



MUNICIPAL SERVICES, FACILITIES AND INFRASTRUCTURE COMMITTEE  
Council Chambers B, Keene City Hall  
August 23, 2023  
6:00 PM

**A. AGENDA ITEMS**

1. Keene ICE Expansion - Expanded Locker Rooms - Keene State College - Parks, Recreation and Facilities Director
2. Uncollectable Sewer/Water Bill - 64 Valley Street - Public Works Director
3. Relating to the Acceptance of Deed and Return of Layout - Brookfield Lane  
Resolution R-2023-28  
Resolution R-2023-29  
Report on Planning Board Review of Brookfield Lane  
Written Public Comments - Tad Lacey  
Written Public Comments - Ross Conklin

**B. MORE TIME ITEMS**

**NON PUBLIC SESSION**

**ADJOURNMENT**



## CITY OF KEENE NEW HAMPSHIRE

**Meeting Date:** August 23, 2023

**To:** Municipal Services, Facilities and Infrastructure Committee

**From:** Andrew Bohannon, Parks, Recreation and Facilities Director

**Through:** Elizabeth Dragon, City Manager

**Subject:** **Keene ICE Expansion - Expanded Locker Rooms - Keene State College - Parks, Recreation and Facilities Director**

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**Recommendation:**

Move that the MSFI Committee recommend to the City Council that the City Manager be authorized to do all things necessary to negotiate and execute an agreement with Keene ICE and Keene State College relative the creation of expanded locker rooms at Keene ICE.

**Attachments:**

None

**Background:**

Keene Ice Center Enterprise Inc. (Keene ICE) has been dedicated to providing quality ice arena experience and building community opportunities towards furthering its mission. Since its original conception in 2011, the rink was built and opened to a high degree of success. Originally as a year-round sheet of ice, the rink is now a nine-month operation and closed from April through June. The programming at the rink provides a wide array of programming from learn to skate, youth leagues, figure skating, adult men and women's leagues, high school programs, and Keene State College (KSC) club teams. And since opening, these programs have been extremely successful, winning championships at every level.

With the success of the KSC club hockey teams, the school has explored the opportunity to expand the program to varsity level programs. The primary focus to adding these teams (Men's and Women's) is to help increase student enrollment. These programs, in addition, will have an economic impact on Keene ICE and the City. However, the current configurations at the rink do not provide for adequate locker room space for the programs to succeed. The conceptual designs will utilize space under the bleachers and expand into the storage area behind the Blastos Room and Keene Police. The space is more than adequate for the build out, but schematic design and construction drawings are needed to build to the required space needed under the NCAA guidelines.

An agreement between the City of Keene, Keene ICE and Keene State College will enable the oversight of the construction project. Supporting this agreement will be the identification of ice time.

Additionally related to the ice time, and being a community rink, built and designed for that purpose, the ICE board took great consideration in exploring the current programming. As a result of an

extensive study by employees of the rink, it was discovered a great deal of unused time can be utilized during non-demand time and providing minimal impact to the community programs. With this information, the Keene ICE Board voted unanimously to support KSC moving forward.



## CITY OF KEENE NEW HAMPSHIRE

**Meeting Date:** August 23, 2023  
**To:** Municipal Services, Facilities and Infrastructure Committee  
**From:** Kurt Blomquist, ACM/Public Works Director  
**Through:** Elizabeth Dragon, City Manager  
**Subject:** **Uncollectable Sewer/Water Bill - 64 Valley Street - Public Works Director**

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**Recommendation:**

That the Municipal Facilities, Services and Infrastructure Committee recommend that the City Council forgive Sewer/Water Bill for 64 Valley Street, Account 0899-09, in the amount \$787.86 as being uncollectable.

**Attachments:**

None

**Background:**

64 Valley Street was sold in a private sale in June 2022. The City of Keene was contacted by a local attorney's office to request the current bill on the property. This information was provided. Typically, when a property is sold, the agent handling the sale requests a final read on the property on a certain date and a bill is generated based on the final read. This allows for any outstanding billings to be handled during the closing of the property.

The new property owner then contacted the City to put the account in their name and a bill was then generated for this account. The bill included a period of time that the new owner owned the property and a period of time under the previous owner. The new owner contacted the City questioning why they were receiving a bill for services that the previous owner had used. Staff reviewed what occurred and determined that the agent handling the transaction had not requested a final reading, resulting in the City being unaware of the time frame of the property transfer.

Using the information provided by the new owner and the attorney's office who handled the sale, City staff were able to determine the appropriate bill that should be issued to the new owner and an adjusted bill was issued to the new owner of 64 Valley Street.

City staff generated a bill for the period of time the previous owner still had control of the property in the amount of \$787.86. This bill was forwarded to the previous owner who had moved out of the area. The previous owner did not respond to multiple attempts to contact them requesting payment. City staff also notified the attorney's office that handled the property transfer and requested that they pay the bill since they managed the property transfer. The attorney's office did not respond after

several attempts.

For non-payment of sewer/water bills, the City's practice is to shut-off service to the property and, if necessary, place a lien on the property. Since the amount was owned by the previous owner, staff felt it was inappropriate to shut-off service to the new owner.

Per Section 98-514, Abatement and posting, of the City Code of Ordinances;

*(a) Generally. The city council shall have the sole authority, unless otherwise delegated to one of its standing committees, to abate, reduce or otherwise forgive any bill or assessment for any rate, roll or charge which may be or which may become legally due to the city, on account of water or sewer service, except as otherwise specifically provided under subsection (b) of this section.*

The sewer/water bill in the amount of \$787.86, for Account 0899-03, has become uncollectable and it is recommended that the City Council forgive this amount to close out payment owed.



# CITY OF KEENE NEW HAMPSHIRE

**Meeting Date:** August 23, 2023  
**To:** Municipal Services, Facilities and Infrastructure Committee  
**From:** Jesse Rounds, Community Development Director  
**Through:**  
**Subject:** Report on Planning Board Review of Brookfield Lane

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**Recommendation:**

**Attachments:**

1. Brookfield Lane Memo - Report of Planning Board Action

**Background:**

Attached to this item is a memo describing the Planning Board's review of the Brookfield Lane public street proposal. The memo explains the review that occurred and that the public street approval process is a condition of approval for a subdivision of land.



August 22, 2023

**TO: Keene City Council, Municipal Services, Facilities & Infrastructure Committee**

**CC: Kürt Blomquist, City of Keene Public Works Director**

**FROM: Jesse Rounds, City of Keene Community Development Director**

**RE: Brookfield Lane**

At the May 22, 2023 meeting of the City of Keene Planning Board, the board voted to conditionally approve S-03-23 (Conservation Residential Development Subdivision) & SWP-CUP-02-23 (Surface Water Protection Conditional Use Permit) for the property located at 19 Whitcomb's Mill Road. Once all conditions precedent are met, the petitioner may request the Planning Board to vote to provide final approval for the subdivision of the land.

Conditions precedent numbers 8 & 9 refer to a proposed public street to be laid out and constructed on the property. Condition 8 requires that the applicant obtain approval from the Keene City Council for all necessary waivers from Article 22 of the Land Development Code for the proposed new street design. Condition 9 requires the applicant obtain approval from the Keene City Council for the layout of the new street and that, "an adequate security" be posted for the construction of same as approved by the City Engineer and Community Development Director.

The applicant subsequently brought the proposed public street to the City Council on August 14, 2023. This application to the City Council is in accordance with both the conditions precedent of the Planning Board's conditional approval and with Article 22.2 of the City of Keene Land Development Code.



# CITY OF KEENE NEW HAMPSHIRE

ITEM #

**Meeting Date:** August 23, 2023  
**To:** Municipal Services, Facilities and Infrastructure Committee  
**From:** Tad Lacey  
**Through:** Patricia Little, City Clerk  
**Subject:** **Written Public Comments - Tad Lacey**  
**Written Public Comments - Ross Conklin**

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**Recommendation:**

**Attachments:**

1. Communication\_Tad Lacey
2. Communication\_Ross Cocklin\_Redacted

**Background:**

Tad Lacey is requesting no further City approvals should be given to the Brookfield Lane Development until significant safety improvements are made to the Whitcomb's Mill Road/Route9 intersection.



August 21, 2023

Thomas C. (Tad) Lacey  
241 Daniels Hill Rd  
Keene, NH

Municipal Services, Facilities and Infrastructure Committee  
of the City Council  
City of Keene,  
3 Washington St, Keene NH

Re: Acceptance of Brookfield Lane and the Safety of the General public

Dear Councilors,

As a followup to my testimony at the last City Council Meeting:

No further City approvals should be given to the Brookfield Lane development until significant safety improvements are made to the Whitcomb's Mill Rd / Route 9 intersection. That intersection has always been dangerous, and the incremental development on the Westerly side of Keene: e.g. Junior High, YMCA, Summit Rd area businesses and condo developments, the rail trail parking lot, the car dealerships (test drives) etc, have dramatically increased the use of the intersection with virtually no safety improvement. This development will only add to the safety issues.

There have been numerous accidents over the years, but it seems it might unfortunately take the ultimate sacrifice to get anyone's attention, as occurred at Rte 9 / Base Hill Rd after years of the locals dealing with unsafe conditions.

Among the issues are 1) very high speeds 2) lack of turning lanes 3) Poor warning to 55+ mph drivers that an intersection is coming. 4) Blind spots.

Suggested improvements are: Reducing the Route 9 speed zone from 55 mph to 40 mph from the roundabout at Base Hill Rd to 0.5 miles West of Whitcomb's Mill Rd. A blinking light at the intersection of Whitcomb's Mill Rd to warn Rte 9 travelers. Improved turning lanes onto Whitcomb's Mill Rd.

By the way. An EMT was administering to the driver of a smashed up car on Rte 9 just a few yards below the Daniels Hill Road Intersection (same area as Whitcomb's Mill Rd) this past Friday afternoon. Such is life in this neighborhood.

Respectfully,

A handwritten signature in black ink that reads "Tad Lacey". The signature is written in a cursive, slightly slanted style.

Ross Cocklin



Honorable Mayor and City Council-

I am writing to express my concern about the traffic intersection at Whitcomb's Mill Rd. and Route 9 in west Keene. This traffic intersection is already very congested and dangerous. The additional traffic resulting from the Brookfield Lane development will make it even more so. I know there have been at least two serious accidents in the last three years. I believe one resulted in the death of a passenger. The sightlines to the west are not good. When sitting on the northside of the road, the high guard rails force the driver to pull up very close to crossing traffic. When sitting on the southside, the tree line and road curvature make it challenging to see east bound traffic. This intersection gets very crowded when Keene High School dismisses and often drivers get impatient. I'd strongly encourage you to see if there is any way to work with the New Hampshire Department of Transportation to make this intersection safer prior to or alongside the approval of the Brookfield Lane development.

Thank you for your consideration,

*Ross Cocklin*