



**LACONIA CITY COUNCIL MEETING
APRIL 22, 2013
CITY HALL – CONFERENCE ROOM 200A
7:00 P.M.**

CALL TO ORDER:

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

SALUTE TO THE FLAG:

Councilor Robert Hamel led the Salute to the Flag.

ROLL CALL:

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

Councilor Doyle was excused.

Mayor Seymour took a moment to comment on the last seven challenging days the region has faced. Last Friday afternoon a terrible tragedy occurred in the City and there are no words that can accurately capture the sorrow and grief; we can only be supportive and give of ourselves wherever we are needed. We have always been a tough, resilient City and we will rise to the occasion again because this is who we are and this is what we will do. We have families that are hurting and down and it is our responsibility to pick them up and be their support and strength. Mayor Seymour encouraged the community to keep the families of Lilyanna Johnson and Allyssa Miner in their thoughts and prayers each day as well as the speedy recovery of Allyssa to get her home to the City and her family as soon as possible.

Mayor Seymour requested a moment of silence.

ADOPTION OF MINUTES OF PREVIOUS MEETINGS:

- Regular, Budget Hearing and Airport Appointive Agency Minutes of April 8, 2013

*Councilor Bolduc moved to approve the Regular, Budget Hearing and Airport Appointive Agency minutes of April 8, 2013. Seconded by Councilor Hamel. **Motion passed unanimously.***

CONSENT AND ACTION CALENDAR:

1. Temporary Traffic Order 2013-06, Laconia Little League Opening Day Parade (this item was an addition to the agenda after posting)

*Councilor Hamel moved to approve Temporary Traffic Order 2013-06, Laconia Little League Opening Day Parade. Seconded by Councilor Bolduc. **Motion passed unanimously.***

CITIZEN COMMENTS FOR MATTERS NOT ON THE AGENDA:

Armand Maheux, Police Commissioner and resident on Irving Street, addressed the Council. Mr. Maheux urged the Council to consider the installation of yellow caution lights and necessary signage warning motorists of school pedestrian traffic on the area of Opechee and Messer Streets because there are none at this time. This signage will be assistive in preventing any further tragic events from occurring in this area and would be to the benefit of all of the students utilizing this route to walk to school.

*Councilor Hamel moved to direct the City Manager and Public Works Director to take any and all necessary steps to ensure proper signage is placed or devices installed on Opechee and Messer Streets indicating pedestrian traffic from the Laconia Middle School. Seconded by Councilor Bolduc. **Motion passed unanimously.***

INTERVIEWS: NONE

COMMUNICATIONS: NONE

PUBLIC HEARING:

Mayor Seymour stated that the notice of public hearings was posted in the April 10, 2013 edition of the Laconia Daily Sun, the Gale Memorial Library, Community Center and City Hall. Informational packets are available for the public.

City Manager Myers explained that this is the start of the process for the application for a proposed relocation of the administrative offices and a comprehensive plan to improve the function and efficiency of the Stafford House. Representation from Laconia Housing Authority is on hand to answer questions.

Councilor Hamel asked if the relocation of the offices would be to look into rental space in Downtown or to use an existing property owned by the Housing Authority. Dick Weaver, Director of Laconia Housing Authority, replied that this grant would explore the possibilities and it would be ideal to stay in the Downtown area.

1. A proposed application to the Community Development Finance Authority for up to \$12,000 in Planning Grant Community Development Block Grant funds for a Capital Needs Assessment for The Stafford House (aka The Tavern).

Mayor Seymour opened the public hearing at 7:08 p.m.

Councilor Baer reviewed the following information:

Community Development Block Grant funds are available to municipalities through the NH Community Development Finance Authority. Up to \$500,000 annually is available for economic development projects, up to \$500,000 for public facility and housing projects, up to \$350,000 in emergency activities and up to \$12,000 is available per each planning grants. All projects must primarily benefit low and moderate income persons.

This project is a proposed application to the Community Development Finance Authority for up to \$12,000 in Planning Grant Community Development Block Grant funds for a Capital Needs Assessment for The Stafford House (aka The Tavern). The Stafford House contains 50 one bedroom and efficiency units at the corner of Main and Church Streets. All of the units are occupied by low income tenants.

This project conforms with Laconia's Housing and Community Development Plan's Goal of: Encourage and plan for a wide variety of housing types to accommodate people of all ages, incomes, lifestyles and physical capabilities at appropriate densities and locations. Encourage Workforce Housing – affordable, workforce housing should be provided for residents in the low to middle income bracket. Continue to support Laconia Housing Authority's efforts to provide and manage workforce housing opportunities.

Councilor Lahey asked if the Police Department sill had a substation at the property on 25 Union Avenue. Chief Chris Adams replied that they do not but they do have one at 22 Strafford Street and 57 Blueberry Lane.

Councilor Lahey asked if there is any supervision of tenants at the Strafford House. Mr. Weaver replied that during normal business hours there is a Resident Service Coordinator, Maintenance and Housekeeping staff.

Councilor Lahey asked if the location at 25 Union Avenue (aka Sunrise Towers) has a full time supervisory staff. Mr. Weaver replied that there are the above referenced staffing as well as staff for food preparation. Currently a few housing units have be taken to convert to office space that is inadequate. Councilor Lahey commented that he is attempting to ensure a law enforcement issue does not present itself at the Sunrise Towers location should the offices be moved. Mr. Weaver replied that the tenants at this facility are elderly and an issue is far less likely.

With no members of the public wishing to speak, Mayor Seymour closed the public hearing at 7:15 p.m.

2. A proposed application to the Community Development Finance Authority for up to \$12,000 in Planning Grant Community Development Block Grant funds to look into relocating the Laconia Housing Authority's central offices elsewhere in Laconia and look into converting the current office space into additional housing units.

Mayor Seymour opened the public hearing at 7:15 p.m.

Councilor Hamel reviewed the following information:

This project is a proposed application to the Community Development Finance Authority for up to \$12,000 in Planning Grant Community Development Block Grant funds to look into relocating the Laconia Housing Authority's central offices elsewhere in Laconia and look into converting the current office space into additional housing units. Currently, the LHA's central offices are located on the ground floor of the Sun Rise Towers senior housing project at 25 Union Ave. The study will examine potential new locations for the LHA's offices and determine each site's cost based on its condition and work items required to make each site suitable for LHA's office. LHA services primarily low and moderate income persons.

This project conforms with Laconia's Housing and Community Development Plan's Goal of: This project conforms with Laconia's Housing and Community Development Plan's Goal of: Encourage and plan for a wide variety of housing types to accommodate people of all ages, incomes, lifestyles and physical capabilities at appropriate densities and locations. Encourage Workforce Housing – affordable,

workforce housing should be provided for residents in the low to middle income bracket. Continue to support Laconia Housing Authority's efforts to provide and manage workforce housing opportunities.

With no members of the public wishing to speak, Mayor Seymour closed the public hearing at 7:17 p.m.

3. The Housing and Community Development Plan

Mayor Seymour opened the public hearing at 7:17 p.m. and reviewed the following information:

The Housing and Community Development Plan which was adopted by the Planning Board in 2007 as a chapter in the Master Plan. This Plan has been re-adopted with an addendum adopted in 2011. No changes are being made at this time. The plan must be re-adopted at least every 3 years to meet CDBG requirements. It is up for re-adoption today as is.

With no members of the public wishing to speak, Mayor Seymour closed the public hearing at 7:18 p.m.

4. The Residential Antidisplacement and Relocation Assistance Plan.

Mayor Seymour opened the public hearing at 7:18 p.m. and reviewed the following information:

These projects do not anticipate any displacement or relocation, they are both studies. This plan must be adopted for each project each time CDBG funds are requested. This plan outlines the measures they would take to find comparable, suitable housing if a person (or businesses) was displaced or relocated.

With no members of the public wishing to speak, Mayor Seymour closed the public hearing at 7:19 p.m.

*Councilor Lipman moved to re-adopt the Housing and Community Development Plan. Seconded by Councilor Bolduc. **Motion passed unanimously.***

*Councilor Lipman moved to adopt the Residential Antidisplacement and Relocation Assistance Plan for the Capital Needs Assessment for The Stafford House (aka The Tavern) Planning Study project. Seconded by Councilor Bolduc. **Motion passed unanimously.***

*Councilor Lipman moved to adopt the Residential Antidisplacement and Relocation Assistance Plan for the Planning Study to examine relocating the Laconia Housing Authority's Offices and Potential Conversion of Current Office space into Additional Affordable Housing. Seconded by Councilor Bolduc. **Motion passed unanimously.***

*Councilor Lipman moved to approve the submittal of the application for the Capital Needs Assessment for The Stafford House (aka The Tavern) Planning Study project and to authorize the City Manager to sign and submit the application, and upon approval of the CDBG application, authorize the City Manager to execute any documents which may be necessary to effectuate the CDBG contract. Seconded by Councilor Bolduc. **Motion passed unanimously.***

*Councilor Lipman moved to approve the submittal of the application for the Planning Study to examine relocating the Laconia Housing Authority's Offices and Potential Conversion of Current Office space into Additional Affordable Housing and to authorize the City Manager to sign and submit the application, and upon approval of the CDBG application, authorize the City Manager to execute any documents which may be necessary to effectuate the CDBG contract. Seconded by Councilor Bolduc. **Motion passed unanimously.***

PRESENTATIONS:

1. Lake Winnepesaukee Watershed Association – Pat Tarpey

City Manager Myers explained that Lake Winnepesaukee Watershed Association approached the City regarding pick up and drop off at the City owned docks at Weirs Beach. City Manager Myers encouraged the organization to present the program to the Council.

Pat Tarpey, Executive Director of the Lake Winnepesaukee Watershed Association, addressed the Council. Ms. Tarpey explained that a new program is being implemented this summer, Lake Winnepesaukee Ecology Field Program, with a “Floating Classroom”. A pontoon boat will be used to take attendees out on the lake for a two (2) hour boat ride where they will learn about the lake and have an opportunity to do hands on science with the water. This is a way to get people out on the water and learn about lake ecology and water quality.

There are two (2) programs envisioned with the second year having the potential to offer a program to the school systems throughout the lake so this can be integrated with their curriculum. The Lakes Winnepesaukee Watershed Association is working in partnership with the Prescott Farm Environmental Education Center and they will be providing a meeting location from which attendees will be transported to Weirs Beach. The hope is to have the boat boarded at the City docks. There will be a charge for the program but there has been grant funding to begin the program.

Mayor Seymour asked what days of the week the program will run. Ms. Tarpey replied that they are planning to start with Tuesdays and if there is a demand for an additional day they will add Thursdays.

Councilor Bolduc asked what type of boat will be used and if it will be properly insured. Ms. Tarpey replied that the boat will be fully insured and the boat will be a pontoon boat donated by Aqualogic. There will be a maximum capacity will be 10 passengers. Councilor Bolduc confirmed the City will not have any insurance liability. Ms. Tarpey replied that they will not and a certificate of insurance can be offered to additionally insure the City.

Councilor Hamel asked if the dock space would be used for pick up and drop off only or if the vessel will be docked there as well. Ms. Tarpey replied that it will be for pick up and drop off only.

City Manager Myers commented that although they are a non-profit entity they will be charging for the event and parking will not be an issue because of the offsite meeting location. This is a great educational opportunity for the community.

City Manager Myers asked if the Council has consensus to work with the organization. Councilors confirmed it is.

MAYOR’S REPORT:

Mayor Seymour thanked the following individuals and organizations for their tireless efforts to assist the community and the Miner and Johnson families in the last week:

- Chief Adams and the Laconia Police Department
- Chief Erickson and the Laconia Fire Department
- Superintendent Champlin, the faculty of Laconia School District, the Laconia School Board and Bob Dassatti for providing a safe place for the youth of the community to gather

- Laconia Middle School Principle Chris Ennis for his example of leadership and service he displayed to the families
- The many residents that have stepped forward to help these families in their time of need

Mayor Seymour also reiterated Chief Adams request for the community to not jump to any conclusions and to remain patient while the Police Department works through their investigation.

CITIZEN REQUESTS TO COMMENT ON CURRENT AGENDA ITEMS:

Tony Felch, President of the Leavitt Park Association, addressed the Council. Mr. Felch encouraged the Council to approve the request to fund maintenance on Leavitt Park House, Tardif Park House and City Hall. The repairs to Leavitt Park are in dire need as shingles fall off during storms and it is compromising to the structure.

COMMITTEE REPORTS:

1. FINANCE: (Lipman, Hamel, Baer)

- a) WOW Trail Fund
- b) Special Item Budget Requests Procedural Review
- c) Huot Center

No report on any item in committee

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

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

No report on any item in committee

3. GOVERNMENT OPERATIONS & ORDINANCES: (Doyle, Bolduc, Lahey)

- a) Energy Committee
- b) Vending and Licensing Fees
- c) Chapt. 119, Building Construction regarding signed architectural plans for residential units

No report on any item in committee

4. PUBLIC WORKS: (Bolduc, Baer, Lahey)

- 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
- d) Recycling Proposals

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:

Councilor Hamel reported that the Huot Career Technical Center project is in the final phase. The furniture and equipment has begun to move to the new areas and the schedule is to open on Monday, April 29 for classes. The project went very well and the community will be amazed at the open house event. The field construction is also moving forward very well.

MANAGER'S REPORT:

City Manager Myers reviewed the Recycling Report (see Attachment #1) and Economic Development Report (see Attachment #2).

There will be a Special Meeting on Wednesday, April 24 at 7:00 p.m. to discuss the recycling options being presented. In preparation of this meeting "Frequently Asked Questions" have been placed on the City website to allow for accurate information to be provided to the public.

City Manager Myers advised the Council that they have been invited to join the County Commissioners on a tour of the County facilities and to receive an update. They would be looking to start in the late afternoon and take approximately two (2) hours. The City Manager's Office will send out some options of for dates to the Council in the near future.

The City has received notification from the NH DES regarding the Morin Road property (old landfill/burn dump site) regarding the City's consultants report and a plan to move forward. The scope of work will come at a cost of approximately \$70,000. This funding will taken from a fund established for this purpose.

Councilor Hamel asked if the testing is being done at Morin Road is being done to clean the site. City Manager Myers replied that this is to test some earthen basements of abutting properties and the City is hopeful that at the end of this cycle the cleanup stage can be identified.

NEW BUSINESS:

1. Approval of Collective Bargaining Agreements for Laconia Education Association (LEA), Education Assistants of Laconia (EAL) and Laconia Association of Support Staff (LASS)

Councilor Baer moved to approve the Collective Bargaining Agreements for Laconia Education Association (LEA), Education Assistants of Laconia (EAL) and Laconia Association of Support Staff (LASS). Seconded by Councilor Hamel.

Councilor Hamel thanked the LEA, EAL and LASS for coming to a contract that was amenable for all involved. Councilor Bolduc concurred and encouraged other unions to do the same.

Motion passed unanimously.

2. Transfer Requests
 - a. Fire Sprinkler Grant Expenses

*Councilor Baer moved to transfer \$4,675 from account 01-431-343-0000, Contingency to account 82-401-445-0004, Fire Sprinkler Grant Expenses. Seconded by Councilor Hamel. **Motion passed unanimously.***

b. Boardwalk Appropriation

*Councilor Hamel moved to transfer \$9,630 from account 82-401-001-0095, Non-Capital Reserve Maintenance to account 01-512-000-1200, Boardwalk – Appropriation. Seconded by Councilor Bolduc. **Motion passed unanimously.***

3. Review of Temporary Parking in Downtown – City Manager Myers

City Manager Myers explained that the parking plan that was approved by the Council at the recommendation of the study committee is scheduled to expire on May 1 in conjunction with the winter parking ban. All of the parties involved with the plan, Lakes Region Community Services, Laconia Clinic, and the Laconia Main Street Initiative, have been contacted and they are in agreement that continuing the current parking arrangement until October 1, 2013 would be beneficial to the study.

*Councilor Hamel move to extend the temporary parking plan for Downtown until October 1, 2013. Seconded by Councilor Bolduc. **Motion passed unanimously.***

4. Request to Transfer Funds from the Non-Capital Reserve Account for Repairs at Leavitt Park House, Tardif Park House and City Hall

Parks & Recreation Director Kevin Dunleavy addressed the Council.

Director Dunleavy explained that the Leavitt Park house has lead paint that needs to be removed before any additional painting can be done. The cost for removal and repainting will be \$15,600. Additionally, the exterior shingles need to be re-stained at a cost of \$7,200 and the roof is in need of repair. The roof can be repaired with shingles or replaced with a standing seam metal roof; the cost of the shingles will be \$18,900 and the cost of the metal roof will be \$26,300.

Mayor Seymour asked what the life expectancy would be for each type of roofing material. Director Dunleavy replied that the shingle roof would last approximately 15 to 20 years and the metal roof has been stated to last “decades”, but no specific time frame has been given.

Councilor Lahey asked if there is any historical issue with adding a metal roof to Leavitt Park. Director Dunleavy replied that he has not looked at the architectural standards and appeal of the building but he can look into it.

Directory Dunleavy reviewed the roofing needs at Tardif Park, with shingle costing \$12,384 and metal costing \$17,700, and City Hall, with shingle costing \$21,300 and metal costing \$31,600.

In conclusion, the cost of replacing the roofs with shingles would come with a total cost of \$75,584 and with metal would have a total cost of \$98,600. Both costs include the lead paint and exterior shingle staining at Leavitt Park.

Councilor Hamel asked if the funding would come out of the building fund. City Manager Myers replied that it would come out of the Non-Capital Reserve Fund which has funding available, after the inclusion

of tonight's approved transfer from Boardwalk appropriations, of approximately \$195,000 before the proposed appropriation for the 2014 budget.

Councilor Bolduc moved to approve funding up to \$98,600 for the work described with metal roofing. Seconded by Councilor Hamel.

Councilor Hamel commented that when he had his roof repaired last year the contractor guaranteed the shingles for life.

Councilor Lipman asked if the structure of Leavitt Park can support the weight of a metal roof. Director Dunleavy replied that he is not aware of any but noted that there are three (3) layers of shingles on the roof at this time and they are considerably heavier than the metal roofing.

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 Lipman requested that the Council be prepared to discuss the potential budget adjustments that would need to be made with the choices made at Wednesday's meeting. City Manager Myers commented that the budget is based on 25% recycling.

NON - PUBLIC SESSION: NONE

ADJOURNMENT:

*Councilor Bolduc moved to adjourn at 7:53 p.m. Seconded by Councilor Hamel. **Motion passed unanimously.***

Respectfully Submitted:

Mary A. Reynolds
City Clerk