

CITY OF LACONIA - CITY COUNCIL
Monday, January 23, 2017 - 7:00 PM
City Hall - Conference Room 200A

CALL TO ORDER

SALUTE TO THE FLAG

RECORDING SECRETARY

ROLL CALL

STAFF IN ATTENDANCE

ACCEPTANCE OF MINUTES OF PREVIOUS MEETINGS

1. Acceptance of the regular meeting minutes from January 9, 2017

CONSENT AND ACTION CALENDAR

1. Request to establish rental fee for Boardwalk, Lakeport Fire Station and Weirs Boulevard vending spaces for Laconia Motorcycle Week 2017
2. Request from Lakes Region Sled Dog Club to waive license, vendor and loudspeaker fees for the February 10 - 12, 2017 Sled Dog Event

CITIZEN COMMENTS FOR MATTERS NOT ON THE AGENDA

INTERVIEWS

COMMUNICATIONS

PUBLIC HEARING

PRESENTATIONS

1. Update on Department Activities Related to the Opioid Crisis

MAYOR'S REPORT

COMMITTEE REPORTS

**Not all items in this section may be acted on. Reports and updates will be made when necessary.*

1. FINANCE: (Lipman, Hamel, Baer)

- (a) Downtown TIF Financing
- (b) WOW Trail Funding
- (c) Conversion of street lights to LED
- (d) HB 430 - Expansion of the Veterans' Tax Credit

2. PUBLIC SAFETY: (Baer, Doyle, Bownes)

- (a) Fair St/Court St traffic problems and accidents

3. GOVERNMENT OPERATIONS and ORDINANCES: (Doyle, Bolduc, Bownes)

- (a) Review of Chapter 167, Noise and Chapter 161, Licensing as it pertains to outdoor

- sound equipment and loudspeakers
- (b) Ordinance Amending Chapter 221, Vehicles and Traffic/Parking on Sublawns
- (c) Procedural review of grant applications

4. LANDS and BUILDINGS: (Hamel, Lipman ,Bolduc)

- (a) Downtown parking garage
- (b) Repair & maintenance of City Buildings
- (c) Former Lakeport Fire Station (23 Elm Street)

LIAISON REPORT

CITIZEN REQUESTS TO COMMENT ON CURRENT AGENDA ITEMS

MANAGER'S REPORT

- 1. Project Updates Report

NEW BUSINESS

- 1. Request to accept the Memorandum of Understanding between the Town of Gilford and the City of Laconia regarding the Black Brook Pump Station Power Expense Cost Sharing
- 2. Request for no-parking on sections of Mechanic Street and Warren Street

UNFINISHED BUSINESS

- 1. Unsolicited offer to purchase City-owned property at 23 Elm Street (Lakeport Fire Station) and additional parcels in close proximity
- 2. Update on the effort to resolve the issue with maintaining unaccepted and private streets

NOMINATIONS, APPOINTMENTS & ELECTIONS

- 1. Margaret Selig - seeking appointment to a regular position on the Trustees of the Trust Fund for a three-year term expiring at the end of March, 2019 (1 vacant regular position available)
- 2. Elizabeth Merry - seeking appointment to a regular position on the Planning Board
- 3. Charlie St. Clair - seeking appointment to a regular position on the Planning Board

COUNCIL COMMENTS

NON-PUBLIC SESSION According to RSA 91-A:3, II:

- (a) The dismissal, promotion or compensation of any public employee, or the investigation of any charges against him, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted.
- (b) The hiring of any person as a public employee.
- (c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the body or agency itself, unless such person requests an open meeting.
- (d) Consideration of the acquisition, sale or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community.
- (e) Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed against the body or agency or any subdivision thereof, or against any member thereof because of his

membership in such body or agency, until the claim or litigation has been fully adjudicated or otherwise settled.

(i) Consideration of matters relating to the preparation for and the carrying out of emergency functions including training to carry out such functions, developed by local or state safety officials that are directly intended to thwart a deliberate act that is intended to result in widespread or severe damage to property or widespread injury or loss of life.

FUTURE AGENDA ITEMS

1. Ordinance amendment relative to Chapter 167, Noise and Chapter 161, Licensing as it pertains to outdoor sound equipment and loudspeakers (tabled at the meeting of 9/28/15)
2. Second reading of a resolution relative to the adoption of RSA 31:95-b, Appropriation of funds made available during the year (tabled at the meeting of 11/23/15 pending the outcome of legal matters)
3. Milfoil Treatment Funding Request
4. Sewer & Water Master Plan
5. Single Stream Recycling/Concord Co-op/Solid Waste Disposal Cost Reduction
6. Strategic Planning/Goal Setting
7. WOW Trail

ADJOURNMENT



CITY COUNCIL ITEM INFORMATION SHEET

DATE SUBMITTED: 1/17/2017

FROM: Mary Reynolds, City Clerk

SUBJECT: Acceptance of the regular meeting minutes from January 9, 2017

DISCUSSION:

The minutes of the January 9, 2017 meeting were distributed on January 17, 2017. No corrections or changes were received.

If there are no further correction the minutes are accepted as distributed.

ATTACHMENTS:

<u>Description</u>	<u>Type</u>	<u>Upload Date</u>	<u>File Name</u>
Draft minutes	Backup Material	1/18/2017	01_09_17-DRAFT.pdf

**CITY OF LACONIA - CITY COUNCIL
Monday, January 9, 2017 - 7:00 PM
City Hall - Conference Room 200A**

CALL TO ORDER

Mayor Engler called the meeting to order at the above date and time.

SALUTE TO THE FLAG

Brenda Baer led the Salute to the Flag.

RECORDING SECRETARY

Deputy City Clerk Stacy Anders

ROLL CALL

Deputy Clerk Anders called the roll with the following Councilors in attendance: Ava Doyle, David Bownes, Henry Lipman, Brenda Baer, Bob Hamel and Armand Bolduc.

Mayor Engler noted that all six (6) Councilors are in attendance and a quorum is established.

STAFF IN ATTENDANCE

City Manager Scott Myers, Finance Director Donna Woodaman

COUNCIL PROCLAMATION

ACCEPTANCE OF MINUTES OF PREVIOUS MEETINGS

(1) Acceptance of the regular meeting minutes from December 27, 2016

The minutes of the December 27, 2016 meeting were distributed on December 28, 2016. No corrections or changes were received.

With no further correction the minutes they were accepted as distributed.

CONSENT AND ACTION CALENDAR

CITIZEN COMMENTS FOR MATTERS NOT ON THE AGENDA

Joe Driscoll of Martin, Lord and Osman addressed the Council on behalf of the Ames Family and their interests in Weirs Beach. A packet has been provided to the Council outlining the concerns of the Ames Family and other business owners relating to Motorcycle Week food vending in an area which causes a detrimental effect on the concerned parties. Crowd control, combined with the large structures of the vendors, are blocking visual perception of the Winnepesaukee Marketplace and the other establishments in the area. With this unforeseen circumstance it was the request of the concerned parties to bring this to the City Council's attention so they are aware of the negative effect that is happening to the season long businesses.

Mayor Engler asked if the clients are aware that the particular spaces have

accommodations for waste water that the other spaces on the Boardwalk do not have. J. Driscoll advised that he was not aware. City Manager Myers added that a drain was placed to specifically collect the gray water that is used for food service and the infrastructure was put in place to protect the lake. J. Driscoll thanked the Council for the information.

Councilor Hamel commented that these spaces were allocated because having food vendors with grease and fire over a wood surface is not a wise choice. Additionally Councilor Hamel noted that the building in question is seen from as far back as the Weirs Beach sign and the angle of the pictures presented are somewhat deceiving. J. Driscoll commented that this was not the intent. There was also discussion on the access of pedestrians to the area and the effect it may have on the business owners.

Councilor Bownes asked for a specific impact on the infrastructure for the vendors. City Manager Myers reiterated that the accommodations were placed before his time with the City, which began over five (5) years ago, and was also done to avoid having food vendors over the wooden Boardwalk spaces. There was no disagreement that the size requirements of the food vendors has increased with fire suppression needs but the handling of the gray water and food waste needs to be handled in the best location possible. Non-food related vendors have traditionally been placed on the Boardwalk with wooden surfaces.

Mayor Engler asked if there was a request to use the spaces by someone that was not a food vendor, would it be denied. City Manager Myers explained that there would not be a blanket "no" issued, but the needs of the requester would be taken into consideration, such as those distributing prepared food compared to cooking on site. It was clarified that the City does consider these spaces as designated for food vendors.

Councilor Lipman clarified that the purpose of this request is to simply place this in the minds of the Council for consideration of changes in the future. J. Driscoll confirmed that this is the intent. Mayor Engler added that this is a time sensitive matter because vendors from last year have already indicated they are interested in returning to the location this coming year, as there are vendors in the non-food spaces that have already responded because they are long standing vendors for the City.

Mike Ames addressed the Council to give more history on the location and concerns. Prior to the food vendors being in place the location was used for lavatory facilities and Sid Ames was approached by the City for his input on using the site for vendors. At that time it was expressed that Mr. Ames would be agreeable to having a 10 foot by 10 foot space, no more than eight (8) feet high, in the location that would be for merchandise, not food. Over time it has evolved into having large food vendors and it is effecting the local food businesses at a time when they should be capitalizing on the outpouring of people in the Weirs. Having food vendors here is not acceptable to the seasonal businesses because it hurts the businesses when the event should be helping them. M. Ames added that he is not just speaking on behalf of himself but for the other businesses in the area. It was further expressed that the City should have approached the businesses in the area for input on the adding of food vendors before allowing it to happen.

M. Ames thanked the Council for the project being completed on Lakeside Avenue with

the removal of the overhead utility wires because it is going to make a huge impact on the Weirs.

Charlie St. Clair addressed the Council regarding his concerns with the parking ban during the snow storm last week. C. St. Clair recalled that an emergency bulletin was put out banning parking from Thursday afternoon until Saturday morning because the storm was predicted to be sizable. In all of his time in the City, C. St. Clair had never seen a parking ban placed and the next morning after the storm had finished, Main Street was completely cleared and snow removal was not an issue on Main Street. It was requested that in the future the City does not panic when snow is forecast because it hurts the businesses when a parking ban is placed.

INTERVIEWS

Appointments for the available positions will be taken at the January 23, 2017 meeting.

- (1) Margaret Selig - seeking appointment to a regular position on the Trustees of the Trust Fund for a three-year term expiring at the end of March, 2019 (1 vacant regular position available)

M. Selig was interviewed.

- (2) Elizabeth Merry - seeking appointment to a regular position on the Planning Board

E. Merry was interviewed.

- (3) Daniel Ash - seeking appointment to a regular position on the Planning Board

D. Ash has removed his application.

- (4) Charlie St. Clair - seeking appointment to a regular position on the Planning Board

C. St. Clair was interviewed.

There was discussion regarding the alternate compared to full member positions because C. St. Clair is currently an alternate member.

Councilor Hamel made a suggestion that when someone submits an application for a vacancy that they be given a list of questions that can be answered by the applicant so the qualifications are clearly known. Having the chairs of the Boards and Commissions establish applicable questions for the specific Board it would be more valuable to the Council when making appointments. It was discussed and the consensus was to have the City Manager work on this and report back to the Council.

COMMUNICATIONS

PUBLIC HEARING

PRESENTATIONS

- (1) Colonial Theater Project Update from Belknap Economic Development Council

Mayor Engler noted that there is a request under New Business in relation to the

Colonial Theater loan maturation date.

Justin Slattery, Executive Director of the the Belknap Economic Development Council (BEDC), and Jack Duggan, President of the Monadnock Economic Development Corporation and consultant on the Colonial Theater project, addressed the Council.

J. Duggan advised the Council that the initial loan in support of the project was invaluable in obtaining additional contributions of \$11 million toward the project. At this time the extension of the loan is critical because the last round of value engineering is currently taking place to ensure a project the City can be proud of but to also get the best price for the project. The anticipation is that value engineering will be completed in the next few weeks followed by some minor items and the closing for the project would be before the end of April.

Councilor Bownes requested an explanation of value engineering for the public benefit. J. Duggan explained that this refers to the architects and engineering firms work with the planning committee to establish the best project for the most reasonable price. Right now the mechanical and electrical systems are being worked through.

Councilor Hamel asked if there will be alternate bidding on items that may not be in the budget but could be added at the time of bidding. J. Duggan stated that they will and it was explained that the New Markets Tax Credit funds can not be returned so additional items would be added to utilize the funds.

Councilor Hamel asked for a progress update to begin the physical work. J. Duggan replied that if the closing is in April the work will begin in May, ideally immediately. The architects and engineer are aware and ready to proceed when the time comes and they have gone through the appropriate channels to ensure permits are in place.

Councilor Hamel asked what the contingency is. J. Duggan explained that the contingency is a combined \$550,000 between the owner and the contract manager. Discussion followed about the items that may need to be added to facilitate the use of contingency.

Funding sources for the project include New Markets Tax Credits provides a 39% tax credit toward the entire project which represents \$4.6 million committed by Mascoma CDE, Community Development Investment Program has awarded state tax credits in exchange for donations has netted a \$520,000 commitment, a grant from the Land Community Heritage Investment Program of \$500,000 has been awarded, \$1.5 million on community contributions, National Historic Registry designation has qualified the project for a 20% credit on the entire project cost and will generate \$2.4 million, the City of Laconia loan commitment, a developer loan of \$250,000, a Brownfields grant for at least \$200,000, and an anticipated application for a Community Development Block Grant (CDBG). In working with each entity the necessary information has been provided and with the successful completion of the planning board process the project will be underway this spring.

Councilor Lipman asked for the construction time frame. J. Duggan advised it would be approximately 11 months. Selective demolition has been done to allow for a visual outlook and to avoid potential pitfalls later in the construction process.

Councilor Hamel asked if there has been testing for abatement needs. J. Duggan replied that there have been and abatements will be needed for asbestos, PCB, and any other hazardous materials identified by the state Environmental Services.

Councilor Hamel asked what is lacking to achieve the financial goal. J. Duggan advised that the project funding will be completed once the final contributions are noticed from CDBG and the Brownsfields

Councilor Hamel asked when the ordering of supplies and materials will begin. J. Duggan replied that this will happen when the value engineering is complete but some materials have been set aside so there will not be a long wait time for materials.

Councilor Hamel asked if Mascoma Bank is favorable to the extension. J. Duggan explained that the New Markets Tax Credits come with an incentive rate higher than the average and that is an added incentive for an April closing.

Councilor Baer asked if Brownsfields grants are awarded annually. J. Duggan replied that they are and several entities apply each summer for a fall awarding and funds have been set aside for this project.

Mayor Engler confirmed that the City is being paid monthly in interest of \$4,200 until the closing and this would continue until the closing.

J. Slattery advised that the capital campaign will be continuing and the local businesses have stepped up. The "buy a seat" campaign has produced calls from people all over the country with ties to Laconia so this is a very well supported project.

Mayor Engler thanked J. Duggan and J. Slattery for there attendance. J. Duggan advised that in all of his years of working on economic development in the NH he has never seen such an outpouring of support from all levels of the community.

(2) Review Master Plan status to date and approve process for remaining chapter(s)

Mayor Engler introduced Interim Planning Director Brandee Loughlin and Jeff Hayes, Executive Director of the Lakes Region Planning Commission.

City Manager Myers and Councilor Bownes introduced the background information for the Council. It was advised that the Planning Board has made a commitment to ensure the Council is comfortable with the Master Plan that is being produced.

B. Loughlin reviewed the Master Plan process to date which has been marketed as Reimagine Laconia. The update included a breakdown of all of the events that have been held, attendance to the events, and how/when chapters have been completed

to this point. The Land Use, Housing, Community Services and Facilities, and Historic and Cultural Resources chapters are remaining; however, an outline of Land Use was completed before the prior Planning Director left the City. The advisory committee has not met since April 2016.

Mayor Engler advised that the City Council has no legal control over the Master Plan and it is the sole responsibility of the Planning Board but if the governing body does not agree with the Master Plan it risks the funding not being available. It is clear in the updated chart that the City Council did not buy in to the former Master Plan fully and therefore areas did not get completed. Councilor Bownes added that the Planning Board, in his observation, recognizes the need to work with the Council and have an agreement on the Master Plan. Additionally, Councilor Bownes feels that the many years of not having a Council liaison to the Planning Board was detrimental to the communication between the two (2) bodies.

Councilor Lipman commented that having a vision and goals connected to the outcome are important to be built into the process, especially for the Land Use chapter.

Mayor Engler explained that J. Hayes is in attendance because the Lakes Region Planning Commission has been contracted to assist in the completion of the remaining chapters. The funding for the completion was withheld by resolution of the Council in December, 2016. City Manager Myers advised that he has shared the wishes of the Council with J. Hayes and he has assured that he is willing to work in the direction set forth by the City.

J. Hayes addressed the Council. The Lakes Region Planning Commission is available to help the City in whatever manner they would like and they have adequate resources to do so. J. Hayes explained that although the Planning Board is responsible to approving the Master Plan they also have the responsibility to ensure that the public is incorporated into the process and that is inclusive of the members of the City Council. The zoning aspects of the Master Plan will need to be approved by the City Council to ensure a checks and balances for the implementation.

Councilor Lipman stated that the tax balance on the community, when comparing residential taxable property to commercial or industrial, is of importance to the Council. There have been instances of the City retaining property that could be of taxable value and the Council would be interested in ways to address those challenges in the Master Plan process. J. Hayes replied that the Lakes Region Planning Commission can help provide the insight with creative ideas.

Councilor Hamel commented that his understanding that each chapter can be approved separately and does not need to be done as the entire Master Plan. This would be beneficial to begin implementation in phases. J. Hayes confirmed that this is possible and common but advised that the Land Use and Vision chapter should be done first before adopting any other chapters.

Councilor Hamel asked if zoning recommendations could be vetted in the process

of the Master Plan. J. Hayes replied that they could assist with zoning as well. It was discussed having aspects of the Master Plan that would outline and justify the zoning needs/enforcement.

Mayor Engler asked how the Master Plan will be formulated by the Lakes Region Planning Commission. J. Hayes replied that the input of the City staff and public forums are taken into consideration. The Lakes Region Planning Commission will scope the contract and involve all of the necessary players. The input process is determined by the City with the use of professional judgement and there are models available for reference.

Councilor Lipman commented that working through the reconciliation of what the input sessions have produced and what is realistic for the future of the City needs to happen because the evolution of the City needs to be taken into consideration. J. Hayes advised that the Master Plan process is designed to look at a 20 year outlook and that is what makes the process so in-depth. If the City wants the Lakes Region Planning Commission to look at different models then that is what they will do; the Planning Board, or joint committee if the City should choose, will give the direction to the Lakes Region Planning Commission during the process.

Councilor Bownes asked if the information that the Planning Board has gathered over the last several years by holding events needs to be redone because it is not reliable. Councilor Lipman replied that this is not his intention but he wants to make sure this is weighted against the reality of the needs of the City. Mayor Engler added that he has nothing against the public input but feels the input needs to be examined closely.

Councilor Hamel asked how long the Master Plan process should generally take from start to finish. J. Hayes advised that every situation is different but once all parties are moving in the same direction it moves fluidly but it can be done efficiently. It was also noted that a good planning process never ends and it is a cycle.

Mayor Engler confirmed with Councilor Bownes that his understanding is the Planning Board is receptive to sitting down with the Council to discuss the Master Plan. Councilor Bownes replied that he has had discussions with the Chair and his understanding that they are. Councilor Bownes will be reporting to the Planning Board tomorrow evening and it was discussed that the Vision Statement and the Land Use chapter are the most important items to be completed. Joint meetings of the Council and Planning Board should be held if everyone is in agreement,

Motion to formally acknowledge the completion continued work of the Vision Statement and the Land Use chapter of the Master Plan in partnership with the Planning Board and the contracted assistance of the Lakes Region Planning Commission made by Councilor Lipman and seconded by Councilor Hamel; the motion passed with all in favor.

Councilor Bownes asked if the zoning changes that were sent to the Planning Board, which were rejected by the Planning Board, there was an effort to have land

use changes brought forward and they are still on the table. This effort is going to be considered tomorrow as a place holder for a new document to be draft to incorporate these changes and asked for direction from the Council. The Council did not have objections to this.

(3) The Impact on Laconia of Statutory Limitations on using Public Funds on Streets in the City limits

Public Works Director Wes Anderson reviewed a prepared presentation on issues surrounding maintenance of private streets within the City. It was emphasized that this activity is not permitted within State statute and the City has been engaging in this. No decision was requested in the course of the presentation but that in the future each street will need to have a decision made based on four (4) options that are permitted by statute. Dedication acceptance by a developer, layout of a road on property taken by eminent domain, prescription by a street maintained for 20 consecutive years prior to January 1, 1968, and by a betterment and acceptance are the four (4) methods for acceptance.

There was discussion on the liability of maintaining the streets, City requirements to become an accepted street, and updating the City's plan with the assistance of the City attorney.

Councilor Lipman commented that he feels there is a sensitivity to the statute without a sensitivity to the residents and he is not comfortable with the time frame being proposed because he feels there could be other options. Director Anderson replied that the point is to start the process before fully implementing. It was discussed that a lot of people will not be receiving City services that they have been receiving.

Councilor Bownes asked if there is a number of homes being impacted if the City services are discontinued. Director Anderson replied that if the direction the Council would like to take is to make them all City accepted roads then no one will be losing services. Councilor Bownes asked for a specific number of homes on the streets effected and how long this has been happening. Director Anderson replied that he would count the lots and this has been ongoing for some time, with the oldest being recognized in 1890.

Discussion followed regarding the amending the City's standards for City approval, how many streets are currently at the City standard and are not, close gate communities, and the private ways that were designed to be private and will remain as such.

Councilor Lipman asked if there is a method legislatively to make this easier or less liable for the City than is currently available. It was noted that a representative from the City may be interested in sponsoring something to help there constituents.

Councilor Bolduc expressed a concern with the City approving the building of homes on roads that are not being maintained or approved by the City. It was explained that this process has been in place for several years and the City attorney and Primex have approached the City to discontinue the liability. City

Manager Myers added that the City has tried to work with property owners when a circumstance happens that causes a private road to not be developed to a level that would cause it to be approved as a City street. It was further discussed that when someone purchases a property it is the purchasers responsibility to ensure a proper title search is done on the property.

There was discussion about how to apply the legal aspects of the statutes involved with reasonable aspect of this situation.

City Manager Myers reiterated that regardless of what recommendations are brought forward to the Council, there will be no discontinuation of services to any streets that have been receiving services. It was encouraged to continue the process.

Motion to accept the process outlined by Director Anderson to continue the process made by Councilor Hamel and seconded by Councilor Baer; the motion passed 5-1 (For: Doyle, Bownes, Baer, Hamel, Bolduc; Against: Lipman)

MAYOR'S REPORT

Mayor Engler thanked Councilor Bolduc for chairing the last Council meeting in his absence.

Mayor Engler announced that at a non-public meeting the Council had reviewed and determined a compensation package for the City Manager. The current salary for the City Manager is \$125,000 and it was recommended by the City Manager that this be unchanged for 2017. There was an agreement to increase the retirement contribution from 12% to 13%. It was also noted that the City Manager contributes a substantially higher amount to his health insurance coverage. Mayor Engler thanked City Manager Myers for this gesture.

COMMITTEE REPORTS

**Not all items in this section may be acted on. Reports and updates will be made when necessary.*

(1) FINANCE

- (a) Downtown TIF Financing
- (b) WOW Trail Funding
- (c) Conversion of street lights to LED
- (d) HB 430 - Expansion of the Veterans' Tax Credit

(2) PUBLIC SAFETY

- (a) Fair St/Court St traffic problems and accidents

(3) GOVERNMENT OPERATIONS and ORDINANCES

- (a) Review of Chapter 167, Noise and Chapter 161, Licensing as it pertains to outdoor sound equipment and loudspeakers
- (b) Ordinance Amending Chapter 221, Vehicles and Traffic/Parking on Sublawns
- (c) Procedural review of grant applications

(4) LANDS and BUILDINGS

- (a) Downtown parking garage
- (b) Repair & maintenance of City Buildings
- (c) Former Lakeport Fire Station (23 Elm Street)

Councilor Hamel reported that at this time no proposals have been received for the property. Proposals are due February 10, 2017 and the committee will wait until they are received to analyze the concerns moving forward.

*Motion to extend the meeting until 10:20 p.m. made by Councilor Doyle and seconded by Councilor Hamel; the **motion passed with all in favor.***

LIASON REPORT

CITIZEN REQUESTS TO COMMENT ON CURRENT AGENDA ITEMS

MANAGER'S REPORT

- (1) Financial and Operational Trends Report
City Manager Myers reviewed the report.
- (2) Monthly Economic Development Update
City Manager Myers reviewed the report.
- (3) Quarterly Recycling Update
City Manager Myers reviewed the report.

NEW BUSINESS

- (1) Request by Belknap Economic Development Council for an extension of maturation date on the loan used to purchase the Colonial Theater

*Motion to extend the maturation date of the loan made to the 609 Main Street LLC for the purpose of purchasing the Colonial Theater, with the same terms, from January 17, 2017 until no later than April 30, 2017 made by Councilor Baer and seconded by Councilor Bownes; the **motion passed with all in favor.***

- (2) Request to schedule a public hearing on January 23, 2017 during the regular City

Council meeting regarding a proposed application to the Community Development Finance Authority for up to \$500,000 in Community Development Block Grant Funds for the benefit of the Granite State Children's Alliance for the acquisition and/or rehabilitation of 95 Water Street into a Model Child Advocacy Center

*Motion to schedule a public hearing on January 23, 2017 during the regular City Council meeting regarding a proposed application to the Community Development Finance Authority for up to \$500,000 in Community Development Block Grant Funds for the benefit of the Granite State Children's Alliance for the acquisition and/or rehabilitation of 95 Water Street into a Model Child Advocacy Center made by Councilor Bownes and seconded by Councilor Bolduc; the **motion passed with all in favor.***

- (3) Request to schedule a public hearing on January 23, 2017 during the regular City Council meeting regarding the Residential Antidisplacement and Relocation Assistance Plan associated with the Community Development Finance Authority application

*Motion to schedule a public hearing on January 23, 2017 during the regular City Council meeting regarding the Residential Antidisplacement and Relocation Assistance Plan associated with the Community Development Finance Authority application made by Councilor Bownes and seconded by Councilor Doyle; the **motion passed with all in favor.***

- (4) Request to authorize City Manager to sign a Temporary Use Agreement (TUA) with the State of New Hampshire that will allow the City to install and maintenance a retaining wall, single phase transformer, and three phase sector cabinet within the NH DOT Railroad corridor

*Motion to authorize City Manager to sign a Temporary Use Agreement (TUA) with the State of New Hampshire that will allow the City to install and maintenance a retaining wall, single phase transformer, and three phase sector cabinet within the NH DOT Railroad corridor made by Councilor Bownes and seconded by Councilor Doyle; the **motion passed with all in favor.***

- (5) City Manager performance evaluation

This item was discussed under the Mayor's Report.

UNFINISHED BUSINESS

- (1) Request to remove the stop signs on Holman Street at the intersection of Shore Drive

City Manager Myers advised that this item was tabled by the Council at their last meeting and he was directed to solicit neighborhood input. Approximately 20 responses were received with the majority supporting leaving the stop signs in place.

*Motion to take this item off the table made by Councilor Lipman and seconded by Councilor Bolduc; the **motion passed with all in favor.***

Motion to leave the stop signs in the current locations made by Councilor Lipman and seconded by Councilor Hamel;

A resident that has lived on Holman Street for many years advised the Council that street is repaired and traffic is moving faster. He feels moving the stop signs would create faster moving traffic and this would be a safety issue, particularly for those walking on the street.

Peggy Selig agreed with the prior comment and feels the speed would become worse if the stop signs were removed.

Mayor Engler called the question and the **motion passed with all in favor.**

- (2) Unsolicited offer to purchase City-owned property at 23 Elm Street (Lakeport Fire Station) and additional parcels in close proximity

NOMINATIONS, APPOINTMENTS & ELECTIONS

COUNCIL COMMENTS

NON-PUBLIC SESSION According to RSA 91-A:3, II

- (a) The dismissal, promotion or compensation of any public employee, or the investigation of any charges against him, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted.
- (b) The hiring of any person as a public employee.
- (c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the body or agency itself, unless such person requests an open meeting.
- (d) Consideration of the acquisition, sale or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community.
- (e) Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed against the body or agency or any subdivision thereof, or against any member thereof because of his membership in such body or agency, until the claim or litigation has been fully adjudicated or otherwise settled.
- (i) Consideration of matters relating to the preparation for and the carrying out of emergency functions including training to carry out such functions, developed by local or state safety officials that are directly intended to thwart a deliberate act that is intended to result in widespread or severe damage to property or widespread injury or loss of life.

FUTURE AGENDA ITEMS

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- (2) Second reading of a resolution relative to the adoption of RSA 31:95-b, Appropriation of funds made available during the year (tabled at the meeting of 11/23/15 pending the outcome of legal matters)
- (3) Milfoil Treatment Funding Request
- (4) Sewer & Water Master Plan

- (5) Single Stream Recycling/Concord Co-op/Solid Waste Disposal Cost Reduction
- (6) Strategic Planning/Goal Setting
- (7) WOW Trail

ADJOURNMENT

*Motion to adjourn made at 10:13 p.m. by Councilor Baer and seconded by Councilor Bolduc; the **motion passed with all in favor.***

Respectfully Submitted:

Stacy Anders
Deputy City Clerk

DRAFT



CITY COUNCIL ITEM INFORMATION SHEET

DATE SUBMITTED: 1/10/2017

FROM: Scott Myers, City Manager

SUBJECT: Request to establish rental fee for Boardwalk, Lakeport Fire Station and Weirs Boulevard vending spaces for Laconia Motorcycle Week 2017

DISCUSSION:

Please see attached memo.

REQUESTED ACTION:

Proposed motion: *"I move to approve rental fees for Laconia Motorcycle Week 2017 vending spaces located on the Boardwalk, at the Lakeport Fire Station and on Weirs Boulevard as presented."*

ATTACHMENTS:

<u>Description</u>	<u>Type</u>	<u>Upload Date</u>	<u>File Name</u>
Memo re: Laconia MC Week 2017 vending spaces	Cover Memo	1/10/2017	01.23.17_Council_memo_re_vending_space_cost.pdf



CITY OF LACONIA/CITY MANAGER'S OFFICE
45 Beacon St. East, Laconia, NH 03246
(603) 527-1270 · fax (603) 527-1292

MEMO

TO: Mayor Engler & City Councilors
FROM: Scott Myers, City Manager
DATE: January 23, 2017
RE: **Rent for Boardwalk, Lakeport Fire Station and Weirs Boulevard Spaces for Laconia Motorcycle Week 2017**

Last year the City Council voted to charge the following rental fees for vendor spaces for Laconia Motorcycle Week 2016:

10' x 12' Boardwalk vending spaces.....	\$1,500 each
90 ft. block of space - Laconia Motorcycle Week Association.....	No charge
Weirs Boulevard - Six 10' x 12' spaces.....	\$550 each
(or one 12' x 75' space).....	\$2,000
Lakeport Fire Station - Six 10' x 12' spaces.....	\$250 each

Prior to sending out vendor contracts, we would like to confirm with the Council the rental fees for this year's event.



CITY COUNCIL ITEM INFORMATION SHEET

DATE SUBMITTED: 1/10/2017

FROM: Scott Myers, City Manager

SUBJECT: Request from Lakes Region Sled Dog Club to waive license, vendor and loudspeaker fees for the February 10 - 12, 2017 Sled Dog Event

DISCUSSION:

Please see attached request from the Sled Dog Club.

REQUESTED ACTION:

Proposed motion: *"I move to approve the request from Lakes Region Sled Dog Club to waive license, vendor and loudspeaker fees for the February 10 - 12, 2017 Sled Dog Event."*

ATTACHMENTS:

<u>Description</u>	<u>Type</u>	<u>Upload Date</u>	<u>File Name</u>
Letter requesting waiver of fees	Backup Material	1/10/2017	LR_Sled_Dog_Club_Waiver_Request.pdf



Lakes Region Sled Dog Club

P.O. BOX 341

Laconia, NH 03247

December 15, 2016

Honorable Ed Engler
Mayor of Laconia
City Hall, 45 Beacon Street East
Laconia, NH 03246

Dear Mayor Engler;

We request that the waiver of license and vendor fees be granted for the February 10-12, 2017 Sled Dog event.

This request is the same as it has been in the past. We have three vendor activities associated with our event. (1) The Lakes Region Sled Dog Club sales tent where we sell merchandise to raise money in direct support of the event; (2) One food vendor who primarily supply meals for the club and teams; with a portion of their proceeds being donated to the Club for the event. Spectators are also allowed to purchase from the food vendor. (3) Loudspeaker used for the event announcing.

Sincerely,

Jennifer L. Hollows, Secretary
Lakes Region Sled Dog Club
(603) 524-4314



CITY COUNCIL ITEM INFORMATION SHEET

DATE SUBMITTED: 1/10/2017

FROM: Scott Myers, City Manager

SUBJECT: Project Updates Report

ATTACHMENTS:

<u>Description</u>	<u>Type</u>	<u>Upload Date</u>	<u>File Name</u>
Project Updates Report	Backup Material	1/18/2017	LACONIA_PROJECT_UPDATES_01-2017.pdf



LACONIA PROJECT UPDATES – January 2017

LACONIA ROAD PROJECTS PROPOSED FOR 2017

Current: DPW and Water Works has met to coordinate road projects for the 2017 construction year. Proposed projects by both parties are being reviewed and then a tentative schedule will be developed. The schedule will then be coordinated with the utility companies. The schedule is being developed to ensure sufficient funds are available for the Lakeside Avenue project which is being partially funded from this program.

Previous: Tremont Street and Mill Street were the last streets to be paved this season. We are now incorporating crack sealing into our yearly street repair and maintenance program. Crack sealing was accomplished on Gilford Avenue, Highland Street, Morrill Street, Stark Street, and South Main Street.

MESSER STREET/DUTILE OIL DRAINAGE

Current: Loureiro Engineering is nearing completion of the design. Based on the design to date, the project requires shoreland and wetland permits as well as permission from NH DOT to cross under their railroad tracks. The Department's plan is to start construction in July although it may have to be delayed until the permits and railroad crossings are approved.

Previous: Cold weather has prevented further field work this season. Loureiro Engineering is progressing with the drainage design along Messer Street and is researching options for the replacement of the collapsing pipe under the tracks.

LAKESIDE AVENUE

Current: Hand holes have been placed. Eversource, Metrocast, Fairpoint, and the Fire Department will start pulling cables by the first week of February. A delay occurred with construction of one of the retaining walls as the NH DOT Bureau of Rail & Transit reversed their position on an access agreement in the railroad right-of-way. Documentation has been submitted for a Temporary Use Agreement that will allow the construction of the retaining wall pending a final agreement for the wall to be in the railroad right of way. Eversource has requested a meeting to discuss a cost increase in their part of the project.

Previous: The new water main and storm drain system have been completed. The main conduit runs for the utilities have been run. Retaining walls for transformer pads and sector cabinets are under construction. Light pole bases are being set as are utility hand-holes. Utility services to businesses and homes will start after all street related utility work is in place. In the next few weeks string and tape will be blown through the main runs so that the utilities can start pulling cable.

LACONIA DOWNTOWN TIF DISTRICT

Current: The Downtown TIF Advisory Board recently held meetings on January 5th and January 10th. The January 5th meeting focused on the issues surrounding the Downtown Parking Garage and the City Manager provided the Advisory Board with the latest information. The Advisory Board and some members of the public expressed concerns about amount of time it was taking to develop a plan for the garage and how parking in the Downtown area was an important issue that needs to be resolved to help keep the positive momentum of development

occurring. At the January 10th meeting of the Downtown TIF Advisory Board, the discussion revolved around the Downtown Parking Garage issue and how the Advisory Board could play a role with providing input and options to the City Council.

Previous: The Downtown TIF Advisory Board last met on December 13th. Items discussed at the meeting include the future of the parking garage, reuse of surplus flagpoles for Stewart Park, wayfinding signage and banner poles. The Advisory Board discussion on the Downtown parking garage focused on security, tenant concerns, the status of the top level and the impact on parking with various projects in Downtown like the Colonial Theater. Parks and Recreation is looking at reusing the old flagpoles that were removed during the Main Street Bridge project and installing them in Stewart Park.

WEIRS TIF DISTRICT

Current: Next meeting is scheduled for February 1st.

Previous: No update.

WINNIPESAUKEE RIVER BASIN PROJECT

Current: The Advisory Board has not met since November 2016. The next meeting is scheduled for Jan.19, 2017. Advisory Board members have been reviewing a NH bill that changes the funding level for the WRBP's capital account. Previously the funding level did not include funds to repair or replace their underground collection system. The proposed bill will include these systems in the funding level calculations. The proposed bill will be discussed at the Jan.19th meeting.

Previous: The Advisory Board has not yet received a reply from the Attorney General on the issue of the municipalities having to pay for the cost of the Program's infrastructure if the program is transferred to a municipally run authority. This is the critical first step in the process to determine whether to create a separate Wastewater authority. NH DES staff expected an answer from the Attorney General's office in the next 30 days. The Board received questions and criteria from four municipalities. The board reviewed them but is waiting on the answer from the AG's Office before proceeding further.

WEIRS BEACH RESTORATION

Current: A permit pre-application meeting with NHDES, Woods Hole Group and City staff is being scheduled for the beginning of February to determine specific requirements relating to the design and construction.

Previous: Parks and Recreation and DPW met on December 20th to review the final engineering design and permitting. Sand fencing was installed this fall on the channel side of the beach to reduce wind erosion. Parks and Recreation and DPW will be working with our engineering consultant and the NHDES throughout the winter months to finalize engineering plans and secure all permits. An update will be provided to the City Council in early 2017. Construction activities related to the beach restoration and erosion mitigation are anticipated for Fall 2017.

ZONING TASK FORCE

Current: ZTF Chair Suzanne Perley plans to present the proposed Accessory Dwelling Unit changes to the Planning Board in February.

Previous: The ZTF has been delayed in meeting and anticipates meeting again in the New Year.

DOWNTOWN WAYFINDING

Current: Parks and Recreation and DPW have scheduled a meeting on January 23rd to discuss wayfinding signage design for areas of the WOW Trail and Downtown.

Previous: Representatives from Parks and Recreation, Downtown TIF Advisory Board and the owners of the railroad station met to discuss the possibility of a primary kiosk location in the back of the railroad station property. The color scheme of the wayfinding signage will need to be determined since there was no action taken on a new City flag.



LACONIA HEART AND SOUL MASTER PLAN UPDATE

Current: The Planning Board and City Council have both expressed their desire to move forward with working on the Master Plan with a committee of members from both Boards. The Land Use and Vision chapters will likely be the main focus of the committee as it begins meeting. Chapters remaining include Land Use, Housing, Community Services & Facilities, and Historic & Cultural Resources.

Previous: The Master Plan process awaits discussion by the Planning Board and the Master Plan Advisory Team.

MEMORIAL PARK IMPROVEMENTS

Current: The new bleacher system at the Memorial Park Softball Field was installed in December and is now complete. Parks and Recreation is proposing a new park sign that will be partially funded from donations.

Previous: The irrigation system for the baseball field has been installed. The system has been connected to the water service. Remaining work entails installation of a water meter/backflow and their enclosure and grass seeding of the trenches in the spring.

The new bleacher system for the softball field has been delivered and installation has started. The project is expected to be completed by Christmas, weather permitting.

TRANSPORTATION ALTERNATIVES GRANT (TAP)

Current: Opechee Street survey detail has been completed and provided to the engineers. Design is underway.

Previous: Winter Street survey detail (existing features and topography) completed by DPW has been submitted to HEB Engineering. HEB has started boundary survey reconnaissance. Opechee Street survey detail is nearly done.

DES WATERSHED ASSISTANCE GRANT

Current: No update.

Previous: Designs for pervious concrete panels for the parking lot at Weirs Beach have been completed. Installation of the panels is on hold until archeological investigations can be completed and funding is secured. A design for improvements to the Mount Washington service road has been completed. Work on this road involves installation of a more stable road surfacing.

LEAVITT PARK TENNIS COURTS

Current: No update. New court construction is planned for Spring 2017.

Previous: No update.



CITY COUNCIL ITEM INFORMATION SHEET

DATE SUBMITTED: 1/17/2017

FROM: Wesley Anderson, Director of Public Works

SUBJECT: Request to accept the Memorandum of Understanding between the Town of Gilford and the City of Laconia regarding the Black Brook Pump Station Power Expense Cost Sharing

DISCUSSION:

The City's Black Brook sewage pump station on Union Avenue also receives sewage from the Town of Gilford's sewage system. Gilford's percentage of the pump station's flow is approximately 31%. Traditionally the cost of electricity to operate the pump station has been divided between the two municipalities based on the amount of sewage received from Gilford.

For many years DPW provided Gilford's share of the Black Brook electrical operating costs to the Winnepesaukee River Basin Staff and their staff credited Laconia's account in the amount of Gilford's share of the power cost and added that amount to Gilford's operation and maintenance Invoice. The Department of Environmental Services recently centralized all financial services and will no longer make the adjustment. Therefore the two City's must implement an agreement to formalize the cost transfer.

The attached Memorandum of Understanding will formalize the agreement for this annual payment until such time that a more definitive cost share agreement can be developed between the two municipalities.

REQUESTED ACTION:

It is staff recommendation to approve the attached agreement and authorize the City Manager to sign the document on behalf of the City.

Proposed motion: *"I move to accept the Memorandum of Understanding between the Town of Gilford and the City of Laconia regarding the Black Brook Pump Station Power Expense Cost Sharing and to authorize the City Manager to sign the document on behalf of the City"*

ATTACHMENTS:

<u>Description</u>	<u>Type</u>	<u>Upload Date</u>	<u>File Name</u>
Memorandum of Understanding	Backup Material	1/18/2017	MOU_for_Black_Brook_Pump_Station.pdf



**MEMORADUM OF UNDERSTANDING
between
THE TOWN OF GILFORD NEW HAMPSHIRE
and
THE CITY OF LACONIA NEW HAMPSHIRE
regarding
THE BLACK BROOK PUMP STATION
POWER EXPENSE COST SHARING**

This Memorandum of Understanding is effective as of January 1, 2017.

The Black Brook Sewage Pump Station on Union Avenue receives inflow from the Town of Gilford. The cost of power for the Town of Gilford's share has long been determined to be 31%.

For many years, the City of Laconia has tracked the station's power usage and related costs and provided this information to the NH Department of Environmental Services Winnepesaukee River Basin staff at the Franklin Wastewater Treatment Plant. Annually the WRBP staff issued a credit to the City of Laconia and a corresponding charge to the Town of Gilford on the Operation and Maintenance Invoice for the amount representing 31% of the power costs paid for the previous year.

Since Black Brook is a City of Laconia Pump Station, the WRBP is not required to track/backcharge for Gilford's portion of the power, and also, as the WRBP billing services has centralized with NHDES, it will be simpler for all parties if reimbursement is direct from Gilford to Laconia.

Inasmuch as the NHDES WRBP staff no longer processes the invoice adjustment, it is hereby agreed that the City of Laconia will bill the Town of Gilford annually for the 31% cost share of power at the Black Brook Sewage Pump Station.

Town of Gilford
Scott Dunn, Town Administrator

Date

City of Laconia
Scott Myers, City Manager

Date

In Duplicate
cc: Public Works Department



CITY COUNCIL ITEM INFORMATION SHEET

DATE SUBMITTED: 1/4/2017

FROM: Wesley Anderson, Director of Public Works

SUBJECT: Request for no-parking on sections of Mechanic Street and Warren Street

DISCUSSION:

Public Works requests the City Council amend the City's Parking Ordinance. There are areas on two City streets that staff requests to make no parking. They are:

1. Mechanic Street: No Parking, Standing, or Stopping on both sides of the road from the intersection of Union Avenue to the end of house at #29 Mechanic Street.

Rationale: The travel way is narrow with a curve in close proximity to the Union Avenue intersection. Site distance is significantly compromised when cars, trucks, trailers, etc. are parked, stopped to drop someone off, or standing to load or unload equipment on Mechanic Street for any reason. Such parking has forced cars into the opposing lane on a curve with limited site distance. Vehicles have at times parked over the public sidewalk forcing pedestrians into the travel way. This request would minimize the public safety issue. PW staff met with the several store managers in the Seven Gables Mall and with the owner of 11 Mechanic Street. Staff also spoke with Tom Cantin of Cantin Chevrolet and Donald Kendall of 29 Mechanic Street. They are all agreeable to the proposed no-parking, standing, or stopping restriction in this area. Lastly, we spoke with John Moriarty who owns the Seven Gables Mall. John understands the situation and while not happy about the parking restrictions, he is supportive.

2. Warren Street: No parking on both sides of Warren Street from the easterly property sideline of house #49 to the westerly property sideline of house #86.

Rationale: The crest of the steep hill is near the house at #68 Warren Street. One of the Warren Street residents called DPW requesting that we look at what they thought was a dangerous situation with parking near the crest of the hill. PW's analysis determined that the steep hill creates a very serious site distance issue. No matter which direction vehicles are traveling, there is no reaction time to avoid swerving into the opposite lane to avoid a parked car near the crest. DPW sent letters to the 14 Warren Street residents that would be affected by this proposed parking ban. Seven residents responded with 6 in favor of the no-parking ban and one strongly opposed to the ban. The owner of #68 Warren Street (Marc Burrell) is the most affected. His small driveway is close to the crest of the hill and he is concerned that he will not be able to have people visit. We responded that if this passed, he could have visitors but they would need to park approximately 3 houses away.

REQUESTED ACTION:

Staff recommends the following:

1. No parking, standing or stopping on Mechanic Street from Union Avenue to 29 Mechanic Street
2. No parking on Warren Street from the easterly property sideline from 49 Warren Street to the westerly property sideline of 86 Warren Street.

ATTACHMENTS:

<u>Description</u>	<u>Type</u>	<u>Upload Date</u>	<u>File Name</u>
Mechanic Street	Backup Material	1/18/2017	Mechanic_Street.pdf
Warren Street	Backup Material	1/18/2017	Warren_Street.pdf

Warren Street





CITY COUNCIL ITEM INFORMATION SHEET

DATE SUBMITTED: 1/17/2017

FROM: Wesley Anderson, Director of Public Works

SUBJECT: Update on the effort to resolve the issue with maintaining unaccepted and private streets

DISCUSSION:

Public Works is finalizing the plan to resolve the issue with maintaining unaccepted and private streets. The concept for prioritizing the Department's effort is to first focus on those streets in the Downtown core area and Lakeport. After finishing these streets the focus changes to paved streets in the rural areas and then to concentrate on gravel streets and the streets in the Weirs beach area. Exception streets will be fit into the process based on similarities with other streets.

Staff to reduce the City's risk during the resolution process is requesting that the City Council designate six streets as emergency lanes. These streets are a combination of private and unaccepted streets (Attachment 1). The City's Attorney has reviewed this list and concurs that they all meet emergency lane statutory requirements. The six streets are not at the top of the priority list and designating them as emergency lanes as an interim measure reduces potential liabilities. A public hearing is required and abutters must be given 10 days advance notice in writing. Only one public hearing is required.

The first two streets for acceptance "as is", Tremont and Park, will be test cases for the resolution process. Staff has met with the City Attorney and will provide them a file of all documentation on these two streets on January 20, 2017. The City Attorney will review the documentation to determine the proper method of making these two streets public highways. Staff expects that the Attorney will find that a public hearing is required. If a hearing is required abutters and their mortgage companies must have 30 days advance notice of the hearing. Staff will request City Council establish a date for a public hearing for these two streets once the Attorney determines which method to use in making the roads Class V (5) public highways.

Staff Recommendation:

City Council approve the concept for prioritizing the Department's effort and schedule a public hearing on designating the six streets at attachment 1 as emergency lanes.

ATTACHMENTS:

<u>Description</u>	<u>Type</u>	<u>Upload Date</u>	<u>File Name</u>
Street Lists	Backup Material	1/18/2017	Street_List.pdf
Maps	Backup Material	1/18/2017	maps_for_Jan_23.pdf

As of Jan 13, 2017

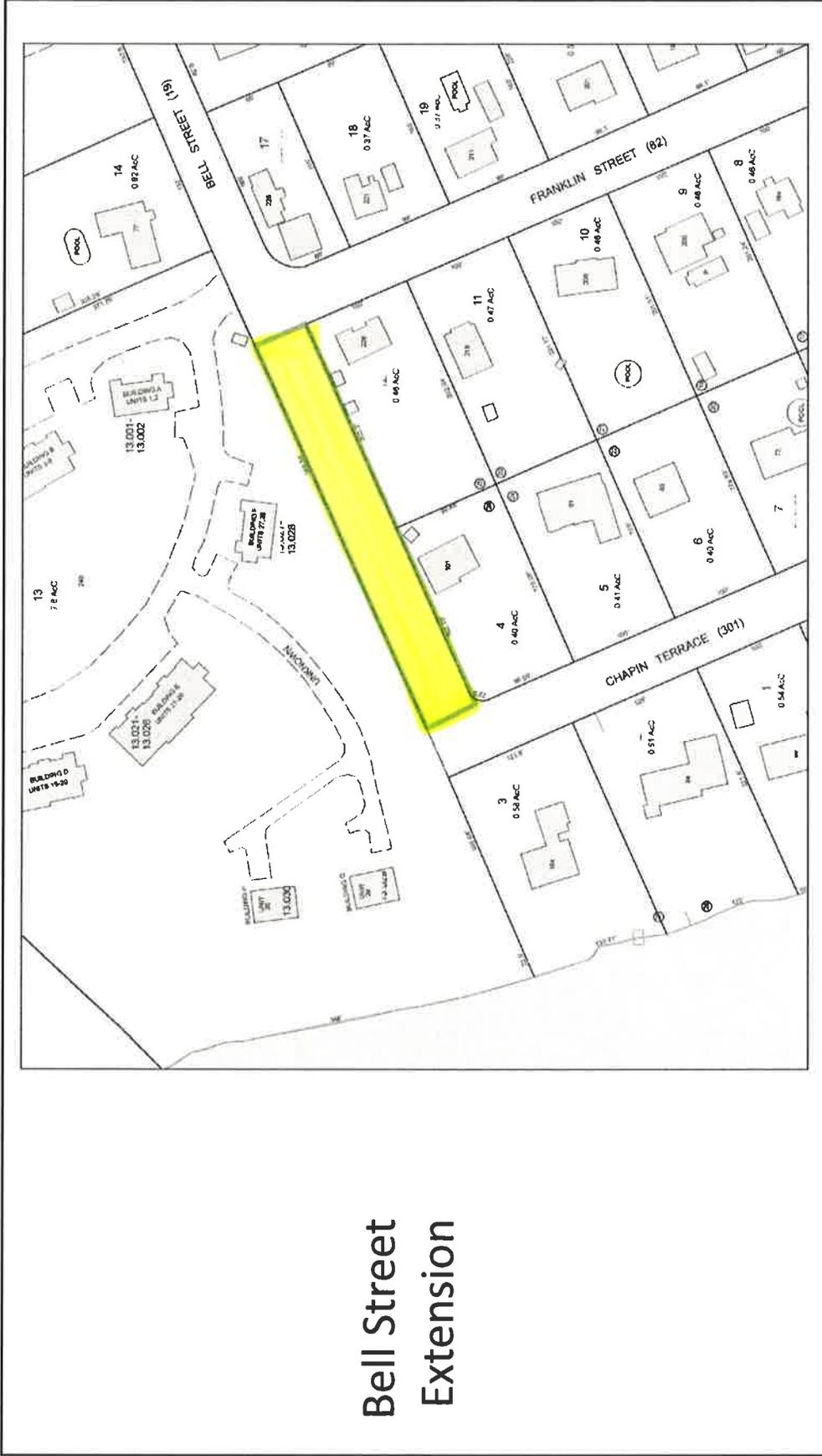
Initial request for Emergency Lane Declaration

Street	From	To	Justification
Bell Street	Chapin Terrace	Franklin	Chapin Terrace is a dead end and the plow trucks use this section of Bell Street to go to Franklin Street versus having to back down Chapin Terrace to the next cross street.
Crossover	Durkee	Addison	Durkee and Addison are both dead-end roads. The trucks would have to back up the length of Durkee and Addison to plow these streets. The crossover allows the plow truck to plow in loop on the 2 streets.
Channel Lane	Dead end	Endicott Rd	Provides access to City owned pump station at the west end of the lane.
Hillcrest	Public Highway section	Public Highway section	Provides access to City owned pump station at the end of Hillcrest and efficiently plow the section of the road that is a public highway
Lane Road	Meredith Center Road	Parade Road	Allows plow trucks to efficiently move from one section of the City to another reducing the time required for snow removal
Pickerel Pond Road	Meredith Center Road	Parade Road	Allows plow trucks to efficiently move from one section of the City to another reducing the time required for snow removal

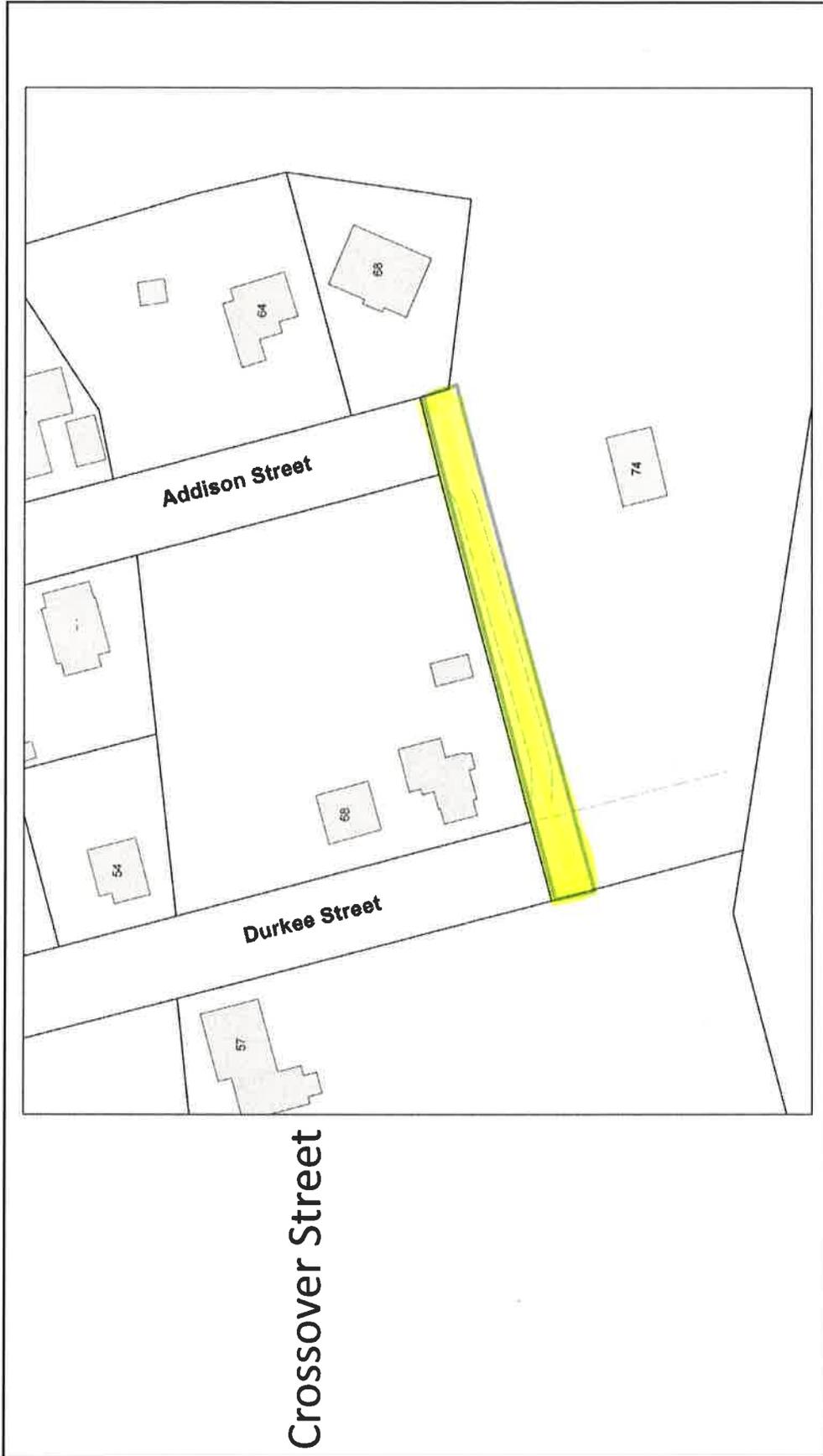
As of January 13, 2016

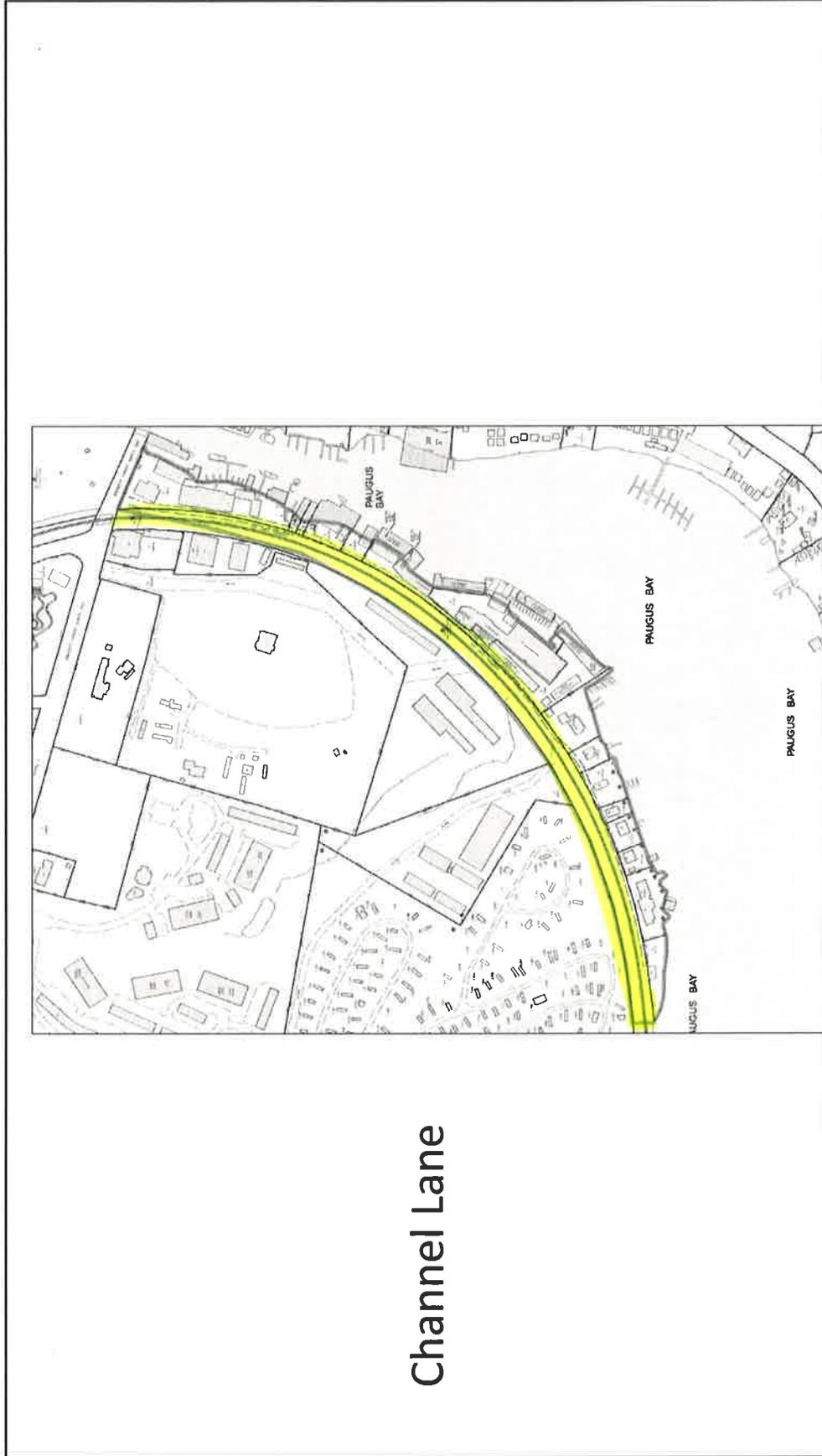
Initial request to Accept As-Is (Test Cases)

Street	From	To	Sanborn Insurance Maps	First City Survey/Plan Records
Park Street	Elm Street	Gold Street	1911	1940 Survey
Tremont Street	Pleasant	North Main Street	1911	1910 Survey

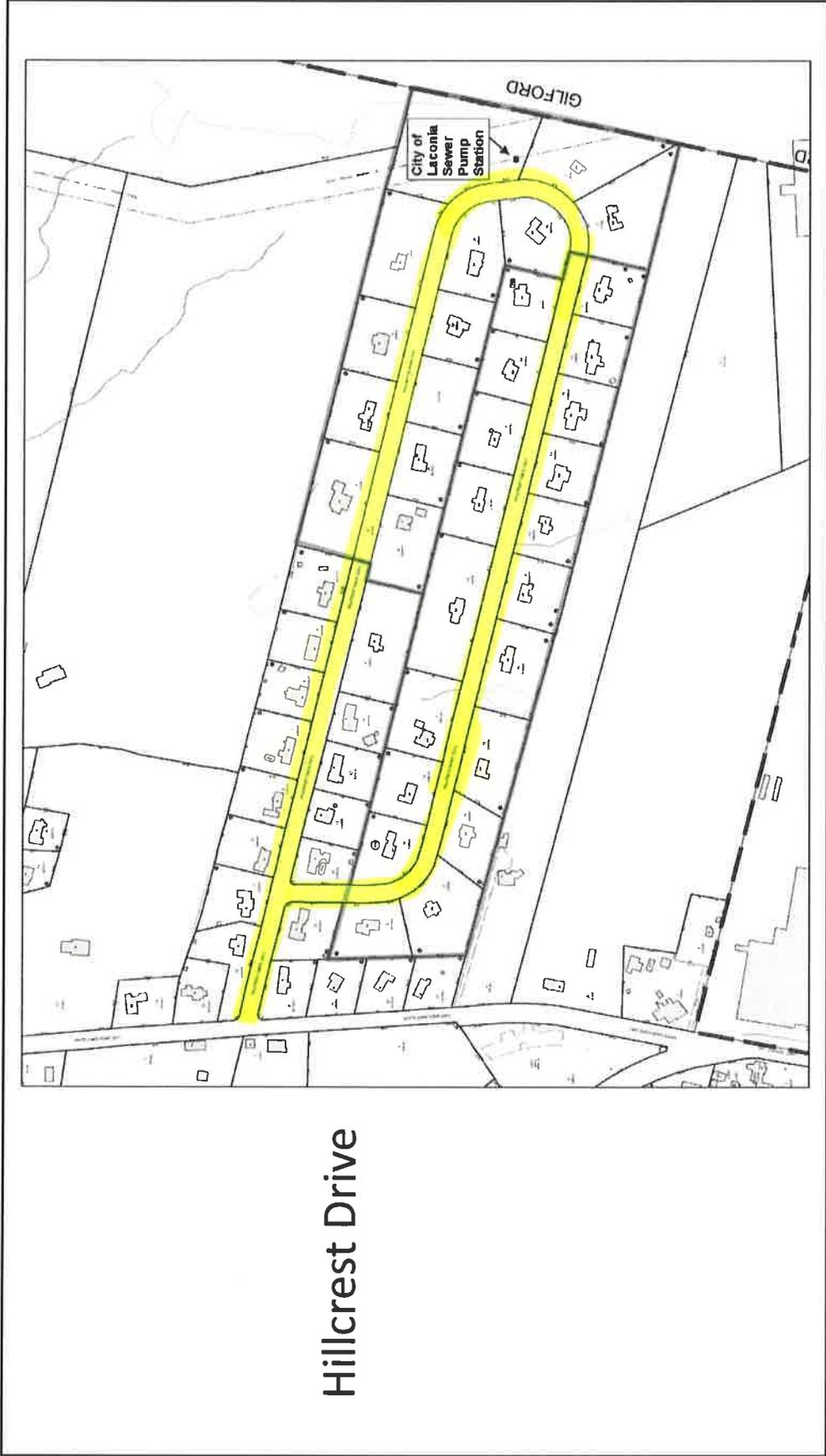


Bell Street Extension

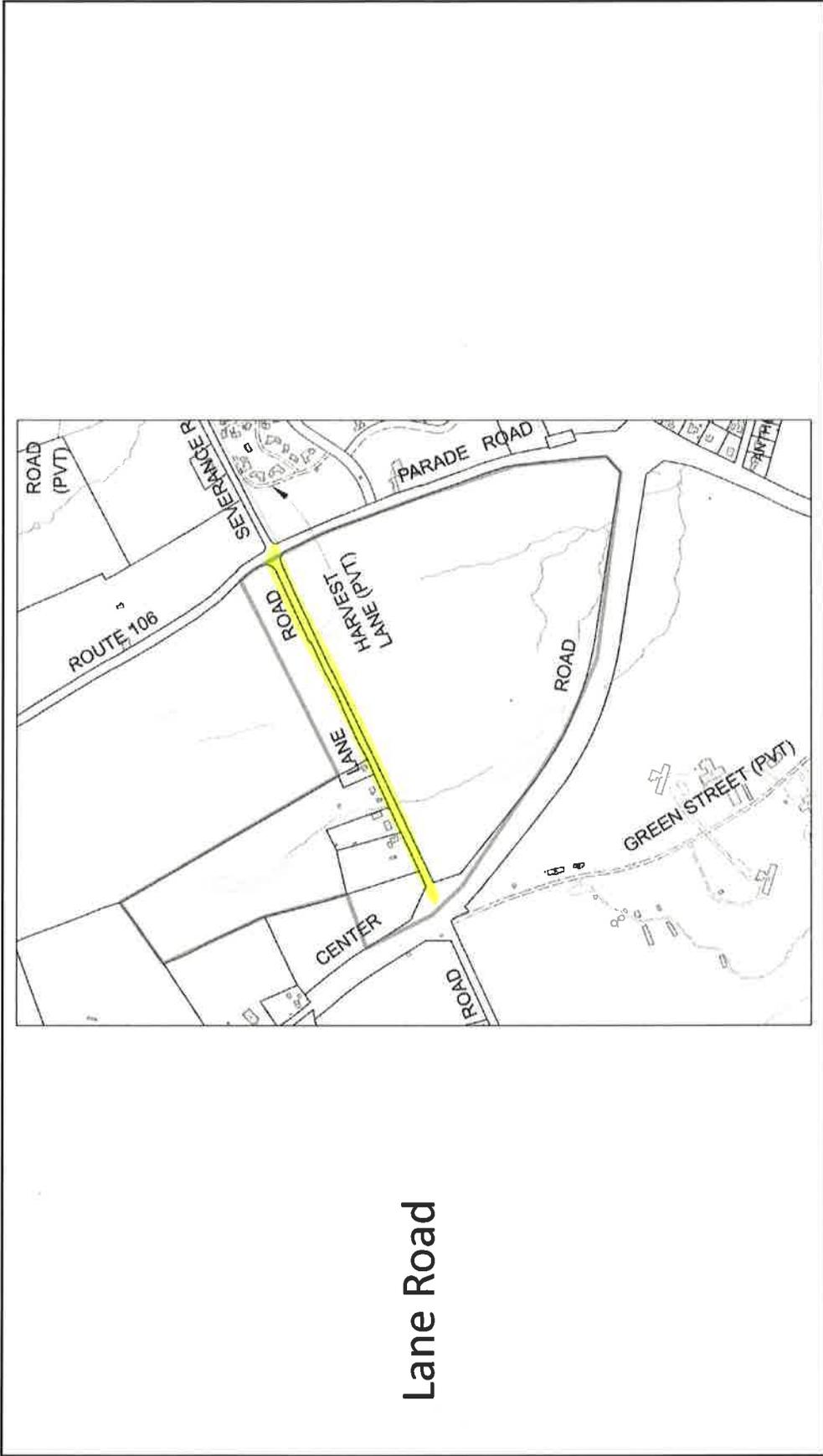




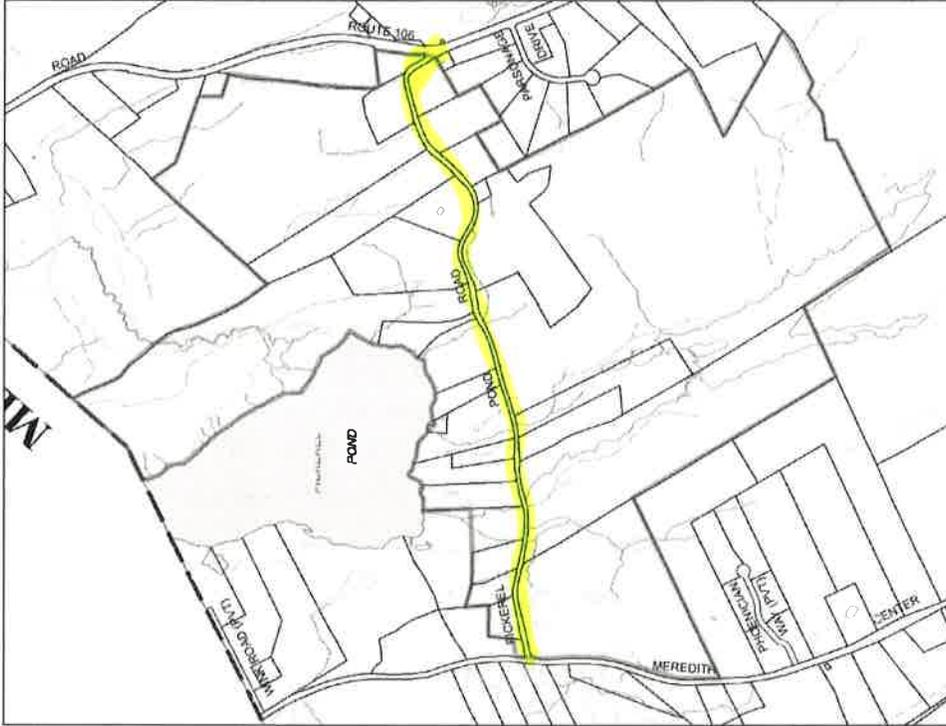
Channel Lane



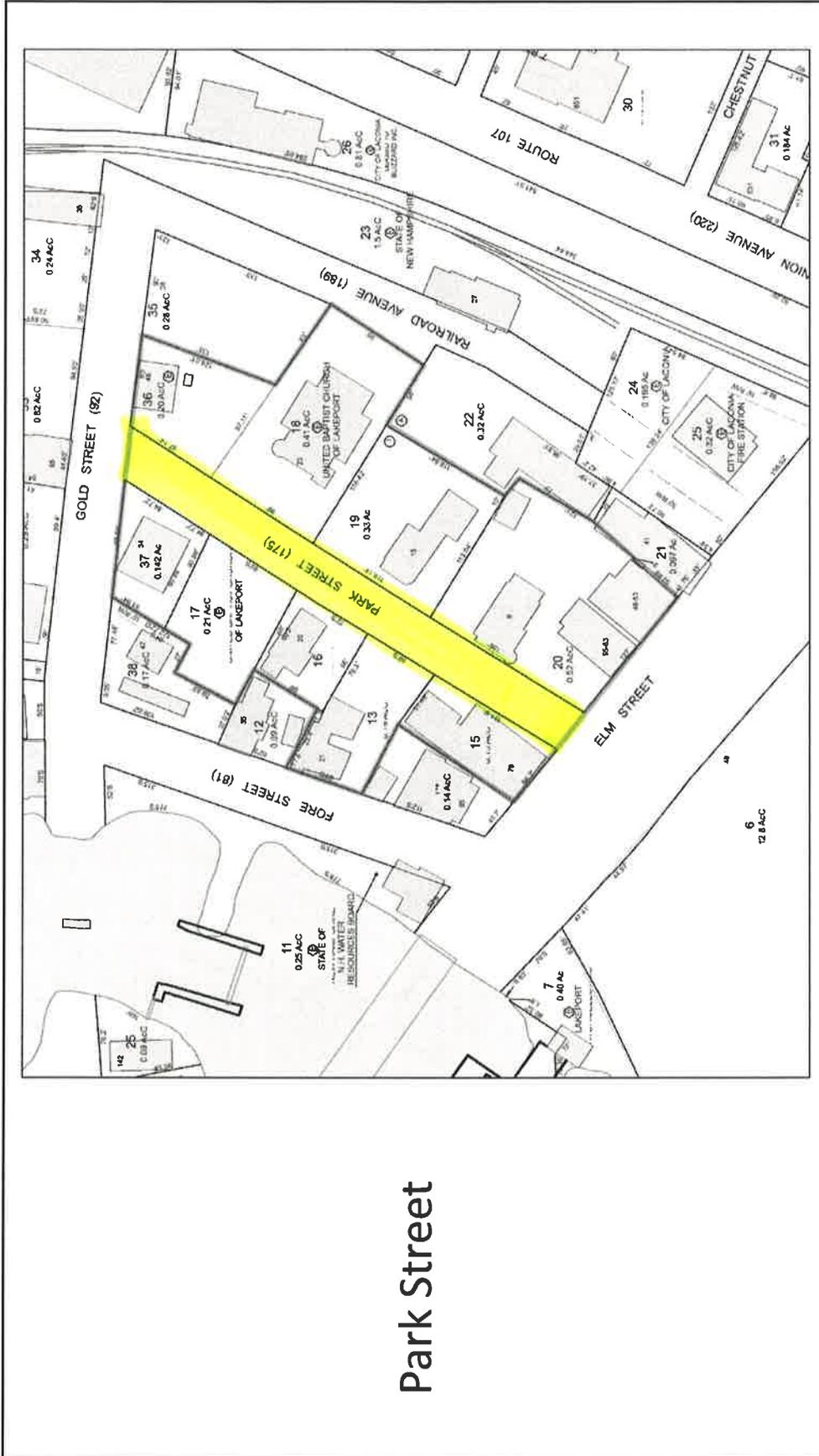
Hillcrest Drive



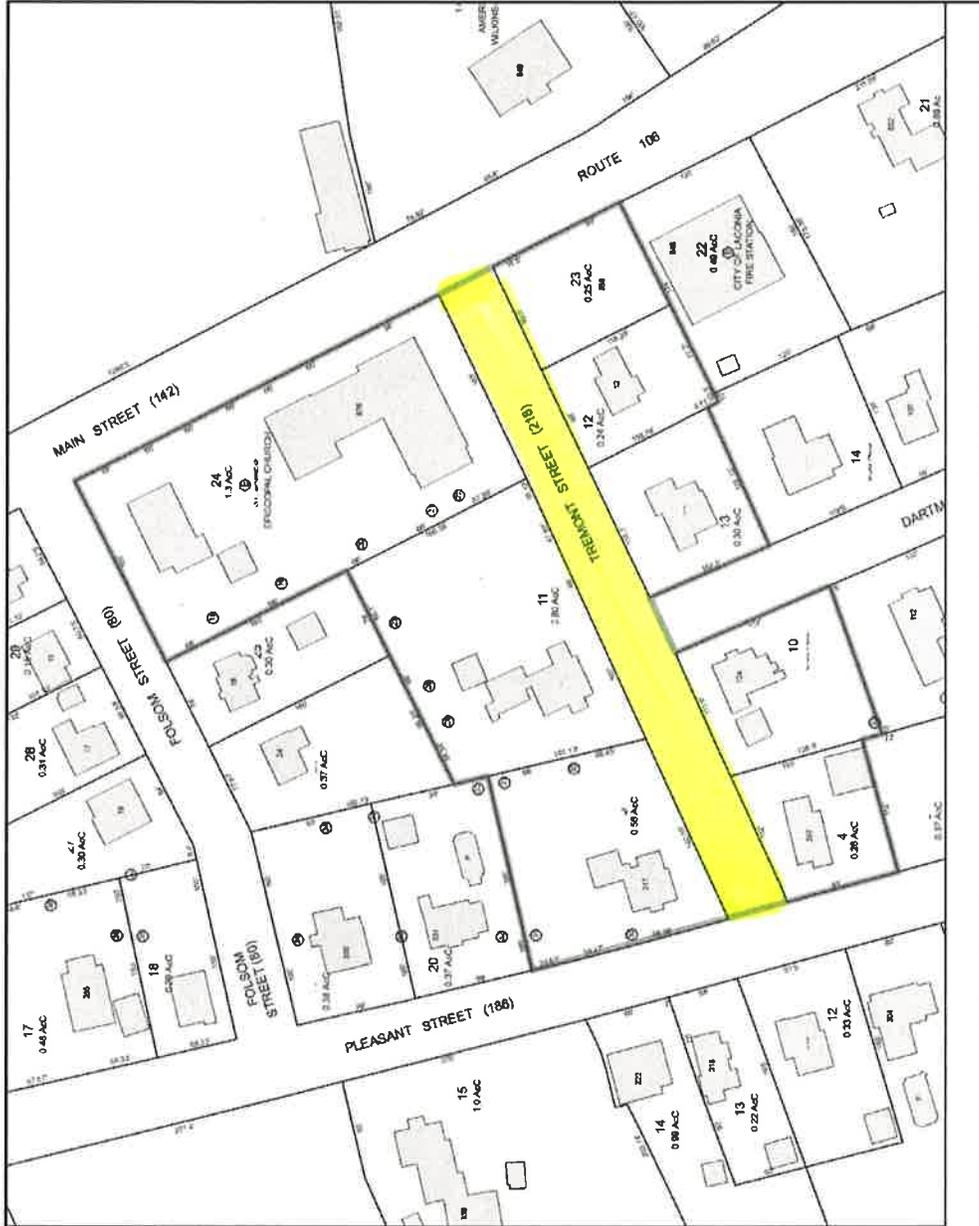
Lane Road



Pickrel Pond Road



Park Street



Tremont Street



CITY COUNCIL ITEM INFORMATION SHEET

DATE SUBMITTED: 1/10/2017

FROM: Scott Myers, City Manager

SUBJECT: Margaret Selig - seeking appointment to a regular position on the Trustees of the Trust Fund for a three-year term expiring at the end of March, 2019 (1 vacant regular position available)

DISCUSSION:

Interviews of those individuals applying for appointment to various Boards and Commissions were held at the January 9, 2017 City Council meeting.

REQUESTED ACTION:

Proposed motion: *"I move to appoint Margaret Selig to a regular position on the Trustees of the Trust Fund for a three-year term expiring at the end of March, 2019."*

ATTACHMENTS:

<u>Description</u>	<u>Type</u>	<u>Upload Date</u>	<u>File Name</u>
Margaret Selig Application	Backup Material	1/17/2017	Margaret_Selig_Trustees__Application.pdf



CITY OF LACONIA
APPLICATION FOR CITY BOARDS & COMMISSIONS

Return applications to:
City Manager's Office
45 Beacon St. East
Laconia, NH 03246

e-mail: brownn@city.laconia.nh.us - Phone: 527-1270 Fax 527-1292

Name: MARGARET K. SELIG (Peggy)

Home Address:

Mailing Address: SAME

I reside in Ward: 3

e-mail address: pselig44@gmail.com

Telephone: 524-0109 (home) (cell) (work)

I am seeking [X] appointment [] reappointment as a [] full member [] alternate to the TRUSTEES OF THE TRUST FUND (Board or Commission for which you are applying)

Per Chapter 5, §5-20 of the City Ordinances, a person appointed to any board, commission or committee is authorized to serve on more than one board, commission or committee, unless (1) doing so is prohibited by this chapter, other local ordinances or state law, or (2) doing so would raise a conflict of interest due to the scope of the authority of the boards, commissions or committees the person serves on.

- I do not serve on another City board, commission or committee [X]
I am currently serving on the (please see reverse side of form of boards and commissions and possible conflicts)

Please list any experiences, skills and/or qualifications which you feel would especially suit you for this position, and your reasons for applying: I was on the board of the Peoples Community Development Fund that the city controls. I have also worked with this committee selecting recipient of these funds.

(If you need additional space, please use separate sheet of paper.)

PLEASE NOTE: If appointed to the board or commission for which you are applying, your address and phone number will not be given out unless approved below.

The following information may be provided to the public upon request:

Home Address: Yes No Home Phone: Yes No Work Phone: Yes No Cell Phone: Yes No

Date: 12/28/2016

Margaret K. Selig
(Signature)

Please check the list below of boards and commissions for possible conflicts:

BOARD	CONFLICT
BOARD OF ASSESSORS	
BUILDING CODE BOARD OF APPEALS	
CONSERVATION COMMISSION	Has a Plan. Bd. member serving as liaison
HERITAGE COMMISSION	
LACONIA HOUSING AUTHORITY	
LAKES REGION PLANNING COMMISSION	Has 2 Plan. Bd. members as liaison members
LIBRARY TRUSTEE	
LICENSING BOARD	
PARKS & RECREATION COMMISSION	
PERSONNEL ADVISORY BOARD	
PLANNING BOARD	ZBA
POLICE COMMISSION	
PUTNAM FUND COMMITTEE	TRUSTEE OF THE TRUST FUNDS
TRUSTEES OF THE TRUST FUNDS	PUTNAM FUND COMMITTEE
WATER COMMISSION	
ZONING BOARD OF ADJUSTMENT	PLANNING BOARD



CITY COUNCIL ITEM INFORMATION SHEET

DATE SUBMITTED: 1/10/2017

FROM: Scott Myers, City Manager

SUBJECT: Elizabeth Merry - seeking appointment to a regular position on the Planning Board

DISCUSSION:

Interviews of those individuals applying for appointment to various Boards and Commissions were held at the January 9, 2017 City Council meeting.

There are two vacant regular positions and one alternate position available. Of the two regular positions, one appointment would be to fill the unexpired term of Jerry Mailloux (expiring at the end of June, 2017); the other would be to fill the unexpired term of Warren Hutchins (expiring at the end of June, 2018). Both Mr. Mailloux and Mr. Hutchins resigned from the Planning Board in 2016.

The alternate position would expire at the end of June, 2019

REQUESTED ACTION:

If the Council wishes to appoint Ms. Merry to one of the available Planning Board positions, a motion would be in order to appoint her to one of the two regular positions or the alternate position as described above.

ATTACHMENTS:

<u>Description</u>	<u>Type</u>	<u>Upload Date</u>	<u>File Name</u>
Elizabeth Merry Application	Backup Material	1/17/2017	Liz_Merry_Planning_Board_Application_for_Agenda.pdf

PLEASE NOTE: If appointed to the board or commission for which you are applying, your address and phone number will not be given out unless approved below.

The following information may be provided to the public upon request:

Home Address: Yes No Home Phone: Yes No Work Phone: Yes No Cell Phone: Yes No

Date: Dec. 14/16

R. S. H. U. [Signature]
(Signature)

Please check the list below of boards and commissions for possible conflicts:

BOARD	CONFLICT
BOARD OF ASSESSORS	
BUILDING CODE BOARD OF APPEALS	
CONSERVATION COMMISSION	Has a Plan. Bd. member serving as liaison
HERITAGE COMMISSION	
LACONIA HOUSING AUTHORITY	
LAKES REGION PLANNING COMMISSION	Has 2 Plan. Bd. members as liaison members
LIBRARY TRUSTEE	
LICENSING BOARD	
PARKS & RECREATION COMMISSION	
PERSONNEL ADVISORY BOARD	
PLANNING BOARD	ZBA
POLICE COMMISSION	
PUTNAM FUND COMMITTEE	TRUSTEE OF THE TRUST FUNDS
TRUSTEES OF THE TRUST FUNDS	PUTNAM FUND COMMITTEE
WATER COMMISSION	
ZONING BOARD OF ADJUSTMENT	PLANNING BOARD



CITY COUNCIL ITEM INFORMATION SHEET

DATE SUBMITTED: 1/10/2017

FROM: Scott Myers, City Manager

SUBJECT: Charlie St. Clair - seeking appointment to a regular position on the Planning Board

DISCUSSION:

Interviews of those individuals applying for appointment to various Boards and Commissions were held at the January 9, 2017 City Council meeting.

There are two vacant regular positions and one alternate position available. Of the two regular positions, one appointment would be to fill the unexpired term of Jerry Mailloux (expiring at the end of June, 2017); the other would be to fill the unexpired term of Warren Hutchins (expiring at the end of June, 2018). Both Mr. Mailloux and Mr. Hutchins resigned from the Planning Board in 2016.

Mr. St. Clair is currently an alternate on the Planning Board; he has expressed an interest in moving from the alternate position to a regular position.

REQUESTED ACTION:

If the Council wishes to appoint Mr. St. Clair to one of the available Planning Board positions, a motion would be in order to appoint him to one of the two regular positions as described above.

ATTACHMENTS:

<u>Description</u>	<u>Type</u>	<u>Upload Date</u>	<u>File Name</u>
Charlie St. Clair Application	Backup Material	1/17/2017	Charlie_St._Clair_PB_Application.pdf



CITY OF LACONIA
APPLICATION FOR CITY BOARDS & COMMISSIONS

Return applications to:
City Manager's Office
45 Beacon St. East
Laconia, NH 03246

e-mail: brownn@city.laconia.nh.us - Phone: 527-1270 Fax 527-1292

Name: CHARLIE ST. CLAIR

Home Address:

Mailing Address:

I reside in Ward: 3

e-mail address: INFO@LACONIAMC.WEEK.COM

Telephone: 603-524-8568 (home), (cell), 603-366-2000 (work)

I am seeking [] appointment [] reappointment as a [X] full member [] alternate to the PLANNING BOARD (Board or Commission for which you are applying)

Per Chapter 5, §5-20 of the City Ordinances, a person appointed to any board, commission or committee is authorized to serve on more than one board, commission or committee, unless (1) doing so is prohibited by this chapter, other local ordinances or state law, or (2) doing so would raise a conflict of interest due to the scope of the authority of the boards, commissions or committees the person serves on.

I do not serve on another City board, commission or committee [] I am currently serving on the DOWNTOWN TIF - Alt. (please see reverse side of form of boards and commissions and possible conflicts)

Please list any experiences, skills and/or qualifications which you feel would especially suit you for this position, and your reasons for applying: I WOULD LIKE TO BECOME MORE INVOLVED IN THE FUTURE OF LACONIA

(If you need additional space, please use separate sheet of paper.)

PLEASE NOTE: If appointed to the board or commission for which you are applying, your address and phone number will not be given out unless approved below.

The following information may be provided to the public upon request:

Home Address Yes No Home Phone Yes No Work Phone Yes No

Date: 12/16/16

Charlie St. Clair
(Signature)

Please check the list below of boards and commissions for possible conflicts:

BOARD	CONFLICT
BOARD OF ASSESSORS	
BUILDING CODE BOARD OF APPEALS	
CONSERVATION COMMISSION	Has a Plan. Bd. member serving as liaison
HERITAGE COMMISSION	
LACONIA HOUSING AUTHORITY	
LAKES REGION PLANNING COMMISSION	Has 2 Plan. Bd. members as liaison members
LIBRARY TRUSTEE	
LICENSING BOARD	
PARKS & RECREATION COMMISSION	
PERSONNEL ADVISORY BOARD	
PLANNING BOARD	ZBA
POLICE COMMISSION	
PUTNAM FUND COMMITTEE	TRUSTEE OF THE TRUST FUNDS
TRUSTEES OF THE TRUST FUNDS	PUTNAM FUND COMMITTEE
WATER COMMISSION	
ZONING BOARD OF ADJUSTMENT	PLANNING BOARD