

FINAL

LEBANON CITY COUNCIL
MINUTES, REGULAR SESSION
Wednesday, August 19, 2020, 7:00 p.m.
Remote Via Microsoft Teams: [LebanonNH.gov/Live](https://lebanonnh.gov/live)

MEMBERS PRESENT: Mayor Tim McNamara, Assistant Mayor Clifton Below, Bruce Bronner, Erling Heistad, Karen Liot Hill, Suzanne Prentiss, George Sykes, Jim Winny, Karen Zook

MEMBERS ABSENT: None

STAFF PRESENT: City Manager Shaun Mulholland, Deputy City Manager Paula Maville, City Clerk Kristin Kenniston, Cemetery Sexton Patrick McCarthy, Melanie McDonough (IT)

Mayor McNamara called the meeting to order at 7:00 p.m.

This meeting took place virtually through MS Teams due to the COVID-19 Pandemic and was conducted in accordance with Emergency Orders issued by the New Hampshire Governor according to NH RSA 91-A "Right-to-Know."

A Roll Call of City Councilors was taken and all who attended the meeting remotely are listed above.

1. **PLEDGE OF ALLEGIANCE:** Councilor Bronner led the Council in the Pledge.
2. **PUBLIC FORUM:** Mayor McNamara made the Public Forum announcement.
3. **OPEN TO PUBLIC:** No one from the public came forth.
4. **RECOGNITIONS: NONE**
5. **ACCEPTANCE OF MINUTES:** August 5, 2020 (Regular Meeting)

*Councilor Prentiss MOVED to approve the August 5, 2020 (Regular Session) minutes as written as presented in the August 19, 2020 City Council agenda packet.
Seconded by Councilor Bronner.*

Roll Call Vote:

Assistant Mayor Below, and Councilors Bronner, Heistad, Liot Hill, Prentiss, Sykes, Winny and Zook all voting Yea.

None voted Nay.

Mayor McNamara abstained because he was not present at August 5th meeting;

**The Vote on the Motion was approved (8-0-1).*

Councilor Liot Hill signed into the meeting via phone at 7:05 PM.

6. APPOINTMENTS:

- Jeremy Rutter - Appointment as a regular member of the Lebanon Planning Board.

City Manager Shawn Mulholland MOVED to appoint Jeremy Rutter as a regular member of the Lebanon Planning Board. Three-year term (8/20 – 8/23).

Roll Call Vote:

Mayor McNamara, Assistant Mayor Below, and Councilors Bronner, Heistad, Liot Hill, Prentiss, Sykes, Winny and Zook all voting Yea.

None voted Nay.

****The Vote on the Motion was unanimously approved (9-0).***

7. PUBLIC HEARING ITEMS: NONE

8. OLD BUSINESS

A. NHMA Legislative Policy Recommendations.

This is a continuation of the discussions by the Council that have taken place since July. Mayor McNamara reminded the Council about Mr. Jeremy Katz’s concerns about the Right-to-Know Law recommendations from the NHMA (New Hampshire Municipal Associations) in July, noting this issue would be taken up after the Council reviewed the remaining topics from the NHMA.

(Note: As with previous discussions, unless there were objections to any of the policy recommendations or their bullet points, it should be considered that the City Council has given their approval of the NHMA policy position.)

The Council started their continued review with where they left off at the August 12, 2020 City Council meeting.

Infrastructure, Development, and Land Use

Energy, Environment, and Sustainability

(pages 36-37, agenda packet)

Assistant Mayor Below presented this section to the Council. These NHMA policy recommendations have included a lot of the work done by LEAC (Lebanon’s Energy Advisory Committee), which was endorsed by the Council.

NHMA supports preservation and enhancement of municipal energy, climate, and sustainability planning for communities, protection of the natural environment, and implementation of clean and renewable energy, while recognizing the need for municipalities to manage their resources and the natural environment without undue cost. (Assistant Mayor Below felt this was an overall sound policy.)

NHMA supports:

- Legislation that broadens municipalities’ ability to install and use renewable energy sources, including higher caps or elimination of caps on net energy metering;
- Legislation that provides financial and other assistance to municipalities for conservation techniques and installation and maintenance of renewable energy sources;
- Legislation that allows municipalities to adopt local environmental regulations that are no less stringent than those implemented by the state;
- Legislation that enables municipalities to enact measures that promote local energy and land use systems that are both economically and environmentally sustainable;

- Legislation that protects and preserves local natural resources and public infrastructure, builds community resilience, and fosters adaptation to climate change and mitigates its risks;
- Policies that support customer and community choice in energy supply and use competitive market-based mechanisms to promote innovation, cost effectiveness, and sustainability; and
- Legislation that provides state or federal assistance to municipalities to mitigate environmental inequity impacts faced by their residents, and drive early local engagement in decision processes. (Assistant Mayor Below noted this addresses some of the environmental justice issues.)

NHMA opposes:

- Legislation that overrides local determinations of appropriate energy sources and regulations.

Councilor Prentiss supported, not only activities, but initiatives at the local level around energy and renewables. We need to continue promoting this within the State.

Water Resources Protection, Control, and Management

(page 37, agenda packet)

NHMA supports measures enabling municipalities to protect, control, and manage efficiently and safely water and its resources, treatment, and movement, with a focus on management and infrastructure. NHMA believes any new mandates that impose additional costs on municipalities must be funded by the state or federal government.

NHMA supports:

- Legislation that provides state or federal investment in maintaining and making improvements to the state’s critical water infrastructure, including, but not limited to, public drinking water, wastewater, and stormwater systems, and dams;
- Legislation that encourages regional and innovative solutions to drinking water, wastewater, stormwater, and groundwater issues;
- Regulation of emerging contaminants at feasibly achievable levels when supported by relevant scientific and technical standards that are broadly accepted by peer review and cost benefit analyses, when coupled with appropriate state or federal funding.

NHMA opposes:

- Enactment of stricter drinking water, wastewater, or stormwater regulations for municipalities unless any costs of compliance are funded by the state or federal government.

Mayor McNamara noted that earlier this year, he and Assistant Mayor Below came out with a public statement about the PFAS Regulations proposed at that time and they did not feel the levels established by the State were widely supported by the relative science. He made the following two points:

1. It is absolutely critical that if extreme levels, particularly the ones that have extremely low concentrations of any chemical are adopted, they will impact a lot of cities and towns, whether it be drinking water or wastewater leeching into landfills. Standards need to be based on thorough scientific research that has been peer reviewed.
2. Adopting very strict regulations, without a funding mandate (from the State or Federal Government), will put the burden (of cost) on municipalities.

Mayor McNamara did not think anyone is against regulations, which are scientifically based to protect public health and are adequately funded, but we would like to avoid regulations not based on good science or unfunded mandates.

Solid Waste Management
(pages 37-38, agenda packet)

NHMA recognizes the need for cost-efficient solid waste disposal mechanisms that allow municipalities to protect, control, and manage efficiently and safely solid waste. NHMA believes any new mandates that impose additional costs on municipalities *must be funded by the state or federal government*.

NHMA supports:

- Programs that support municipal, regional, and state efforts to handle solid waste disposal through reduction, reuse, recycling, resource recovery, composting, and other measures, while maintaining local control;
- Comprehensive state programs to deal with existing and emerging contaminants at no additional cost to municipalities

NHMA opposes:

- Increased tipping fees to pay for solid waste programs unless they are fully reimbursed by the state.

In response to Councilor Sykes question regarding Lebanon setting their own tipping fees, Assistant Mayor Below informed the Council about discussions in the Legislature to capture revenue from the solid waste brought into the State of New Hampshire from out of state. However, under the Interstate Commerce clause, the state cannot impose a fee on solid waste coming into the state from out of state without imposing the same fee on NH solid waste. The idea behind this policy is to have a state tipping fee that would be given back to each community according to what they collect, or use the revenue captured from out-of-state solid waste to develop programs supporting recycling.

Councilor Heistad noted that as a former Chair of the Connecticut River Watershed Council for 25 years, they did a lot of testing from groundwater coming from solid waste areas into stream beds. If we are asking our wastewater to be cleaner than what it has been, as far as PFAS goes, and if that is not funded adequately through either the State or Federal Government, it would be catastrophic for the City to try to cover the cost of getting (PFAS) down to 15 ppb. He was in favor of not supporting any legislation having mandates that would cost the City more than what we presently do.

Housing
(page 38, agenda packet)

NHMA recognizes the need for diverse and affordable housing in New Hampshire and the responsibility of each municipality to afford reasonable opportunities for the development of diverse and affordable housing. NHMA believes municipalities should have discretion in how to satisfy this responsibility and supports legislation that enables municipalities to find innovative ways to ensure an adequate supply of housing.

NHMA supports:

- Legislation that allows municipalities to require the inclusion of affordable and diverse housing opportunities as part of new housing developments;
- Financial and other incentives to municipalities to encourage development of diverse and affordable housing;
- Statewide efforts to provide housing for those recovering from substance misuse, subject to reasonable municipal regulation;

- Policies that encourage documentation and financial traceability of cash and bartered rental transactions;
- Legislation and policies that encourage creative and flexible approaches to meeting housing needs of current and future demographics in different regions.

NHMA opposes:

- Legislation and policies that allow for or encourage housing practices that exclude people from and decrease the availability of quality, affordable housing;
- Legislation that erodes local control over land use decisions.

Councilor Prentiss felt one of the most important issues we are facing, not only in the City but in the state, is not having enough affordable housing. We have more jobs than we have affordable places to live.

Assistant Mayor Below explained this policy encourages documentation and financial traceability of cash and bartered rental transactions, noting there was concern about unrecorded rental transactions when property tax values are appealed due to cash transactions. Also, if it's a short-term rental, people may not be paying the rooms & meals tax on that transaction. While some people are playing by the rules, others are not, so the NHMA wanted to encourage the ability to document and trace cash and bartered income.

In response to the Mayor's question about substance misuse being more general in the 3rd bullet, Assistant Mayor Below informed the Council that there has been more focus on housing for people with special needs in the Legislature. We know there are housing issues for people with substance misuse, addiction problems, and those coming out of incarceration (i.e., if they go back to the place where they were, the concern was they will fall back into their old patterns of behavior). NHMA would like to see more state-wide efforts to help support housing for those in recovery, in a recovery-free climate, and this needs to be addressed more on a state-wide basis.

Land Use

(pages 38-39, agenda packet)

NHMA supports the long-standing authority of municipalities to regulate land use matters with minimal interference from the state.

NHMA supports:

- Legislation authorizing municipalities to regulate short-term rentals of residential properties, including licensing requirements and health and safety protections;
- Legislation enabling municipalities at their discretion to adopt more recent editions of national/international building and fire codes than the current state-adopted editions.

NHMA opposes:

- Legislation that limits municipal control in implementing statewide priorities in zoning and land use regulation;
- New state mandates requiring municipalities to allow specific types of housing;
- All other statewide land use mandates.

Information Technology, Communications, and Cybersecurity

(page 39, agenda packet)

NHMA supports initiatives to make the most current information and communication technology accessible to New Hampshire communities, so long as local authority over land use regulation and safety issues is not compromised.

NHMA supports:

- Legislation that increases the ability of municipalities, especially those in rural and remote areas, to facilitate and advance access to reliable broadband technology to the premises in their communities;
- Legislation that provides flexibility for municipalities in accessing poles and pole attachments, including legislation that directs the New Hampshire Public Utilities Commission to adopt the FCC rule on access to poles called “One-Touch-Make-Ready” in order to facilitate bringing high-speed fiber optic cable service to all New Hampshire communities, homes, and businesses by internet service providers (ISPs) in an expedient and cost-effective manner;
- Legislation that provides state and federal investment, including grants, for installation of high-speed fiber optic broadband technology to serve all New Hampshire communities, homes, and businesses;
- Legislation that requires or encourages and incentivizes providers to disclose information to local government relative to access and broadband connections provided in the municipality to help municipalities better understand and address the needs of their community;
- State investment in cybersecurity assistance to municipalities to protect data and infrastructure.

NHMA opposes:

- Legislation that limits municipalities’ ability to prevent or regulate deployment of technologies that would impede vehicular or pedestrian passage on roadways or sidewalks;
- Statewide mandates on cybersecurity practices unless any associated costs are funded by the state or federal government.

In response to Councilor Sykes question about the current status of taxing utility poles, Assistant Mayor Below explained these are being assessed for tax purposes.

Councilor Prentiss noted one of the key points in this policy are the state and federal investments, including grants, for installation of high-speed fiber optic broadband technology to serve all New Hampshire communities, homes, and businesses. This has been important for a long time, and now, with COVID-19 pandemic, this job needs to be finished.

Transportation

(page 40, agenda packet)

NHMA supports state policies that ensure access to convenient, efficient, reliable, and safe multi-modal transportation in New Hampshire as cost effectively as possible.

NHMA supports:

- Appropriate funding for state and local modes of transportation, including but not limited to roads, culverts, and bridges;
- Continued state and federal investment in public transit projects designed to reduce traffic on New Hampshire’s roads.

NHMA opposes:

- Any action or inaction by the New Hampshire Department of Transportation that results in the downshifting of road, bridge, culvert, or drainage maintenance responsibilities from the state to municipalities.

Economic Development, Recovery, and Vitality

(page 40, agenda packet)

NHMA supports allowing municipalities to implement measures to foster economic development which allows for the preservation and creation of jobs and vitality within our communities.

NHMA supports:

- Legislation that allows for local adoption of more options and more flexibility to provide incentives for economic recovery and development;
- Expansion and more flexibility of state tax credit and exemption programs to foster economic recovery, development, and vitality.

NHMA opposes:

- Legislation that makes it more burdensome to implement economic recovery, development, and vitality measures.

Assistant Mayor Below noted this is a new NHMA policy originally drafted by City Manager Mulholland, reviewed and revised by the Council, and then recommended to the NHMA.

Councilor Liot Hill would like to see the concept of encouraging redevelopment added, particularly infill development. Within the last few months there have been a lot of people fleeing from urban areas of the country to communities within NH. As a result, we are going to see more pressure on our undeveloped areas within the state. She supports economic development if it can be promoted in a way that is focused on preserving our natural beauty and environment.

Mayor McNamara suggested changing the title to Economic Development, Redevelopment, Recovery, and Vitality.

Right-to-Know Law

(pages 31-32, agenda packet)

The Council circled back to the NHMA's Right-to-Know Law policy recommendations. Mayor McNamara re-read the policy (below) and reviewed Mr. Katz's August 4, 2020 concerns to the Council. (The Council received a copy of Mr. Katz's email comments in advance of this meeting, along with a copy of the court case Union Leader vs. Town of Salem, NH.)

NHMA supports the purposes of the Right-to-Know Law: to ensure the greatest possible public access to the actions, discussions, and records of all public bodies, and to ensure government's accountability to the people. NHMA also supports measures to make the law clearer and make compliance with public access requirements easier and less burdensome for public officials and employees and less costly for taxpayers.

NHMA supports:

- Reasonable requirements to make governmental records available electronically if no additional cost is involved;
- The ability to recover reasonable labor costs for responding to voluminous, excessive, or vexatious record requests;

- Exemptions from disclosure that are easy to administer and that provide appropriate protection for confidential and other sensitive information;
- An expedited and inexpensive process for resolving right-to-know complaints;
- Legislation and funding that provide support for education about the Right-to-Know Law.

Councilor Prentiss questioned the term *reasonable requirements*, noting this terminology is subject to interpretation and not all communities are the same.

Mr. Mulholland informed the Council that electronic PDF's of public records are not allowed (with the exception of Governor Sununu's April 1, 2020 Emergency Order #23) - they have to be in paper format. NHMA supports legislation to allow paper documents to be saved as a PDF electronic document in order to facilitate easy distribution to the public. The City of Lebanon spent \$150K last year and will be spending \$100K this year to allow us to be able to do this. A lot of communities cannot afford to do what Lebanon has done, and they certainly do not want the state to mandate this be done without providing funding to allow this to occur. This vote is about an unfunded mandate.

Assistant Mayor Below informed the Council that the Legislation passed a bill which states: no cost or fee shall be charged for the inspection, delivery, or copying of government records, whether on paper, electronic or some other form. For a town emailing a PDF, the town could argue that there is an incremental additional cost and charge for this, but in fact, the legislature has prohibited that - this is the law. It is also important to keep in mind that some of the language in here is not intended to be taken as the language NHMA intends to put into law, but rather a basis for discussion. He also spoke about the balancing test for documents deemed to be confidential: does the public interest outweigh the privacy interest of someone who might be impacted by disclosure of certain information.

The Council discussed: the clarity of some bullet points and the subjectivity of others; the importance for the public to have access to public documents; the intent of the NHMA regarding this policy, which is not to limit access to public documents; potential unintended consequences of the phrasing in the policy; complications that may limit public access to records; the terms of *voluminous, excessive, or vexatious record requests*, which are terms currently in the existing law; extreme public record requests (i.e., one which cost the City of Manchester \$150K); does this policy expand transparency and the public's ability to access records; exemptions from disclosure such as house plans (i.e., bedrooms/safes), alarms, people's confidential information (i.e., DOB, names, addresses, phone numbers), location of bank vaults, etc.; and, people trying to conceal police reports or other criminal activity.

The Council supported abstaining from a vote on the NHMA Right-to-Know Law policy and took the following action:

ACTION:

Councilor Liot Hill MOVED that the City Council adopt the final policy recommendations for the Legislative Policy Conference of October 2, 2020 in totality with the exceptions of The Right-to-Know Law portion, and the Labor and Employment portion (a Motion has already been voted on), and that the City of Lebanon representative to the NHMA Legislative Policy Conference be authorized to advocate and speak on behalf of the City Council on these matters. Seconded by Councilor Prentiss.

A Motion from the floor was discussed regarding a language change in the title of "Economic Development, Recovery, and Vitality" to "Economic Development, Redevelopment, Recovery, and Vitality."

Roll Call Vote:

Mayor McNamara, Assistant Mayor Below, and Councilors Bronner, Heistad, Liot Hill, Prentiss, Sykes, and Winny all voting Yea.

None voted Nay.

Councilor Zook was unable to vote due to connectivity issues at the time of the vote.

****The Vote on the Motion was unanimously approved by those present (8-0).***

Councilor Liot Hill left the meeting at 8:17 PM.

Councilor Bronner MOVED that the City Council abstain from taking a position on the NHMA Right-to-Know Law policy.

Seconded by Councilor Prentiss.

Roll Call Vote:

Mayor McNamara, Assistant Mayor Below, and Councilors Bronner, Heistad, Prentiss, Sykes, and Winny all voting Yea.

None voted Nay.

Absent from the vote were Councilors Liot-Hill and Zook.

****The Vote on the Motion was unanimously approved by those present (7-0).***

Councilors Sykes and Assistant Mayor Below will work on the language change for a Motion from the floor to change the title of “Economic Development, Recovery, and Vitality” to “Economic Development, Redevelopment, Recovery, and Vitality.” Their proposal will be presented to the Council for their review at the September 16, 2020 City Council meeting.

9. NEW BUSINESS

- A.** Discussion & Set Public Hearing for September 2, 2020: Ordinance #2020-03 to amend City Code Chapter 46, Cemeteries, to update a number of fees, to remove the requirements for a Perpetual Care Trust Fund, and to include provisions for establishment of a Cemetery Maintenance & Preservation Fund and Cemetery Maintenance Special Reserve Fund

Included in the agenda packet was Proposed Ordinance #2020-03.

Proper maintenance of our public cemeteries has been a topic of discussion for the past few years. Discussion began with the formation of a Cemetery Governance Task Force in 2017, continued with the establishment of a formal Board of Cemetery Trustees in 2018, and the hiring of a Cemetery Sexton in 2019.

One major topic within the maintenance discussion has been the limited ability to access money through the current Perpetual Care Trust Fund. The current fund was established a number of decades ago and was created as a “non-expendable trust.” Due to the nature of a nonexpendable trust, the only expendable portion of the fund is the total interest gained on an annual basis (typically averaging somewhere around \$20,000). Past practice has been to use the interest income from the fund to offset the total (operational) maintenance portion of the Cemeteries budget.

With an eye towards future maintenance needs for the cemeteries, the Cemetery Trustees and staff have been working with Attorney Bernie Waugh on proposed amendments to Chapter 46. Proposed

amendments have been focused on discontinuing fees for “Perpetual Care” and beginning fees to fund Cemetery Maintenance and Preservation. To that end, the Board of Cemetery Trustees and City administration recommend the establishment of two separate funds to be utilized for these purposes: A Cemetery Maintenance Special Revenue Fund and a Cemetery Maintenance & Preservation Trust Fund.

The Cemetery Maintenance Special Revenue Fund would be funded through the sale of lots (50% of a grave lot cost), and any appropriations made to the fund by action of the City Council. The purpose of the fund will be for special and/or capital projects. Oversight and expenditure authority shall rest with the City Manager.

The Cemetery Maintenance & Preservation Trust Fund would be overseen by the City’s Trustees of Trust Funds with authority to expend granted to the Board of Cemetery Trustees for maintenance & preservation efforts (mostly related to monument maintenance & preservation). The fund would be funded through the interest income derived from the Perpetual Care Trust Fund, as well as fees for monument foundations and any private donations received.

All receipts from burial fees, entombment fees, marker setting fees; and half of the revenue generated through the sale of grave lots are general fund revenues and will not be placed into either of the funds described above.

The Perpetual Care Trust Fund will be maintained at current levels with no additional Trusts being established once the proposed amendments become effective.

Further, amendments to Chapter 46 include updating burial, entombment, and monument foundation fees; clarifying “Holiday Burials”; and clarifying timelines for permissible entombments.

Councilor Zook signed back into the meeting at 8:20 PM.

ACTION:

Councilor Bronner MOVED, that the Lebanon City Council hereby schedules a public hearing for Wednesday, September 2, 2020, beginning at 7:00pm, Remote via Microsoft Teams, for the purpose of receiving public input and taking action on proposed Ordinance #2020-03, to amend the Code of the City of Lebanon, Chapter 46, Cemeteries.

Seconded by Councilor Sykes.

Roll Call Vote:

Mayor McNamara, Assistant Mayor Below, and Councilors Bronner, Heistad, Prentiss, Sykes, Winny and Zook all voting Yea.

None voted Nay.

****The Vote on the MOTION was unanimously approved by those present (8-0).***

B. Discussion and take action regarding creation of West Lebanon Revitalization Advisory Committee

Included in the agenda packet was the Request for Establishment of a West Lebanon Revitalization Advisory Committee.

The Vision & Purpose statement of the West Lebanon Central Business District Chapter of the City’s adopted Master Plan states, “Downtown West Lebanon shall be a vibrant village – a crossroads where residents and visitors work, meet, shop, and share in a good quality of life and a firm sense of community and belonging. The City of Lebanon seeks to promote and enhance downtown West Lebanon as a historic center offering a “small-town” atmosphere, serving the commercial, service and recreational needs of residents in surrounding neighborhoods, and providing opportunities for professional and similar businesses seeking the benefits of a downtown location.”

The purpose of Excellent Planning Outcome #8, as included within the City’s 2020-2022 Outcomes and Work Plan, is to “Promote Revitalization of the Central Business Districts.” As outlined in the principle of the Outcome, strategies for the revitalization of Downtown West Lebanon CBD include:

- Initiating a West Lebanon Downtown Visioning Project;
- Providing improved and attractive streetscape amenities;
- Continuing to monitor parking issues;
- Promoting the redevelopment of the Westboro Railyard; and
- Working with civic associations to engage business owners and generate citizen interest and commitment to downtown areas.

To facilitate the beginning of these strategies, the City conducted a Visioning Charette in October 2019, and has demolished the dilapidated structure formerly located at 3 Seminary Hill. The City has also been working with the NHDOT to secure funding from the State for the demolition of the structures within the Westboro Railyard, and has an application pending to purchase or lease a portion of the Yard for use by the City.

Based on the outcome of the Visioning Charette, City Administration is moving forward with the development of plans for streetscape improvements along Main Street and is reviewing the potential of a future roadway which would run parallel to Main Street.

To further the strategies for revitalization efforts, the City Manager requested the Council create an advisory committee comprised of members of the City Council, Planning Board, and Economic Development Commission and members of the general public (residents and business owners) to assist administration with reviewing revitalization and redevelopment possibilities. The goal is to provide a revitalization and redevelopment plan to the Council no later than the end of 2021.

ACTION:

Councilor Winny MOVED, that the Lebanon City Council hereby establishes the “West Lebanon Revitalization Advisory Committee”, a committee created to advise City Administration on plans for the revitalization and redevelopment of the Central Business District Area of downtown West Lebanon. The purpose, charge, and membership of the Committee shall be as set forth in the “Request for Establishment of a West Lebanon Revitalization Advisory Committee” as presented in the August 19, 2020 City Council Agenda Packet.

Seconded by Councilor Prentiss.

Mayor McNamara will advise the Council as soon as appointments have been made.

Roll Call Vote:

Mayor McNamara, Assistant Mayor Below, and Councilors Bronner, Heistad, Prentiss, Sykes, Winny and Zook all voting Yea.

None voted Nay.

**The Vote on the MOTION was unanimously approved by those present (8-0).*

10. REPORTS

A. City Manager:

Mr. Mulholland briefed the Council on a Broadband Study being done by Ms. Rebecca Owen's (Planning Department). The study is a detailed process in terms of an RFI (Request for Information) going out to existing providers who operate in the City. There are a number of issues involved and he will send out a draft document to the Council from the Monadnock region for their review.

B. Council Representatives to other bodies: NONE

11. FUTURE AGENDA ITEMS: NONE

12. NON-PUBLIC SESSION: NONE

13. ADJOURNMENT:

Councilor Bronner MOVED for adjournment.

Seconded by Councilor Prentiss.

Roll Call Vote:

Mayor McNamara, Assistant Mayor Below, and Councilors Bronner, Heistad, Prentiss, Sykes, Winny and Zook all voting Yea.

None voted Nay.

**The Vote on the MOTION was unanimously approved (9-0)*

The meeting was adjourned at 8:30 PM.

Respectfully submitted,

Dona E. Gibson

Recording Secretary