



**LACONIA CITY COUNCIL MEETING
NOVEMBER 14, 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 Matthew Lahey led the Salute to the Flag.

ROLL CALL:

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

ADOPTION OF MINUTES OF PREVIOUS MEETINGS:

- **Minutes for the October 26, 2011 Council meeting**

Councilor Bolduc moved to accept the minutes of the October 26, 2011 regular Council meeting. Seconded by Councilor Hamel. **Motion passed unanimously.**

CONSENT AND ACTION CALENDAR:

1. Temporary Traffic Order 2011-14 Holiday Parade

Mayor Seymour explained that item 1 and 2 are the same and item 3 on the agenda was a new item from previous years. The new item is requesting that no parking be permitted on either side of Joliet, Champlin, Webster and Garfield Street for the holiday staging area between the hours of 9:00 a.m. and 2:00 p.m.

Councilor Hamel moved to approve Temporary Traffic Order 2011-14 Holiday Parade. Seconded by Councilor Bolduc. **Motion passed unanimously.**

CITIZEN COMMENTS FOR MATTERS NOT ON THE AGENDA:

Patrick Wood, President of Main Street Organization spoke about the lighting of the Christmas Trees and street poles. It will be at 5:00 p.m. on Wednesday night. If anyone is willing to help with the lights it would be greatly appreciated. Mayor Seymour verified that Metrocast would be helping with the lights again. Mr. Wood said yes, they are still helping this year. Mayor Seymour also clarified that the parade

and holiday open house will be on Saturday, December 10th instead of on Sunday like in previous years. Mr. Wood said that they wanted to try and accommodate families by having it on Saturday and the Santa Train is still going to be on Sunday.

INTERVIEWS: NONE

COMMUNICATIONS: NONE

PUBLIC HEARING: NONE

PRESENTATIONS:

1. Swearing in of Mayor & Council

City Clerk Reynolds swore in Michael Seymour as the Mayor and then City Councilors Doyle, Lahey, Lipman, Baer, Hamel and Bolduc as a group.

2. Adopt-A-Spot acknowledgements

Mayor Seymour presented the following awards:

Best Barrels

Prescott's Florist (not present)
Patrick Wood Law Office
Cub Scout Pack #68

Best Planter

Laconia Main Street Outdoor Marketplace

Landscape Recognition Awards

Residential:	Linda Vollmerding	Windmill Lane
Civic:	Laconia Rotary Club/Garden Artisans	Rotary Park
	Martin, Lord & Osman	1 Mill Plaza
	Belknap Landscape	Stewart Park

Belknap Landscape also announced and presented Mayor Seymour with an award that the Builders Association awarded the City of Laconia and Belknap Landscaping due to the work efforts done at Stewart Park.

Special Recognition Awards

CBH Landscape Contractor For their care and maintenance of the Laconia Library grounds
Opechee Garden Club For their continued work on the WOW Trail and plantings at the Belknap County Court House

MAYOR'S REPORT:

The Citizen and sponsors brought the Army Field Band and Chorus to the Middle School. Mayor Seymour said the size and scope of the band was amazing. The middle school was filled to capacity with a line around the perimeter. He wanted to thank the Citizen and sponsors for bringing them to the city and the number of veterans in attendance.

The Laconia Chiefs grade four and five football team won the championship game against the Windham Wolverines. The team is made up of 90 percent Laconia students and 10 percent of surrounding towns. The championship trophy will be on display at each of the elementary schools for one week each starting next week. The Mayor wanted to congratulate them for the great season they had.

CITIZEN REQUESTS TO COMMENT ON CURRENT AGENDA ITEMS: NONE

COMMITTEE REPORTS: NONE

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) 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

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:

Monthly Project Update

City Manager Myers announced that the monthly report will be a rolling update and will be presented at the first meeting of every month. The first page contains ongoing projects and construction in the city and the second and third pages have to deal with building permits, values, welfare budget, tax collection and motor vehicle registration. The monthly report will be part of the agenda at the beginning of every month and available online for anyone to view. (See Attachment #1)

City Manager Myers provided a chart of the first two week totals of recycling throughout the city from the Recycling Challenge. City Manager Myers went over each route and explained that when you compile the total amounts together it is a total increase of 9%. (See Attachment #2)

Councilor Baer asked City Manager Myers of the status of the recycling center in the southern part of the city. City Manager Myers stated they are still in negotiation with the location and will be announced when things are confirmed. City Manager Myers also stated that the 500 recycling bins ordered will be coming in to Public works by next Monday and there are already 150 residents waiting to pick them up. City Manager Myers also stated that residents do not need to use the bins and can use any sturdy bin that they have.

The O'Shea Industrial Park has approved as an Economic Revitalization Zone through the Department of Resources and Economic Development.

City Manager Myers explained that both Charter questions regarding the Library Trustees and redistricting amendments have been approved by the various departments of the State of New Hampshire. Both will be on a special ballot in January.

Posted to the website today from the Planning Department is the report on the two-way traffic proposal for Beacon Street East and West, with maps and opportunity to comment as well as architectural guidelines that Planning has been working on. The information is available at the Planning Department portion of the website. The Planning Department will be seeking public input and feedback on this item.

Parks & Recreation Director Kevin Dunleavy gave a brief update on the section of the WOW Trail in Lakeport where the trail ends. The WOW Trail will be funding a trail head improvement called a "Pocket Park". There is a green space area that is already being used with a small picnic table area. The improvement would include paving stones, landscape pavers, granite benches, picnic table, bike rack and additional plantings. Also as part of the project a stairway will be put in to allow access to the Opechee Inn and Spa property. The project will be breaking ground shortly. Another part of the project is a fundraiser with bricks where people could have any name they wish engraved in the brick and will be part of the pavers. Director Dunleavy said it will enhance the WOW Trail experience. City Manager Myers mentioned this was all made possible by donations and he appreciates the members of the WOW Trail committee and members of the public who stepped up to make this happen.

Council Lipman asked if there is a more current update than what is on the update report for the Oak Street intersection. City Manager Myers advised that the snowstorm put the Public Service of NH back a bit and moving some of the poles and wires is what the City is waiting on. City Manager Myers said it was understandable that they have had other priorities during the last two weeks. Everything should be completed by the end of fall but may hold off on the final coat of asphalt in the spring.

Council Lipman also asked City Manager Myers about the Metrocast franchise agreement and how certain things were not covered in the original agreement like broadband and the terms of continuing

the franchise. City Manager Myers explained that Jon Gardner will be doing a presentation on the franchise agreement at the next meeting and will be able to answer questions.

Council Baer asked if Scott had an answer regarding the ambulance at the Fire Department. City Manager Myers said he had gone back to the 2008 agreement and it said that the proceeds from any sales would go to Lakes Region General Healthcare (LRGH); however in 2010 the language is not there but referred that they would have three ambulances. It seems to City Manager Myers that the other ambulance would revert back. City Manager Myers explained that Chief Erickson indicated to him that the LRGH Board of Directors talked about turning the ambulance into a large patient transport unit but is not sure if the funding is in place. Councilor Hamel asked if it is possible for a dual use for the ambulance. City Manager Myers thinks the intent is for a regional source and not operated and stored in the City department.

NEW BUSINESS:

1. Request to waive all fees (Vendor and Use of Street and Highway) by Laconia Parade Committee

Councilor Hamel moved to approve Temporary Traffic Order 2011-14 Holiday Parade. Seconded by Councilor Bolduc. **Motion passed unanimously.**

2. Proposed update to Classification & Compensation Plan

City Manager Myers explained that this would be for employees not covered under the collective bargaining unit. City Manager Myers said he would be willing to have a discussion at some point with the collective bargaining unit. City Manager Myers explained that this program is an opt-out program for full time employees of the city who chose to opt out because they have other insurance through another family member. The pay-out would be \$3,200 annually and payments would be paid quarterly at the end of the quarter. City Manager Myers explained that if the Council takes no action it will take effect in thirty days. City Manager Myers asked if the council was in favor of the change that they would be pro active on having it on record.

Councilor Hamel asked if this is a change or an addition to the city charter. City Manager Myers explained that it would change the Classification and Compensation Plan and the change has to be brought to the Council and after thirty days it would take effect. The City employees have already been notified ten days prior to this meeting and have all seen it.

Councilor Hamel moved to accept the update of the Classification and Compensation Plan. Seconded by Councilor Bolduc. **Motion passed unanimously.**

3. Transfer request \$2,000 for Anthony Drive Drainage Improvements interest payment

Councilor Hamel asked if this would be a deficit for each payment or if it is just one to catch up. Finance Director Woodaman explained that it is just one to catch up and they capitalized the interest cost in the front end of the loan.

Councilor Lahey moved to transfer \$2,000 to account 01-488-380-0010 Municipal Bond Interest from account 01-431-343-0000 Contingency. Seconded by Councilor Lipman. **Motion passed unanimously.**

4. Temporary Change of Polling Location – Ward 1 (attached)

City Clerk Reynolds explained that the Belknap County Nursing Home is beginning construction earlier than they originally planned and means that the room used for voting is not going to be available until after the Presidential Primary. City Clerk Reynolds thought of the Weirs Community Center as a building that might be available but has concerns about the handicap parking and access from the back lot into the building. Parks & Recreation has made the Department of Public Works aware that it would need to be plowed and maintained. City Clerk Reynolds also received an invitation from the Beane Conference Center offering their facility for the election. City Clerk Reynolds explained that Jon Nivus, the Moderator had contacted the Conference Center. City Clerk Reynolds said that after speaking with the Election Officials they wouldn't mind going to the community center temporarily but where it is such a large scale election the Beane Conference Center would be a better option because of its location to the nursing home. They also feel a lot of traffic comes at lunch time and would be inconvenient to go to the community center. Unfortunately there is nothing in between the two options.

Mayor Seymour clarified that the two locations are the Weirs Community Center and the Beane Conference Center and the preference of the ward staff would be the Beane Conference Center for access and mid day traffic and closeness to current location. Mayor Seymour asked Councilor Doyle what she supported and she said the Weirs Community is a long distance from the polling location and some residents have to drive eight miles to the polling location but under the circumstances and for the reason that some of the Weirs community is gone this time of year it makes more sense to have it close to the other location. Councilor Doyle explained that a lot of residents show up to ward one and have to be re-directed to the correct ward to vote on election day.

Councilor Bolduc thanked the Beane's for offering the Center free of charge. Councilor Doyle asked City Clerk Reynolds if there was going to be cost in moving to the Weirs Community Center. City Clerk Reynolds advised that the costs would be absorbed by the State and not the city for any location that is chosen.

Councilor Bolduc moved to use the Beane Conference Center for the polling location for the Presidential Primary. Seconded by Councilor Doyle. **Motion passed unanimously.**

5. No parking on Belvidere Street

Parks & Recreation Director Dunleavy said this proposal is mainly because of the church located half way up the hill on Belvidere Street and traditionally both sides of the street are used for parking and is a concern of safety. Director Dunleavy explained that this motion would make no parking on the side across from the church but would still allow parking on the church side. Councilor Bolduc commented that you cannot get an ambulance down the street or fire truck in the event of an emergency if vehicles are parked on both sides.

Councilor Bolduc believes it should be put on the next agenda to get public input. Councilor Bolduc requested a meeting before the next Council meeting on November 28 at 6:00 p.m.

6. No parking on Mechanic & Manchester Streets

Director Dunleavy said that this is in direct location to Sanborn Park because it has been a problem with on-street parking with people utilizing Sanborn Park. Due to the narrowness of the street it has long been an issue. Now that the City has acquired the parcel on the corner of Manchester and Willow there is no need to park on the street. There are signs saying that parking is available at the new location.

Councilor Bolduc questioned whether it would be both sides of the street and Director Dunleavy confirmed that this was the case. Councilor Bolduc stated that Mr. Beaudoin was present and could attest to the problem of parking on the street.

City Manager Myers asked if we have a comparable amount of parking spaces in the new lot that we now own. Director Dunleavy replied there would be 10-15 cars that could park in the lot but anticipates having 5-10 cars use the lot at any one time.

Councilor Bolduc moved schedule a meeting of the Public Works Committee to discuss the no parking proposals at 6:00 p.m. on November 28, 2011. Seconded by Councilor Hamel. **Motion passed unanimously.**

7. Request to schedule Finance Committee Meeting to discuss the Huot Technical Center bonding documents.

City Manager Myers explained that this meeting was scheduled on Thursday at the request of Councilor Lipman and does not need to be done at this time.

UNFINISHED BUSINESS:

1. Second reading of A Resolution Relative to Authorizing the City to apply for Funding of a Capital Project in the amount of \$13,625,000

Councilor Doyle moved a second reading of a Resolution Relative to Authorizing the City to apply for Funding of a Capital Project in the amount of \$13,625,000. Seconded by Councilor Bolduc. **Motion passed unanimously.**

2. Council membership on the CIP Committee

Mayor Seymour advised that the CIP Committee does not have a representative and the Planning Board does not have a Council Representative. Mayor Seymour would like anyone interested to contact him between now and the next council meeting. If he does not hear anything he will be in touch with one Councilor at random.

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 – Adoption of proposed plan

City Manager Myers explained that in the packet were revisions and edits from the final meeting with the Department Heads and Belknap County Economic Development Council (BCEDC). Any changes and edits are in the left hand column. At the last meeting final changes were made and priorities were made with assignments for each department. Also presented was a shorter three page summary that bolds specific topics and bolds which department will take the lead on it with a time frame. With the adoption

from the Council this will be a road map that the staff and City Manager will be working on and will be bringing quarterly updates in the Manager's Report. Priorities on the list can change if needed. (See Attachment #3)

City Manager Scott Myers said he tried to balance the work load between the different departments so it did not fall on just one or two departments. Mayor Seymour said the Council has seen this packet previously and it clarifies what tasks there are with timelines and understands the Council will be getting updates at the regular scheduled meetings.

Councilor Bolduc asked City Manager Myers if the public was going to be able to see the proposed plan. City Manager Myers said yes it would be available to the public and it can be posted on the City Council page of the website and he can do running updates on it.

Councilor Baer asked if it would always be under Unfinished Business. City Manager Myers confirmed it would. The intent is quarterly updates but will notify if anything needs to be mentioned before this.

Councilor Baer moved to accept the Strategic Plan outline with the Goals and Objectives as presented. Seconded by Councilor Bolduc. **Motion passed unanimously.**

NOMINATIONS, APPOINTMENTS & ELECTIONS:

1. Martha Jane Connelly requesting appointment to the Conservation Commission as a full member

Councilor Bolduc moved to appoint Martha Jane Connelly to the Conservation Commission. Seconded by Councilor Hamel. **Motion passed unanimously.**

COUNCIL COMMENTS:

Councilor Hamel commented on the old police station on Church Street and thinks it's time the Council decides what to do with it and would like to get it back on the tax rolls. City Manager Myers said he toured the building and agrees that it is not getting any better sitting in its current condition. There is a little moisture and if we can get it on the tax rolls it would be better. Councilor Baer questioned if it could be sold in its current condition and City Manager Myers said yes but it would impact what somebody would want to pay for it. City Manager Myers also stated that the generator in the back of the building could be useful at City Hall if the size fits.

Councilor Hamel moved to add the old Laconia Police Station under the Land and Buildings Committee. Seconded by Councilor Lipman. **Motion passed unanimously.**

Councilor Bolduc commented that there was a big crowd at Veteran's Day that showed up and he thanks the Veteran's for doing a great job. Mayor Seymour commented that the Legion and VFW did a great job organizing it. The Laconia High School band that played taps was great and it was a great turnout. Councilor Hamel requested that next year the City could leave the flags up until after Veteran's Day. There was a discussion as to whether or not the flag should be at half mast on Veteran's Day. City Manager Myers said he would check on whether it should be or not.

Councilor Doyle wanted everyone to know that the Laconia Leaf's are playing again. She let everyone know that it is a lot of fun to watch and for \$5.00 to watch it is worth it. Councilor Bolduc commented that he and Councilor Hamel went and had a good time. Councilor Hamel said it is kind of like the

Muskrats where kids come from all over the country to play and it would be nice to get a good turnout like we do with the Muskrats. Councilor Bolduc also commented that the hockey team helps moves Christmas Village into the community center and they have been doing it for years and how much of a help they are and do a great job.

NON - PUBLIC SESSION: NONE

ADJOURNMENT:

Motion to adjourn by Councilor Bolduc at 7:56 p.m. Seconded by Councilor Hamel. **Motion passed unanimously.**

A True Record Attest:

Mary A. Reynolds
City Clerk