



**LACONIA CITY COUNCIL MEETING  
JUNE 22, 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.

**RECORDING SECRETARY:**

City Clerk Mary Reynolds is recording the meeting.

**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 in attendance: Councilor Ava Doyle, Councilor David Bownes, Councilor Henry Lipman, Councilor Brenda Baer, Councilor Robert Hamel and Councilor Arman Bolduc.

Mayor Engler noted that all six (6) Councilors are in attendance and a quorum is established.

**STAFF ATTENDANCE:** City Manager Scott Myers, Finance Director Donna Woodaman

**ADOPTION OF MINUTES OF PREVIOUS MEETINGS:**

1. Regular and budget hearing minutes of June 8, 2015

*Councilor Bolduc moved to approve the regular and budget hearing minutes of June 8, 2015. Seconded by Councilor Hamel. **Vote was 6-0 and the motion passed.***

2. Budget Hearing minutes of June 15 , 2015

*Councilor Bolduc moved to approve the budget hearing minutes of June 15, 2015. Seconded by Councilor Baer. **Vote was 6-0 and the motion passed.***

**CONSENT AND ACTION CALENDAR:** NONE

**CITIZEN COMMENTS FOR MATTERS NOT ON THE AGENDA:**

Erica Blizzard, representing Lakeport Landing Marina, expressed her displeasure with the City Councils decision regarding 21 Elm Street, the bidding process that was conducted, and requested a motion to reconsider the vote that was taken and to allow for Lakeport Landing to submit another offer for the property.

Councilor Baer commented that Council Rule 21 permits this to be considered by a suspension of the Council Rules and would like to make a motion to do so. City Manager Myers advised to seek legal counsel consideration before permitting this motion.

Charlie St Clair, representing the Laconia Motorcycle Week Association, noted that this was a successful event and commended City staff for a job well done.

**INTERVIEWS:**                      **NONE**

**COMMUNICATIONS:**            **NONE**

**PUBLIC HEARING:**

1. Proposed 2015/2016 Budget

Mayor Engler opened the public hearing at 7:15 p.m. with the reading of the notice of this public hearing which was made in the Wednesday, June 10, 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.

Mayor Engler requested anyone wish to speak to identify themselves by name and address.

With no members of the public wishing to speak the public hearing was closed at 7:16 p.m.

**PRESENTATIONS:**

1. Mayor's Challenge for Safer Cities

John Rogers from Laconia Area Bicycle Exchange introduced Tim Gagnon from the Bike/Walk Alliance of NH encouraged the Council to consider becoming part of the Challenge for Safer Cities. This would include forming a committee to review the seven areas of the study to approach how complete streets are designed. The committee would gather data and analyze streets for the ability to accommodate bicycles by making small and minor adjustments that can make the street more accessible for those not driving. By signing on the City is making a commitment to the community to use complete streets when possible and to utilize materials that have been developed at the Federal level.

It was discussed making streets accommodating by make suggested lines when painting lines, pump outs, and other ways to use the existing space to accommodate the challenge.

City Manager Myers commented that this is another step that would ensure this is reviewed in projects that are ongoing already. Mayor Engler commented that the City will solicit information from City departments and will be in touch with Mr. Gagnon.

Alan Beetle commented that a presentation of Complete Streets was conducted at the Belknap Mill a few years ago by LRGH and the Belknap Economic Development Council. Adding to the

presentation Mr. Beetle acknowledged that young people want to have the choices and to encourage tourism is needed; this is a significant opportunity presenting itself to the City and to take this on is no cost but is to make everyone aware of each other.

Carolyn Muller, Community Health Improvement Specialist from LRGH, commented that free research is available and used the moving of the cross walk on South Main Street at Wyatt Park being done after visibility was made during the renovation and improvements as a good example.

J Rogers commented that he has spoken to the Mayor regarding placing bicycle stations in the City to have racks, pumps, and equipment for adjustments. Mayor Engler noted that he has expressed the need for specific information, such as locations and what type of racks, and once that is received it will make discussion easier.

### **MAYOR'S REPORT:**

Mayor Engler noted that a meeting is being next Monday at 7:00 p.m. with a public hearing regarding the Colonial Theatre Renovation Project and the civic need for the underutilized space.

It was also noted that there are two (2) vacancies on the Planning Board and only one applicant. Applications are being accepted until July 1 and are available at the City Manager's Office.

### **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) Ordinance Amending Chapter 221, Vehicles and Traffic/Parking on Sublawns
- b) Review of Chapter 167, Noise and Chapter 161, Licensing as it pertains to outdoor sound equipment and loudspeakers

Councilor Doyle reported that a request has been made to the Planning Staff to have more specific details and to reach out to other communities to see how they handle non-compliance. Once a starting point is determined it will be amended to suit the City. The time frame is approximately two (2) weeks to have the information back. The goal is to have a practical outline that will still maintain everyone's peace and quiet.

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

**No report**

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 Lakes Region Public Access (LRPA) has a finalist for the station director and negotiations are in process.

**MANAGER'S REPORT:**

1. Project Updates

City Manager Myers reviewed the Project Updates.

Motorcycle Week was successful and City Manager Myers thanked staff for the great job they did. Laconia Motorcycle Week Association also did a great job.

City Manager Myers advised that there have been some issues with staff emails and spam filters. If anyone has sent an email and not received a response they should reach out again because they were not intentionally not returned.

Councilor Hamel requested an update on the request to look into Highland Street, handicapped angles on the sidewalks, and what the staffing levels was reduced to during the raining days of Bike Week.

**NEW BUSINESS:**

1. First Reading of a Resolution Relative to Establishing a Parks and Recreation Revolving Fund for Community Center Gymnasium Floor Maintenance and a request to schedule a public hearing on July 13, 2015 during the regular Council Meeting

City Manager Myers explained that a sizable investment has been made in the floor and this would allow that any fees from users of the gymnasium would be placed back into this account for upkeep. Councilor Hamel echoed these remarks.

*Councilor Bolduc. Omove to waive the reading of this resolution in its entirety and to read by title only, Seconded by Councilor Hamel. **Vote was 6-0 and the motion passed.***

*Councilor Bolduc moved a First Reading of a resolution relative to establishing a Parks and Recreation Revolving Fund for Community Center Gymnasium Floor Maintenance and to schedule a public hearing on July 13, 2015 during the regular Council Meeting. Seconded by Councilor Hamel. **Vote was 6-0 and the motion passed.***

2. Request for funds from the Non-Capital Reserve Fund for the repair and replacement of a garage bay door system for the Parks & Recreation Maintenance Garage in an amount not to exceed \$7,000

Recreation and Facilities Director Kevin Dunleavy reviewed the need for the request with the Council. After inspection it was determined that the replacement needs to be made and the new door needs to include a man-door for egress from the building.

Councilor Bownes asked why this was not being done by a local business. It was explained that local companies were contacted and because it is a specialized project they did not bid.

*Councilor Lipman moved to authorize funding from the Non-Capital Reserve for the repair and replacement of a garage bay door system for the Parks and Recreation Maintenance Garage in an amount not to exceed \$7,000. Seconded by Councilor Hamel. **Vote was 6-0 and the motion passed.***

### 3. Departmental Transfer Requests

*Councilor Baer moved the following transfer:*

FROM:	01-415-101-0000 Clerk - Salaries	\$4,500
TO:	01-417-401-0000 Election – Equipment	

*Seconded by Councilor Bolduc. **Vote was 6-0 and the motion passed.***

*Councilor Bolduc moved the following transfer:*

FROM:	01-493-304-0003 Solid Waste – Concord Coop	\$30,000
TO:	01-502-000-1000 DPW- Winter Maintenance	
TO:	01-503-000-1000 DPW –Winter Maintenance Outside Services	
TO:	01-599-105-0000 DPW- Overtime	

*Seconded by Councilor Baer. **Vote was 6-0 and the motion passed.***

*Councilor Hamel moved the following transfer:*

FROM:	01-479-101-0000 Parks - Salaries	\$7,000
TO:	01-480-204-0000 Community Center Maintenance – Fuel	

*Seconded by Councilor Baer. **Vote was 6-0 and the motion passed.***

*Councilor Bolduc moved the following transfer:*

FROM:	01-479-101-0000 Parks - Salaries	\$6,000
TO:	01-435-204-0000 Police Station Fuel	

*Seconded by Councilor Baer. **Vote was 5-0 and the motion passed (Councilor Bownes was not in the Council Chambers at the time the vote was made)***

*Councilor Bolduc moved the following transfer:*

FROM:	01-479-101-0000 Parks - Salaries	\$33,232.15
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TO: 58-401-479-0002 Weirs Community Park

Seconded by Councilor Doyle. **Vote was 6-0 and the motion passed.**

4. Stabilization Account Transfer Requests

Councilor Baer moved the following transfer:

FROM:	01-212-001-0001	Primex Premium Refund Liability	\$ 29,930.50
TO:	82-301-010-0000	Accrued Leave Stabilization Account	

Seconded by Councilor Bolduc. **Vote was 6-0 and the motion passed.**

Councilor Baer moved the following transfer:

FROM:	01-433-125-0000	Worker's Compensation	\$ 100,000
TO:	82-301-010-0000	Accrued Leave Stabilization Account	

Seconded by Councilor Bolduc. **Vote was 6-0 and the motion passed.**

Councilor Hamel moved the following transfer:

FROM:	01-445-106-0000	Fire Sick/Hurt Coverage	\$ 30,000
FROM:	01-445-108-0000	Fire Vacation Coverage	\$ 30,000
FROM:	01-445-101-0000	Salaries	\$ 15,000
TO:	82-301-014-0000	Fire Staffing Stabilization Account	

Seconded by Councilor Lipman. **Vote was 5-1 and the motion passed (For: Councilor Doyle, Councilor Bownes, Councilor Lipman, Councilor Hamel, Councilor Bolduc; Against: Councilor Baer)**

5. Route 3 Business District Signage

C. St. Clair reviewed the proposal with the Council which involves having signs placed that will direct traffic to stay on Route 3 to travel the corridor and visit the business areas of the City. C. St. Clair is in the process of getting petition signatures from businesses that will be in the area that will be directed how to remain on Route 3. It was discussed that the State will not be needed to approve to erect the signs and the City can do all but two (2) of them. This would be a total of 19 signs.

It was noted that the Downtown TIF Advisory Board has voted to support.

The signs would be affixed to metal polls and the process has begun to remove signs from utility poles. It was explained that the City sign shop may be able to make some of the signs and the standard signs will need to be ordered. City Manager Myers commented that he has not had a lot of time to review and Public Works will be asked to look at the sign locations and if they can be made in house.

Council requested to have the City Manager disperse the information and to come back to the Council with a report including cost. C St. Clair was directed that additional signatures are not needed.

6. Gilford and Laconia Transfer Station Memorandum

Mayor Engler advised that minor housekeeping revisions are needed and requested to table this item to July 13.

*Councilor Hamel moved to table the approval of the Gilford and Laconia Transfer Station Memorandum of Understanding. Seconded by Councilor Bolduc. **Vote was 6-0 and the motion passed.***

**Mayor Engler advised that he would like to take up the Nominations, Appointments and Elections at this time.**

**NOMINATIONS, APPOINTMENTS & ELECTIONS:**

• **Weirs Tax Increment Financing Advisory Board:**

1. Robert Ames - seeking appointment to the Weirs Tax Increment Financing Advisory Board

*Councilor Bolduc moved to appoint Robert Ames to the Weirs Tax Increment Financing Advisory Board for a term of 3-years. Seconded by Councilor Doyle. **Vote was 6-0 and the motion passed.***

2. Russell Poirier - seeking appointment to the Weirs Tax Increment Financing Advisory Board

*Councilor Bolduc moved to appoint Russell Poirier to the Weirs Tax Increment Financing Advisory Board for a 3-year term. Seconded by Councilor Doyle. **Vote was 6-0 and the motion passed.***

• **Board of Water Commissioners (1 regular position available)**

1. Joseph H. Driscoll, III seeking reappointment as a full member of the Board of Water Commissioners to a three-year term to expire at the end of June, 2018

*Councilor Bolduc moved to reappoint Joseph H. Driscoll, III as a full member of the Board of water Commissioners to a 3-year term to expire at the end of June, 2018. Seconded by Councilor Doyle. **Vote was 6-0 and the motion passed.***

• **Lakes Region Planning Commission (1 City Council appointment position available)**

1. Dean Anson, II seeking reappointment as the City Council's representative to the Lakes Region Planning Commission for a four-year term to expire at the end of June, 2019

*Councilor Bolduc moved to reappoint Dean Anson, II as the City Councils representative to the Lakes Region Planning Commission for a 4-year term to expire at the end of June, 2019. Seconded by Councilor Baer. **Vote was 6-0 and the motion passed.***

## **UNFINISHED BUSINESS:**

### **1. Budget Resolutions**

- a. Second Reading of a Resolution relative to making itemized appropriations for the General Fund for the Fiscal Year Beginning July 1, 2015 and terminating June 30, 2016**
- b. Second Reading of a Resolution relative to making itemized appropriations for the Sewer Fund for the Fiscal Year Beginning July 1, 2015 and terminating June 30, 2016**
- c. Second Reading of a Resolution relative to making itemized appropriations for the Internal Services Fund for the Fiscal Year Beginning July 1, 2015 and terminating June 30, 2016**
- d. Second Reading of a Resolution relative to making itemized appropriations for the Special Revenue Fund-Motorcycle Week for the Fiscal Year Beginning July 1, 2015 and terminating June 30, 2016**
- e. Second Reading of a Resolution relative to making itemized appropriations for the Water Fund for the Fiscal Year Beginning July 1, 2015 and terminating June 30, 2016**
- f. Second Reading of a Resolution relative to making itemized appropriations for the Tax Increment Finance District-Lakeport for the Fiscal Year Beginning July 1, 2015 and terminating June 30, 2016**
- g. Second Reading of a Resolution relative to making itemized appropriations for the Tax Increment Finance District-Downtown for the Fiscal Year Beginning July 1, 2015 and terminating June 30, 2016**
- h. Second Reading of a Resolution relative to making itemized appropriations for the Tax Increment Finance District-Weirs for the Fiscal Year Beginning July 1, 2015 and terminating June 30, 2016**
- i. Second Reading of a Resolution relative to making itemized appropriations for Anticipated Grants for the Fiscal Year Beginning July 1, 2015 and terminating June 30, 2016**

Discussion continued from the budget hearing this evening.

Councilor Baer does not want to fund the SAFER Grant firefighters continuing and would like to move the \$155,000 allocated for radio replacement to be removed as well. Additionally she is also in favor of cutting \$150,000 from the School District budget as suggested by Councilor Hamel.

Councilor Lipman requested a straw poll to support the SAFER firefighters with a \$50,000 cut to overtime. The following Councilors are in favor: Doyle, Bownes, Lipman; against: Bolduc, Hamel and Baer. With the informal straw poll being a tie, Mayor Engler was in favor of the amendment to the Fire Department budget.

Discussion continued to reduce the Fire Department budget, mainly focused around the reduction of funding the radio replacement and staffing costs.

Discussion regarding cuts being made to the School District budget followed. This discussion resulted in requesting the School to decrease expenses by \$50,000 and \$50,000 from reserve accounts or \$150,000 from reserve accounts. Councilor Bownes was opposed to this adjustment.

Councilor Hamel requested to add the City Hall window replacement to the debt service and combine it with the bond for Weirs Beach because they will have the same useful life. A straw poll was conducted and all Councilors were in favor of this change.

The City Manager was directed to make the following adjustments and to come back to the Council:

- A reduction of \$42,500 from Fire radios
  - An addition of \$36,700 broken down by \$6,700 for Lakes Region Public Access and \$30,000 into contingency
  - An addition of \$60,000 for debt service for City Hall windows to be added to the bonding for Weirs Beach.
  - A reduction of \$50,000 from Fire overtime
  - \$100,000 reduction in the School Appropriation
  - Assessed Valuation line increases by \$5 million
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

#### **COUNCIL COMMENTS:**

Councilor Doyle commented that City staff did a great job with Bike Week. Also, there is a bridge presentation tomorrow evening at 7:00 p.m. regarding the Weirs Bridge work.

Councilor Baer discussed the closing of the local Department of Health and Human Services office and the hardship it would create. There was an equal hardship when they closed the Motor Vehicle Office and this is just another instance where the people that need the services won't be able to travel to get them.

**NON - PUBLIC SESSION: NONE**

#### **ADJOURNMENT:**

*Councilor Hamel moved to adjourn at 9:18 p.m. Seconded by Councilor Bolduc. **Vote was 6-0 and the motion passed.***

Respectfully submitted:

Mary A. Reynolds  
City Clerk