



**CITY OF LACONIA
LICENSING BOARD
ROOM 200B
October 2, 2013
12 pm
MINUTES**

Present: Chairman Rogato, Captain Clary, Chief Erickson

Review-

RAF- Laconia Youth Football sold September calendars with daily prizes. Raffle will benefit annual operating expenses.

USH- Laconia High School is having their annual homecoming parade on 9/27/13

Motion to approve the raffle and the use of street/ highway applications by Chief Erickson, seconded by Captain Clary, Approved.

Regular-

A gentleman from the Leavitt Park Clubhouse would like to speak to the Board about the Event License Fee Schedule.

Tony Felch who is in charge of the rentals at the Leavitt Park Clubhouse wanted to express his concerns with the City's Event License fees compared to all of our surrounding towns do not have fees for craft fairs or other events. The Board notified him that the fees in the License Chapter are approved by the City Council and the Board has no authority to waive any of the fees that have been set in place. They could approach the City Council.

OLS- Weirs Beach Lobster Pound would like to extend their seasonal Outdoor Loudspeaker License for 1 more quarter. 10/1/13- 12/31/13

Motion to approve with discussion by Chief Erickson, he wanted to make sure that the proper steps were being taken on the tent inspection and we confirmed that they had already gone through the Special Events Committee and the plan was reviewed by Deputy Roffo seconded by Captain Clary, approved

ENT- Jilly's Bistro at 777 Union Ave would like to have general entertainment in the dining area with a small 2-3 piece band or a 1 person comedy act from approval date thru 3/31/14

Motion to approve with discussion by Captain Clary he would like the license to have a note on it stating the size band he requested seconded by Chief Erickson, approved.

Shanna from the Special Events Committee will be present to speak to the Board- Shanna would like a continuance because she thought it would be best to have this discussion while Deputy Roffo was here and he couldn't make the meeting.

The License Clerk said that she would like to bring up that she met with the City Manager and had a proposal for the Board that will be brought up under Old Business.

Minutes - Approval of minutes for,

September 4, 2013- Rogato, Canfield & Erickson

Motion to approve the September 4th minutes by Chief Erickson, seconded by Chairman Rogato, Approved.

September 6, 2013- Rogato, Canfield & Erickson

Motion to approve the September 6th minutes by Chief Erickson, seconded by Chairman Rogato, Approved.

New Business-

The License Clerk wanted to let the board aware that there will be a Jehovah witness set up in downtown next to the Colonial with a table passing our pamphlets because this falls under freedom of speech and religion he does not need a License he will be receiving a sidewalk encumbrance from the Laconia Public Works Department.

Event- New England Porch Rockers, Curiosity Co is having an open house/ grand opening on the side walk between Beacon St West and Pleasant St with up to 4 vendors, a guitarist, possibly an outdoor loudspeaker, food and prizes. The event is scheduled for 10/12/13 from 12pm-5pm. Planning stated that they had no issues with this event because it doesn't involve the fire department and it won't need traffic control.

Motion to approve by Chief Erickson, seconded by Captain Clary, Approved

USH- The American Cancer Society, Inc is having a walk-a-thon on 10/20/13 at Opechee Park from 10am-2pm
Route #1: Start at Opechee Park/N. Main St/ Pleasant St/ New Salem St/ Fair St/ Court St/ Main St/ N Main/ end at Opechee Park
Route #2 Start at Opechee Park/ N. Main St/ Lexington Dr/ Shore Dr/ Holman St/ Gale Ave/ Pleasant St/ New Salem St/ Fair St/ Court St/ Main St/ N. Main St/ end at Opechee Park
Motion to approve by Chief Erickson, seconded by Captain Clary, Approved

OLS- The American Cancer Society, Inc would like to use an Outdoor Loudspeaker during their walk-a-thon on 10/20/13 from 8am- 2pm
Motion to approve by Chief Erickson, seconded by Captain Clary, Approved

Old Business-

Lindsey- License Clerk told the Board that we have been talking to Shanna and we have met with the Chairman about a proposal to make things flow more smoothly with events and licensing and we found that mainly the special events are the ones that are being duplicated between licensing and Special Events. She met with the City manager today and he thought maybe what work easiest if we had licensing and the SERC meet at the same time and we would bring forward all of the licensing agenda first and then the SERC second so if there wasn't a need for any of the SERC we would let everyone know so that it would just be the licensing board if there were no comments and also the Special events could still comment on anything that was brought before the license board, not to vote on but to comment in case you wanted to consider that. But we still have the issue between the event license and the special event application. We feel it should be in one spot and not the other is what she feels as well as several others she has spoken to, so Jim you had talked about proposing that the SERC take over all the vendors and Special Events so we have sat down and thought about how that would all flow.

Katie- License Clerk explained how we could help planning with the overload from but the main two large events that happen in the City would be the 4th of July and Motorcycle week an idea of what we had was that for Motorcycle Week we would still prepare the vendor packets that are sent out to all of the previous vendors and when the applications come in we could still key the money into the system and then key all of the data into the business licensing software then send the applications down to the SERC to be reviewed. She then stated that if all vendors were to go to planning we would need to know who would have the authority to do an admin approval because that would be who needs to be in the field throughout the week because approximately 150 are issued in the field.

There was a discussion between Shanna from Planning and Chief Erickson about the need for organization between these two departments.

The License Clerks is going to look into the laws and seek legal advice on how the posting of agendas, keeping of minutes and how the opening and closing of the meeting can occur. The next License Board meeting in November will be held in the large conference room with the other members of the Special Events Committee it will be held at 12pm on a monthly basis and at that meeting we will discuss what we found out from our legal counsel on how we can run the meeting legally. The License Clerks will also be working on combining applications so that we can try to streamline the event application process between Licensing and SERC.

New Business-

Review Taxi Driver- Fred Brent for Steven's Taxi after reviewing the application and the licensing ordinance under qualification for taxi drivers this applicant does not meet the qualifications. A motion was made to revoke his license effective immediately and to also refund his application fee. The motion was made by Chief Erickson, seconded by Captain Clary, Rejected

Adjournment- Motion to Adjourn by Chief Erickson, seconded by Captain Clary, Adjourned.