



**LACONIA CITY COUNCIL MEETING  
MARCH 23, 2015  
CITY HALL – CONFERENCE ROOM 200A  
7:00 P.M.**

**CALL TO ORDER:**

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

City Clerk Reynolds will be recording for this meeting.

**SALUTE TO THE FLAG:**

Councilor Ava Doyle led the Salute to the Flag.

**ROLL CALL:**

City Clerk Reynolds called the roll with the following Councilors present: Councilors Doyle, Bownes, Baer, Hamel and Bolduc. Also present City Manager Scott Myers and Finance Director Donna Woodaman.

Mayor Engler noted that five Councilors are in attendance and a quorum is established.

Councilor Lipman arrived after roll call.

**ADOPTION OF MINUTES OF PREVIOUS MEETINGS:**

1. Regular and workshop meeting minutes of March 9, 2015

*Councilor Hamel moved to approve the regular and workshop meeting minutes of March 9, 2015. Seconded by Councilor Bolduc. **Vote was 6-0 and the motion passed.***

**CONSENT AND ACTION CALENDAR:**

1. Temporary Traffic Order 2015-2, Community Blood Drive, Penny Pitou Travel/American Red Cross (attached)

*Councilor Bolduc moved to approve Temporary Traffic Order 2015-2, Community Blood Drive, Penny Pitou Travel/American Red Cross. Seconded by Councilor Bownes. **Vote was 6-0 and the motion passed.***

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

**INTERVIEWS: NONE**

**COMMUNICATIONS: NONE**

**PUBLIC HEARING:**

1. Authorizing Bonds and Notes of the City for Capital Projects in the Amount of \$8,105,000

Mayor Engler opened the public hearing at 7:05 p.m. with notice of this public hearing being made in the Thursday, March 12, 2015 edition of the Laconia Daily Sun, at City Hall, the Gale Memorial Library, the Laconia Community Center and the offices of the Laconia School District.

Billy Reed of 89 Frank Bean Rd addressed the Council regarding the Frank Bean Road Environmental Clean Up. Mr. Reed would like the City to clean up his property as part of this clean up. Mr. Reed added that his wife is now battling cancer and all of the dump on the site are cancer causing. The Planning Board allowed this to happen beginning in 2003 and the City should be responsible.

With no other comments from the public Mayor Engler closed the public hearing at 7:08 p.m.

**PRESENTATIONS:**

1. Emergency Management Plan – Chief Erickson

Chief Erickson reviewed the current Emergency Management Plan with the Council. A full copy of this plan can be found on the City website for the public to view.

Councilor Baer asked if this is similar with information to the Hazard Mitigation Plan. Chief Erickson replied that some of the ideas are taken from the Emergency Management Plan and implemented in the Hazard Mitigation Plan, mostly focusing on flooding.

Councilor Lipman asked if there are any updates being made. Chief Erickson replied that nothing has been changed and a grant is being applied for to make the update. After each event there is a meeting to discuss the event to have ideas and ways to make the plan better.

Councilor Lipman asked if the Middle School being used as an emergency shelter is in this plan. Chief Erickson replied that it is.

2. Proposed FY 2015/2016 Budget – City Manager Myers

City Manager Myers reviewed the proposed budget for the City. Superintendent Terri Forsten and Business Administrator Ed Emond presented the proposed School budget. Also present were Board of Education members Scott Vachon and Joe Cormier, as well as Assistant Superintendent Kirk Beitler. General questions were answered with a more detailed presentation of the City budget being presented at budget hearings beginning June 1 and by the School District on May 11.

**MAYOR'S REPORT:**

Mayor Engler thanked George Hawkins and David Plourde for their long and dedicated service to the Parks & Recreation Commission.

Mayor Engler commented that the Re-Imagine Laconia Open House was held last week at the Lake Opechee Inn & Spa, with a great turnout on behalf of the City Council, and it was a very well received event.

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

**COMMITTEE REPORTS:**

1. **FINANCE:** (Lipman, Hamel, Baer) (No report on any item in committee)
  - a) WOW Trail Fund
  - b) Downtown TIF Financing

City Manager Myers advised that he has received a correspondence from Councilor Bolduc regarding a request to review and update the Elderly Exemption to property taxes and is requesting to schedule a meeting at a future date after additional data is collected. A spreadsheet has been compiled of larger communities that needs to be modified to fit our community size and then it will be brought to the Finance Committee.

*Councilor Bolduc moved to place "Elderly Tax Exemption Analysis" on the agenda of the Finance Committee. Seconded by Councilor Lipman. **Vote was 6-0 and motion passed.***

2. **PUBLIC SAFETY:** (Baer, Doyle, Bownes)
  - a) Fair St./Court St. traffic problems and accidents

**No report on any item in committee**

3. **GOVERNMENT OPERATIONS & ORDINANCES:** (Doyle, Bolduc, Bownes) (Report on the meeting of 3/23 @ 6:00 p.m. re: item b)
  - a) Ordinance Amending Chapter 221, Vehicles and Traffic/Parking on Sublawns
  - b) Chapter 173, Pawnbrokers

Councilor Doyle reported that the presentation from Detective Butler was informative and the Committee has moved to advise the acceptance of the amendments as presented and to move forward with the process. It was advised by City Manager Myers that a public hearing will need to be held and the ordinance will need to be adopted after the public hearing because there are fees involved to the new category of "second hand dealers". Mayor Engler stated that this would be placed under New Business as item 10.

4. **PUBLIC WORKS:** (Bolduc, Baer, Bownes)

**No report on any item in committee**

5. **LAND & BUILDINGS:** (Hamel, Lipman, Bolduc)
  - a) Repair & maintenance of City Buildings

**No report on any item in committee**

**LIAISON REPORTS: NONE**

**MANAGER'S REPORT:**

City Manager Myers reviewed the Project Updates.

**NEW BUSINESS:**

1. Request to schedule two (2) public hearings on April 13, 2015 during the regular Council Meeting regarding:
  - a. A proposed application to the Community Development Finance Authority for up to \$12,000 in Community Development Block Grant Planning Study funds for a Level 2 ASHRAE energy audit at the Normandin Square Apartments at 22 Stafford Street
  - b. The Residential Anti-displacement and Relocation Assistance Plan.

*Councilor Hamel moved to schedule a public hearing on April 13, 2015 during the regular Council Meeting regarding a proposed application to the Community Development Finance Authority for up to \$12,000 in Community Development Block Grant Planning Study funds for a Level 2 ASHRAE energy audit at the Normandin Square Apartments at 22 Stafford Street. Seconded by Councilor Bolduc. **Vote was 6-0 and the motion passed.***

*Councilor Bolduc move to schedule a public hearing on April 13, 2015 during the regular Council Meeting regarding the residential anti-displacement and relocation assistance plan. Seconded by Councilor Doyle. **Vote was 6-0 and the motion passed.***

2. Request to restore Lots 65 and 63 on Belvidere Street to their pre-merger status

A request has been made to table by the property owner because they are out of town and unable to attend this meeting.

*Councilor Hamel moved to table this item to a date to be determined. Seconded by Councilor Bolduc. **Vote was 6-0 and the motion passed.***

3. Request to restore Lot 37 on Fairview Street to its pre-merger status

City Manager Myers reviewed the process and location with the Council.

*Councilor Lipman moved to restore Lot 37 on Fairview Street to its pre-merger status as presented. Seconded by Councilor Bolduc. **Vote was 6-0 and the motion passed.***

4. Request to approve the Emergency Management Plan

*Councilor Doyle moved to approve the Emergency Management Plan as presented. Seconded by Councilor Lipman. **Vote was 6-0 and the motion passed.***

5. Management Letter from Melanson, Heath & Company

Finance Director Woodaman reviewed the recommendations with the Council.

6. Proposed Resolution regarding Council support of HB 371

Councilor Lipman explained that this bill was voted “Inexpedient to Legislate” by the subcommittee of the House therefore the Council will not be moving a resolution forward.

*Councilor Bownes moved to approve of a resolution relative to Supporting HB 371 with a full reading by Mayor Engler. Seconded by Councilor Baer.*

Councilor Lipman stated that it is important that a resident knows they have access to the Council and when an issue arises it will be brought before the Council.

Mayor Engler called the question. **Vote was 0-4 with 2 abstentions and the motion failed.**

7. Proposed Resolution relative to Adopting a Post-Issuance Tax Compliance Policy and Procedures for Tax-Exempt Obligations

City Manager Myers advised that this is a policy that needs to be approved to satisfy the bond banks and is the recommendation of legal counsel to pass this resolution this evening.

*Councilor Lipman move to vote on the reading of this resolution by title only and to waive the reading of the entire resolution. Seconded by Councilor Bownes. **Vote was 6-0 and the motion passed.***

*Councilor Lipman moved to approve the resolution relative to adopting a post-issuance tax compliance policy and procedures for tax-exempt obligations. Seconded by Councilor Bownes. **Vote was 6-0 and the motion passed.***

8. Introduction of a proposed ordinance amending Chapter 81, Salaries and Compensation relative Election Officials and a request to schedule a public hearing on April 13, 2015 during the regular Council Meeting

City Manager Myers reviewed the proposal with the Council. The request would change the Election Day rate from hourly to a daily rate and the training pay from minimum wage or just above to \$9 or \$10 per hour. This ordinance does require a public hearing in accordance with Council Rule 28 (B) because it involves appropriating funds.

*Councilor Lipman moved to schedule a public hearing on April 13, 2015 during the regular Council Meeting regarding a proposed ordinance amending Chapter 81, Salaries and Compensation relative to Election Officials. Seconded by Councilor Hamel. **Vote was 6-0 and the motion passed.***

9. Introduction of a proposed ordinance amending Chapter 5, Administration of Government relative to Records Retention and a request to approve the ordinance as presented

City Manager Myers explained that the Records Retention Committee (RRC) has been working to address the storage, minute taking, and retention needs of the City. This proposed ordinance would allow them to proceed with adding additional members from other departments and set regulations to follow City wide.

Councilor Bolduc move to vote on the reading of this ordinance by title only and to waive the reading of the entire ordinance. Seconded by Councilor Hamel. **Vote was 6-0 and the motion passed.**

Councilor Bownes moved to approve an ordinance amending Chapter 5, Administration of Government relative to Records Retention as presented. Seconded by Councilor Bolduc. **Vote was 6-0 and the motion passed.**

#### 10. Chapter 173, Pawnbrokers

Councilor Doyle moved to schedule a public hearing for April 13 during the regular Council meeting. Seconded by Councilor Bolduc.

City Manager Myers requested to have a formal ordinance prepared for the next meeting and to schedule the public hearing for the April 27 meeting.

Councilor Doyle rescinded her motion, as did Councilor Bolduc his second.

Councilor Doyle moved to place the ordinance amending Chapter 173, Pawnbrokers on the April 13, 2015 agenda. Seconded by Councilor Bolduc. **Vote was 6-0 and the motion passed.**

### **UNFINISHED BUSINESS:**

#### **1. Second Reading of a Resolution Relative to Authorizing Bonds and Notes of the City for Capital Projects in the amount of \$8,105,000**

Councilor Bolduc moved to vote on the reading of this resolution by title only and to waive the reading of the entire resolution. Seconded by Councilor Doyle. **Vote was 6-0 and the motion passed.**

Councilor Hamel move a second reading of a Resolution Relative to Authorizing Bonds and Notes of the City for Capital Projects in the amount of \$8,105,000. Councilor Bolduc. **Vote was 6-0 and the motion passed.**

2. Milfoil Treatment Funding Request
3. WOW Trail
4. Master Plan
5. EPA Update
6. Sewer & Water Master Plan
7. Single Stream Recycling/Concord Co-Op/Solid Waste Disposal Cost Reduction
8. Strategic Planning/Goal Setting

### **NOMINATIONS, APPOINTMENTS & ELECTIONS:**

- **Library Board of Trustees:** (2 regular positions and 1 alternate position with terms expiring, and 2 alternate positions vacant)
  1. Kimberly Danosi - seeking reappointment as a full member of the Library Board of Trustees - 3 year term to expire at the end of March, 2018

*Councilor Baer moved to reappoint Kimberly Danosi as a full member of the Library Board of Trustees to a 3-year term expiring at the end of March 2018. Seconded by Councilor Bolduc. **Vote was 6-0 and the motion passed.***

2. James O. Anderson - seeking reappointment as a full member of the Library Board of Trustees - 3 year term to expire at the end of March, 2018

*Councilor Bolduc moved to reappoint James O. Anderson as a full member of the Library Board of Trustees for a 3-year term to expire at the end of March, 2018. Seconded by Councilor Baer. **Vote was 6-0 and the motion passed.***

- **Parks & Recreation Commission:** (2 regular positions with terms expiring)
  1. Deanna Guyer - seeking appointment as a full member of the Parks & Recreation Commission - 3 year term to expire at the end of March, 2018

*Councilor Bolduc moved to appoint Deanna Guyer as a full member of the Parks & Recreation Commission for a 3-year term to expire at the end of March, 2018. Seconded by Councilor Baer. **Vote was 6-0 and the motion passed.***

2. Guy Pederzani, Jr. - seeking appointment as a full member of the Parks & Recreation Commission - 3 year term to expire at the end of March, 2018

*Councilor Bolduc move to appoint Guy Pederzani Jr as a full member of the Parks & Recreation Commission for a 3-year term to expire at the end of March, 2018. Seconded by Councilor Baer. **Vote was 6-0 and the motion passed.***

- **Trustee of the Trust Funds:** (1 regular position with term expiring)
  1. Jon F. Nivus - seeking reappointment as a full member of the Trustees of the Trust Funds - 3 year term to expire at the end of March, 2018

*Councilor Doyle moved to reappoint Jon Nivus as a full member of the Trustees of the Trust Funds for a 3-year term to expire at the end of March, 2018. Seconded by Councilor Baer. **Vote was 6-0 and the motion passed.***

- **Putnam Fund:** (1 regular position with term expiring)
  1. Jim Rogato - seeking reappointment as a full member of the Putnam Fund - 5 year term to expire at the end of March, 2020)

*Councilor Hamel moved to reappoint Jim Rogato as a full member of the Putnam Fund for a 5-year term to expire at the end of March, 2020. Seconded by Councilor Bolduc. **Vote was 6-0 and the motion passed.***

- **Highway Safety Commission**
  - Mayor's appointment

Mayor Engler announced that he will be appointing Henry Lipman, Paul Moynihan and Chad Vaillancourt to the Highway Safety Commission.

**COUNCIL COMMENTS:**

Councilor Hamel requested that the Council officially recognize the Orton Family Foundation for grant made for the Master Plan and the Re-Imagine Laconia efforts. It was requested that a resolution from the Council be presented.

**NON - PUBLIC SESSION: NONE**

**ADJOURNMENT:**

*Councilor Bolduc moved to adjourn at 9:07 p.m. Seconded by Councilor Hamel. **Vote was 6-0 and the motion passed.***

Respectfully Submitted:

Mary A Reynolds  
City Clerk