



**CITY OF LACONIA
LICENSING
MOTORCYCLE TECHNICAL REVIEW COMMITTEE
SPECIAL EVENTS/LICENSING
MINUTES MEETING OF
MARCH 2, 2016**

LICENSING: Jim Rogato called the Licensing portion of the meeting to order at 11:55 am.

Licensing Present: Jim Rogato, **Chairman;** Matt Canfield, **LPD;** Kirk Beattie for Ken Erickson, **LFD;** Hilary Young, **Licensing**

Licensing Absent: K. Erickson

Minutes: Acceptance of minutes for February 3, 2016: Motion: M. Canfield moved to accept the minutes as written with the second by K. Beattie. All voted in favor, 3-0.

Licensing Regular:

TAXI COMPANY RENEWAL: Mr. C's Taxi: Motion: M. Canfield moved to approve the renewal for Mr. C's Taxi; there are 14 vehicles. K. Beattie made the second with all in favor, 3-0.

TAXI DRIVERS FOR MR. C'S RENEWAL: Amanda Marden, Mark Beauchemin, Michael McKenzie, Linda Sinclair, Susan Brewster, Douglas Wentworth, Patricia Devito, Nicholas Sangillo, John Morris, Donald McCullough, John Egan, Kurt Woglum, Spurgeon Burns, Cindy Carroll, Paul Hilson, Cheryl Bussiere, Jeremy Shosa: **Motion:** M. Canfield moved to approve the renewal for all of the above taxi drivers. K. Beattie seconded and all voted in favor, 3-0.

J. Rogato asked if we are still giving out the stickers for the vehicles. H. Young will answer that question when she arrives at the meeting.

Entertainment:

Kyleg Hotel Management LLC (Margate): Gazebo: Guitarist, keyboard; Blackstones: Live Bands; **Motion:** M. Canfield moved to approve with K. Beattie making the second. All voted in favor, 3-0.

Bubba's Blues, 62 Canal Street: Art Center; **Motion:** M. Canfield moved to approve with the second by K. Beattie. J. Rogato asked if there were any zoning issues with this and S. Saunders said they have submitted the paperwork and it is in process. The use is permitted in the zone. All voted in favor of approval, 3-0.

Outdoor Loudspeaker:

Kyleg Hotel Management: (Margate): Outdoor events including weddings and functions: **Motion:** M. Canfield moved to approve the loudspeaker with K. Beattie making the second. All voted in favor of approval, 3-0.

Grace Capital Church – August 1 thru 4th. Children's Worship music at Wyatt Park: **Motion:** M. Canfield moved to approve with the second by K. Beattie. K. Dunleavy said they already applied for and received park permission. This is for a day camp which will be mobilizing at the park. All voted in favor of approval, 3-0.

Pawnbroker/Secondhand Dealers: Keith Hall; H. Young said they are still missing the criminal background check so the application was tabled.

Motorcycle Week: Laconia Fest Inc. (Drive In Location): Entertainment and Loudspeaker (Site Plan to be reviewed during special events); It was decided to wait until the entire plan review.

Licensing New Business: Craig's Taxi: 4 drivers; H. Young said all the vehicles should have stickers on them, this is something that they still do. J. Rogato said he has seen cars without them. H. Young said she just did them; they are red stickers. **Motion for Company:** M. Canfield moved to approve with K. Beattie seconding. All voted in favor of approval. **Motion Drivers:** M. Canfield moved to approve the 4 drivers with K. Beattie making the second. M. Canfield said there are no issues with these drivers. All voted in favor of approval, 3-0.

Licensing Old Business: None

Licensing Adjournment: M. Canfield moved to adjourn with K. Beattie seconding. All voted in favor and the meeting adjourned at 12:10 PM.

SPECIAL EVENTS:

S. Saunders called the Special Events/Motorcycle Technical Review Committee meeting to order at 12:10 pm.

Special Events Present: Cliff Jones, **Code**; Shanna Saunders, **Planning**; Brandee Loughlin, **Planning**; Charlie Roffo, **LFD**; Kevin Dunleavy, **Parks**; Hilary Young, **Licensing**;

Special Events Absent: Bernie Swan, **DPW**; S. Nuttleman, **Water**

Special Events Minutes: Acceptance of minutes for February 3, 2016: **Motion:** K. Dunleavy moved to accept the minutes as written with M Canfield seconding. All voted in favor, 6-0.

MTRC: PUBLIC HEARINGS: RENEWALS: FAST TRACK

- 1) **Application # 2016-0013, 1184 Weirs Blvd**
Renewal: Parking 50 Vehicles

The application was the same as previously submitted.

Public: No one from the public spoke for or against the application.

Motion: K. Dunleavy moved to approve with all of the previous conditions. M. Canfield seconded and all voted in favor, 6-0.

- 2) **Application # 2016-0014, 1187 Weirs Blvd**
Renewal: 10 Vendors

The application is the same as previous years. K. Dunleavy asked about porto potties on the site, as well as parking for the restaurant if it is open during Bike Week. S. Saunders said we will cover those questions in the condition of approval.

Public: No one from the public spoke for or against the application.

Motion: K. Dunleavy moved to approve, adding the conditions regarding parking and either porto potties on site or rest rooms available within the restaurant. C. Jones seconded and all voted in favor, 6-0.

- 3) **Application # 2016-0018, 54 Lakeside Ave**
Renewal: Vendors, Under 10

The application is the same as was previously submitted.

Public: No one from the public spoke for or against the application.

Motion: K. Dunleavy moved to approve with the same conditions as previous. H. Young seconded and all voted in favor, 6-0.

- 4) **Application # 2016-0019, 1193 Weirs Blvd, Gulbickis**
Renewal: Vendors, Under 10

The application was the same as previous years.

Public: No one from the public spoke for or against the application.

S. Saunders said that there was an issue last year with people parking on the sidewalk so we will add a condition of approval regarding that. It was determined that there were no vendors on the site last year.

Motion: K. Dunleavy moved to approve adding the condition of approval regarding the parking on the sidewalk. M. Canfield made the second with all voting in favor, 6-0.

5) Application # 2016-0020, 1165 Weirs Blvd, Wellesley Pines
Renewal: Parking, Less than 50

The parking application was the same as previously submitted.

Public: No one from the public spoke for or against the application.

Motion: M. Canfield moved to approve with the same conditions of approval, with the second by C. Jones. All voted in favor of approval, 6-0.

6) Application # 2016-0024, 329 Lakeside, Weirs the Beef
Renewal: Vendors, Under 10

The proposal is the same as previous years.

Public: No one from the public spoke for or against the application.

Motion: K. Dunleavy moved to approve the application with the same conditions as previous. K. Beattie asked about the same as this was Jacob's Ladder. K. Snow said she would verify that with the property owner.

H. Young seconded and all voted in favor of approval, 6-0.

7) Application # 2016-0023, 279 Lakeside, Weathervane
Renewal: Vendors, Under 10

S. Saunders said the application as the same as previous. K. Dunleavy asked about the vendor in the front (the tattoo artist) and was told that they went to a smaller tent, and we have had no issues.

Public: No one from the public spoke for or against the application.

Motion: C. Jones moved to approve with the same conditions as previous. K. Dunleavy seconded with all voting in favor of approval, 6-0.

8) Application # 2016-0025, 13 Andrews Ave
Renewal: Parking, Under 50

S. Saunders said the application is the same as previous.

Public: No one from the public spoke for or against the application.

Motion: K. Dunleavy moved to approve with the same conditions as previous. H. Young seconded and all voted in favor, 6-0.

9) Application # 2016-0022, Rt 3/Hayes Rd
Renewal: RV Camping/Parking

S. Saunders said the application is the same as previous but asked about solid waste removal. K. Dunleavy said it is in the write up that receptacles are located on site and picked up when needed.

Public: No one from the public spoke for or against the application.

Motion: M. Canfield moved to approve with the second by K. Dunleavy. All voted in favor with the same conditions as previous, 6-0.

MTRC: REVISED:

10) Application # 2016-0026, 76 Endicott S, Drive In

Revised: Vendors, Over 50; Burn Out Pit; Live Music;
Motorcycle Stunts; Zipline

Applicant: Mike Trainor appeared. He said he is definitely moving forward this year. He did preliminaries, and has sponsors lined up. They have two "A" acts. They will have entertainment for 8 days, every day, and they are working with Al Mitchell for parking. They will do other parking as well.

He has a press conference in two weeks. What was submitted was the preliminary drawing, but they will have to make adjustments. For example, it says 120 toilets and should say 100 toilets, with 20 of them being handicapped. They will have free style moto-cross, carnival type games and a zipline across the crowd. That is in the FMX area. They have ramps, and jump over the stage while the bands are playing.

He was asked about the infrastructure? The plans needs to be engineered, and stamped. M. Trainor said it will be built on site. It comes in a tractor trailer and assembled on site. S. Saunders asked where the carnival games will be located and was told. The showrooms are to the right. The small stage is for bike build, raffle, etc, not for music.

S. Saunders asked what the smoke bar is and was told it is a vendor, Old Smoky Moonshine. It is a vehicle with a roof deck. They take it to Sturgis and Daytona. It is all self-contained and is a bar but their vehicle. S. Saunders asked the vendors in the front and was told there is a fence. Vendors 1-40 are outside of the "venue". They will be vending out to the people. By screen 1 there is also a carnival area and there is no fence there. He was told that needs to be removed from the plan.

S. Saunders said that some 10 x 10 are inside the site with 21-40 outside. She asked if 1-20 will vend into the area and was told that the front entrance will be wide open. S. Saunders said the area is not level and asked if they should they be pushed back. M. Trainor said some adjustments will be made. Gary Nowicki will be handling the vendors. He said that they will have another plan shortly. The production company will be walking the site to make sure of where things will go and the security team will be coming in this week to walk it as well.

He was asked about the catering area and was told it is for vendors, artists, police, and fire. M. Trainor said there will be 2 separate catering areas, one for VIP and one for workers. He has talked with Don Thurston regarding the back entrance. They will bring the VIPs, artists, and emergency vehicles in through the rear. The rest will go through the front. He said they have uniformed officers by his boats. They will have a contract written up. K. Beattie asked if that access point is in the rear like previous and was told yes.

He was asked what sort of numbers he is anticipating and replied that the "A country" should sell out which is 30,000. The same with the "A line rock act"; they expect to sell that out. The police know who that is and signed a confidentiality waiver. Wednesday is the big rock act, Thursday is the big country. Friday is the high B, Low A act which they expect to do about 15,000 in pre-sales, and sell out at the door.

The tickets will be on sale by March 19. Every Friday the agents give them the pre-sells, and S. Saunders asked M. Trainor to get that information to K. Snow to get out to the group. M. Trainor said on the last Sunday they plan to hold an open party for all of the people who were involved – the workers, police, fire, etc.

S. Saunders asked M. Trainor to provide us a schedule on what if occurring and when. The Tier 2 bands are from NYC, Albany, Montreal, and Bangor. They will never have 2 days in a row with the same genre. The liquor license is in process. That is out of the Keene area, and the commission verified with them. This is a professional bartender group, with about 20 bartenders.

S. Saunders asked if he plans an exterior fence around the site and M. Trainor said there is one there now but they are adding another. S. Saunders said some of the existing fencing is in bad shape and M. Trainor said that security will be fixing and checking that out. They are working with fire and police on openings. M. Trainor asked who to contact on security and M. Canfield said to give them his e-mail and set that up. M. Canfield asked about the revised plan and was told that in 2-3 weeks he should have pretty solid plans.

S. Saunders asked M. Trainor to get the new plans in about 2 weeks, and come back to the April 6th meeting. Any pyrotechnics need to be revised. He said that by the main entrance they plan a steel art sign with fire coming out of it. He said that will be away from everything.

Fire: C. Roffo said that some of his questions have been answered. There is a building missing on the plan and M. Trainor said that will be on the revised plans. C. Roffo said that he really wants to see this go, but that he needs a lot of time to look at this. The engineered plan from last year was not good. They need all the exits shown. C. Roffo said they can get about 5,000 people in there, and needs a plan to get 30,000 people out onto Endicott St. Right now they need 4 separate exits, and only 2 are shown now. C. Roffo said he needs to go over the square footage and then the number of people which is why they went with an engineering analysis. They need a stamped plan showing how to get these people out. He said there is a lot going on and that he needs details. When he gets the final plan set he will do calculations as to what the space will accommodate. Determine 7 SF per person. Every bar, etc is a deduct. M. Trainor said needs to be tweaked.

C. Roffo said he needs to get the engineering going on this, as this needs to be all set and ready to go two full business days before. That gives them enough time to deal with any problems. M. Trainor said they will be setting things up in mid-May. The drive in doesn't open until after Motorcycle Week. He said that he needs permits to build some of the VIP stuff. They have high end motor homes, with decks between them. They will keep the road open all the way around for residents and ER vehicles.

C. Jones said the put the electrical panels and feeds on the plan, along with the amperage. C. Roffo asked about the use of portable generators and was told yes so he asked for them to be placed on the plans as well. M. Trainor said this will all be on generators. C. Jones said any stages needs plans. Those should be stamped. The smaller ones don't have to be engineered. All mobile. He said he will have cut sheets.

S. Saunders asked about the zipline and was told that is still in the planning stages but that they are hoping Gunstock will set it up and run it. Whoever does it will be professionally set up. K. Dunleavy said that also needs state permits. M. Trainor said that is why he will be using a professional company. M. Canfield said they have talked.

M. Trainor asked if they foresee any issue with the sign as it will take a while to build it. It will be 30 ft in the air and people will walk under it. C. Roffo said he will look into it. FMX sometimes do pyro, and if they do need a license for the state. He said he doesn't think they are because the stage is right there.

M. Canfield asked when the schedule be locked down and M. Trainor said he will have the big stuff by the 18th, as the press conference will be then. M. Trainor said he will do an update every Friday. M. Canfield said he needs to get people up here now and asked if this can be completed by mid-March? He said they have Wednesday, Thursday, and Friday are set. C. Roffo said if they calculate 25K and he sells 30K tickets there is an issue so this needs to be finalized ASAP.

Special Events New Business: S. Saunders reminded the committee that she is leaving and that Brandee Loughlin will be filling in. Kristine Snow is retiring. She wants an interim chair for the board since B. Loughlin isn't familiar with this process. C. Jones said he will help and will fill in if needed.

C. Roffo said that he is afraid if the drive in does go ahead, more applications might come pouring in. M. Canfield said parking lots will be everywhere. He is committed on the acts already.

M. Canfield asked about the deadline for pre-payment. K. Beattie said he doesn't want to be doing this a week before the event as it is too busy. He said they put in 100 hrs last year with nothing to show for it. It was suggested that Scott Myers should be contacted on this.

S. Saunders went to see if Scott Myers could come up and review concerns. They returned to the meeting.

S. Myers was shown the plans and given an overview. There is no egress behind Faro's this year. C. Roffo said there is a lot going on and we are again approaching the time where we are hitting the crunch. He said he would like to see this go but this plan isn't the final plan. That chops off time. We definitely need a plan within two weeks as M. Trainor said he wants to hold a press conference on 3/18, and open ticket sales on 3/19. If we don't have the plans by then he is afraid fire and police won't have time to accommodate this. C. Roffo said he needs to evaluate plans to see if the site can hold 30K people. S. Myers asked about the plans for last year and C. Roffo said they didn't work. He said that now they have eliminated an egress point, so this only holds 5,000 people. He said he needs that stamped engineering plan showing that this will hold 30K people and that he can get them out of there.

S. Saunders said are 30K for two shows each, with 15K on a third day.

K. Beattie said his biggest fear is that we were pushed to the limit last year. If this goes until June 1, all of the departments will be pushed. He said we need time line guidance to make sure everyone is on the same page.

S. Myers said to set up a time frame. We need to be supportive but the event has to be safe, and we need assurances. He said to put escrow by date certain. We need appropriate safeguards in place.

S. Saunders said we have to have the new plans for the April meeting, with all of the spec sheets in during April for the May meeting, when do we need deposits for security? K. Beattie said they will be meeting with him after the press conference, and want 10 grand for one, with 30K for the larger.

C. Jones asked if they can they pay for city/staff overtime? S. Myers asked if each act will bring in their own generator/equipment which means they would have different ones every day.

C. Roffo said to keep in mind, if tickets are sold in March, and he gets plans in for April and the plans don't match, and he sells 30K when the venue only can hold 25K, where do those 5K go? He would have to give up things inside.

S. Myers said to put together letter with what is needed and dates and he will sign it. He said that the City has no responsibility if things don't work out. K. Beattie asked if we will have the plan by the end of March and M. Canfield said we need to look at ticket sales first, and base our approvals on that. S. Myers said we want the money in hand by May 1. We need good faith money in hand, and we can modify closer to the date. M. Canfield asked about times for the shows and said that makes a difference. S. Saunders asked about the ordinance on food as that did change last year.

S. Saunders asked what will we do about impromptu parking lots - should we open them like we did for Pumpkin Fest? S. Myers said no, that is only a one day thing. We can scramble and do an extra meeting for parking if we need to.

Special Events Old Business: None

Special Events Adjournment: K. Dunleavy moved to adjourn with the second by C. Roffo. All voted in favor and the meeting adjourned at 1:10 pm.