



**LACONIA CITY COUNCIL MEETING  
MONDAY, MARCH 8, 2010  
CITY HALL – CONFERENCE ROOM 200A  
7:30 P.M.**

**CALL TO ORDER:**

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

**SALUTE TO THE FLAG:**

Councilor Henry Lipman led the Salute to the Flag.

**ROLL CALL:**

City Clerk Mary Cote called the roll with the following Councilors present: Councilor Knytych, Lahey, Lipman, Baer, Hamel and Bolduc. Also present City Manager Eileen Cabanel.

**ADOPTION OF MINUTES OF PREVIOUS MEETINGS:**

- **Minutes of 2/22/10 meeting**

Councilor Bolduc moved to accept the minutes of the 2/22/10 Council Meeting. Seconded by Councilor Hamel. **Motion passed unanimously.**

**CONSENT AND ACTION CALENDAR:**

1. **March of Dimes requesting to raise funds at Opechee Park on May 2, 2010**

Councilor Hamel motioned to allow the March of Dimes to raise funds at Opechee Park on May 2, 2010. Seconded by Councilor Knytych. **Motion passed unanimously.**

**CITIZEN COMMENTS FOR MATTERS NOT ON THE AGENDA: NONE**

**INTERVIEWS:**

1. **Robert Holbrook – requesting reappointment to the Laconia Putnam Fund**

Councilor Bolduc spoke on behalf of Mr. Holbrook. A call was received from Mr. Holbrook stating he would like to rescind his request.

2. **Daylon Brock – requesting reappointment to the Library Board of Trustees**

Mayor Seymour invited Mr. Brock to address the Council.

Mr. Brock has been a member of the Library Board of Trustees since 1999. In that time he has seen many technological advancements and changes at the Library. He would like to continue his efforts on the Library Board of Trustees to continue to make the Library a place the community can be proud of.

Councilor Baer noted that as the Liaison to the Library Board of Trustees, she has never seen Mr. Brock or Mr. Moriarty miss a meeting, and has witnessed their hard work and dedication to the Library.

### **3. John Moriarty – requesting reappointment to the Library Board of Trustees**

Mayor Seymour invited Mr. Moriarty to address the Council.

Mr. Moriarty has served on the Library Board of Trustees for nine years. Mr. Moriarty reviewed some of the accomplishments of the Library over the past several years, including the expansion project which was completed five years ago, as well as the efforts to keep up with technology. Mr. Moriarty also mentioned that the Laconia Public Library is being featured this week on NH Chronicle because it serves as an icon in the Granite State.

Councilor Hamel asked Mr. Moriarty what technologies and advancements have been brought over to the Goss Reading Room in Lakeport. Mr. Moriarty explained that the Library Board of Trustees treats both locations equally. This past year, the Gates Grant was received for two new computers, and they were placed in the Goss Reading Room, along with the next computer acquisition going to that location. A virtual private network is also maintained between the main campus and the Goss Reading Room, which allows the access of the patrons at that location to be equal to that of the main campus.

### **4. Tim Kerns – requesting reappointment to the Parks & Recreation Commission**

Mayor Seymour invited Mr. Kerns to address the Council.

Mr. Kerns has served one term on the Parks & Recreation Commission. With the new leadership coming into place, the Commission is looking to move in a new direction, and he would like to be involved in that process.

### **5. Jeffrey Pattison – requesting reappointment to the Parks & Recreation Commission**

Mayor Seymour invited Mr. Pattison to address the Council.

Mr. Pattison has been on the Parks & Recreation Commission for nine years, with the last five years being served as the chairman. He agreed with Mr. Kerns that the Commission will be taking a different direction with the appointment of a new director, Kevin Dunleavy, who will be attending his first meeting next Monday evening. The Commission has gained a lot of knowledge in the last six months with regard to the operations of the department, and they need to move forward in a methodical way to make sure the care is given to the parks and beaches, as well as the facilities.

When Mr. Pattison joined the Commission, he did not anticipate staying as long as he has. At this time, he feels he has more work to do, and would appreciate staying with the Commission for another term.

## **6. Rodney Roy – requesting appointment to the Parks & Recreation Commission**

Mayor Seymour invited Mr. Roy to address the Council.

Mr. Roy reviewed his various leadership roles within several youth organizations throughout the City, including football, basketball, baseball and lacrosse. As a member of various leagues, Mr. Roy works very closely with Amy Lovisek as a Coach Smart instructor, as well as organizing sports clinics.

Councilor Hamel asked Mr. Roy what he thinks he can bring to the Commission, given his extensive background with the youth of the City. Mr. Roy could see himself as a liaison between the families and the Parks & Recreation Commission, having a good relationship with so many families within the City.

## **7. Karl Reitz – requesting appointment as a Trustee of the Trust Funds**

Mayor Seymour invited Mr. Reitz to address the Council.

Mr. Reitz would like to be a Trustee of the Trust Funds because he has several years of experience in the finance industry. Over the last few weeks, Mr. Reitz has had the opportunity to review the records and minutes of the meetings from the last three years. From doing this, he has gotten an understanding of the organizations served by the Trust Funds, as well as learned the Boards goal to mix income and investments. Prior to this research, Mr. Reitz was not familiar with the organizations, how money was acquired, or the procedures; at this time he feels he has the knowledge to allow him to serve as a Trustee of the Trust Funds.

### **Other Comments regarding interviews:**

Councilor Lipman confirmed the number of positions being available for Parks & Recreation Commission is two.

Councilor Knytych commented that it seems that there are consistently a number of qualified individuals applying for the Parks & Recreation Commission. It is his understanding that the last time this situation occurred, the Council had asked the Commission to look into expanding their seats by one; at this time he does not recall getting any feedback from the Commission. Councilor Hamel and Councilor Bolduc clarified that they were looking to have two alternates, but the current Commission chose to keep the size as is currently. City Manager Cabanel asked Mr. Pattison to confirm this statement. Mr. Pattison confirmed that discussion was taken up on more than one occasion, and as a group they chose to stay at five members. This was decided for stability, as well as the concern of the Commission getting too large.

**COMMUNICATIONS:** NONE

### **PRESENTATIONS:**

- **2010-2011 Budget Presentation – City Manager Eileen Cabanel**

City Manager Cabanel reviewed the attached presentation with the Council. (See attachment #1)

Councilor Lacey asked City Manager Cabanel to clarify the Fund Balance. The City uses a measure to put in revenue estimates that are low, therefore all additional revenue above the estimate is adding to the Fund Balance.

City Manager Cabanel expressed to the Council that she has been looking at other communities and checking into the measures they are taking to balance their budgets this year. We are in a better position because during good economic times, we did not deplete our Fund Balance; it is recommended to have a Fund Balance between 10-15% of annual revenues.

City Manager Cabanel also pointed out that the City has done a great job of getting several Capital Improvement Projects done. It is obvious that the High School is one that is lingering, but getting the Middle School done was a great step. Some of the examples of projects completed include the Lakes Business Park, police station, all of the maintenance to the Elementary schools, and the various park projects. In addition, millions of dollars has been used to repair the road and bridges.

Councilor Knytych asked for the balance of the Building Repair fund. City Manager Cabanel estimated the balance to be \$130,000.

Councilor Hamel asked what the \$.04 increase in the tax rate would work out to be for an increase in revenue. City Manager Cabanel estimated the increase to be approximately \$122,000.

**MAYOR'S REPORT:**

Mayor Seymour reported his attendance at the Arts Alive function this evening at the Belknap Mill. Five school districts are being represented all with wonderful art work on display.

**CITIZEN REQUESTS TO COMMENT ON CURRENT AGENDA ITEMS:** NONE

**PUBLIC HEARING:** NONE

**COMMITTEE REPORTS:**

1. **FINANCE:** (Lipman, Hamel, Baer) (No report on any item in committee)
  - a) WOW Trail Fund
  - b) Special Item Budget Requests Procedural Review
2. **PUBLIC SAFETY:** ( Baer, Knytych, Lahey) (No report on any item in committee)
  - a) Fair St./Court St. traffic problems and accidents
3. **GOVERNMENT OPERATIONS & ORDINANCES:** (Knytych, Bolduc, Lahey) (No report on any item in committee)
  - a) Energy Committee
  - b) Amendment to Zoning ordinance re Drug Treatment Facilities
  - e) Proposed Amendments to City Charter
  - f) RSA 37:6 and the Powers of the City Manager
4. **PUBLIC WORKS:** (Bolduc, Baer, Lahey) (No report on any item in committee)
  - a) Ordinance Amending Chapter 221, Vehicles and Traffic/Parking on Sublawns
  - b) Oak & North Main St. Intersection
  - c) No parking on Messer St.
5. **LAND & BUILDINGS:** (Hamel, Lipman ,Bolduc) (No report on any item in Committee)

- a) Repair & maintenance of City Buildings
- b) Use of City docks at Weirs Beach

Councilor Bolduc requested a Public Works Committee meeting to be scheduled on March 22<sup>nd</sup> at 6:15 p.m. and to have Luke Powell from Public Works present.

**LIAISON REPORTS: NONE**

**MANAGER’S REPORT:**

City Manager Cabanel wanted to point out that the new Comprehensive Annual Financial Report is out. Finance Director Pam Reynolds and Donna Woodaman did a lot of hard work and gathering of information to get this report out. Councilor Lipman requested a presentation on the report at the next Council Meeting on March 22<sup>nd</sup>.

City Manager Cabanel also informed the Council that one contract year exists with Busby Construction. The City Manager approached Mr. Busby with the prospective of the CPIU increase this year being 0%, as the actual CPIU is in the negative. Mr. Busby agreed to this proposal.

**NEW BUSINESS:**

**1. Request by Faith Alive Christian Fellowship to fundraise at Memorial Park May 21-23**

Councilor Knytych moved to approve the request by Faith Alive Christian Fellowship to fundraise at Memorial Park from May 21-23, 2010. Seconded by Councilor Bolduc.

Councilor Baer asked why they were permitting an organization in Gilford to raise funds in Laconia. City Manager Cabanel explained it can be approved by Parks & Recreation, but it is the charge of the Council to decide if it is fitting to do so.

**Motion passed unanimously.**

**2. Request by Laconia Historical & Museum Society to fundraise at Robbie Mills on May 22**

Councilor Hamel motioned to approve the request by the Laconia Historical & Museum Society to fundraise at Robbie Mills field on May 22, 2010. Seconded by Councilor Knytych. **Motion passed unanimously.**

**3. Request to transfer \$29,729 from various accounts to Memorial Park Storage Building**

Councilor Hamel moved to approve the transfer \$29, 729 as follows:

FROM: Planning	01-405	\$15,000	
Elections	01-417	\$10,000	
Assessing	01-411	\$4,729.23	
TO: Memorial Park Storage Building	01-497	\$29,729.23	

Seconded by Councilor Bolduc. **Motion passed unanimously.**

#### **4. Approval of Taylor Home Agreement**

City Manager Cabanel reviewed the proposed agreement, noting the changes that have been made to adjust for the growth of the Taylor Community.

Councilor Lipman moved to accept the agreement as presented. Seconded by Councilor Bolduc.

Councilor Hamel asked if new buildings are built, will they be subject to Impact Fees, should the Council adopt them. City Manager Cabanel explained that this agreement is only a payment in lieu of taxes, and they would still be held accountable to all other fees and permit requirements.

**Motion passed unanimously.**

#### **5. Reappointment of Shanna Saunders, Planning Director, to the Lakes Region Planning Commission Transportation Advisory Committee**

Councilor Lipman moved to reappoint Shanna Saunders, Planning Director, to the Lakes Region Planning Commission transportation Advisory Committee. Seconded by Councilor Lahey. **Motion passed unanimously.**

#### **6. Schedule Airport Appointive Agency meeting on 3/22/10 at 7:00 p.m.**

Councilor Hamel moved to schedule the Airport Appointive Agency meeting for March 22, 2010 at 7:00 p.m. Seconded by Councilor Lahey. **Motion passed unanimously.**

#### **7. Scheduling budget work sessions**

Councilor Lipman expressed his concerns with finalizing the budget prior to the State of New Hampshire making decisions about their budget. Last year the Council waited until July 20<sup>th</sup> to approve the budget for this same reason.

City Manager Cabanel confirmed that the State would need to make any changes by June 30<sup>th</sup>. Councilor Lipman advised that the State is short by \$140 million for the biennium ending June 30<sup>th</sup>, 2011. It is suspected that this is low due to a continued loss in revenues. Some of the cuts the State may make could be indirect, but he would still not be comfortable accepting a budget not knowing what the cuts will be.

Councilor Baer asked if the Council is going to be given a copy of the School Budget prior to the presentation. Councilor Hamel noted that he would like it at least a week before the presentation. City Manager Cabanel did read in the newspaper that the School Board had approved a budget to be presented, but did not have a copy of it yet.

Councilor Knytych also asked the Council to keep in mind the City Charter amendments needs to be done on a time-line, and the Committee will need to meet after the Public Hearing but before the Council votes to add them to the ballots. He would like some time to be kept for that process.

City Manager Cabanel assured the Council that she does have a running list of items that can be pulled out if absolutely necessary. She would prefer to have the budget done as soon as possible, to avoid the

issue of feeling like something is incomplete. If something disastrous were to happen, the budget can be reopened for review and amend.

Councilor Lahey moved to schedule the following department presentations at 6:00 p.m.:

- April 12, 2010 Fire, Police and Parks & Recreation
- April 26, 2010 Planning, Code Enforcement, Assessing, and Library
- May 10, 2010 Water, Public Works, and School

Seconded by Councilor Knytych. **Motion passed unanimously.**

**UNFINISHED BUSINESS:**

1. **A Resolution Relative to Authorizing a Supplemental Appropriation for Grant Funds of \$1,300,000 for the Laconia School Department Received in Excess of those Budgeted for 2009/2010 - Second Reading**

Councilor Lahey moved to approve a Resolution Relative to Authorizing a Supplemental Appropriation for Grant Funds of \$1,300,000 for the Laconia School Department Received in Excess of those Budgeted for 2009/2010 - Second Reading . Seconded by Councilor Hamel. **Motion passed unanimously.**

2. WOW Trail
3. Master Plan
4. EPA Update
5. Sewer & Water Master Plan
6. Single Stream Recycling/Concord Co-Op

**NOMINATIONS, APPOINTMENTS & ELECTIONS:** NONE

**COUNCIL COMMENTS:** NONE

**NON - PUBLIC SESSION:** According to RSA 91-A:3, II: NONE

**ADJOURNMENT:**

At 8:59 p.m., Councilor Bolduc moved to adjourn. Seconded by Councilor Knytych. **Motion passed unanimously.**

A True Record Attest:

Mary A. Cote  
City Clerk