



**LACONIA CITY COUNCIL MEETING
APRIL 14, 2014
CITY HALL – CONFERENCE ROOM 200A
7:00 P.M.**

A G E N D A

CALL TO ORDER:

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

SALUTE TO THE FLAG:

Councilor David Bownes led the Salute to the Flag.

ROLL CALL:

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

Mayor Engler noted that four (4) Councilors are in attendance and a quorum is established.

ADOPTION OF MINUTES OF PREVIOUS MEETINGS:

1. Regular Meeting of March 24, 2014
2. Special Meeting of March 31, 2014

*Councilor Bolduc moved to approve the regular meeting minutes of March 24, 2014 and the special meeting minutes of March 31, 2014. Seconded by Councilor Baer. **Motion passed unanimously.***

PRESENTATIONS:

1. Adopt-A-Spot Awards

Mayor Engler presented the following Adopt-A-Spot awards with Ann Saltmarsh and Kevin Dunleavy.

Belknap Landscape
CBH/Chris Haddock Landscape
Cub Scout Pack #68
River Crew Art
Enchanted Earth Designs
Friends of the South End
Brownie Troop #13140
Lakeport Association
LR Community Services
Main Street Initiative
New Beginnings

One Mill Plaza
Stewart/Youseff Families
Sunflower Natural Foods
Weirs Action Committee
Wild Women Studio
Opechee Garden Club

Each participant received a brick on the WOW Trail and a gift certificate.

CONSENT AND ACTION CALENDAR:

1. Greater Lakes Child Advocacy Center request for approval to use Opechee Park/Opechee Point for a Triathlon fundraising event on August 2, 2014

*Councilor Bolduc moved to approve the request by the Greater Lakes Child Advocacy Center to use Opechee Park/Opechee Point for a Triathlon on August 2, 2014. Seconded by Councilor Baer. **Motion passed unanimously.***

2. Autism Center of Central NH request for approval to use the WOW Trail for a fundraising event for Lakes Region Community Services on May 18, 2014

*Councilor Bolduc moved to approve the request by the Autism Center of Central NH to use the WOW Trail for a fundraising event for Lakes Region Community Services on May 18, 2014. Seconded by Councilor Baer. **Motion passed unanimously.***

3. Temporary Traffic Order 2014-03, Laconia Little League Opening Day Parade

*Councilor Bolduc moved to approve Temporary Traffic Order 2014, 03, Laconia Little League Opening Day Parade. Seconded by Councilor Baer. **Motion passed unanimously.***

4. Temporary Traffic Order 2014-04, July 4th Parade & Festivities

*Councilor Bolduc moved to approve Temporary Traffic Order 2014-04, July 4th Parade & Festivities. Seconded by Councilor. **Motion passed unanimously.***

CITIZEN COMMENTS FOR MATTERS NOT ON THE AGENDA:

Tony Felch, representing the Leavitt Park House Association, addressed the Council. Mr. Felch expressed the desire of the Association to have the tennis courts repaired and informed the Council that the Association is willing to bring forward \$6,000 for the project. In addition, the Association is willing to request a matching contribution from the trust fund for Leavitt Park. Mr. Felch encouraged the Council to keep this capital item in mind when reviewing the budget.

INTERVIEWS:

Heritage Commission: (one alternate vacancy)

1. Rickey Persons - seeking appointment as an alternate member of the Heritage Commission to a three-year term expiring at the end of March, 2017

Mr. Persons was interviewed.

Councilor Baer asked Mr. Persons where he lives. Mr. Persons replied that he lives in Wildwood Village.

Councilor Bolduc thanked Mr. Persons for coming forward.

COMMUNICATIONS: NONE

PUBLIC HEARING:

1. Proposed Cable Franchise Agreement between the City of Laconia and MetroCast

Mayor Engler opened the public hearing at 7:21 p.m. with the reading of the notice posted in the March 27, 2014 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. A copy of the proposed agreement is available on the City website.

With no members of the public wishing to speak Mayor Engler closed the public hearing at 7:22 p.m.

MAYOR'S REPORT: NONE

CITIZEN REQUESTS TO COMMENT ON CURRENT AGENDA ITEMS: NONE

COMMITTEE REPORTS:

1. **FINANCE: (Lipman, Hamel, Baer)**

- a) WOW Trail Fund
- b) Downtown TIF Financing

No report on any item in committee

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)**

- a) Energy Committee
- b) Vending and Licensing Fees
- c) Chapt. 119, Building Construction regarding signed architectural plans for residential units
- d) Proposed Ordinance Governing the Discarding of Furniture and Other Personal Items Curbside
- e) Proposed Charter amendments regarding the Municipal Primary Election

Mayor Engler advised that a meeting is necessary to continue discussion on the proposed amendments to the Charter regarding the Municipal Primary Election. Councilor Doyle requested to schedule the meeting for May 5, 2014. After discussion a meeting was scheduled for May 5, 2014 at 7:30 p.m.

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

- a) Ordinance Amending Chapter 221, Vehicles and Traffic/Parking on Sublawns
- b) Proposed ordinance regarding vehicles over 18,000 lbs. and engines idling between the hours of midnight and 6:00 a.m.
- c) Proposed ordinance regarding large vehicles parked on City streets and sidewalks

No report on any item in committee

5. LAND & BUILDINGS: (Hamel, Lipman ,Bolduc) (report on meeting of April 10 re: Central Fire Station)

a) Repair & maintenance of City Buildings

Councilor Bolduc reported for Councilor Hamel. The presentation was made by Warrenstreet Architects for the design of the building but there was no schematic information provided because the funding has not been allocated. The committee moved to bring the proposal forward to the Council to allocate the needed funding for schematic designs and a presentation will be made after this is done.

Councilor Bolduc requested that allocation of funds in the amount of \$67,400 be taken up under new business this evening. Mayor Engler agreed to the addition to the agenda.

Councilor Baer commented that it is her understanding that the allocation will be coming out of the amount bonded for the entire project if the Council should choose to proceed but if the Council chooses not to they will need to find the allocation from existing funds. City Manager Myers confirmed this is correct.

LIAISON REPORTS: NONE

MANAGER'S REPORT:

City Manager Myers reviewed the Recycling Report, Project Updates and Financial & Operational Trends Report.

Councilor Baer asked if there was any information available on the meeting of Winnepesaukee River Basin Project regarding the flow metering project, which was held today. City Manager Myers replied that he has not spoken with Public Works Director Paul Moynihan but will pass along the information as soon as he has it available.

NEW BUSINESS:

1. Drivens Nutrition and Conditioning request for approval to use Weirs Beach and Opechee Point for a Beach Boot Camp from May through August, Monday, Wednesday, Friday and Saturday, from 6 am to 7 am

Mayor Engler reviewed the request and advised the Council that this has been approved as a facility use by the Parks & Recreation Commission. It was also noted that this group is a "for profit" organization.

Councilor Bownes asked what activities will be taking place. An unidentified representative explained that they would be conducting small equipment exercises, running and other physical fitness activities on the beach. The representative also advised the Council that the name of the organization has changed since the original request and is now Core Dynamix.

*Councilor Bolduc moved to approve the request by Core Dynamix to use Weirs Beach and Opechee Point for Beach Boot Camp from May through August, Monday, Wednesday, Friday and Saturday, from 6:00 a.m. to 7:00 a.m. Seconded by Councilor Doyle. **Motion passed unanimously.***

2. Evangelical Baptist Church request for approval to use Leavitt Park for a soccer camp from June 23 through June 28 from 8 am to 4 pm

Councilor Bolduc moved to approve the request by the Evangelical Baptist Church to use Leavitt Park for a soccer camp from June 23 through June 28 from 8:00 a.m. to 4:00 p.m. Seconded by Councilor Baer.
Motion passed unanimously.

3. Request to accept NH Charitable Foundation Grant and the Orton Family Foundation Grant for the Master Plan and to authorize the City Manager to sign on behalf of the City

Planning Director Shanna Saunders reviewed the proposed grants with the Council.

Mayor Engler asked if the acceptance of the Orton Family Foundation Grant (the Orton Family) would commit the City to a certain course of action relative to a process or result format that must be followed. Director Saunders reviewed the "Heart & Soul Methodology" as directed by the grant; this process includes a large amount of public input. The goal of the grant is to have assistance to do what is right for the City through the planning process.

Mayor Engler asked at what point in the Master Plan process the Orton Family process discontinues. Director Saunders replied that this is not completely defined but that initial conversations have been in regards to getting through the statutorily required sections of the Master Plan but they have indicated that they will stay involved in further portions of the plan.

Councilor Bownes asked what is being provided by the Orton Family. Director Saunders replied that they would come and help with outreach and technical assistance with the mapping through the GIS system. They will also come with economic development expertise.

Councilor Bownes asked what would happen if there is a disagreement in the process of research and development of the Master Plan. Director Saunders replied that the Orton Family is not going to come in and tell us what the City's goals should be but to help with the listening process, the brainstorming process and to develop action items. The content is not going to be directed but an outreach process will take place to draw the content from the community.

Councilor Baer commented that she doesn't feel the present Master Plan has developed much and the City would be using much of the same information we already have. Director Saunders replied that she feels the prior Master Plan has a lot of good ideas and action items that have been completed or taken to the next step and it is time to rethink and develop new actions based on what has transpired over the last several years. Director Saunders added that she can foresee using the prior Master Plan to build on and that the City has changed in the last several years.

Councilor Baer asked if the \$20,000 match needs to be provided by the City. Director Saunders explained that the Planning Department has set aside \$60,000 for the Master Plan over the last several years therefore the City will provide \$20,000 from this allotment, the NH Charitable Foundation will provide \$20,000 and the Orton Family will provide \$75-80,000 in resources. Councilor Baer asked if the Master Plan will cost more than the saved amount. Director Saunders replied that it will probably cost additional because of expertise that will be needed for other plans, but that this grant will be huge help and the finished product will be better with the support of this program.

Mayor Engler confirmed the matching funds are being derived from \$20,000 from the City, \$20,000 from the NH Charitable Foundation and \$35,000 of in-kind services from the Carsey Institute. Director Saunders confirmed this is correct.

Mayor Engler requested motions to accept the Orton Family Foundation in-kind grant as well as the \$20,000 donation from the NH Charitable Foundation.

*Councilor Bolduc moved that the Laconia City Council agrees to accept a New Hampshire Charitable Foundation grant of \$20,000 and authorizes the City Manager to use the funds to help meet a match requirement of the Orton Family Foundation grant to the Planning Department of approximately \$75,000 in in-kind services to be used in the development of Master Plan. Seconded by Councilor Doyle. **Motion passed unanimously.***

*Councilor Bolduc moved that the Laconia City Council agrees to accept the in-kind donation of Master Plan development services from the Orton Family Foundation. Seconded by Councilor Doyle. **Motion passed unanimously.***

*Councilor Bownes moved that the Laconia City Council authorizes the City Manager to sign documents on behalf of the city with regard to accepting a \$20,000 grant from the New Hampshire Charitable Foundation and a \$75,000 in-kind donation of services from the Orton Family Foundation. Seconded by Councilor Bolduc. **Motion passed unanimously.***

4. Request to accept Bariatric Grant for the Laconia Fire Department and to authorize the City Manager and Finance Director to sign on behalf of the City

City Manager Myers reviewed the grant proposal with the Council.

Councilor Bolduc commented that he thought the City already had equipment for this purpose. City Manager Myers explained that this was for the ambulance and the equipment being requested would be to maneuver in dwellings with a bariatric patient.

City Manager Myers emphasized that this equipment would be available for other communities that may need to utilize the equipment and it would be returned to the City. Councilor Bolduc asked what would happen if two communities needed it at the same time. City Manager Myers replied that it would be a "first come, first served" asset. They are placing these in six (6) geographic centers throughout the State.

Councilor Bolduc asked if there is going to be a condition that when use is complete it is returned to the City immediately. City Manager Myers commented that the City is housing it but it is a regional asset; there will be no delivery of the equipment. Councilor Bolduc commented that he has concerns of City liability if the equipment is not available. City Manager Myers replied that there would be none and that in a true emergency other less efficient methods would be used.

Councilor Baer commented that it was amazing that the City has the highest number of bariatric patient transports in the State. City Manager Myers cautioned that this is reported data and it could be tracked less diligently, as well as could be one person transported multiple times.

Mayor Engler clarified that in a memorandum from Chief Erickson it is indicated that a bariatric patient is one that weights between 400 and 1,100 pounds and the City transported these patients 162 times for a period of 2010 to 2013.

*Councilor Bolduc moved that the Laconia City Council agrees to accept a State of New Hampshire bariatric program grant in the amount \$24,500 and authorizes the City Manager and Finance Director to sign related documents on behalf of the city, and authorizes the City Manager to approve the expenditure of up to \$25,400 to purchase a bariatric loading system, a stretcher and a patient lift system for the Laconia Fire Department. Seconded by Councilor Bownes. **Motion passed unanimously.***

5. Request to approve the proposed Cable Franchise Agreement with MetroCast and to authorize the City Manager to execute the agreement on behalf of the City

Councilor Bolduc moved to approve the proposed Cable Franchise Agreement with MetroCast as brought before the City Council on April 14, 2014 and to authorize the City Manager to execute the agreement of behalf of the City. Seconded by Councilor Baer.

City Manager Myers reviewed the process to this time.

Councilor Baer commented that those residents utilizing satellite television are not contributing to the franchise fees collected. City Manager Myers confirmed this is correct and franchise fees are a percentage of the billed amount each month.

City Manager Myers noted that this was a long process and Jon Gardner did a great job representing the City.

Councilor Bolduc asked if MetroCast owns the poles. City Manager Myers replied that they are typically owned by Public Service or Fairpoint and varies by community but access on the pole is permitted.

*Mayor Engler called the question. **Motion passed unanimously.***

6. Request to schedule an Airport Appointive Agency meeting for April 28, 2014 at 5:45 p.m.

Mayor Engler requested to amend the request to include a meeting on May 12, 2014 at 5:45 p.m. as well.

Councilor Bolduc moved to schedule an Airport Appointive Agency meeting for April 28 and May 12, 2014 at 5:45 p.m. Seconded by Councilor Baer.

Mayor Engler explained that make-up of the Airport Appointive Agency and explained that they will be conducting interviews at the meeting of April 28 and the vote will take place on May 12, 2014. There is also another Laconia member that will likely resign in the near future and if this happens there will also be an appointment for fill the remainder of the term.

*Mayor Engler called the question. **Motion passed unanimously.***

7. Request to allocate funding for the Central Fire Station project

*Councilor Bolduc moved to approve an amount not to exceed \$67,400, payable to Warrenstreet Architects, to complete Phase I work referenced in an April 10, 2014 proposal which would complete a 35% schematic design and provide a detailed cost estimate and proforma to complete the Laconia Central Fire Station project. Seconded by Councilor Bownes. **Motion passed unanimously.***

UNFINISHED BUSINESS:

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

NOMINATIONS, APPOINTMENTS & ELECTIONS:

NONE

COUNCIL COMMENTS:

Councilor Baer corrected her statement made at the budget hearing on March 31 at which time she miscalculated the amount of Fire Department overtime. Councilor Baer apologized for the error.

NON - PUBLIC SESSION: **NONE**

ADJOURNMENT:

Councilor Bolduc moved to adjourn at 8:15 p.m. Seconded by Councilor Bownes. **Motion passed unanimously.**

Respectfully Submitted,

Mary A. Reynolds
City Clerk