

**CITY OF LACONIA - CITY COUNCIL
Monday, July 11, 2016 - 7:00 PM
City Hall - Conference Room 200A**

CALL TO ORDER

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

SALUTE TO THE FLAG

Councilor Bownes led the Salute to the Flag.

RECORDING SECRETARY

Deputy Clerk Stacy Anders

ROLL CALL

Deputy Clerk Anders called the roll with the following Councilors in attendance: Ava Doyle, David Bownes, Henry Lipman, Brenda Baer, Robert Hamel and Armand Bolduc.

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

STAFF IN ATTENDANCE

City Manager Scott Myers, Finance Director Donna Woodaman

ACCEPTANCE OF MINUTES OF PREVIOUS MEETINGS

Regular and special meeting minutes of June 27, 2016:

Minutes of the special budget hearing were distributed to the Council on July 6, 2016. No corrections were received.

Minutes of the regular meeting were distributed to the Council on July 6, 2016. No corrections were received.

With no corrections to the minutes, they were accepted as distributed.

CONSENT AND ACTION CALENDAR

PUBLIC INPUT

CITIZEN COMMENTS FOR MATTERS NOT ON THE AGENDA

Former Superintendent Phil McCormack introduced Christine Blouin, the new Business Administrator for SAU 30 and Dr. Brendan Minnihan, new Superintendent of the schools.

INTERVIEWS

Interviews of those individuals applying for appointment or reappointment to various Boards and Commissions were held at this meeting as follows; appointments will be made at the Council's July 25, 2016 meeting.

1. Orry Gibbs - Seeking reappointment to a regular position on the Zoning Board of Adjustment for a three-year term expiring at the end of August, 2019 (1 regular position available for reappointment and 4 vacant alternate positions)

Orry Gibbs of 167 Tiffany Drive was interviewed. She has been on the ZBA for six years and is really familiar with procedures and thinks she can continue to make positive contributions to the Board. She has been involved with the sign ordinance, the chicken initiative and will be having more changes in the near future. Councilor Hamel asked about the Belknap House on Court Street and how the conditions came about. O. Gibbs said without the material in front of her she doesn't remember.

2. Lisa Morin - Seeking reappointment to a regular position on the Conservation Commission for a three-year term expiring at the end of August, 2019 (One regular position available for reappointment and one vacant position)

Lisa Morin of 42 Valley Street was interviewed. She enjoys the Commission and its members. She would like to maintain the forwardness of the Commission. Her mailing address is still Belmont because there is no box at the house.

3. Breanna Henderson - Seeking appointment to a regular position on the Downtown TIF Advisory Board for a three-year term expiring at the end of August, 2019 (2 positions available for reappointment)

Breanna Henderson of 36 Whipple Ave was interviewed. She has been on the Board for two years and would like to continue that. The term has been very educational from a business owner's aspect and she would like the opportunity to keep learning.

4. Charlie St. Clair - Seeking reappointment to a regular position on the Downtown TIF Advisory Board for a three-year term expiring at the end of August, 2019 (two positions available for reappointment)

Charlie St. Clair of 792 Main Street was interviewed. He has been on the Board for two years and enjoys the open conversations that happen. He boasted about Kevin Dunleavy and explained he is a big part of the committee.

COMMUNICATIONS

PUBLIC HEARING

1. Public Hearing regarding Resolution 2016-19 relative to authorizing the City Manager to accept and expend donations on behalf of the City in the amount of \$3,535.97 from Joyce Donahue in memory of Kenneth Glidden for the purchase of a scoreboard at Memorial Park

Notice of this public hearing was made in the June 29, 2016 edition of the Citizen newspaper, at City Hall, the Gale Memorial Library, the Laconia Community Center, and the offices of the Laconia School District.

Mayor Engler opened the public hearing at 7:15 pm.

With no members of the public to speak, Mayor Engler closed the public hearing at 7:16 pm.

PRESENTATIONS

MAYOR'S REPORT

The State is looking to put together an Advisory Committee for the State School property under the Administrative Service Dept. as to what perimeters should be placed on the property for the future. The committee would consist of no more than seven people and only have meetings until November and one person from Laconia would sit with Mayor Engler's recommendation.

Mayor Engler noted that the Route 3 business signs have been put up and look great. He would like to take up a personal matter to the State regarding Route 107 that comes from MA to Main Street and merges then goes toward Union Avenue to the end at McIntyre Circle. His thought would be to end Route 106 where it meets Route 106 for less confusion to travelers.

COMMITTEE REPORTS

**Not all items in this section may be acted on. Reports and updates will be made when necessary.*

(1) FINANCE

- (a) Downtown TIF Financing
- (b) WOW Trail Funding

(2) PUBLIC SAFETY

- (a) Fair St/Court St traffic problems and accidents

(3) GOVERNMENT OPERATIONS and ORDINANCES

- (a) Review of Chapter 167, Noise and Chapter 161, Licensing as it pertains to outdoor sound equipment and loudspeakers
- (b) Ordinance Amending Chapter 221, Vehicles and Traffic/Parking on Sublawns
- (c) Procedural review of grant applications
- (d) Requests for "No Parking" zones to be established on three public streets: Centenary Avenue, Haven Avenue and Moulton Street

(4) LANDS and BUILDINGS

- (a) Downtown parking garage
- (b) Repair & maintenance of City Buildings
- (c) Winnepesaukee Flagship Weirs Lease

Councilor Hamel stated the meeting from earlier approved extending the lease for another 20 years. He noted that J. Morash, one of the owners, spoke about what has been done over

the past 30 years and that their desire is to stay. The Committee recommended accepting the option on the additional 20 year lease and sending to City Manager Myers to amend the lease without having to rewrite it for an additional 20 years to make it a total of 40 years. Councilor Hamel said the MS Mt Washington has been a great benefit to the Lakes Region, not only Laconia. The amendment would add to the existing lease instead of rewriting a whole new lease.

Motion made to approve the lease agreement to exercise the option to extend the lease until April 1, 2037 under the current terms of the conditions by Councilor Hamel and seconded by Councilor Bolduc; the motion passed with all in favor.

Motion made to authorize City Manager Myers to draft an addendum to existing contract to March 31, 2057 under existing terms and conditions by Councilor Hamel and seconded by Councilor Bolduc; the motion passed with all in favor.

LIASON REPORT

CITIZEN REQUESTS TO COMMENT ON CURRENT AGENDA ITEMS

MANAGER'S REPORT

- (1) Financial and Operational Trends Report

City Manager Myers reviewed the report.

- (2) Monthly Economic Development Update

City Manager Myers reviewed the report.

NEW BUSINESS

- (1) Request to Authorize City Manager to Sign Keasor Court Railroad Crossing Agreement On Behalf of the City

Kevin Dunleavy spoke regarding the request. This part will not be part of the WOW trail. It is an existing pedestrian crossing from the dead end of Keasor Court to Bartlett Beach that has been in need of work for a while.

Motion to approve the authorization of the City Manager to sign Keasor Court Railroad Crossing agreement on behalf of the City made by Councilor Doyle and seconded by Councilor Bownes; the motion passed with all in favor.

- (2) NHMA Legislative Policy Recommendations Review and City position

City Manager Myers is currently the chair of the NHMA. Every two years there is a policy setting process. There are three levels of recommendations. The Committee is looking for concurrence to recommendations or suggestions for changes. There were questions from Councilor Bownes regarding privacy and safeguards of a few policies.

Motion to recommend endorsement of the policy as recommend with no amendments made by Councilor Lipman and seconded by Councilor Baer. Councilor Bownes had reservations on some things in the document but will support; the motion passed with all in favor.

UNFINISHED BUSINESS

- (1) Second reading of Resolution 2016-19 relative to authorizing the City Manager to accept and expend donations on behalf of the City in the amount of \$3,535.97 from Joyce Donahue in memory of Kenneth Glidden for the purchase of a scoreboard at Memorial Park

Motion to waive the reading of Resolution 2016-19 relative to authorizing the City Manager to accept and expend donation on behalf of the City in the amount of \$3,535.97 from Joyce Donahue in memory of Kenneth Glidden for the purchase of a scoreboard at Memorial Park and read by title only, made by Councilor Baer and seconded by Councilor Hamel; the motion passed with all in favor.

Motion to approve on second reading Resolution 2016-19 relative to authorizing the City Manager to accept and expend donation on behalf of the City in the amount of \$3,535.97 from Joyce Donahue in memory of Kenneth Glidden for the purchase of a scoreboard at Memorial Park, made by Councilor Baer and seconded by Councilor Hamel; the motion passed with all in favor.

Many improvements have been made at Memorial Park within the last year and there are more to come.

- (2) Second Reading of the Proposed Budget Resolutions

Councilor Lipman gave an outline/summary of a proposal to get the conversation started as follows:

Summary of items to be reduced from the Proposed Budget:

Streets	\$16,000*
Fire Overtime	\$25,000
Parking Garage	
Debt Service	\$30,000
Fire Regular	
Salaries	\$60,000
Total	\$131,000

Summary of items to be added/increased to the Proposed Budget:

Milfoil	\$10,000
Senior Center	\$5,000
City Flag	\$1,000
Contingency	\$25,000
Parking/Parking	
Garage Study	\$30,000
Police/Fire Radio	
Tower	\$60,000
Total	\$131,000

City Manager Myers said the proposed tax rate will not increase. He noted a few housekeeping items in the overall Fire budget. Auditors suggested not showing under Fire but Miscellaneous Reimbursements credits from the hospital and Town of Belmont.

Councilor Lipman continued. The remainder of these items can be brought forward and funded by various transfer sources outside of budget adoption (i.e. non-tax revenue related). They may include use of our impact fees, repurposing of existing funds and non-capital reserve.

• Leavitt Park Tennis Courts	\$78,000
• Playground Revitalization	\$15,000
• Memorial Park Softball Bleachers	\$15,000
• Laconia 125th Celebration	\$35,000*
• Fire Radios	\$57,500
• Street Repairs	\$16,000
• State School Property	\$25,000
TOTAL	\$241,500

*This is a "loan advance", as the expected events are intended to defray the actual costs.

Councilor Hamel added repair of windows at the high school in the amount of \$10,000 for discussion as to where the money could come from. The school has a reserve account for \$100,000.

Motion to reduce Capital Outlay – Street Repairs by \$16,000 (with the intent of replacing it by transferring Street Impact Fees) and adding it as follows:*

01-489-480-0031 Milfoil Treatment	\$10,000	(new total would be \$20,000)
01-489-480-0003 Senior Center	\$5,000	(new total would be \$16,800)
01-431-303-0000 Public Relations	\$1,000	(for City Flag Contest)

Made by Councilor Lipman and seconded by Councilor Hamel; the motion passed with all in favor.

Motion to remove from 01-445-105-0000 - Fire Extra Duty Coverage - \$8,000 and 01-445-108-0000 - Fire Vacation/Personal Coverage - \$17,000 and transfer to 01-431-343-0000 - Contingency - \$25,000

Made by Councilor Lipman and seconded by Councilor Baer; the motion passed with all in favor.

Motion to remove \$30,000 from Finance Principle & Interest - Parking Garage Improvements and transfer to Administration - Non-Departmental - Parking/Parking Garage Study - \$30,000.

Made by Councilor Lipman and seconded by Councilor Hamel; the motion passed with all in favor.

Motion to transfer \$60,000 from Fire Stabilization Account 01-445-101-0000 - Fire Regular Salaries (Reserves) and then transfer 01-445-101-0000 - Fire Regular Salaries (General Fund) and then to Administration - Capital Outlay Radio Tower Upgrade - \$60,000

Made by Councilor Lipman, seconded by Councilor Baer; the motion passed with all in favor.

Motion to approve Resolution 2016-10 relative to making itemized appropriations for the general fund for the fiscal year beginning July 1, 2016 and terminating June 30, 2017. The following itemized appropriations be made for the fiscal year beginning July 1, 2016 and terminating June 30, 2017.

GENERAL FUND

GRAND TOTAL:	2016-2017 APPROPRIATION	\$ 64,923,258
LESS:	TOTAL REVENUES	\$ 26,867,422
	BALANCE TO BE RAISED BY TAXES	\$ 38,055,836

Motion made by Councilor Baer seconded by Councilor Hamel; the motion passed with all in favor.

Motion to approve Resolution 2016-11 relative to making itemized appropriations for anticipated grants for the fiscal year beginning July 1, 2016 and terminating June 30, 2017. The following itemized appropriations be made for the fiscal year beginning July 1, 2016 and terminating June 30, 2017.

ANTICIPATED GRANTS

GRAND TOTAL:	2016-2017 APPROPRIATION	\$617,904
LESS:	TOTAL REVENUES	\$617,904

Motion made by Councilor Doyle seconded by Councilor Baer; the motion passed with all in favor.

Motion to approve Resolution 2016-12 relative to making itemized appropriations for the special revenue fund-motorcycle week for the fiscal year beginning July 1, 2016 and terminating June 30, 2017. The following itemized appropriations be made for the fiscal year beginning July 1, 2016 and terminating June 30, 2017.

SPECIAL REVENUE FUND-MOTORCYCLE WEEK

GRAND TOTAL:	2016 - 2017 APPROPRIATION	\$ 173,088
LESS:	TOTAL REVENUES	\$ 173,088

Motion made by Councilor Baer and seconded by Councilor Doyle; the motion passed with all in favor.

Motion to approve Resolution 2016-13 relative to making itemized appropriations for the internal services fund for the fiscal year beginning July 1, 2016 and terminating June 30, 2017. The following itemized appropriations be made for the fiscal year beginning July 1, 2016 and terminating June 30, 2017

INTERNAL SERVICES FUND

GRAND TOTAL:	2016 – 2017 APPROPRIATION	\$1,048,903
LESS:	TOTAL REVENUES	\$1,048,903

Motion made by Councilor Baer and seconded by Councilor Bownes; the motion passed with all in favor.

Motion to approve Resolution 2016-14 relative to making itemized appropriations for the water fund for the fiscal year beginning July 1, 2016 and terminating June 30, 2017. The

following itemized appropriations be made for the fiscal year beginning July 1, 2016 and terminating June 30, 2017

WATER FUND

GRAND TOTAL: 2016 - 2017 APPROPRIATION \$2,068,865
LESS: TOTAL REVENUES \$2,068,865

CAPITAL RESERVE PROJECTS \$ 563,000

Motion made by Councilor Bolduc and seconded by Councilor Baer; the motion passed with all in favor.

Motion to approve Resolution 2016-15 relative to making itemized appropriations for the sewer fund for the fiscal year beginning July 1, 2016 and terminating June 30, 2017. The following itemized appropriations be made for the fiscal year beginning July 1, 2016 and terminating June 30, 2017.

SEWER FUND

GRAND TOTAL: 2016- 2017 APPROPRIATION\$ 3,718,830
LESS: TOTAL REVENUES \$ 3,718,830

CAPITAL OUTLAY \$ 450,000

Made by Councilor Baer and seconded by Councilor Hamel; the motion passed with all in favor.

Motion to approve Resolution 2016-16 relative to making itemized appropriations for the tax increment finance district-downtown for the fiscal year beginning July 1, 2016 and terminating June 30, 2017. The following itemized appropriations be made for the fiscal year beginning July 1, 2016 and terminating June 30, 2017

TAX INCREMENT FINANCE DISTRICT-DOWNTOWN

GRAND TOTAL: 2016 - 2017 APPROPRIATION \$ 183,083
LESS: TOTAL REVENUES\$ 183,083

Made by Councilor Baer and seconded by Councilor Lipman; the motion passed with all in favor.

Motion to approve Resolution 2016-17 relative to making itemized appropriations for the tax increment finance district-Lakeport for the fiscal year beginning July 1, 2016 and terminating June 30, 2017. The following itemized appropriations be made for the fiscal year beginning July 1, 2016 and terminating June 30, 2017

TAX INCREMENT FINANCE DISTRICT-LAKEPORT

GRAND TOTAL: 2016 - 2017 APPROPRIATION \$ 2,360
LESS: TOTAL REVENUES\$ 2,360

Made by Councilor Bolduc and seconded by Councilor Baer; the motion passed with all in favor.

Motion to approve Resolution 2016-18 relative to making itemized appropriations for the tax increment finance district-weirs for the fiscal year beginning July 1, 2016 and terminating June 30, 2017. The following itemized appropriations be made for the fiscal year beginning July 1, 2016 and terminating June 30, 2017

TAX INCREMENT FINANCE DISTRICT-WEIRS

GRAND TOTAL: 2016 - 2017 APPROPRIATION **\$ 29,768**
LESS: TOTAL REVENUES **\$ 29,768**

Made by Councilor Doyle and seconded by Councilor Bolduc; the motion passed with all in favor.

- (3) Proposed parking structure in the surface area currently occupied as a municipal parking lot and the proposal for paid on-street parking in Downtown

There was no discussion of this agenda item.

NOMINATIONS, APPOINTMENTS & ELECTIONS

COUNCIL COMMENTS

NON-PUBLIC SESSION According to RSA 91-A:3, II

- (a) The dismissal, promotion or compensation of any public employee, or the investigation of any charges against him, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted.
- (b) The hiring of any person as a public employee.
- (c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the body or agency itself, unless such person requests an open meeting.
- (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.
- (e) Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed against the body or agency or any subdivision thereof, or against any member thereof because of his membership in such body or agency, until the claim or litigation has been fully adjudicated or otherwise settled.
- (i) Consideration of matters relating to the preparation for and the carrying out of emergency functions including training to carry out such functions, developed by local or state safety officials that are directly intended to thwart a deliberate act that is intended to result in widespread or severe damage to property or widespread injury or loss of life.

FUTURE AGENDA ITEMS

- (1) Ordinance amendment relative to Chapter 167, Noise and Chapter 161, Licensing as it pertains to outdoor sound equipment and loudspeakers (tabled at the meeting of 9/28/15)

- (2) Second reading of a resolution relative to the adoption of RSA 31:95-b, Appropriation of funds made available during the year (tabled at the meeting of 11/23/15 pending the outcome of legal matters)
- (3) Master Plan
- (4) Milfoil Treatment Funding Request
- (5) Sewer & Water Master Plan
- (6) Single Stream Recycling/Concord Co-op/Solid Waste Disposal Cost Reduction
- (7) Strategic Planning/Goal Setting
- (8) WOW Trail

ADJOURNMENT

Motion to adjourn made by Councilor Bolduc and Seconded by Councilor Baer; all voted in favor.

The meeting adjourned at 8:33 pm.

Respectfully Submitted,

Stacy Anders
Deputy City Clerk

These minutes were accepted as distributed by the Council on July 25, 2016.