



**LACONIA CITY COUNCIL MEETING
JULY 23, 2012
CITY HALL – CONFERENCE ROOM 200A
7:00 P.M.**

CALL TO ORDER:

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

SALUTE TO THE FLAG:

Councilor Ava Doyle led the Salute to the Flag.

ROLL CALL:

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

Councilor Hamel was excused.

Mayor Seymour requested to move item 1 under New Business to Consent and Action Calendar.

Councilor Lipman moved the request. Seconded by Councilor Baer. Motion passed unanimously.

ADOPTION OF MINUTES OF PREVIOUS MEETINGS:

- **Regular Minutes of July 9, 2012**

Councilor Bolduc moved to approve the regular meeting minutes of July 9, 2012. Seconded by Councilor Doyle. **Motion passed unanimously.**

CONSENT AND ACTION CALENDAR:

- 1. Request by Laconia Airport Authority to Accept Grant Funds in the Amount of \$80,167 for Design and Permit Perimeter Wildlife Fence**

Diane Cooper, Airport Manager, was in attendance to answer any questions for the Council.

Councilor Bolduc asked how high the fence will be. Ms. Cooper replied that there is no definite height set at this time but the expectation is that it will be in the range of eight feet and will dig down under ground in some areas.

Councilor Baer moved that the City of Laconia shall enter into a Grant Agreement with the State of New Hampshire for Project # SBG-09-06-2012, acting by and through the Laconia City Charter providing for

the performance by the City of certain services as documented within the foregoing Grant Agreement, and that Michael Seymour, Mayor of the City of Laconia, is authorized and directed to enter into the said Grant Agreement with the State of New Hampshire, and that he is to take any and all such actions that may be deemed necessary, desirable or appropriate in order to execute, seal, acknowledge and deliver any and all documents, agreements and other instruments on behalf of the City in order to accomplish the same. Seconded by Councilor Bolduc. **Motion passed unanimously.**

Councilor Baer moved that the signature of Michael Seymour, when affixed to any instrument of document described in, or contemplated by, these resolutions, shall be conclusive evidence of the authority of said Mayor to bind the City, thereby. Seconded by Councilor Bolduc. **Motion passed unanimously.**

CITIZEN COMMENTS FOR MATTERS NOT ON THE AGENDA: NONE

INTERVIEWS: NONE

COMMUNICATIONS: NONE

PUBLIC HEARING: NONE

PRESENTATIONS:

1. Belknap County Commissioners

Belknap County Commission Chair Ed Philpot, Commissioner Stephen Nedeau and County Administrator Deb Shackett were in attendance.

Chairman Philpot addressed the Council.

The County Commissioners have made many accomplishments in the past year, including roof replacement at the Belknap County Courthouse, upgrades to the dispatch center for Belknap County Sheriff's Department, renovations of the Belknap County Complex through Federal Stimulus funding, hiring a Juvenile Prosecutor, and beginning the development of a Capital Improvement Plan.

The Commissioners have also begun discussions with employees to open up the lines of communication and began conversations with the delegates from Belknap County regarding legislation and how it impacts the County operations and the communities. Chairman Philpot expressed that in the past, he has testified against legislation on behalf of the County that were either presented or sponsored by a Representative from Belknap County because there was no communication regarding the impact on the County. The ongoing goal is to continue these conversations.

Additionally, the Commissioners have completed contract negotiations with the unions representing County employees and made significant savings in the cost of health insurance premiums, which were projected to increase by 38% prior to negotiations.

At this time, the largest issue facing the Commission is Community Corrections. Recently, the Commissioners approached the delegation for a supplemental appropriation to fund the second phase of the planning process for the Community Corrections Program, and there have been discussions on this item for a few years. The most ineffective method would be to simply be to build a new jail; therefore the Commission has had conversations and received feedback from other communities on

how to create a comprehensive program that will be beneficial in not only housing offenders, but creating programs that will better the offenders and hopefully prevent them from returning to the facility. The Commission will be working diligently to manage the process effectively and relying on consultants that will be funded through the supplemental appropriation to guide them through the planning phases of this intensive project.

Councilor Bolduc commended the County on the wonderful job they did with the Belknap County Courthouse roof replacement, noting that he is pleased that a patch job was not done. Chairman Philpot replied that the material is a lightweight material that aesthetically resembles slate and was done very well.

Councilor Baer asked when the projected time frame is for the construction of the corrections facility. Chairman Philpot replied that this information is not available at this time because they are still in the planning stages. Councilor Baer commented that the cost will be bonded and with a larger facility comes increased cost for personnel. Chairman Philpot replied that in the next consulting phase a staffing plan will be looked at, but the process that is in place will not be stopped. An analysis has been completed and the Commission is moving forward with implementing programs and utilizing community assets in the process. Councilor Baer commented that this will be a large expense on the City. Chairman Philpot agreed that this will be a large scale project but the condition of the current facility is a larger problem that has been avoided for a long time. When Federal Stimulus funds were used to complete other projects, the Commission was preparing for a project of this magnitude and now is the time to do it.

Councilor Lipman asked if the idea behind the current plan is to reduce the overall cost of Community Corrections because the programs will be managed more efficiently. Chairman Philpot confirmed that it is, and it will be beneficial to the communities because they will be better the individuals while they are in the system and the hope is that they will leave the system and become contributing members of their community.

Councilor Bolduc asked why it takes 140 days to get someone that is detained through the Community Corrections system, adding that the upcoming facility should not be a comfortable place to be. Chairman Philpot replied that the County recognizes that with technology the processing of a detained individual should be more time efficient, and this is being addressed. With regard to the comforts in the jail, Commissioner Philpot explained that the amenities the inmates have, such as televisions, are funded by surcharges for other services. During a visit to Strafford County, the Superintendent used a method of withholding visitation for the inmates as a method of encouraging good behavior and charged inmates for damage done to County property during their detention and was successful.

Councilor Lipman asked if there is any thought as to what will happen to the existing jail. Chairman Philpot replied that most of it will be torn down because it is not salvageable in the opinion of architects, engineers and planners.

Mayor Seymour thanked the Commission for their presentation.

MAYOR'S REPORT:

Mayor Seymour commented that this past Saturday, the Bob Dearborn 3-on-3 Tournament was held at Wyatt Park, with 200 people coming out either to play, assist, or watch the games. The School District and Parks & Recreation volunteers did a great job and they deserve to be thanked.

In the last few weeks, Mayor Seymour has visited almost all of the parks and beaches in the City. It was noted that the facilities are clean and well maintained. Mayor Seymour thanked the Parks & Recreation staff for their efforts.

CITIZEN REQUESTS TO COMMENT ON CURRENT AGENDA ITEMS: NONE

COMMITTEE REPORTS:

1. **FINANCE: (Lipman, Hamel, Baer)**
 - a) WOW Trail Fund
 - b) Special Item Budget Requests Procedural Review
 - c) Huot Center

No report on any item in committee

2. **PUBLIC SAFETY: (Baer, Doyle, Lahey)**
 - a) Fair St./Court St. traffic problems and accidents

No report on any item in committee

3. **GOVERNMENT OPERATIONS & ORDINANCES: (Doyle, Bolduc, Lahey)**
 - a) Energy Committee
 - b) Vending and Licensing Fees
 - c) Chapt. 119, Building Construction regarding signed architectural plans for residential units

No report on any item in committee

4. **PUBLIC WORKS: (Bolduc, Baer, Lahey)**
 - a) Ordinance Amending Chapter 221, Vehicles and Traffic/Parking on Sublawns
 - b) Proposed ordinance regarding vehicles over 18,000 lbs. and engines idling between the hours of midnight and 6:00 a.m.
 - c) Proposed ordinance regarding large vehicles parked on City streets and sidewalks

No report on any item in committee

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

No report on any item in committee

LIAISON REPORTS: NONE

MANAGER’S REPORT:

City Manager Myers advised the Council that Public Works Director Paul Moynihan is in attendance to update the Council on the seasonal staff that has been working in Downtown, the Weirs Beach area, and Lakeport to achieve the Council Goals & Objectives.

Director Moynihan advised the Council that there has been concentrated effort since the end of May to improve the indicated areas by cleaning, sweeping, weeding and having general interaction with the merchants in the areas. Many compliments have been received regarding the efforts.

Director Moynihan also reported that there have been efforts made to improve the cleanliness of the Downtown Parking Garage and it will be closed this Sunday from 6:00 a.m. to 10:00 a.m. for a thorough sweeping and cleaning.

Councilor Lipman asked if there has been any maintenance done on the railings on the boardwalk in Weirs Beach. Director Moynihan advised he will be addressing some issues that have been identified at the docks in Weirs Beach, but has not been made aware of issues with the railing or stairwells. Councilor Lipman replied that it is the peeling of the paint that makes the railings look unpleasant.

Councilor Lipman asked if there is being efforts made to reduce trash and increase the street sweeping in the Weirs Beach area over the weekends. Director Moynihan replied that the street sweeper goes through on Friday mornings and the seasonal staff maintains the trash barrels and sweeping the area on Saturdays. City Manager Myers commented that when attending the Weirs Action Committee last week, they praised the efforts and noted that the efforts have encouraged others to keep the area clean.

Director Moynihan also advised the Council that there is effort being made to update the street inventory and conditions with the assistance of a seasonal staff person to conduct a survey of each street. The data he is obtaining is being put into a database that will give a Pavement Condition Index (PCI) to determine the overall condition of the street. Director Moynihan stressed that just because the PCI may indicate that a street is in very poor condition does not indicate that it will be repaired as a priority; the thought process is to prevent streets from getting into the poor condition and to a point where the expense to repair will be higher, therefore streets that are in middle range condition may be repaired first. City Manager Myers added that the PCI identified repairs will still be coordinated with other departments, such as Water Works, to determine if they can open a street concurrently.

Councilor Lipman asked if the collection of this data will assist in alleviating the problem of completing paving later in the fall than anticipated. Director Moynihan replied that he respects Councilor Lipman's opinion, but does not feel untimely completion has been a problem. The preference is to have work completed in October each year, but sometimes there are outside influences that prevent completion and this has never been a large scale problem for the department.

Councilor Bolduc commented that he would like to see the paving follow a process similar to that done in Gilford; the finish coat in a repaired street is not done until the spring following the project so that if any damage is done over the winter it is not done to a finish coat. Director Moynihan replied that this is the process that is typically followed.

Councilor Bolduc noted that he has seen several markings on recently paved roads that would indicate that the natural gas provider is planning to cut into the newly paved roads. Director Moynihan advised that the department is in communication with the natural gas provider and cautioned not to immediately think they are cutting the pavement because they may be marking for other reasons. Councilor Bolduc replied that he spoke to someone making the markings on Mechanic Street from Clinton to Union Avenue and they told him they were adding piping to a home and the street would be cut. Director Moynihan advised that every permit to dig a street must be approved by the department before and he assured the Council that they are adhering to the five year moratorium that has been in place for many years. Additionally, Director Moynihan cautioned that not every mark means that the

road is being cut and hopes that the message will be carried that the department does not treat this lightly.

Mayor Seymour thanked Director Moynihan for his presentation.

City Manager Myers reviewed the Recycling Report (Attachment #1). Unfortunately, the numbers show that momentum is slowing. Councilor Bolduc commented that he believes the drop off locations are being used more and if the information was tracked from week to week it would give a more realistic picture.

Councilor Baer commented that she believes the problem with lost momentum is that the recycling is only collected bi-weekly and it is not sufficient. When someone's container becomes full, they stop recycling. City Manager Myers replied that the suggestion was made to have recycling collected weekly and trash collected bio-weekly, but there are health concerns. As encouragement, the City will be subsidizing 64-gallon totes for recycling and offering them to residence at a discounted cost of \$25.00 each and this will assist with container issues. Additionally, more multi-family property owners have begun recycling efforts and some private home owner's associations have begun discussions regarding how they can recycle.

Councilor Lipman asked how the current tonnage for the remote facilities compares to six months ago. City Manager Myers replied that he will need to check the data because he is unaware at this time.

City Manager Myers reviewed the Economic Development Report (see Attachment #2).

City Manager Myers has discussed the Weirs Round-a-bout with the State of NH and has information available for anyone that is interested.

Beginning with this week's agenda, the public can review the background information through links within the agenda that is posted to the website.

NEW BUSINESS:

- 1. First Reading of Resolution Authorizing Bonds & Notes for Capital Projects in the Amount of \$1.1 million and Request to Schedule a Public Hearing on August 13, 2012 During the Regular Council Meeting**

Councilor Lahey moved a first reading of Resolution Authorizing Bonds & Notes for Capital Projects in the Amount of \$1.1 million. Seconded by Councilor Bolduc.

Councilor Lipman noted that the expense is for replacement of Engine #1 for the Fire Department, Public Works vehicle replacement and construction of a building on the Public Works property.

Motion passed unanimously.

Councilor Lipman moved to schedule a public hearing on a Resolution Authorizing Bonds & Notes for Capital Projects in the Amount of \$1.1 million. Seconded by Councilor Bolduc. **Motion passed unanimously.**

UNFINISHED BUSINESS:

1. Carry Forward Balances for Fiscal Year 2011/2012 to Fiscal Year 2012/2013

Finance Director Woodaman advised the Council that there have been a few changes to the presented carry forwards. There was the addition of \$25,000 for a part time mechanic, \$100,000 Contingency for environmental expenses, and funding for the Library to replace the boiler.

Councilor Baer move to transfer from the Playground Equipment account \$65,710 to be used for the benefit of renovating Wyatt Park. This would be made up from \$40,710 in carry forwards and \$25,000 from the current budget under Capital Outlay.

Councilor Baer explained that she is making this motion because there are necessary updates and changes that need to take place and the neighborhood needs to see changes now, not in a year when the Capital Improvements have been approved.

Mayor Seymour advised that the Parks & Recreation Commission is in the design phase of the renovation of the park, therefore major improvements would be counterproductive at this time. Councilor Bolduc added that it doesn't make sense to make upgrades then remove them. Councilor Baer countered that for some reason, the South End of the City and Wyatt Park don't seem to get their share of funding and this has been going on for several years. Minor items such as park benches and picnic tables can be done without CIP appropriations.

Councilor Bolduc commented that the Parks & Recreation budget should have funding available for the purchase of small items and he doesn't feel that doing work now that is going to be done again in a year is not logical.

Councilor Lipman confirmed the amount and allocation Councilor Baer is requesting. Councilor Baer confirmed the amount as \$65,710 and that is would be coming partially from carry forwards and the remainder from the current appropriations for Playground Equipment.

Councilor Doyle expressed that at this time we are looking at carry forwards only, therefore the \$25,000 being discussed from the current appropriation really doesn't come into play at this discussion. Councilor Baer conceded that it doesn't.

Finance Director Donna Woodaman explained that this account has been building with a \$25,000 allocation each year to have enough funding to complete an entire playground and the intent is not to save the funds and not use them. Councilor Baer replied that if it is there is should be used for something.

City Manager Myers stated that he does understand Councilor Baer's point and that there are items that can be done now to enhance the safety and aesthetics of the park and the Wyatt Park-South End CommUNITY Revitalization Committee will be holding a meeting tomorrow evening and there will be discussion on the permanent outcome of the facility. Mayor Seymour added that he agrees with the need and the allocation, but has reservation about items being too permanent.

City Manager Myers also advised that other than routine maintenance items that may be needed at other parks; he is unaware of any other needs for a park facility within the City that are greater than Wyatt Park. Councilor Baer replied that she has seen a lot of improvements at other parks, including Sanborn Park and Stewart Park, and she would like to see them done at Wyatt Park as well. Councilor Doyle replied that the Weirs Community Park has been a long process as well and that it is necessary to

accumulate the funds because it is very costly. Councilor Baer stated that she does not disagree, but the people in the neighborhood are very frustrated.

Councilor Lipman asked what the planning process is for Wyatt Park at this time. City Manager Myers replied that smaller items are hopeful to be completed before the end of this summer but the larger issue of the basketball court is still to be decided. Councilor Bolduc asked if the meeting tomorrow evening is to discuss the basketball court. City Manager Myers replied that there may be some discussion, but the focus will be on the HEAL grant. Councilor Bolduc replied that the department should be making the minor improvements from the budget.

Councilor Lipman asked if Wyatt Park is the next park to be updated is the Weirs Community Park in line. City Manager Myers replied that they are in the designing phase at this time and there is active involvement on the designs and there should be funding proposals sometime this fall.

Councilor Baer noted that she is waiting for a second to her motion.

City Manager Myers recommended making an appropriation from the carry forwards of \$25,000 for the purpose of Wyatt Park, leave the \$15,710 for any other maintenance that may be needed for other parks and to make a transfer at a later time for the \$25,000 in the current budget.

Councilor Bolduc commented that they need to wait for a final proposal before spending this much funding. Councilor Lahey noted that this would just be designating the funding for the peace of mind that it will be used for Wyatt Park.

Unable to obtain a second, Councilor Baer removed her motion.

Councilor Lipman moved that the \$25,000 carry forward from account 01-499-479-006 Playground Equipment is designated for Wyatt Park. Seconded by Councilor Lahey. Councilor Lipman noted that the intention should be noted to have the current appropriation of \$25,000 also be earmarked for use at Wyatt Park. **Motion passed unanimously.**

Councilor Lahey moved the following carry forwards from fiscal year 2011/2012 to fiscal year 2012/2013:

CITY

Administration

\$5,000 **From 01-489-480-0031- Operating Budget (2012) – Special Items – Milfoil Treatment`**

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

\$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.

\$25,000 **From 01-431-343-0000 – Contingency**

These funds are for the addition of a Part-time Mechanic if deemed to be needed.

\$100,000 **From 01-431-343-0000 Contingency**

These funds are for any legal fees, cleanup or other expenses related to Environmental issues throughout the City.

Conservation

\$2,157 **From 01-422 Operating Budget Conservation Commission (2012)**
\$ 717 **From 01-499-422-0003 - Conservation Commission (2010)**
\$2,700 **From 01-499-422-0004 - Conservation Commission (2011)**
This money will be used for a water testing program which will provide vital data to assess water quality issues.

Library

\$8,000 **From 01-481 Library Operating Budget (2012)**
These funds will be applied to the cost of repairs/replacements of the boiler at the Gale Library.

Parks

\$15,078 **From 01-497-479-0008 - Maintenance Park Houses (2012)**
This money will be used for some of the much needed repairs to several of the park houses.

\$25,000 **From 01-499-479-0006 - Playground Equipment (2010)**
\$15,710 **From 01-499-479-0003 - Playground Equipment (2009)**
\$40,710 This money was appropriated to renovate the playground equipment at all the City playgrounds.

\$10,560 **From 01-497-401-0014 - City Hall Phone System (2012)**
This money will be used to go towards the purchase and installation of a generator at City Hall.

\$16,757 **From 01-499-479-0004 - Weirs Community Park Design (2009)**
This money will be used for the ongoing design of the Park.

Public Works/Solid Waste

\$ 48,600 **From 01-497-500-0013 Street Repairs (2012)**
\$ 5,913 **From 01-499-500-0013 Street Repairs (2011)**
These funds will be used for continued road resurfacing improvements throughout the City.

\$ 20,000 **From 01-499-500-0008 Guard Rails and Railings (2012)**
\$ 20,000 **From 01-499-500-0035 Guard Rails and Railings (2011)**
This money will be used in our ongoing effort to improve guard rails, railings and fencing throughout the City.

\$ 49,909 **From 01-497-500-0042 Comprehensive Drainage Study (2012).**
\$ 3,293 **From 01-499-500-0010 Comprehensive Drainage Study (2011)**
The overall cost of the study is estimated to be about \$150,000. In FY10, we funded the first phase of this project. It 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.

\$ 9,603 **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.

\$ 48,381 **From 01-497-500-0036 Main Street Bridge Design (2012)**
This project has taken longer than originally expected due to time spent on various downtown traffic studies and also on the wait for a decision from the State of New Hampshire on whether or not they would fund widening the existing bridge. We expect to move forward with the final design of the bridge in FY13 and begin construction in Spring 2013.

\$ 12,010 **From 01-499-500-0027- Traffic Light Replacements (2011)**
These funds were for 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.

\$ 24,723 **From 01-497-500-0031 – Sidewalks (2012)**
\$ 10,830 **From 01-499-500-0031 - Sidewalks (2011)**
This is an ongoing project to repair, reconstruct existing sidewalks and construct new sidewalks in the City.

Sanitary Sewer

\$ 6,125 **From 90-497-497-0030 – 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.

\$ 55,000 **From 90-497-497-0031 – Gravity Sewer Mains (2012)**
\$ 52,050 **From 90-499-700-0032 – Gravity Sewer Mains (2011)**
\$ 286 **From 90-499-700-0031 – Sanitary Sewer Study (2010)**
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 90-497-497-0035 – Sanitary Sewer Study (2012)**
\$ 19,748 **From 90-499-700-0031 – Sanitary Sewer Study (2011)**
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.

\$ 44,909

From 90-497-497-0032 Black Brook Pump Station Emergency Generator (2012)

This appropriation is to replace the existing generator with a new state of the art generator which was installed when the original pump station was built in 1966. 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.

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

2. Council membership on the CIP Committee
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/Solid Waste Disposal Cost Reduction
9. Strategic Planning/Goal Setting

NOMINATIONS, APPOINTMENTS & ELECTIONS: NONE

COUNCIL COMMENTS: NONE

NON - PUBLIC SESSION:

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

On a roll call vote of the Councilor it was entered into non-public session at 8:31 p.m.

On a motion by Councilor Bolduc and seconded by Councilor Lahey, the Council came out of non-public session at 9:10 p.m. **Motion passed unanimously.**

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

ADJOURNMENT:

Councilor Bolduc moved to adjourn at 9:11 p.m. Seconded by Councilor Lahey at 9:11. **Motion passed unanimously.**

A True Record Attest:

Mary A. Reynolds
City Clerk