywide tax rate. The overall median ratio applies to all property types, and assessments must comply with state law to reflect fair market value.

Councilor Davie asked how residents can prepare for revaluation. Director Rice advised that assessments always reflect market value, and residents should not apply prior year tax rates to new assessments. He noted that interior inspections are voluntary and intended solely to verify property data, with no penalties for non-participation. City Manager Aspell added that Concord's residential and commercial property values are continuing to increase steadily, even as some other regions experience declines.

The motion passed with no dissenting votes.

28. Report from the Parks and Recreation Director on the Operation of the City's Seven Outdoor Aquatic Facilities. (Pulled from consent by Councilor Brown.)

Action: Councilor Todd moved approval of the report. The motion was duly seconded by Councilor Kurtz.

Councilor Brown stated that she had spoken with Mr. Gill and requested additional information be included in his report regarding pool usage, particularly attendance data to assess value to residents, including non-Concord residents, and information on possible incentives such as uniforms, swimsuits, towels, or professional development for staff.

Councilor Fennessy noted that the Recreation and Parks Advisory Committee (RPAC) receives attendance reports, but cautioned that the figures may not be fully reliable because the same individuals may be counted multiple times. He confirmed that Parks and Recreation maintains the attendance data. Councilor Brown asked whether this information is included in RPAC minutes, and Councilor Fennessy responded that it should be, referencing prior reviews of pool data over at least five to ten years.

Councilor Schultz suggested that if the report is intended to be comprehensive, pool size should be considered when comparing resident usage, as larger pools may accommodate more people.

Councilor Kurtz highlighted that Concord's lifeguard pay is competitive, noting that base pay is at or above seven comparable municipalities and only three pay more at the top of the scale. She encouraged residents to register for lifeguard training for future summer employment.

Mayor Champlin added appreciation for the report, noting that it clarified a historical question about Ward 4 pools: a small upper pond had been converted into a swimming pool during the 1930s as part of the Works Progress Administration.

The motion passed with no dissenting votes.

31. Revised MS-9 report for FY2025 from the City Treasurer/Tax Collector. (Pulled from consent by Councilor Brown.)

Action: Councilor Kurtz moved approval of the report. The motion was duly seconded by Councilor Fennessy.

Councilor Brown noted that a $1,000 donation from the estate of her late neighbor, Catherine Pappas, had been referenced in the August meeting. She explained that while the MS-9 report initially reflected a zero balance for the donation, she was informed that the funds would be deposited into the trust and withdrawn when used. Councilor Brown requested that the MS-9 report be amended to properly reflect this $1,000 donation.

The motion passed with no dissenting votes.

Comments, Requests by Mayor, City Councilors

Action: Councilor Todd addressed two main topics during his remarks. First, he discussed the upcoming automated trash pickup pilot program, scheduled to begin on June 29. Residents participating in the program should have received a postcard in the mail detailing the assigned equipment: a 95-gallon recycling cart and a 65-gallon trash cart. Residents are automatically assigned these carts unless they submit a special request by the end of the month to receive a different size or configuration. Information on how to make a request is available online at concordnh.gov/automatedcollection, via the QR code on the postcard, by calling General Services at 603-228-2737, or through an online form. Councilor Todd emphasized the approaching deadline and encouraged residents with special needs to contact General Services promptly.

Second, Councilor Todd acknowledged the recent passing of Merwyn Bagan, highlighting his significant contributions to the City of Concord both personally and through his and his wife Carol's philanthropic work. He noted Dr. Bagan's professional achievements as a neurosurgeon, and mentioned a recent Concord Monitor article that further explored his contributions to the Audi and the Abbott Downing Society. Councilor Todd also shared a personal recollection, remembering Dr. Bagan as a friendly, approachable individual with a big smile and a strong handshake, who consistently thought of others in both his professional and personal life. He concluded by noting that Dr. Bagan will be sorely missed.

Councilor Horne announced that the Merrimack Valley Varsity Girls Basketball Team has advanced to the Division Two semifinals. The game is scheduled for 5:30 PM on Wednesday in Exeter, and she encouraged everyone to attend and show their support.

Councilor Kretovic shared updates and acknowledgments. She thanked the Concord Police Department for hosting the "Ski with the Cop" event on Saturday at Beaver Meadow, noting strong participation despite morning freezing rain. About 40 participants borrowed skis from Ski the Beav. Councilor Kretovic encouraged residents to view photos of the event on Facebook and highlighted the positive experience for both attendees and police officers. She also previewed upcoming community events, including a "Learn to Ski" program next year and a "Golf with a Cop" event at the putting green, featuring age-based chipping and longest drive contests.

Councilor Davie expressed his thanks to General Services Director Jeff Hoadley and the General Services team for allowing him and Councilor Kalob to ride along with two plow drivers recently. He specifically thanked Tony and Taran for sharing their shifts, noting that the experience provided valuable insight into plowing operations downtown and in the Curtisville Road and East Concord areas.

Councilor Kurtz expressed appreciation for the recent audit and report of Beaver Meadow Golf Course, recalling her support for the clubhouse project was contingent on careful financial oversight. She thanked the City Manager and golf course staff for their thorough preparation and for presenting information that ensured the fiscal viability and operational success of the course.

Councilor Kalob began by thanking General Services for allowing her and Councilor Davie to participate in the plow driver ride-along. She shared that she gained insight not only into the logistics of plowing but also into the drivers' perspectives on working for the City. She highlighted that the two drivers, Ashley and Alex, spoke highly of their department, citing training opportunities and chances for advancement as reasons they remain in their positions. Councilor Kalob noted that both drivers were relatively young and had been in their roles for several years, and she expressed pride that City employees speak so positively about their work.

She then discussed her second office hours at the laundromat, describing it as a successful and informal way to engage with constituents. Five people participated in the conversation, including a couple of initial eavesdroppers whom she invited into discussion. She noted that future office hours are scheduled for the first Thursday of every month, with the next session on April 2nd, from 6 to 8 PM.

Finally, Councilor Kalob addressed Item 24 regarding the Trustees of the Trust Funds and Capital Reserves, acknowledging that she had joined the discussion midstream but appreciated the outcome. She praised the increased transparency, the extensive report, and all accompanying attachments, noting that the report was written in an accessible way that she could understand. She thanked Mr. LeBrun and his department for their efforts.

Councilor Schlosser addressed a recent tragedy on Badger Street that occurred on Saturday, February 28th, when a house fire forced downtown business owner Chelsea Annett and her son to evacuate quickly, with her son leaving in socks and without a coat. He praised the community response, noting neighbors provided blankets, chairs, and slippers to assist the family. Councilor Schlosser commended the Fire Department for their swift and professional response, highlighting that seven pieces of equipment were deployed and operations were expertly managed. He specifically recognized Chief Chisholm for his leadership and compassionate support of the family during the crisis, noting that a photograph in the paper captured his tenderness and care. He concluded by expressing deep appreciation for the Fire Department’s dedication and personal commitment to serving residents in times of tragedy.

Councilor Sekou expressed gratitude for the professionalism of the City’s safety personnel, following Councilor Schlosser’s remarks. He highlighted the Islamic Society of Greater Concord’s Iftar dinner held last Friday, noting that two police officers were present to provide support. He praised their conduct, describing them as professional, friendly, and attentive, with the sergeant even taking time to get toys for the children. Councilor Sekou shared that the children thoroughly enjoyed the event and emphasized that the officers’ behavior reinforced that Concord is a remarkable city. He extended thanks to the Chief of Police, the City Manager, and the entire Police Department for their outstanding service. Additionally, he thanked fellow councilors, including Councilors Brown, Schlosser, and Schultz, as well as those who could not attend, for taking time from their

schedules to participate, noting that their presence strengthened the connection with community leaders and residents. He concluded by noting the event was well-attended and reflected the pride of living in Concord.

Councilor Brown thanked Mr. LeBrun for the report regarding capital reserves, Trustees of Trust Funds and Friends of the Beav donations (Item #24), noting her appreciation for the updates and changes. She emphasized that her many questions reflect a commitment to transparency, accountability, and following the money for her constituents, and she expressed gratitude that improvements are being made. She acknowledged positive changes, such as the Fiscal Policy Advisory Committee moving their meeting time from 4:30 to 5:30 to allow broader attendance, showing that raising concerns can lead to growth.

She also praised the recent Iftar dinner, calling it a wonderful opportunity to connect with residents and community members. Councilor Brown highlighted two upcoming events: A meeting at Rundlett Middle School on March 12th from 6 to 7 p.m. to discuss the middle school construction project. She recommended residents attend to discuss potential reductions, emphasizing the importance of low taxes to retain City staff. On March 14th at the Chamberlain House (44 Pleasant Street) from 5 to 7 p.m., the Women's Club of Concord will be holding a St. Patrick's Day fundraiser, which supports scholarships for high school students without using City funds to maintain the historic building. She encouraged attendance at both events.

Councilor Foote expressed appreciation for the positive comments and highlighted the transparency of the City government, crediting the Finance Department and City Manager. He offered holiday greetings in advance, wishing everyone a meaningful Easter and Passover, and a happy St. Patrick's Day to those celebrating. He noted that Concord High boys' hockey is in the semifinals, with a game at JFK Wednesday at 5 p.m. Finally, he reminded the community that March is American Red Cross Month and encouraged residents to donate platelets, blood, or power red blood.

Mayor Champlin reflected on several events and remembrances. On Thursday, he accompanied the Leadership Greater Concord Class of 2026 on a State House tour, and also noted that Concord is ahead in planning for the Semi-Quincentennial, thanking Councilor Kretovic and former Mayor Bouley for their leadership on the

project. On Friday, he attended the swearing-in of three new Concord Police Officers, praising their commitment as recent college graduates entering 40 weeks of police academy training before solo patrol duties.

On a somber note, he acknowledged the January passing of long-term City employee Phil Bilodeau, who served 29 years in the City Engineering Department, retiring in 2016 as Deputy Director of Public Works. He extended condolences to Bilodeau's family and recognized his lasting contributions, including supervising construction projects like a new pump station at the City Water Treatment Plant.

Mayor Champlin also reflected on the passing of Merwyn Bagan, agreeing with Councilor Todd's earlier comments. He described Dr. Bagan as a model community leader and distinguished neurosurgeon, deeply engaged with Concord's history, particularly the Abbott Downing Company and the Audie. Dr. Bagan worked to preserve historic vehicles and contributed widely to local philanthropy. Mayor Champlin noted the loss of a generation of impactful community leaders, expressing hope for the emergence of a new generation to continue their legacy, while acknowledging the difficulty of matching the profound influence of figures like Merwyn Bagan and John Swope. He offered gratitude to Merwyn's wife, Carol, for sharing him with the community.

Councilor Kretovic raised questions for City Solicitor John Conforti regarding conflicts of interest and transparency. She asked for clarification on the Council orientation discussion about conflicts of interest, specifically when an officer or elected official might have a financial interest through their own employment, a family member, or an organization they are involved with. City Solicitor Conforti explained that conflicts arise when someone votes on matters in which they or a defined family member have a financial interest. Regarding union contracts, he noted that a family member's union affiliation could potentially create a conflict, but he avoided hypotheticals.

Councilor Kretovic also asked about emails sent by a councilor to the full Council that contain spreadsheets, charts, links, or persuasive materials. City Solicitor Conforti stated that if communications reach a quorum or more of the body regarding Council business, it could constitute a meeting under RSA 91-A and should be publicly noticed and open. Councilor Kretovic emphasized that private distribution of such materials to the Council should not be normalized and

requested that any communications sent in advance of a public hearing be posted on the agenda for transparency.

City Clerk Janice Bonenfant noted a noon deadline for submissions to ensure fairness and proper public notice. Councilor Brown asked if newsletters sent by councilors to the public via the City Clerk violate 91A. City Solicitor Conforti responded that distribution of publicly available materials, like newsletters, would not be as concerning.

The meeting concluded with Councilor Sekou noting that he had forgotten to mention during his earlier comments that yesterday was International Women's Day, and he wished everyone a happy International Women's Day.

Comments, Requests by the City Manager

Adjournment

Action: Councilor Fennessy moved to adjourn the meeting at 9:45 p.m. The motion was duly seconded by Councilor Kurtz and passed with no dissenting votes.

Information

Inf2 October 7, 2025 Solid Waste Advisory Committee Meeting Minutes.

Action: Information item received and filed.

Inf3 December 4, 2025 Heritage Commission Meeting Minutes.

Action: Information item received and filed.

Inf4 December 11, 2025 Transportation Policy Advisory Committee Meeting Minutes.

Action: Information item received and filed.

Inf5 December 16, 2025 Traffic Operations Committee Meeting Minutes.

Action: Information item received and filed.

Inf6 January 6, 2026 Architectural Design Review Committee Meeting Minutes.

Action: Information item received and filed.

Inf7 January 8, 2026 Heritage Commission Meeting Minutes.

Action: Information item received and filed.

Inf8 January 14, 2026 Conservation Commission Meeting Minutes.

Action: Information item received and filed.

Inf9 January 14, 2026 Conservation Commission Trails Subcommittee Meeting Minutes.

Action: Information item received and filed.

Inf10 January 20, 2026 Economic Development Advisory Committee Meeting Minutes.

Action: Information item received and filed.

Inf11 January 21, 2026 Planning Board Meeting Minutes.

Action: Information item received and filed.

Inf12 February 3, 2026 Solid Waste Advisory Committee Draft Meeting Minutes.

Action: Information item received and filed.

Inf13 February 5, 2026 Tax Exemption Policy Committee Draft Meeting Minutes.

Action: Information item received and filed.

Inf14 February 9, 2026 Concord Public Library Board of Trustees Draft Meeting Minutes.

Action: Information item received and filed.

Inf15 February 12, 2026 Golf Course Advisory Committee Draft Meeting Minutes.

Action: Information item received and filed.

Inf16 February 17, 2026 Fiscal Policy Advisory Committee Draft Meeting Minutes.

Action: Information item received and filed.

Inf17 Parks and Recreation Department's Spring Brochure.

Action: Information item received and filed.

Inf18 Parks, Recreation and Cemetery Department's 2025 Year In Review Report.

Action: Information item received and filed.

Inf19 February 27, 2026 Board of Ethics Draft Meeting Minutes.

Action: Information item received and filed.

A true copy, I attest:

Deborah Tuite
Deputy City Clerk