



**LACONIA CITY COUNCIL MEETING
JUNE 24, 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 Brenda Baer led the Salute to the Flag.

ROLL CALL:

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

ADOPTION OF MINUTES OF PREVIOUS MEETINGS:

1. Regular Minutes of June 10, 2013

*Councilor Bolduc moved to approve the regular minutes of June 10, 2013. Seconded by Councilor Hamel. **Motion passed unanimously.***

CONSENT AND ACTION CALENDAR:

1. Request to use City Docks at Weirs Beach for the Easter Seals NH 12th Annual HK Powersports Land & Lake Poker Run

*Councilor Doyle moved to approve the request to use the City docks at Weirs Beach for the Easter Seals NH 12th Annual HK Powersports Land & Lake Poker Run. Seconded by Councilor Bolduc. **Motion passed unanimously.***

2. Request by Making Strides Against Breast Cancer to hold a fundraising and walk event for the American Cancer Society on October 20, 2013 at Opechee Park

*Councilor Bolduc moved to approve the request by Making Strides Against Breast Cancer to hold a fundraising and walk event for the American Cancer Society on October 20, 2013 at Opechee Park. Seconded by Councilor Doyle. **Motion passed unanimously.***

CITIZEN COMMENTS FOR MATTERS NOT ON THE AGENDA:

Jay Lewis (79 Hilliard Road – Ward 1) addressed the Council. Mr. Lewis noted that the Council says a pledge at the beginning of the Council meeting and asked how many of the Councilors truly mean it.

Mayor Seymour replied that this question is insulting to the Council. Councilor Hamel excused himself from the discussion.

Mr. Lewis expressed his displeasure with the relocation of handicapped parking during Motorcycle Week and insinuated that the Council felt they had the authority to override Federal requirements for handicap access and that money was more important to the Council than the rights of handicapped individuals. Mayor Seymour advised Mr. Lewis that this was not the case and the City had followed all requirements for handicap accessibility by making additional spaced available on Lakeside Avenue. Mr. Lewis continued that the signage placed at the parking spaces was not lawful; Mayor Seymour assured Mr. Lewis that the City was in compliance.

Mr. Lewis commented that the City gave away a space valued at \$10,000 that did not have a vendor license for the items they were selling. Mayor Seymour explained that the vendor received a license and paid the appropriate fee; if the vendor then chose to sell products from several different manufacturers that is there right to do so.

INTERVIEWS:

Planning Board: (2 vacancies)

1. Donald Richards - seeking reappointment as a full member for a 3-year term expiring 2016
(Please note that Donald Richards is unable to be present at the 6/10/13 meeting, but plans to attend the 6/24/13 meeting)

Mr. Richards explained that he thought he was going to be finished with his service this year but there is a lot of interesting development with the Planning Board. The Council thanked Mr. Richards for his service to the City.

COMMUNICATIONS: NONE

PUBLIC HEARING: NONE

PRESENTATIONS:

1. Downtown TIF Update

Planning Director Shanna Saunders, Recreation and Facilities Director Kevin Dunleavy and Jim Boudreau, from Rist, Frost, Shumway Engineers, addressed the Council.

Director Dunleavy explained that the presentation this evening would be focused on the Main Street Bridge gateway improvement. Engineering and conceptual design for this project have been completed and the hope is to move forward with the engineering design in time to go out to bid in conjunction with the Main Street Bridge project. Director Dunleavy advised the Council that they are continuing to work on the overall Downtown TIF plan that has been requested. The available funding in the Downtown TIF account is \$311,000 with an anticipated allotment of \$173,000 on July 1st which will bring the total available funding to \$484,000.

Director Saunders addressed the economic impact this project would have on Downtown. The Laconia Main Street Initiative has been involved with this project from very early on and they are in support of the project; they have been proactively making streetscape improvements to the Downtown area to make the gateway more appealing. The properties that abut the project area are also very interested in the project and the enhancement it will bring. Director Saunders pointed out that this is a premier gateway to the City and updating the gateways has been set as a priority of the Council.

Mr. Boudreau presented a prepared presentation for the Council (see Attachment #1).

Councilor Lahey commented that he feels there should not be stamped pavement used for this project and the brick used in the majority should be used throughout. The stamped pavement does not hold up and would be less appealing than the brick, which is found in other communities and even at Rotary Park and the Belknap Mill. Mr. Boudreau replied that he understands and agrees that brick is more durable with a life of 100 years. Councilor Lahey added that he would like to see the project done right the first time.

Councilor Baer asked if using the brick would double the price. Mr. Boudreau replied that this is correct.

Councilor Hamel asked if red brick would be used or concrete. Mr. Boudreau replied that clay bricks would be used.

Mayor Seymour commented that replacing the stamped paving with brick would result in \$55,000 for bricks that represents an increase of approximately \$35,000.

Director Saunders stated that tonight they are looking for approval of budget and engineering for the project and reiterated that this project is being done in conjunction with the Main Street Bridge.

Councilor Lahey commented that it appears the primary Downtown plan is streetscaping. Director Saunders replied that the Riverwalk is going to be a large part of the Downtown plan but it has been determined that priority wise the streetscapes, pocket parks and bathrooms would be addressed because they came up during the public forums. Councilor Lahey commented that he feels if the stamped paving was used the decision would be regretted. Director Saunders advised that the price of the brick was a concern.

Director Dunleavy commented that the remainder of the projects will be included in the comprehensive Downtown TIF plan that is being prepared for the Council and has an anticipated completion within a month or two. This project request is being made now because of the timing aspect and because the funding is available.

Councilor Lipman commented that his concern is that the comprehensive study has not been completed and it is unknown if the funding being spent will result in giving up something else. Councilor Lipman stated he is not comfortable committing the funding for this project without knowing what could be lost elsewhere.

Director Saunders stated that she can guarantee that this project will be in the comprehensive plan and right now the question is not if the project should be done but with how much needs to be spent. There is a considerable saving to completing this with the Main Street Bridge and cost has been taken into consideration. Councilor Lipman replied that not knowing the cost of the other projects or what their benefits could be makes it difficult to make the decision to move forward with this project.

Director Saunders reiterated that the timing issue is coupled with the economic savings because there would be additional cost for demolition if this is done later.

Councilor Bolduc asked why the bump outs are still shown on the plans because the Council was very adamant that they don't want them. Director Saunders replied that this was a request by the public and adds to the ease of the Downtown. If someone comes Downtown for one purpose and stays a little longer they will likely stay in Downtown longer and this would be viable to the economy. Additionally, the instillation is part of the Main Street Bridge project and they are working within that plan.

Councilor Hamel commented that with brick pavers it tends to lead to uneven surfaces and maintenance in the winter months may prove to be difficult. Councilor Lahey referenced other municipalities that are using the brick pavers and the look is more appealing.

Councilor Hamel asked who is going to maintain all of the additional plantings and trees that are being proposed. There are already enough parks and areas that require sufficient maintenance and there is not enough staff to complete it. The green areas are nice but they are difficult to maintain. Director Saunders replied that the TIF funding can be used to help cover the maintenance costs as well. Director Dunleavy acknowledged that this particular project would not result in additional man power but the cumulative projects that are taking place do put a strain on the department.

Councilor Hamel asked if the realistic thought is that a lot of people will use this new area. Director Saunders replied that she does and referred to the Stewart Park project and how the improvements resulted in the park being used far more.

Councilor Lahey asked if it would be possible to take the overall plan and have City Manager Myers, Finance Director Woodaman and Councilor Lipman look at the needs and see how the money available could be used so the account is not spent down. Director Dunleavy replied that they could have rough estimates ready for the next Council meeting.

City Manager Myers agreed that looking at the ways to fund this project is important but the request this evening is to authorize the engineers to continue with the project so it can be done with the Main Street Bridge project and funding can be looked at after.

Councilor Lipman stated that maintenance costs are important as well and it would not be a wise investments if it is unmaintainable and will not look as good in a few years. The Council may decide, based on other priorities, that the amount requested is not the amount they would like to put into certain areas, such as having a more modest landscaping budget.

Councilor Hamel asked if the yellow areas on the plan are the areas being effected by the Main Street Bridget construction. Director Saunders demonstrated the bridge footprint and the footprint of this project. Mr. Boudreau added that the Main Street Bridge project will be restoring the exact areas in concrete and the recommendation will be to maintain material throughout the space to make it look unified. Councilor Hamel asked if the island and formation of the curbs are going to be in place with the bridge portion of the project and if the TIF funding is making the contribution to design of the area. Mr. Boudreau replied that the design is a result of the Main Street Bridge project. City Manager Myers added that there would be a realized savings of not pouring the concrete to replace and funds would be saved in the overall project.

Councilor Lipman asked if the plan accomplishes connecting the Riverwalk. Director Saunders replied that it does not and a stairway would be needed to connect the pedestrian sidewalk to either the Beacon Street West property or the Landmark Inn property. There is an easement for the Riverwalk on the Landmark Inn property and there is a Riverwalk on the Beacon Street West property but it's the connection that is not in place. Councilor Lipman commented that this is a really important part of the entire picture for Downtown. Director Dunleavy replied that this is included in the comprehensive study.

Councilor Hamel stated that he was with the understanding that when Walgreens was built there was funding set aside in an account for the stairs. Director Saunders replied that this funding is for the Riverwalk, not stairs. Finance Director Woodaman commented that there is \$25,000 in this account. Councilor Hamel stated that the walkway is already in place behind Walgreens. Director Saunders corrected that there is a parking area and a planting area but not the Riverwalk.

Mayor Seymour asked for direction. City Manager Myers replied that depending on what the timeline would be for the group to come back to be in line with the Main Street Bridge project a decision could be deferred with the timeline to have a decision being before the end of July. Councilor Lipman added that the idea should be to get the Riverwalk to connect.

Councilor Lahey asked how the Riverwalk would extend from the current end point to the easement on the other side of the river. Director Dunleavy replied that it would need to come off of the bridge deck to access the easement. The intent is to have the Riverwalk be on both sides of the river and the plan for this can be presented at with the comprehensive plan.

MAYOR'S REPORT:

Mayor Seymour advised that he will not be at the July 8 meeting and Mayor Pro Tem Hamel will lead the meeting. Councilor Lahey added that he will not be in attendance either.

CITIZEN REQUESTS TO COMMENT ON CURRENT AGENDA ITEMS:

Charlie St Clair (Messer Street) commented that he agrees with Councilor Lahey that the stamped pavement for the Downtown improvements is a bad idea. It was used for the WOW Trail on Messer Street and it was not a wise investment. Mr. St Clair offered an idea to sell bricks with the offer of having something engraved on them to help offset the cost. With regard to the concerns about the waving in the brick surface over time it should be considered that when they were laid the construction method has changed and the outcome over time is sure to be different. As a business person in Downtown brick is preferred.

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

No report on any item in committee

LIAISON REPORTS: NONE

MANAGER'S REPORT:

City Manager Myers reviewed the Economic Development Report (see Attachment #2) and the Recycling Report (See Attachment #3).

City Manager Myers stated that mandatory recycling begins on July 1st and there are various ways to recycle, including curbside, use of remote facilities, and use of the transfer station. There have been public information meetings held, information on line and in the newspapers to educate the public that this is going to be effective.

NEW BUSINESS:

1. Request by Greater Lakes Child Advocacy Center to hold a Fundraising event on August 4, 2013 at Opechee Park

*Councilor Hamel moved to approve the request by the Greater Lakes Child Advocacy Center to hold a fundraising event on August 4, 2013 at Opechee Park. Seconded by Councilor Bolduc. **Motion passed unanimously.***

2. Request by Laconia Athletic & Swim Club to use Opechee Park from June 1 through August 23, 2013 for a recreational program for the public and members

*Councilor Bolduc moved to approve the request by Laconia Athletic & Swim Club to use Opechee Park from June 1 through August 23, 2013 for a recreational program for the public and members. Seconded by Councilor Lipman. **Motion passed unanimously.***

3. Street Performer Request – William LeClair

City Manager Myers explained that this request is for outside performances throughout the City and is unique because it is not for a specific time or date as is common with other licensed events. In discussions with Mr. LeClair the basic questions were asked regarding amplifying and how the performances would take place. It was indicated that a minimal amplification device would be used. If the Council were to approve the request Mr. LeClair would need to go through the Licensing Board for the amplification and apply for an Outdoor Loudspeaker License.

City Manager Myers stated that it is great it encourage these activities and it is common on many other communities. If it is not over regulated and handled with a common sense approach this could be a positive activity for the community.

Councilor Bolduc asked what type of music would be performed, live or audio. City Manager Myers replied that the request is for guitar and bongos with a minimal amplification device and access to electricity would need to be available.

Councilor Hamel asked if he is looking for open access to all areas of the City and be able to set up anytime in any location. City Manager Myers replied that it would be limited to areas and times of the day if the Council chose to but this request could be handled as a trial and regulations could be outlined based on the outcome of the trial. Councilor Hamel stated that he doesn't object to the concept but he thinks a trial would be a good idea and that he should notify where he is going to be so if there are calls to the City they can be prepared.

Councilor Bolduc commented that there should not be extension cords running across sidewalks. City Manager Myers agreed.

Councilor Doyle stated that she thinks it's a great idea and the Weirs area has been thinking about this idea for some time. The concern is that if there has been a long discussion on outdoor loudspeakers and the restrictions on businesses so the residential or hotel areas are not affected. If a trial is done with limiting times, such at 11:00 a.m. to 6:00 p.m., it would be a good way to see if this would work and not have competition with the businesses that provide entertainment at their establishments.

Councilor Hamel stated that the ordinances limit the time an outdoor loudspeaker can be used. Councilor Doyle replied that the time is indicated in the ordinance but it is also inclusive of a regulation not permitting the sound to exceed your property line and if this is a traveling performance there is not property line to be observed.

Mayor Seymour referred to the information provided and stated that an acoustic guitar and bongos are not of the same caliber of the other equipment that was suggested in the past. In the communities that these performers have been in there is an enhancement to the community.

Councilor Hamel moved to allow the request for 30 days and go through the process of obtaining an Outdoor Loudspeaker License and see how it turns out. Seconded by Councilor Bolduc.

City Manager Myers asked if there would be any limiting of hours based on the discussion. Councilor Hamel replied that he does not think it is needed and common sense can be used.

Motion passed unanimously.

4. Transfer Request

Finance Director Woodaman explained that these requests are for funding left at the end of the fiscal year and would place funding into stabilization accounts for future needs.

Councilor Baer asked if there are other unencumbered funds. City Manager Myers replied that there are other amounts that will flow into Fund Balance that are not being recommended for transfer at this time.

Councilor Hamel asked for the balance in the Accrued Leave account. City Manager Myers replied that there is approximately \$160,000 plus interest.

Councilor Doyle moved the following transfer:

<i>FROM: 01-429-130-0000</i>	<i>Health Insurance</i>	<i>\$14,000</i>
<i>FROM: 01-437-130-0000</i>	<i>Health Insurance</i>	<i>\$30,000</i>
<i>FROM: 01-516-130-0000</i>	<i>Health Insurance</i>	<i>\$26,000</i>
<i>TO: 82-301-012-0000</i>	<i>Heath Insurance Stabilization Account</i>	

Seconded by Councilor Lipman. **Motion passed unanimously.**

Councilor Doyle moved the following transfer:

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

Seconded by Councilor Bolduc. **Motion passed with 5 in favor and Councilor Hamel opposed.**

Councilor Doyle moved the following transfer:

FROM: 01-502-000-1000	Winter Maintenance	\$5,000
TO: 82-301-011-0000	Winter Maintenance Stabilization Account	

Councilor Baer asked how much the City Hall Generator is expected to cost. Finance Director Woodaman replied that the anticipated cost is approximately \$50,000 but a hard amount is available at this point. There has been discussion of taking funds from the Non-Capital Reserve account and because there is funding in Contingency the suggestion is to move funding to the generator account to ease some of the burden on the Non-Capital Reserve.

Councilor Doyle moved the following transfer:

FROM: 01-431-343-0000	Contingency	\$16,489
TO: 01-431-343-0006	Generator for City Hall	

Seconded by Councilor Bolduc. **Motion passed with 5 in favor and Councilor Hamel opposed.**

5. Carry forwards

City Manager Myers presented the following carry forwards and indicated that a final list will be presented to the Council in July after the Fiscal Year has ended:

The amounts listed below are estimates.

CITY

Administration

\$ 1,735 From 01-489-480-0033- **Operating Budget (2013) – Special Items – Lake Opechee Preservation**

\$ 5,000 From 01-499-489-0007 – **Milfoil Treatment (2011)**

\$ 5,000 From 01-499-489-0004 – **Milfoil Treatment (2012)**

\$ 5,000 From 01-499-489-0003 - **Milfoil Treatment (2010)**

These funds are for were appropriated to fulfill our commitment to DES to help eliminate milfoil in the surrounding lakes. This was our fourth year of a five year commitment. This money will be held until such time as the State requests payment.

\$ 2,900 From **01-431-303-0001 – Non-Departmental/Management Information System**

These funds are to designated for the implementation of invoice cloud application that will be installed in the next several months.

\$10,560 From 01-499-401-0015 - **City Hall Generator (2012)**

\$16,849 From 01-431-343-0006 – **City Hall Generator (2013)**

This money will be used to go towards the purchase and installation of a generator at City Hall.

\$92,738 From 01-499-431-0004 - **Environmental Related Expenses (2012)**
\$40,000 From 01-402-225-0001 - **Legal Expenses (2103)**

This money will be used to go towards Environmental related legal expenses or costs associated with environmental related clean-ups.

Councilor Hamel asked if the Council could remove items if they wanted them to flow into the Fund Balance. City Manager Myers replied that this could happen but in the following year additional funding would need to come from the Fund Balance to break even because it would be an additional revenue. Finance Director Woodaman added that most of these projects were CIP projects that need to be finalized and a few are from operating budgets.

Conservation

\$2,490 From 01-422 **Operating Budget Conservation Commission (2013)**
\$2,561 From 01-499-422-0004 - **Conservation Commission (2011)**
\$2,157 From 01-499-422-0005 – **Conservation Commission (2012)**

Water quality is a priority in the City of Laconia & the Laconia Conservation Commission has embarked on studying what options available to clean up various water sources in the City. The funds will be used to study and assist with providing vital data to identify storm water issues, maintain clean drinking water and also to identify milfoil propagation and ways to contain the milfoil from spreading.

Assessing

\$14,207 From 01-411-304-0000 – **Outside Contracts (2013)**

These funds are used to hire professional services in the case of appeals as well as to be used towards the costs of the next property revaluation in Fiscal Year 15.

Parks

\$25,000 From 01-497-479-0017 – **Playground Revitalization (2013)**
\$23,427 From 01-499-479-0006 – **Playground Equipment (2010) - Wyatt**
\$ 8,477 From 01-499-479-0003 - **Playground Equipment (2009) - Wyatt**
\$56,904 T

These funds were appropriated to renovate the playground equipment at all the City playgrounds.

Planning

\$20,000 From 01-405-306-0000 – **City Master Plan (2013)**

These funds will be carried forward to be used in preparing the City Master Plan update, the update is estimated to cost approximately \$60,000. There is \$20,000 in the Planning Operating budget for Fiscal Year 14 to be applied to this purpose as well.

\$18,008 From 01-405-304-0000 – **Outside Contracts (2013)**

These funds will be used for the Stormwater Ordinance. The Planning Department began work on this ordinance In FY13, however due to several other commitments that required our immediate attention and this project was not completed.

Public Works

\$346,059 From 01-497-500-0013 **Street Repairs (2013)**
\$ 777 From 01-499-700-0031 **Street Repairs (2010)**

These funds will be used for continued road resurfacing improvements throughout the City.

\$20,000 From 01-497-500-0039 – **Guard Rails and Railings (2013)**
\$15,287 From 01-499-500-0008 - **Guard Rails and Railings (2012)**
\$35,287

These funds will be used in our ongoing effort to improve guard rails, railings and fencing throughout the City.

\$11,302 From 01-499-500-0042 – **Comprehensive Drainage Study (2011)**
\$43,174 From 01-497-500-0042 - **Comprehensive Drainage Study (2012)**
\$54,476

The overall cost of the study is estimated to be about \$150,000. The 1st phase of this project was funded in FY10, this project was not funded in FY11. Many areas of the City’s storm water drainage infrastructure are undersized and in varying stages of deterioration. Currently we are working with a professional engineer to study problem areas in the City and our public work crews are repairing these troubled areas as we go with money from the operating budget.

\$ 9,191 From 01-499-500-0002 - **Landfill Cap/Liner Replacement (2009)**

This money was originally appropriated for this purpose and a significant amount of work has been completed. We are continuing working on additional repairs. These repairs will be completed by Public Works employees and only materials will be charged to this account.

\$40,000 From 01-497-500-0044 - **Academy Street Bridge Study (2013)**

This project involves funding of a Bridge Study and possibly some preliminary design of the Academy St bridge over Durkee Brook. The bridge was constructed in 1930 and is on the state’s red-list, making it a high priority for repair. the existing bridge. We expect to State funds to be available in FY2018 for the improvements to this bridge.

\$20,000 From 01-497-500-0045 – **Bridge Program Engineering (2013)**

This line funds item is for securing a qualified bridge engineering consultant to outline, monitor and administer input into the State Bridge Aid Program on behalf of Laconia.

\$ 7,720 From 01-499-500-0027- **Traffic Light Replacements (2011)**

These funds remain from the replacement of the traffic signals at Court and Main. Due to increased video technology the cost to replace these signals was less than expected. DPW would like to carry this balance forward for use at Gilford – Union Ave for anticipated light repairs at this intersection. Possibility the costs to repair this equipment may exceed these funds.

\$35,000 From 01-497-500-0031 – **Sidewalks (2013)**
\$ 3,499 From 01-499-500-0032 - **Sidewalks (2012)**
\$38,499

This is an ongoing project to repair, reconstruct existing sidewalks and construct new sidewalks in the City.

\$ 7,500 From 01-519-401-0015 – **Traffic Control Components (2013)**

There are (9) Traffic Light Controlled intersections throughout the City. Much of this equipment is between 10 and 20 years old. These funds would be used to replace costly components on short notice when and if there is a failure.

Laconia School District

\$100,000 From 01-485-367-0000 – **Laconia School District Operating Budget**

The Laconia School District is requesting to carryforward unexpended appropriation funds from FY13 to be applied to FY14 operating budget.

Sanitary Sewer

\$ 6,125 From 90-499-497-0030 – **Sewer Force Main Emergency Repairs (2012)**

The Sewer force mains in the City vary in size and age, there is approximately 10 miles of this pressure pipe in our system. There have been several breaks in recent years; which has revealed our need to have properly sized repair hardware on hand. It is highly important from both an emergency and public health standpoint that we have a supply of hardware in stock and readily available.

\$27,952 From 90-497-497-0027 – **Gravity Sewer Mains (2013)**

This money will be used in our ongoing effort to upgrade existing sewers thru the use of both in house resources and outside contractors.

\$50,000 From 90-499-700-0035 – **Sanitary Sewer Study (2012)**
\$ 3,813 From 90-499-700-0031 – **Sanitary Sewer Study (2011)**
\$53,813

This project continues to be a priority as requirements are set by the EPA for the measurement of inflow and infiltration of groundwater into the sewer.

\$15,048 From 90-497-401-0025 **Old North Main Pump Station Engineering**

This appropriation is to fund the cost of engineering to replace the existing generator with a new state of the art generator. The current generator is located inside the building and according to current requirements a larger more powerful generator is needed and should be placed outside the building.

\$4,372 From 90-499-497-0032 – **Black Brook PS Emergency Generator (2012)**

These funds will be used in the ongoing effort to upgrade generators at pump stations located in the City. The Old North Main Street Pump Station is next on the list of pump stations in need of a new generator.

Internal Service Fund

\$19,481 From 92-497-401-0500 – **Vehicle – Capital Outlay - DPW (2013)**

The ISF is requesting to carry these funds to FY14 to purchase a vehicle for use in the Public Works Department.

Councilor Hamel asked how the \$100,000 requested by the Schools would effect the \$11,000 they had requested in there budget to use the full amount allowed under the Tax Cap. City Manager Myers replied that the \$100,000 was funding already appropriated to the Schools that was not used this year and the \$11,400 is a result of an increase in property tax value from the time the budget was given to the City Manager and the current time. This increase would bring them to the total allowable under the Tax Cap.

Councilor Lipman stated that the broader issue is what the tax rate increase is comfortable for the Council. Finance Director Woodaman replied that the \$11,400 request does not have an impact on the tax rate at this point. City Manager Myers acknowledged that cumulative items can add up and have an impact on decreasing the tax rate and he understands the direction the Council would like to go in.

UNFINISHED BUSINESS:

1. Budget Resolutions:

Councilor Lipman asked how the Council feels about the projected increase of \$.39 on the tax rate. Councilor Baer replied that she does not feel very good about it. Councilor Lipman explained that with the current budget appropriations the tax rate would increase by \$.39 and would be within the Tax Cap allowance.

Councilor Baer commented that the Opechee Park House could be removed at \$110,000 and some of the Special Items could be reviewed.

Councilor Lipman asked for confirmation that there are potenetial savings in Health Insurance. City Manager Myers explained that the budget consists of a 7.5% increase reflective of the maximum increase allowed and the actual increase came in at 5.5% which presented a realized savings of \$60,000 across all departments. Councilor Lipman commented that if this is available this could be beneficial to trimming \$.03 on the tax rate.

Councilor Lipman commented that with the Parks & Recreation Commission committed to exploring the Opechee Park Bathhouse as an option for the Opechee Park Club it could be worth removing most of this funding and leaving some for planning and exploratory purposes. Councilor Bolduc replied that the

Parks & Recreation Commission is already working on this. Councilor Lipman added that some engineering and planning costs will be incurred and maybe \$10,000 could be left for this purpose.

Councilor Lahey stated that the discussion should be based on if the building is sufficient for City activities that go on and if it isn't being used for other events does the City want to spend money to upgrade the facility for that purpose.

Mayor Seymour asked for other items that the Council wants to explore.

Councilor Baer stated that the Council has not looked at Special Items (Pg. 21) and she feels they should be level funded. Councilor Baer reviewed all items with increased funding. Councilor Lipman explained that all levels of services, including youth, family and mental health, are in need and it should be considered that if these agencies are providing services that are needed. City Manager Myers added that services for those that would otherwise end up in the hands of the Police Department or County that the cost savings to the City outweighs the contribution the City is making. The allocation, particularly for Genesis Behavioral Health, is below the requested amount. Councilor Lipman stated that expanding services may be offered by the State but it does not cover the needed services and the savings to the City departments is worth the contribution. It has been recognized that something needs to be done with respect to mental health issues and in some other communities the contributions have been increased as well.

Councilor Hamel commented that in two years the City contribution to Genesis Behavioral Health has more than doubled. Councilor Lipman replied that the problem is far larger than realized and it just takes preventing or controlling one or two cases and the City is seeing a savings on investment.

Mayor Seymour asked if Councilor Hamel had specific areas he was looking into for a reduction. Councilor Hamel replied that he was looking at some of the carry forwards and asked if they could be applied to the tax rate. City Manager Myers explained that it would have to flow back into Fund Balance and the Council could increase the amount allocated out of Fund Balance.

Councilor Hamel asked why making purchases from the Motorcycle Week fund does not affect the tax rate. City Manager Myers replied that there is a presentation being made regarding the inner workings of this fund and added that it is accredited to the depreciation of assets.

Councilor Lipman commented that the auditors advised that the City is in a good position with the Fund Balance. Councilor Hamel asked what the balance is of the Fund Balance at this time. Finance Director Woodaman replied that the unrestricted Fund Balance is approximately \$5.6 million. City Manager Myers cautioned that to sustain the level of funding in following years the amount will need to be funded to represent increases. Finance Director Woodaman added that there is an expectation that a sizable amount will be flowing into the Fund Balance based on funding from operating budgets.

Councilor Lipman stated that \$.10 could be reduced from the tax rate by removing \$100,000 from the Opechee Park House construction, \$60,000 in savings from the Health Insurance and \$40,000 from Fund Balance. Councilor Lipman asked if the \$60,000 was representative of the premium holiday. City Manager Myers explained that it is the savings in the difference of the 7.5% projected increase to the actual increase of 5.5%. Councilor Hamel asked what the savings in premium holiday is for this year. Councilor Lipman explained that this is used to offset the balance of unused absences.

Finance Director Woodaman reviewed the suggested changes and stated the projected increase would then be \$.29.

Councilor Hamel stated that this is a great budget and it is getting difficult to find places for reduction.

Councilor Hamel stated he would like to see the \$11,400 removed from the School. Finance Director Woodaman replied that this would make the tax rate increase \$.28. Councilor Hamel added that if the Council is looking to make a reduction on the City side the School should be seeing a reduction as well. Councilor Lahey cautioned that with the renovation projects that have taken place the School Department took on several expenses within their budget and he is certain they are counting on this funding for the bond schedule. City Manager Myers commented that they also lost \$500,000 in adequacy funding.

Mayor Seymour commented that Finance Director Woodaman stated the rate was now at \$.28 increase and asked if there was an amount in mind. Councilor Hamel replied that he was looking at no more than \$.30.

Councilor Baer commented that there was a request by CERT for funding. Mayor Seymour replied that here was a discussion but at this time it is difficult to find funding when there are so many other areas that are being considered. Councilor Hamel asked if the Council could remove items if they wanted them to flow into the Fund Balance. City Manager Myers replied that this could happen but in the following year additional funding would need to come from the Fund Balance to break even because it would be an additional revenue. Finance Director Woodaman added that most of these projects were CIP projects that need to be finalized and a few are from operating budgets.

Councilor Hamel asked if the Active Shooter allocation of \$10,436 is intended to come from the Motorcycle Week account. City Manager Myers replied that this amount and the four inch hose for the Fire Department are intended to come from this account. Councilor Hamel asked if the Fire Department has any means to funds to replace items. City Manager Myers explained that they do make some replacements but because this type of replacement is unknown it is not planned for. Councilor Hamel replied that he feels it should come out of the operating budget of the department. City Manager Myers replied that this can happen but the tax rate would be reflective of the increase.

City Manager Myers stated that some preliminary numbers are available for Motorcycle Week. Finance Director Woodaman estimated approximately \$30,000 would be flowing into the account and reviewed revenues and payroll. The full detail will be made available when it is ready. Councilor Hamel requested a comparison on overtime from last year to this year.

Councilor Lipman stated that he feels the Council is in a position to pass the budget this evening based on the changes proposed. Finance Director Woodaman requested a moment to calculate amendments before continuing. This request was granted.

Finance Director Woodaman advised that the General Fund appropriation would change to \$56,687,138 and the Balance to be Raised by Taxes would be adjusted to \$35,107,335. The resolution was amended to reflect this change.

- a. Second Reading of a Resolution Relative to Making Itemized Appropriations for the General Fund for the Fiscal Year beginning July 1, 2013 and Terminating June 30, 2014

*Councilor Lipman moved a second reading of an adjusted Resolution Relative to Making Itemized Appropriations for the General Fund for the Fiscal Year beginning July 1, 2013 and Terminating June 30, 2014. Seconded by Councilor Baer. **Motion passed unanimously.***

- b. Second Reading of a Resolution Relative to Making Itemized Appropriations for the Sewer Fund for the Fiscal Year Beginning July 1, 2013 and Terminating June 30, 2014

*Councilor Lipman moved a second reading of a Resolution Relative to Making Itemized Appropriations for the Sewer Fund for the Fiscal Year Beginning July 1, 2013 and Terminating June 30, 2014. Seconded by Councilor Bolduc. **Motion passed unanimously.***

c. Second Reading of a Resolution Relative to Making Itemized Appropriations for the Water Fund for the Fiscal Year Beginning July 1, 2013 and Terminating June 30, 2014

*Councilor Hamel moved a second reading of a Resolution Relative to Making Itemized Appropriations for the Water Fund for the Fiscal Year Beginning July 1, 2013 and Terminating June 30, 2014. Seconded by Councilor Bolduc. **Motion passed unanimously.***

d. Second Reading of a Resolution Relative to Making Itemized Appropriations for the Internal Services Fund for the Fiscal Year Beginning July 1, 2013 and Terminating June 30, 2014

*Councilor Hamel moved a second reading of a Resolution Relative to Making Itemized Appropriations for the Water Fund for the Fiscal Year Beginning July 1, 2013 and Terminating June 30, 2014. Seconded by Councilor Bolduc. **Motion passed unanimously.***

e. Second Reading of a Resolution Relative to Making Itemized Appropriations for Anticipated Grants for the Fiscal Year Beginning July 1, 2013 and Terminating June 30, 2014

*Councilor Lahey moved a second reading of a Resolution Relative to Making Itemized Appropriations for Anticipated Grants for the Fiscal Year Beginning July 1, 2013 and Terminating June 30, 2014. Seconded by Councilor Bolduc. **Motion passed unanimously.***

f. Second Reading of a Resolution Relative to Making Itemized Appropriations for the Special Revenue Fund – Motorcycle Week for the Fiscal Year Beginning July 1, 2013 and Terminating June 30, 2014

*Councilor Lahey moved a second reading of a Resolution Relative to Making Itemized Appropriations for the Special Revenue Fund – Motorcycle Week for the Fiscal Year Beginning July 1, 2013 and Terminating June 30, 2014. Seconded by Councilor Bolduc. **Motion passed unanimously.***

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, 2013 and Terminating June 30, 2014

Councilor Lipman asked how any of the projects being proposed would affect the allocation. City Manager Myers replied that it would be dependent on the bond schedule for the bridge project if bonding was the funding chosen. Councilor Hamel commented that this resolution is adding to the funding already in place.

*Councilor Baer moved a second reading of a Resolution Relative to Making Itemized Appropriations for the Tax Increment Finance District – Downtown for the Fiscal Year Beginning July 1, 2013 and Terminating June 30, 2014. Seconded by Councilor Bolduc. **Motion passed unanimously.***

h. Second Reading of a Resolution Relative to Making Itemized Appropriations for the Tax Increment Finance District – Lakeport for the Fiscal Year Beginning July 1, 2013 and Terminating June 30, 2014

*Councilor Bolduc moved a second reading of a Resolution Relative to Making Itemized Appropriations for the Tax Increment Finance District – Lakeport for the Fiscal Year Beginning July 1, 2013 and Terminating June 30, 2014. Seconded by Councilor Hamel. **Motion passed unanimously.***

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:

Planning Board: (2 vacancies)

1. William Contardo - seeking reappointment as a full member for a 3-year term expiring 2016

*Councilor Bolduc moved to reappoint William Contardo as a full member of the Planning Board for a 3-year term expiring 2016. Seconded by Councilor Doyle. **Motion passed unanimously.***

2. Donald Richards - seeking reappointment as a full member for a 3-year term expiring 2016

*Councilor Bolduc moved to reappoint Donald Richards as a full member of the Planning Board for a 3-year term expiring 2016. Seconded by Councilor Doyle. **Motion passed unanimously.***

Water Department Board of Commissioners: (1 vacancy)

1. Richard Breton - seeking reappointment as a full member for a 3-year term expiring 2016

*Councilor Bolduc moved to reappoint Richard Breton as a full member of the Water Department Board of Commissioners for a 3-year term expiring 2016. Seconded by Councilor Lipman. **Motion passed unanimously.***

COUNCIL COMMENTS:

Councilor Bolduc commented that the painting done on the Lakeport Bridge railing looks very good and it is appreciated.

NON - PUBLIC SESSION: NONE

ADJOURNMENT:

*Councilor Bolduc moved to adjourn at 9:05 p.m. Seconded by Councilor Hamel. **Motion passed unanimously.***

Respectfully Submitted:

Mary A Reynolds
City Clerk