



**LACONIA CITY COUNCIL
BUDGET WORK SESSION
MAY 12, 2014
CITY HALL – CONFERENCE ROOM 200A
6:00 P.M.**

CALL TO ORDER:

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

ATTENDANCE:

The following Councilors were in attendance: Councilor Doyle, Bownes, Lipman, Baer, Hamel and Bolduc.

Also in attendance: City Manager Scott Myers, Finance Director Donna Woodaman, Planning/Community Development & Code Enforcement Director Shanna Saunders, Vice Chair of the Zoning Board of Adjustments Suzanne Perley and Planning Board Chair Warren Hutchins

PLANNING (Pg. 74)

Director Saunders reviewed the proposed planning budget.

Mayor Engler asked what time frame the Master Plan funding would be used. Director Saunders replied that the Orton Family Foundation grant is for 18 months to achieve the required parts and the voluntary parts will take approximately 18 additional months. Mayor Engler asked when the time begins. Director Saunders replied that when the partnership agreement is signed the time will begin; this is hoped to be signed within the next few weeks with the first communications training being held soon after. Mayor Engler commented that it appears the Orton Family Foundations work will be completed by the end of 2015. Director Saunders confirmed this time frame.

Councilor Hamel requested a breakdown of the grants being used for the Master Plan. Director Saunders replied that the Orton Family Foundation will be approximately \$75,000 of technical services and the hope is to have the four required chapters of the Master Plan completed.

Councilor Hamel asked if there is any City obligation toward the Orton Family Foundation grant. Director Saunders replied that a match of as much as possible has been requested. The City has agreed to a \$20,000 cash match in the Master Plan line item and this is being matched with a cash donation from the NH Charitable Foundation. Approximately \$20,000 of technical services will also be provided by the Carsey Institute at UNH. The role of the Carsey Institute will be to facilitate meetings and training facilitators for the meetings as well as assisting with the outreach component.

Councilor Hamel asked if the funds described will cover the cost of the Master Plan. Director Saunders replied that it will cover the cost for the first four chapters and the expectation is to be able to roll these

chapters into the following chapters. After the technical services are complete the remaining chapters will be completed by the City and will not include the Orton Family Foundation or the Carsey Insitute.

Councilor Hamel asked how many chapters are in the Master Plan. Director Saunders replied that it is up to the City and the statute lays out 12-14 chapters that can be done. In the last Master Plan eight were chosen to be done.

Councilor Baer commented that the framework from the previous Master Plan should give a start to the new Master Plan. Director Saunders replied that unfortunately it does not because of complications with the consulting firm that occurred during the development of the previous Master Plan and the City not meeting some of the obligations. It is really important to get a good start and framework with the new Master Plan.

Councilor Lipman asked if broadband infrastructure is one of the options for a chapter of the Master Plan. Director Saunders replied that this is a great idea and there has been a regional and statewide push for broadband service. Councilor Lipman commented that this is the platform that most businesses run on. Director Saunders agreed.

Director Saunders also advised that a two-year, \$50,000 grant from the NH Housing Authority is being finalized to complete the Architectural Ordinance, which has been developed in a draft format. The hope is to have this ordinance amendment to the Planning Board in June and the Council in June or July.

CODE ENFORCEMENT (Pg. 35)

Director Saunders reviewed the proposed Code Enforcement budget.

Director Saunders reviewed an overview of the property maintenance work being done within the department and the process for pursuing property maintenance violations.

Councilor Lipman asked what the status of the Front Porch Awards is for the property owners that take the initiative to improve their property maintenance. City Manager Myers replied that with the winter months it was very hard for this program to thrive and the belief is that with the spring and summer months coming it will be easier to identify potential recipients.

Councilor Hamel asked if a property on Baldwin Street is an instance where the process has to begin again with each noted violation. Director Saunders replied that this is one of those properties that has continuing compliance issues and they are being followed up on and may result in court action.

Director Saunders explained the new job description that has been developed for the property maintenance clerk that would include the property maintenance expectations. The hours will be 26 hours per week and the focus will be on maintaining the procedures and processes associated with the compliance for property maintenance. There have been several applicants that will be strong candidates for this position and interviews will held next week.

Councilor Bownes asked why there is a jump in the outside service from 2010 to 2012. City Manager Myers explained that the elimination of a separate department head position to a combined position of code and planning that Director Saunders holds and hiring of a contracted inspector resulted in the change.

CONSERVATION COMMISSION (Pg. 40)

Director Saunders reviewed the proposed Conservation Commission budget and the projects completed.

Director Saunders spoke on the need of support for milfoil cleanup in the budget. A map depicting a survey that has been completed indicating where the milfoil is present along with a treatment plan to work with for the cleanup. The Department of Environmental Service (DES) assisted with the planning but there is funding needed from the City. The estimated cost to complete this plan would be \$83,000 per year for several years to contain the problem and several years of maintenance that will be needed to avoid recontamination and spreading of the plant infestation.

Councilor Baer asked if there is anything to be carried forward for milfoil treatment. City Manager Myers replied that there is approximately \$15,000 to carry forward.

Councilor Baer asked how much should be coming from the State from boat registration fees. Suzanne Perley replied that they have been funding 40% of the total cost of the proposed cleanup project. The City has been asked for 30% and there has been private fundraising over 30%, totaling about \$35,000 over the last five (5) years. Ms. Perley added that there has been a proposal for this year that may leverage \$25,000 is funding from the State.

City Manager Myers commented that Ms. Perley does a lot of work to make the milfoil cleanup happen and she is commended for all of the work she does. There will be additional reach out to the resort community that benefits from the cleanup for potential donations moving forward.

Councilor Lipman asked if the Lake Winnisquam group is active and working. Director Saunders replied that she is unaware but can look into it. The focus has been to move upstream because they need to treat Paugus and Winnepesaukee because the milfoil is coming downstream.

With no other comments coming before the meeting Mayor Engler declared the meeting adjourned at 6:36 p.m.

Respectfully Submitted:

Mary A. Reynolds
City Clerk