



**LACONIA CITY COUNCIL MEETING  
JULY 11, 2011  
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 Armand Bolduc requested to defer his duty to his son, Lieutenant Colonel David Bolduc of the United States Army.

Lieutenant Colonel David Bolduc led the Salute to the Flag.

**ROLL CALL:**

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

Mayor Seymour thanked Lieutenant Colonel Bolduc for his service and being a hero to our community and country.

**ADOPTION OF MINUTES OF PREVIOUS MEETINGS:**

- **Regular minutes of June 27, 2011 Council meeting and special meeting and public hearing minutes of June 30, 2011**

Councilor Bolduc moved to approve the regular meeting minutes of June 27, 2011 and the special meeting and public hearing minutes of June 30, 2011. Seconded by Councilor Hamel. **Motion passed unanimously.**

**CONSENT AND ACTION CALENDAR:     NONE**

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

Christine Santanello from the Lakes Region Community Services (LRCS) advised the Council that they would like to apply for a Community Development Block Grant to obtain \$500,000 for renovations of the former Federal Building, which LRCS was awarded on 2009. For LRCS to apply for this grant, the City would need to allow LRCS to apply for the grant under the City and then disperse the funds, if awarded, to LRCS.

Mayor Seymour advised that a public hearing has been scheduled by City Manager Myers for July 21, 2011 at 7:30 p.m.

**INTERVIEWS: NONE**

**COMMUNICATIONS: NONE**

**PUBLIC HEARING: NONE**

**PRESENTATIONS:**

- **Recognition – State Championship for Laconia High School Girls Softball Team**

Mayor Seymour read a proclamation declaring July 12, 2011 as Laconia High School Girls Softball Team Appreciation Day for their accomplishment of being State Champions. Mayor Seymour further acknowledged that no other softball team has achieved this goal and advised the participants that they have instilled a sense of well being in their community. Each participant, as well as Coach Darcy Blake, received a Certificate of Recognition.

- **Lakes Region Partnership for Public Health**

Susan Lavereck, Associate Director, addressed the Council.

Ms. Lavereck explained that the Lakes Region Partnership for Public Health is responsible for emergency management services for 70,000 in the Lakes Region. In the last year, they have purchased new equipment and established the Laconia Middle School as an alternate care site in the event of a medical emergency. In the upcoming year, they are working on areas of accessibility, both physical and language. The Lakes Region Partnership for Public Health also works closely with the Lakes Region Community Emergency Response Team (LR-CERT) during times of disaster in the area. Ms. Lavereck also thanked the supporters within the City, including Fire Chief Ken Erickson, Police Chief Chris Adams, and former Finance Director Pam Reynolds.

Lisa Morris, Executive Director, reviewed the work the organization does in public health. The Servicelink program offers services to the elderly residents in the region, as well as the Healthy Eating Active Living initiative and the Neighbor to Neighbor program. Ms. Morris also advised that they are working on immunization programs in the schools and substance abuse prevention education.

- **"Pay as You Throw" - Liz Bedard**

Public Works Director Paul Moynihan introduced Liz Bedard, explaining that this presentation will be a follow up to the prior presentation.

Ms. Bedard reviewed a prepared presentation (see Attachment #1).

Councilor Lipman commented that during the budget process, it was realized that the subsidy for commercial haulers would need to be phased out as it is a cost of \$110,000 per year for the service. Councilor Lipman further commented that he is understanding to the public's assessment that they are

already paying for the collection service through taxes and they feel as if it is a “double taxation” by imposing a pay-per-bag system; it does seem that in the long run that increasing recycling and decreasing disposal cost would be the appropriate thing to do. Councilor Lipman asked what the impact of single stream recycling will be on the proposal. Ms. Bedard explained that the City is already involved in single stream recycling therefore it will not have an impact. Councilor Lipman asked if the focus is just on reducing tonnage being transported of non-recyclable materials, what is the potential for recycling collection. Ms. Bedard explained that Pay As You Throw will have the largest impact; many people will stop recycling once their recycle bin is full therefore the collection will need to be increased to weekly.

Councilor Doyle commented that she feels this is a form of downshifting costs to the taxpayer unless the offset is used as a reduction in taxes. Ms. Bedard advised that in the Town of Raymond the taxes were reduced by approximately \$.90 per thousand in the first year. Ms. Bedard asked the Council to look at rubbish collection and disposal like the service of water; the City would never consider providing the water service at no charge. Like water, if people have to pay for it they will be more conservative on use.

Councilor Doyle advised that the City has a large tourist base and this would be a difficult transition. Ms. Bedard advised that Portland, Maine was able to make the transition with little complication. Councilor Doyle advised that commercial entities are already dealing with illegal dumping and this is going to increase. Councilor Doyle asked how commercial collection would be handled. Ms. Bedard explained that locations with a dumpster would not be required to have the special bags and those with seasonal rentals will need to follow the bag rules if they are utilizing curbside collection.

Councilor Hamel asked what would happen with bulky items. Ms. Bedard explained that these items would still be handled the same as it is now; people are charged now and that would not change. With the idea of discontinuing facility stickers, Councilor Hamel asked how it would be verified that the product was coming from Laconia. Ann Saltmarsh, Administrative Assistant for the Department of Public Works, advised that they would show the same proof as they would now when they are purchasing the sticker, which is a vehicle registration. Ms. Saltmarsh advised that day passes could still be sold for special circumstances, such as a contractor working at a property in the City and needing to access the facility.

Councilor Lipman commented that people don't like change and don't like the thought of paying for a service twice; the idea of paying twice can be handled with a commitment that the savings will be a deduction in the funding to be raised by taxes. In regards to the increase in disposal cost going up over the next several years, it is important to find a way to reduce the tonnage.

Ms. Bedard made the statement that if the Concord Cooperative Single Stream Recycling Facility was operational at this time the City would be collecting \$70.00 per ton of recycling delivered based on the current market. If the facility opens next fall, the market may not be the same therefore this information was not used in the presentation given.

Councilor Baer asked how close the Concord Cooperative is to getting the single stream facility open. Director Moynihan advised that there have been some issues holding up the process, but the anticipation is to have the facility operational in the fall of 2012. Councilor Baer confirmed that when the facility opens we will see recycling as revenue rather than an aspect. Director Moynihan confirmed, but it was advised that there would still be a cost for the collection that would be offset by the revenues.

Councilor Lipman asked if there are any other alternatives to using specific bags, such as having the number collected at each house and billed. Ms. Bedard advised that this is not a realistic source at this

time because the Bureau of Weights and Measures will not sign off on the use of scales in the collection trucks because of variations in calibration. Councilor Lipman asked if stickers being applied to standard bags are an option. Ms. Bedard explained that this will increase the collection time because the collectors will need to look for the sticker; this may result in the cost of collection to increase to reflect the increased time needed. The stickers may work at the transfer station.

Councilor Hamel noted that the price of disposal is increasing and we are spending millions of dollars to cover this cost; everyone is being charged the same regardless of what they use for the service and it is not fair. When it comes to rental property and other types of non-owner occupied properties, it should be the responsibility of the property owner to make sure the rule is being followed.

Councilor Baer asked if this plan takes into consideration the private communities, such as South Down Shores and Briarcrest Estates. Ms. Bedard stated that if the rubbish is going to the transfer station the commercial hauler would be paying the increased cost of disposal and that would in turn be passed along to the contract; however, there has been an increase in recycling service being offered by commercial haulers in the Concord area.

Ms. Bedard referred to an article regarding "missing trash". In many cases where this system is implemented the disposal tonnage will decrease do to various reasons, such as people purchasing a private dumpster.

Councilor Lipman supported Councilor Hamel's statement adding that the real savings will be in the decrease of disposal as a way to control the tax rate.

Ms. Bedard also advised the Council that some other communities have purchased trucks and begun collecting rubbish and recyclables themselves, such as Hampton and Franklin.

Councilor Hamel recommended not moving forward with this option until there is a definitive plan for the single stream facility. Director Moynihan advised that the single stream facility was not factored into this proposal and there are savings to be had without it in place. Councilor Hamel further commented that when the single stream is creating revenue it may be possible to transfer funding into the General Fund to cover costs that would otherwise be paid through property taxes.

With a verbal consensus of the Council, it was decided to hold a Public Forum on this issue and requested Ms. Bedard's attendance. City Manager Myers advised that he will have Marie Bradley work on scheduling and get the information out.

**MAYOR'S REPORT:**

Mayor Seymour commented on the success of the Kelly Miller Circus coming to the City and thanked the American Legion.

Mayor Seymour encouraged continued attendance at the home games of the Laconia Muskrats.

City Manager Myers was welcomed to his first City Council meeting, noting that City Manager Myers has completed a full week with the City.

**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**

Councilor Lipman reported that a meeting was held of the Joint Finance Committee's (City Council and Board of Education) on July 8, 2011. This meeting was very productive and a presentation will be made at the regular Council Meeting on July 25, 2011. Councilor Lipman also thanked Representative Tilton for his assistance with this process.

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) (No report on any item in committee)
  - a) Ordinance Amending Chapter 221, Vehicles and Traffic/Parking on Sublawns
  - b) Oak & North Main St. Intersection
  - c) Proposed ordinance regarding vehicles over 18,000 lbs. and engines idling between the hours of midnight and 6:00 a.m.
  - d) Proposed ordinance regarding large vehicles parked on City streets and sidewalks
5. **LAND & BUILDINGS:** (Hamel, Lipman ,Bolduc) (No report on any item in committee)
  - a) Repair & maintenance of City Buildings
  - b) Memorial Garden/Stewart Park

**LIAISON REPORTS:** NONE

## **MANAGER'S REPORT:**

City Manager Myers thanked everyone in the City for making him feel very welcomed in his first days with the City; he has had the opportunity to take various tours, as well as attend a meeting of the Belknap County Economic Development Council with Mayor Seymour.

City Manager Myers also advised the Council of various accomplishments, including meeting with the Department Heads, touring the Laconia High School and Huot Center with Superintendent Champlin, getting information on the Lakes Region Facility, touring the Laconia Library and has scheduled himself to attend community meetings with the Main Street Program, Colonial Theatre Committee, and the Winnepesaukee River Basin Project.

City Manager Myers advised the Council that there is an increase in building permits and construction over the three month period ending June 30.

The “soft” rollout of the option to utilize credit cards in the City Clerk’s Office began a few weeks ago and has been successful; any minor issues have been resolved. The last week in the Tax Collector’s Office and the City Clerk’s Office were very busy with registrations and the due date of property tax payments.

City Manager Myers advised that there will be a follow up meeting with some business owners in the Weirs Beach area in regards to suggestions and concerns they have with the Motorcycle Week event. The timing of this meeting has not been set, but a target is to have it held next week.

Councilor Lipman asked City Manager Myers to discuss the Economic Revitalization Zone proposal. City Manager Myers advised that this item is on the agenda for later discussion.

Councilor Lipman asked if the Downtown Maintenance Plan has been updated. Councilor Hamel advised that the Department of Public Works and Parks and Recreation Department have been working together on this. City Manager Myers requested Parks and Recreation Director Kevin Dunleavy to update the Council.

Director Dunleavy advised the Council that they have formulated a maintenance plan and discussed the issues brought to their attention. Some of the items have been addressed in the first half of the corridor and they will be working on the loop, Canal Street and Hanover Street. They will be getting proposals on the replanting of trees in the area. Councilor Lipman asked if this will be built in to the regular maintenance plan. Director Dunleavy advised it will, as well as other items such as weed control.

Councilor Bolduc asked if the parking islands in the City Hall lot will be done as well. Director Dunleavy advised that it is in the plans.

Councilor Hamel suggested contacting Belknap Landscaping Company about participating in the Adopt-A-Spot Program. Councilor Hamel also advised that the cannonballs at Veterans Park are not longer welded and need a coat of paint.

Councilor Lahey commented that the Council keeps adding more tasks to the Parks and Recreation Department and they are going to come to a point that they cannot accomplish them with the current staffing levels. Director Dunleavy confirmed, stating that this time is in the near future.

Councilor Hamel thanked Director Dunleavy and Assistant Director Amy Lovisek for the great job they did at the 4<sup>th</sup> of July festivities. They did an amazing job and everyone enjoyed it. Councilor Hamel also thanked Chet Cillely and Jim Fortier for the coordination of the fireworks display.

Mayor Seymour commented that he visited several of the beaches and parks throughout the City and they are exceptionally maintained. Director Dunleavy was thanked for the great job his staff does.

**NEW BUSINESS:**

### 1. Extension for Temporary Traffic Order 2011-06/Sundial Shop Exterior Work

City Manager Myers advised that this item was brought to his attention on the afternoon of the original orders expiration date of July 1, 2011; with no sufficient time to convene the Council for an extension, City Manager Myers made an administrative extension until tonight's meeting. Lakes Region Acquisitions LLC has submitted a written request to the Council for approval.

Councilor Baer commented that this is an additional month and the abutters have been contacting the Council regarding the equipment blocking the sidewalks. Councilor Baer asked if they have been notified that this is going to be extended. John Heise, representing Lakes Region Acquisitions LLC, advised that scaffolding that is currently erected on the right of way is taking up less space than initially anticipated. The scaffolding is walk under accessible and is only on the Main Street side of the building; the anticipation that the scaffolding will be moving to the Pleasant Street side by the end of this week. Mr. Heise further advised that the project is behind because of some inclement weather causing work to be delayed.

Councilor Lipman asked what the chances are to having the order extended again. Mr. Heise advised that the requested time is taking into consideration delays and there is no anticipation of having the order extended.

Councilor Hamel moved to approve the revised Temporary Traffic Order 2011-06 Sundial Shop Exterior Work with an extension from July 1, 2011 until August 5, 2011. Seconded by Councilor Bolduc. **Motion passed unanimously.**

Mayor Seymour thanked Lakes Region Acquisitions LLC for their investment in Downtown.

### 2. Proposed Economic Revitalization Zone (ERZ) Lakes Business Park

City Manager Myers advised the Council that the State of New Hampshire, through the Department of Resource and Economic Development (DRED), started a program known as the Economic Revitalization Zone (ERZ). Basically, this encourages investment to vacant or underutilized land, with the hope of job growth, and allows a business to apply for Tax Credits for participation. The Town of Gilford has submitted a sister application on their lots; it is important to apply to keep the City at a competitive standpoint when selling the lots. This may also be available for other areas of the City, such as the O'Shea Industrial Park. City Manager Myers explained that the Council will need to approve the application process.

Councilor Lahey moved to permit City Manager Myers to submit application for the Economic Revitalization Zone at the Lakes Business Park. Seconded by Councilor Bolduc. **Motion passed with Councilor Doyle, Councilor Lahey, Councilor Lipman, Councilor Baer, Councilor Hamel and Councilor Bolduc in favor.**

### 3. Budget Resolutions:

- a) **Resolution Relative to Making Itemized Appropriations for the General Fund for the Fiscal Year Beginning July 1, 2011 and Terminating June 30, 2012**

Councilor Hamel moved a first reading of a Resolution Relative to Making Itemized Appropriations for the General Fund for the Fiscal Year Beginning July 1, 2011 and Terminating June 30, 2012.

**GENERAL FUND**

GRAND TOTAL: 2011-2012 APPROPRIATIONS	\$59,348,260
LESS: TOTAL REVENUES	\$25,660,669
BALANCE TO BE RAISED BY TAXES	\$33,687,591

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

**b) Resolution Relative to Making Itemized Appropriations for the Sewer Fund for the Fiscal Year Beginning July 1, 2011 and Terminating June 30, 2012**

Councilor Baer moved a first reading of a Resolution Relative to Making Itemized Appropriations for the Internal Services Fund for the Fiscal Year Beginning July 1, 2011 and Terminating June 30, 2012.

**SEWER FUND**

GRAND TOTAL: 2011-2012 APPROPRIATION	\$3,399,720
LESS: TOTAL REVENUES	\$3,399,720
<b>CAPITAL OUTLAY</b>	\$180,000

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

**c) Resolution Relative to Making Itemized Appropriations for the Water Fund for the Fiscal Year Beginning July 1, 2011 and Terminating June 30, 2012**

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, 2011 and Terminating June 30, 2012.

**WATER FUND**

GRAND TOTAL: 2011-2012 APPROPRIATION	\$1,865,797
LESS: TOTAL REVENUES	\$1,865,797
<b>CAPITAL RESERVE PROJECTS</b>	\$350,650

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

**d) Resolution Relative to Making Itemized Appropriations for the Internal Service Fund for the Fiscal Year Beginning July 1, 2011 and Terminating June 30, 2012**

Councilor Hamel moved a first reading of a Resolution Relative to Making Itemized Appropriations for the Internal Service Fund for the Fiscal Year Beginning July 1, 2011 and Terminating June 30, 2012.

**INTERNAL SERVICE FUND**

GRAND TOTAL: 2011-2012 APPROPRIATION	\$806,262
LESS: TOTAL REVENUES	\$806,262

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

**e) Resolution Relative to Making Itemized Appropriations for the Special Revenue Fund – Motorcycle Week for the Fiscal Year Beginning July 1, 2011 and Terminating June 30, 2012**

Councilor Doyle 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, 2011 and Terminating June 30, 2012.

**SPECIAL REVENUE FUND-MOTORCYCLE WEEK**

GRAND TOTAL: 2011-2012 APPROPRIATION	\$169,000
LESS: TOTAL REVENUES	\$169,000

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

**f) Resolution Relative to Making Itemized Appropriations for the Tax Increment Finance District-Downtown for the Fiscal Year Beginning July 1, 2011 and Terminating June 30, 2012**

Councilor Lipman 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, 2011 and Terminating June 30, 2012.

**TAX ONCREMENT FINANCE DISTRICT-DOWNTOWN**

GRAND TOTAL: 2011-2012 APPROPRIATION	\$107,237
LESS: TOTAL REVENUES	\$107,237

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

**g) Resolution Relative to Making Itemized Appropriations for Anticipated Grants the Fiscal Year Beginning July 1, 2011 and Terminating June 30, 2012**

Councilor Lahey moved a first reading of a Resolution Relative to Making Itemized Appropriations for Anticipated Grants the Fiscal Year Beginning July 1, 2011 and Terminating June 30, 2012.

**ANTICIPATED GRANTS**

GRAND TOTAL: 2011-2012 APPROPRIATION	\$2,701,230
LESS: TOTAL REVENUES	\$2,701,230

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

Councilor Lipman asked if there was a need to make an appropriation to the Tax Increment Finance District for Lakeport. City Manager Myers advised that they are waiting for further clarification of specifics from the City Attorney. Acting Finance Director Woodaman advised that it is not being done at this time because it has not been approved; at a later time funds can be allocated to open that fund.

**UNFINISHED BUSINESS:**

**1. Non-capital reserve fund request for repairs to Police air conditioner**

Director Dunleavy advised the Council that additional repairs to the condensing unit and coils have been needed since the last meeting. It is the recommendation to have the repairs made after a proposal has been selected. The estimated cost of the repair is \$22,000.

Councilor Hamel moved to approve up to \$22,000 from the Non-Capital Reserve Fund be used for the repair of the air conditioning unit at the Police Department. Seconded by Councilor Bolduc. **Motion passed unanimously.**

2. Proposed amendment to Wage & Compensation Plan adding Asst. MIS Specialist/effective date July 27, 2011 unless vetoed
3. Milfoil Treatment Funding Request
4. WOW Trail
5. Master Plan
6. EPA Update
7. Sewer & Water Master Plan
8. Single Stream Recycling/Concord Co-Op

**NOMINATIONS, APPOINTMENTS & ELECTIONS: NONE**

**COUNCIL COMMENTS:**

Councilor Baer acknowledged the closure of the Driver Licensing Division of the Department of Motor Vehicle at the Belknap Mall on July 21. Councilor Baer advised this will be a hardship on all residents in the Lakes Region and is not acceptable.

Councilor Hamel thanked Mayor Seymour for his efforts in the search for a new City Manager.

Councilor Bolduc commented that the Leavitt Park Carnival was held this past weekend and it was a great success.

**NON - PUBLIC SESSION: NONE**

**ADJOURNMENT:**

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

A True Record Attest:

Mary A. Reynolds

City Clerk