



LACONIA CITY COUNCIL MEETING  
MAY 29, 2012  
CITY HALL – CONFERENCE ROOM 200A  
7:00 P.M.

**CALL TO ORDER:**

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

Councilor Lahey was excused.

**ADOPTION OF MINUTES OF PREVIOUS MEETINGS:**

- **Budget Work Session of April 23, 2012 and Budget Work Session and Regular Minutes of May 14, 2012**

Councilor Bolduc moved to approve the minutes of the Budget Work Session of April 23, 2012 and Budget Work Session and Regular Minutes of May 14, 2012. Seconded by Councilor Hamel. **Motion passed unanimously.**

**CONSENT AND ACTION CALENDAR:**

1. **Request by Lakes Region Girls' Softball to raise funds at Opechee Park July 28 and 29, 2012 from 7:30 am to 7:30 pm**

Councilor Lipman moved to approve the request by Lakes Region Girls' Softball to raise funds at Opechee Park July 28 and 29, 2012 from 7:30 am to 7:30 pm. Seconded by Councilor Bolduc. **Motion passed unanimously.**

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

**INTERVIEWS:      NONE**

**COMMUNICATIONS:      NONE**

**PUBLIC HEARING:        NONE**

**PRESENTATIONS:**

**1. Matt Leahy, Special Assistant for Policies and Projects for Senator Shaheen**

Mr. Leahy addressed the Council. Mr. Leahy welcomed the Council or their constituents to contact him at Senator Shaheen's office if they have any questions, suggestions, or comments that they would like addressed. Mr. Leahy thanked the Council for taking the time to allow him to introduce himself.

**Mayor Seymour advised that the Fire Department would be completing the remainder of their budget presentation at this time.**

**2. Fire Department Budget**

Chief Erickson completed the reviewed of his prepared presentation (see Attachment #1 of minutes titled "Budget Presentation May 29, 2012").

Chief Erickson noted that in the line items of his proposed budget, he has requested increases to Overtime and Public Education which are both very important to the community. There is also a change in the Outside Service Contracts because the contracts for various areas have been consolidated into one line.

Chief Erickson reviewed the Capital requests, including an appropriation by the City Manager for a new engine to replace Engine 1 because it has been problematic and is always in need of repairs. It is currently in reserve status and the hope is that if they can trade it in soon, it will still have some trade in value. The emergency generator has been installed at the Weirs Fire Station and the renovations at the Central Station have been postponed for at least one more year.

Councilor Hamel clarified what the requested overtime funding was. Chief Erickson replied that it was \$270,000, which is a compilation of the Extra Duty Coverage, Sick-Injury Coverage and Vacation/Personal Coverage lines. Councilor Hamel replied that he does not understand that if this is the total request for overtime and this fiscal year the department is over, where they find the funding to cover the expense. Chief Erickson replied that with vacancies, not filling 94 shifts, and reimbursement from the workers compensation the funding has been covered. City Manager Myers commented that the stations have also been understaffed to accommodate the funding. Councilor Hamel referred to information given last week and Chief Erickson explained that a three year average was reflected.

Councilor Lipman asked if the Chief believed that there is a correlation between the number of overtime hours and the injury rate relative to fatigue factors. Chief Erickson replied that the departments Deputies have done significant studies and the finding is that the call volume is the issue; multitasking is a large problem because they are arriving with too few people and trying to get the job done to the best of their ability. In addition, there is a lack of supervision because the Lieutenants are being actively involved rather than concentrating on hazards and direction of the firefighters. Chief Erickson further stated that he takes injuries very seriously because it not only affects the work but the quality of life of the firefighter.

Councilor Lipman acknowledged that while the Council respects and appreciates the work the department does, there is a struggle each year with a staffing and overtime. It was asked if Chief Erickson would be opposed to having an outside source come in and do a study of the environment and

see if there are other options. Chief Erickson replied that he would invite anyone in to look at the operation. Councilor Lipman replied that he was thinking more of a professional rather than members of the Council. Chief Erickson replied that he would be welcoming to this idea and referred to statistics that show the overtime is much lower than other cities of equivalent size, and he feels that there will be a revelation when it is realized the amount of work that is accomplished with the level of staffing in place.

Mayor Seymour commented that this would be a good course of action and would hope that the department would not take the action as an insult. Chief Erickson replied that he does not take it as an insult and is welcoming. Councilor Lipman commented that the Council is very happy with the work done by the department and it is just that there needs to be justification for increases in cost.

Councilor Baer asked how many firefighters cannot be recalled because of travel distance from their home location back to Central Station. Chief Erickson replied that if they are only permitted to return on a first alarm or emergency recall if they live within 20 minutes travel time of the City and there are approximately 11 firefighters that are within this area. If there is a second alarm or greater all off duty are permitted to come in for a recall because they are needed to relieve the on duty crews.

With no further comments from the Council, Mayor Seymour thanked Chief Erickson for his presentation.

### **3. Lakes Region Community College Construction Update**

Scott Kalicki, President of Lakes Region Community College (LRCC), addressed the Council. Mr. Kalicki was joined by Tom Goulette, Vice President for Academic Affairs at LRCC, Paul Lewandowski, Principal for SMRT in Portland, Maine, Andrew Johnston, Engineer for SMRT, Mark Johnson, Engineer for SMRT, Matt Moore, Director of Capital Projects for Community College System of NH, and Keith McBay, Vice President/Senior Project Manager for Bonnet, Page and Stone.

Mr. Kalicki acknowledged that as community partners, it is important for LRCC to provide the Council with updates with large scale projects. At this time there is a plan to break ground with a \$6.3 million addition to the campus to accommodate program enhancement for Nursing and Fire Science, and the science programs that support them.

Mr. Goulette explained that in February of 2000, the Vice President of Student Affairs came to the Council and presented a long range prospective of what the goal was to build a new academic building on the campus. The Council was very receptive of the proposal and provided a letter, along with many other agencies in the area, in support of the project; these letter were taken to the legislature and 50% of the requested funding was granted. In the fall of 2005, an academic building was completed and was 50% of the original plan. In the last fiscal year, the legislature approved funding for the remaining 50% of the plan. This addition will include academic facilities, study areas, and a community meeting space to accommodate 150 people.

Mr. Lewandowski reviewed the detailed layout of the proposed facility and identified each component of the building.

Councilor Lipman commented that this is a great asset for the community and will be valuable. Mr. Kalicki replied that LRCC is very excited and also believes it will be an asset for the community.

Councilor Hamel asked if any additional parking will be needed. Mr. Kalicki replied that there is no plan to add parking at this time, but the plan can be adjusted if possible.

Mayor Seymour thanked the gentleman for their presentation.

**MAYOR'S REPORT:**

Mayor Seymour noted the passing of Doris Makely. In addition to being a past City Councilor for Ward 3, Mrs. Makely was also a founding member of the WLNH Children's Auction. She will be greatly missed within the community.

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

**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

**No report on any item in committee**

5.    **LAND & BUILDINGS:**    **(Hamel, Lipman ,Bolduc)**
  - a)    Repair & maintenance of City Buildings
  - b)    Former Laconia Police Department Building

**No report on any item in committee**

**LIAISON REPORTS:**        **NONE**

**MANAGER'S REPORT:**

City Manager Myers reviewed the Monthly Economic Development update and the Recycling Update.

City Manager Myers advised the Council that the concern they have received regarding Laconia Athletic and Swim Club is being addressed and the Council can be assured it will be followed up on.

The Council was all given a map depicting the proposed widening of the Main Street Bridge that would address some safety and access concerns that have been raised on the Beacon Street West side of the bridge. City Manager Myers explained that this widening would come at a cost to be covered solely by the City and would not be supported by funding provided by the State of NH. The cost to the City would be approximately \$67,000. At this time, the City Manager requested direction from the Council on how they would like to proceed.

Councilor Baer asked if the 20% bonding is in the budget and if the additional \$67,000 would be added. Finance Director Woodaman explained that the bonding was approved in the 2011/2012 budget and the bond has not been issued at this time; when all decisions have been decided the process would be finalized.

Councilor Bolduc asked if a steel girder would need to be added in the area of the Landmark Inn. City Manager Myers replied that it would be at the abutment. Public Works Director Paul Moynihan clarified that it would be at the southwest abutment and it would widen seven feet over a 75 foot length.

Councilor Hamel asked what will be gained on the Sawyer's Jeweler side. Director Moynihan showed that the road narrows and there needs to be maneuverability for larger vehicles and the widening can be done without sacrificing any parking for Sawyer's Jewelry.

Councilor Hamel asked if the corner leading to Union Avenue from Beacon Street West would still narrow into two lanes. Director Moynihan replied that it would and this is to accommodate the pedestrian crossing safety.

Director Moynihan noted that this project is at \$2.2 million and there is room to go up to \$3 million. The addition of \$70,000 will not have a large impact on the 20% cost share for the City.

Councilor Hamel asked if there is a way to look at the three lanes on Beacon Street West and see if it is possible to adjust it to two lanes. Director Moynihan advised that during the traffic study done by the Planning Department, it was shown that at peak travel times the amount of traffic is high enough in volume that three lanes are necessary.

Councilor Hamel moved to authorize the commitment of City funds for the proposed widening of the Beacon Street West access to the Main Street Bridge. Seconded by Councilor Baer. **Motion passed unanimously.**

#### **NEW BUSINESS:**

- 1. Requests to Raise Funds on City Property**
  - a. Cycle for Life – WOW Trail on May 30<sup>th</sup> from 5:00 – 7:00 p.m. for the Cystic Fibrosis Foundation**
  - b. Request by Zonta Club of the Lakes Region to Raise Funds at the Laconia Community Center Gym, Kitchen and Conference to Benefit Charities, Scholarships and Programs on October 6, 2012 from 8:00 a.m. to 6:30 p.m.**

Councilor Hamel moved to approve the Cycle for Life request to raise funds on the WOW Trail on May 30<sup>th</sup> from 5:00 – 7:00 p.m. for the Cystic Fibrosis Foundation and the request by the Zonta Club of the

Lakes Region to raise funds at the Laconia Community Center gym, kitchen and conference room to benefit charities, scholarships and programs on October 6, 2012 from 8:00 a.m. to 6:30 p.m. Seconded by Councilor Baer.

Kerri Reynolds, representing the Cycle for Life and Laconia Middle School Junior National Honor Society, addressed the Council. Ms. Reynolds explained that each year the Honor Society does a fundraiser for their fellow students that suffer from Cystic Fibrosis and this year they chose to do a bike event. This event was organized by the students with assistance from faculty.

**Motion passed unanimously.**

## **2. Acceptance of Collective Bargain Agreement for AFSCME**

City Manager Myers reviewed the cost associated with the proposed collective bargaining agreement for AFSCME. The first year, fiscal year 2011/2012, is at no cost to the City with the second saving \$17,895 and the third costing \$14,244. The total impact of the contract is a savings of \$3,261 to the City.

Councilor Baer moved to approve the proposed collective bargaining agreement for AFSCME. Seconded by Councilor Hamel. **Motion passed unanimously.**

## **3. Approval of Disbursement from Motorcycle Week Account of an Amount Not to Exceed \$12,000**

City Manager Myers memorandum to the Council explained that this request will be to upgrade the City vendor spaces on the boardwalk by equipping the four spaces designated for food vendors with permanent utility hook ups.

Councilor Hamel moved to approve disbursement from the Motorcycle Week fund of an amount not to exceed \$12,000. Seconded by Councilor Doyle. **Motion passed unanimously.**

## **4. Resolutions**

### **a. First Reading of a Resolution to Establish a Non-Capital Reserve Fund - Winter Maintenance Stabilization Account**

Councilor Bolduc moved a first reading of a Resolution to Establish a Non-Capital Reserve Fund - Winter Maintenance Stabilization Account. Seconded by Councilor Lipman. **Motion passed unanimously.**

### **b. First Reading of a Resolution to Establish a Non-Capital Reserve Fund – Health Insurance Stabilization Account**

Councilor Bolduc moved a first reading of Resolution to Establish a Non-Capital Reserve Fund – Health Insurance Stabilization Account. Seconded by Councilor Lipman. **Motion passed unanimously.**

### **c. First Reading of a Resolution to Establish a Non-Capital Reserve Account for Laconia School District – School Health Insurance Stabilization Account**

Councilor Hamel moved a first reading of a Resolution to Establish a Non-Capital Reserve Account for Laconia School District – School Health Insurance Stabilization Account. Seconded by Councilor Bolduc.

Councilor Baer clarified that the City will not be establishing the fund, but rather the School District will be funding it through their budgeted funding. Finance Director Woodaman confirmed, but did state that \$1.00 would be transferred with the passing of the resolution from Contingency.

**Motion passed unanimously.**

**d. First Reading of a Resolution Authorizing a Supplemental Appropriation for Grant Funds of \$250,139 for the Laconia School District**

Councilor Bolduc moved a first reading of a Resolution Authorizing a Supplemental Appropriation for Grant Funds of \$250,139 for the Laconia School District. Seconded by Councilor Doyle. **Motion passed unanimously.**

**e. Budget**

Councilor Lipman expressed concerns with having first readings this evening in light of the Council making changes to the proposed figures and they would like to hear the City Manager report on the Finance and Administration budgets. Finance Director Woodaman explained that by having a first reading and scheduling a public hearing this evening, the Council will not forgo the opportunity to make changes to the proposed budget. The second reading will be scheduled for June 25<sup>th</sup>, not the June 11<sup>th</sup> meeting, and can be adjusted if the Council so chooses. With this knowledge, Councilor Lipman replied that he had no objections with proceeding.

**i. First Reading of a Resolution Relative to Making Itemized Appropriations for the Sewer Fund for the Fiscal Year Beginning July 1, 2012 and Terminating June 30, 2013**

Councilor Lipman moved a first reading of a Resolution Relative to Making Itemized Appropriations for the Sewer Fund for the Fiscal Year Beginning July 1, 2012 and Terminating June 30, 2013. Seconded by Councilor Bolduc. **Motion passed unanimously.**

**ii. First Reading of a Resolution Relative to Making Itemized Appropriations for the Water Fund for the Fiscal Year Beginning July 1, 2012 and Terminating June 30, 2013**

Councilor Bolduc moved a first reading of a Resolution Relative to Making Itemized Appropriations for the Water Fund for the Fiscal Year Beginning July 1, 2012 and Terminating June 30, 2013. Seconded by Councilor Doyle. **Motion passed unanimously.**

**iii. First Reading of a Resolution Relative to Making Itemized Appropriations for the Internal Services Fund for the Fiscal Year Beginning July 1, 2012 and Terminating June 30, 2013**

Councilor Bolduc moved a first reading of a Resolution Relative to Making Itemized Appropriations for the Internal Services Fund for the Fiscal Year Beginning July 1, 2012 and Terminating June 30, 2013. Seconded by Councilor Doyle. **Motion passed unanimously.**

**iv. First Reading of a Resolution Relative to Making Itemized Appropriations for the General Fund for the Fiscal Year Beginning July 1, 2012 and Terminating June 30, 2013**

Councilor Bolduc moved a first reading of a Resolution Relative to Making Itemized Appropriations for the General Fund for the Fiscal Year Beginning July 1, 2012 and Terminating June 30, 2013. Seconded by Councilor Lipman. **Motion passed unanimously.**

**v. First Reading of a Resolution Relative to Making Itemized Appropriations for the Special Revenue fund – Motorcycle Week for the Fiscal Year Beginning July 1, 2012 and Terminating June 30, 2013**

Councilor Bolduc moved a first reading of a Resolution Relative to Making Itemized Appropriations for the Special Revenue fund – Motorcycle Week for the Fiscal Year Beginning July 1, 2012 and Terminating June 30, 2013. Seconded by Councilor Hamel. **Motion passed unanimously.**

**vi. First Reading of a Resolution Relative to Making Itemized Appropriations for the Tax Increment Finance District – Downtown for the Fiscal Year Beginning July 1, 2012 and Terminating June 30, 2013**

Councilor Bolduc moved a first reading of a Resolution Relative to Making Itemized Appropriations for the Tax Increment Finance District – Downtown for the Fiscal Year Beginning July 1, 2012 and Terminating June 30, 2013. Seconded by Councilor Hamel. **Motion passed unanimously.**

**vii. First Reading of a Resolution Relative to Making Itemized Appropriations for Anticipated Grants for the Fiscal Year Beginning June 1, 2012 and Terminating June 30, 2013**

Councilor Bolduc moved a first reading of a Resolution Relative to Making Itemized Appropriations for Anticipated Grants for the Fiscal Year Beginning June 1, 2012 and Terminating June 30, 2013. Seconded by Councilor Hamel. **Motion passed unanimously.**

**5. Request to schedule a Public Hearing for June 11<sup>th</sup> During the Regular Council Meeting for the Establishment of Non-Capital Reserve Funds**

Councilor Hamel moved to schedule a public hearing on June 11<sup>th</sup> during the regular Council Meeting for the establishment of Non-Capital Reserve Funds. Seconded by Councilor Bolduc. **Motion passed unanimously.**

**6. Request to Schedule a Public Hearing for June 11<sup>th</sup> During the Regular Council Meeting for Authorizing a Supplemental Appropriation for Grant Funds of \$250,139 for the Laconia School District**

Councilor Bolduc moved to schedule a public hearing for June 11<sup>th</sup> during the regular Council Meeting for authorizing a Supplemental Appropriation for grant funds of \$250,139 for the Laconia School District for fiscal year 2011/2012. Seconded by Councilor Lipman. **Motion passed unanimously.**

**7. Request to Schedule a Public Hearing for June 11<sup>th</sup> During the Regular Council Meeting for the Proposed Municipal and School Budgets for 2012/2013 Fiscal Year**

Councilor Baer asked if there would be any additional presentations on special items or other departments before the public hearing. Councilor Lipman commented that he would like to hear comments on the other departments that need to come back with requests as well and we may want to

hold the public hearing later on the agenda. City Manager Myers replied that he would encourage having the meeting begin at 6:00 p.m. and allow for time for these presentations to be made to the Council.

Councilor Lipman moved to hold a special meeting for a budget work session on June 11<sup>th</sup>, 2012 beginning at 6:00 p.m. Seconded by Councilor Bolduc. **Motion passed unanimously.**

Councilor Bolduc moved to schedule a public hearing for June 11<sup>th</sup> during the regular Council Meeting for the proposed Municipal and School Budgets for 2012/2013 fiscal year. Seconded by Councilor Lipman. **Motion passed unanimously.**

**UNFINISHED BUSINESS:**

1. Council membership on the CIP Committee
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:**                      **NONE**

**COUNCIL COMMENTS:**

Councilor Lipman asked if the School Department could be asked back to the June 11<sup>th</sup> meeting as well. City Manager Myers replied that he would do so.

Councilor Hamel addressed some changes he would like to see in the proposed budget. Under the Capital Outlay, Councilor Hamel would like to remove the purchase of two police cruisers and fund them through the Motorcycle Week fund and take the \$58,000 that was funded and apply \$20,000 to the Opechee Park House demolition and construction, making the total \$130,000; the remaining \$38,000 to Wyatt Park for playground equipment or enhancements. This would leave \$70,000 in the Motorcycle Week fund and the Council had wished to keep at least \$50,000 available so this goal would be achieved. City Manager Myers pointed out that he has made a recommendation to purchase a fire prevention vehicle from the Motorcycle Week fund as well, which would bring the balance under \$50,000, but the current year's event is fast approaching so the underfund may only be short lived. Councilor Doyle commented that the \$38,000 could be put toward the Weirs Beach playground fund because the Weirs Beach area doesn't have a playground. Councilor Hamel replied that Wyatt Park is the most used park in the City; Councilor Doyle commented that if there was a park in the Weirs Beach area that it would be highly used.

Councilor Lipman noted that the proposed budget has an increase of \$.24 per thousand in the tax rate, with the tax cap calculation having a maximum increase of \$.66, and he believes the Council would like to see the increase to be under \$.20. City Manager Myers advised the Council that there would be an estimated \$80,000 in additional revenue from the increase of tipping fees at the transfer station effective July 1 that can also be applied to the budget and this would decrease the tax rate by \$.04. If the Council were to choose to subsidize the purchase of larger recycling containers at a cost of \$20,000, the tax rate would be affected by \$.03.

Councilor Lipman also advised to go back to the Council goals set by the strategic planning sessions and see what the items are being achieved. It was also noted that there is a significant drug problem in the City and a solution on how to address this needs to be considered as well.

Councilor Hamel also commented that he would like to have the fire prevention vehicle removed from the Motorcycle Week fund and to recycle a police vehicle being taken out of service by the Police Department. Councilor Hamel also advised that the Public Works equipment needs to be taken into consideration as well for bonding with the fire engine purchase.

**NON - PUBLIC SESSION:**

Councilor Doyle moved to enter into non-public session according to RSA 91-A:3, II: (d) Consideration of the acquisition, sale or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community. Seconded by Councilor Lipman.

Mayor Seymour made note that representatives of Boys and Girls Club and Chief Adams will be present for the non-public session and there will be no Council action at the conclusion of the non-public session.

On a roll call vote of the Council it entered into non-public session at 8:43 p.m.

Councilor Bolduc moved to come out of non-public session at 9:48 p.m. Seconded by Councilor Hamel. **Motion passed unanimously.**

Councilor Bolduc moved to seal the minutes of the non-public session for two years. Seconded by Councilor Lipman. **Motion passed unanimously.**

**ADJOURNMENT:**

Councilor Hamel moved to adjourn at 9:40 p.m. Seconded by Councilor Bolduc. **Motion passed unanimously.**

A True Record Attest:

Mary A. Reynolds  
City Clerk