



**CITY OF LACONIA
LICENSING BOARD & SPECIAL EVENTS REVIEW COMMITTEE
DRAFT MINUTES MEETING OF MAY 7, 2014**

Present: Licensing: J. Rogato, **Chair;** M. Canfield, **LPD;** K. Erickson, **LFD**

Present: Special Events: S. Saunders, **Planning;** B. Swan, **DPW;** K. Dunleavy, **Parks;** K. Walsh, **Licensing;** M. Canfield, **LPD,** S. McCusker, **Code;** K. Erickson **(for C. Roffo), LFD**

Absent: Special Events: C. Roffo, **LFD;** S. Nuttleman, **Water**

Licensing Review: The motion for the following 3 raffles was made as one:

RAF- Got Lunch Laconia is having a raffle to benefit children of Laconia healthy food during the summer school vacation. Draw date 8/4/14 Prize: 2014 Sea-Doo Spark 3 up and trailer

RAF- Faith, Hope & Love Foundation is having a raffle to benefit their scholarship fund. Draw date 4/26/14 prizes: Wine tours, sky diving tickets, sports autographs, and a homemade quilt

RAF- Laconia Endowment Education Fund is having a raffle to benefit teacher grants prize: Kindle Fire HD

Motion: K. Erickson moved to approve the 3 raffles with the second by M. Canfield. All members voted in favor of approval.

Kings Kones Ice Cream truck will be driving around the streets of Laconia selling ice cream, snacks and drinks for the month of May.

Motion: K. Erickson made the motion to approve the vending truck with the second by M. Canfield.

K. Erickson asked if a background check is done on these types of vendors and M. Canfield said yes. K. Walsh said there have been no changes since last year with the applicant.

All 3 members voted in favor of approval.

Taxi Driver's for Mr. C's Taxi: Dewayne Eckerdt, Wayne Evans

Motion: The motion to approve the additional drivers was made by K. Erickson. M. Canfield made the second. K. Erickson asked if the drivers had been checked and was told yes.

All 3 members of the Licensing committee voted in favor of approval.

Licensing Regular:

Annual Entertainment- Tower Hill Tavern

Motion: K. Erickson moved to approve the permit for the outside entertainment. M. Canfield seconded.

S. Saunders asked if this is for outside and was told by K. Walsh this is just for indoor use with no loudspeakers.

K. Erickson amended the motion with M. Canfield seconding. All 3 members voted in favor of approval.

ENT & OLS - Patio Garden Restaurant at 21 Weeks St. is having barbershoppers, duos, band concerts and jazz quartets from 6/27/14-8/31/14

Motion: K. Erickson moved to approve with M. Canfield seconding. All 3 members voted in favor of approval.

MCWK Vendor Applications:

The 3 vending applications were made as one motion.

54 Lakeside Ave: MCWK Food + Friday - Concessions LTD is selling burgers, hot dogs, fried dough, soda, lemonade, pretzels, corndogs, fries, turkey legs, steak and fried desserts:

Thurston's Marine: MCWK Food + Friday - Mangia Mia LLC is selling lemonade, water, soda, coffee, sandwiches, pizza poppers, mozzarella sticks, chicken tenders, fried ravioli, French fries, hot dogs, and burgers

NH Veterans: MCWK Non Profit Non Food - Laconia Rotary Club is selling raffle tickets draw date 6/22/14 prize: Harley Davidson Motorcycle

Motion: K. Erickson moved to approve the 3 vending applications for Motorcycle Week. M. Canfield made the second and all 3 members voted in favor.

Streets of Laconia: MCWK Non Food -Distinctive Transportation Services is providing shuttle services from the weirs to area hotels

Motion: K. Erickson moved to approve the application for the shuttle service during Motorcycle Week with the second by M. Canfield. It was confirmed that this is the same company that has run the shuttle in the past.

All 3 members voted in favor of approval.

Licensing New Business:

405 Pub & Grill is having karaoke, live bands & DJ's with no entertainment license, a letter was sent to them on 4/21/14 notifying them of the ordinance requirements and we haven't gotten any response from them yet.

K. Walsh let the members know that the letter went out on April 21 to let them know this was outstanding. K. Erickson said to give them until the end of the week and if we haven't gotten the required response he will send C. Roffo out to shut them down.

Licensing Old Business: None

K. Erickson said that the representatives for the Lobster Pound are here and he moved to take their application out of order. M. Canfield seconded and all voted in favor.

Licensing/ SERC:

Licensing/SERC New Business:

Application # 2014-0077, 70 Endicott St N

New: Bike Blessing

Applicant: Bob Wilson, Manager, and Briana Farley, the office manager appeared. B. Wilson said this is for the bike blessing and it is their first year so they are not sure what to expect. They have talked with liquor enforcement. This will have the same layout as their Oktoberfest did. The tent will be 40 x 30, same as Oktoberbest. The hours are 12-4. They were told they need the permit of assembly which is handled by C. Roffo.

S. Saunders asked if they plan to have vendors and was told no. She asked if fencing will be in place and was told no, just the snow fencing like they did last October. The tent is wide open. K. Erickson asked if the event is over at 6 and was told no, it is over at 4 pm.

K. Walsh asked if they are having entertainment and J. Rogato said they mentioned a 6 piece band. K. Walsh reminded them that they need to have their annual entertainment license renewed, and the seasonal loudspeaker as well. She said a letter was sent in March, asking to have that submitted by April 1. They need to take care of this immediately as this event is coming up. B. Farley said they will do that this week.

Motion: K. Erickson moved to approve the application, contingent upon the proper annual permits are in hand before the event. S. Saunders said we will put the standard conditions of approval on the NOA. She asked about security and B. Wilson said probably at the front and the exits.

S. Saunders read comments from C. Roffo regarding food vendors, tent occupancy, and requirements.

M. Canfield seconded, and all voted in favor of approval after the proper permits are obtained.

Licensing/SERC Renewals:

1) Application # 2014-0053

Renewal: 4th of July Fireworks

Motion: K. Erickson made the motion to approve the application with the second by M. Canfield.

K. Erickson asked if this is the same shooter and was told yes. He asked if they are on the barge again and was told no, they are in the center of the track. K. Dunleavy said they will make sure safety distances are in place.

S. Saunders asked if they will use the park house for restrooms or porto potties and was told porto potties. She asked about vendors and was told yes, they will have some. She read C. Roffo's comments reading the vendors and pyrotechnic display.

S. Saunders suggested that since the LPD and LFD are going to be there maybe the public could look at the equipment. K. Erickson said no, this is a very busy weekend and they can't take the chance of having the equipment tied up when it could be needed.

All voted in favor of approval.

2) Application # 2014-0062, 719 N Main

Renewal: Walk-A-Thon, LRCS

Motion: K. Erickson moved to approve with the second by S. Saunders; all voted in favor of approval.

3) Application # 2014-0063, Main St/Canal

Renewal: Coffee Festival

Motion: K. Erickson made the motion to approve, with the second by S. Saunders.

K. Erickson asked how we can close both Main and Beacon Streets at the same time. The traffic pattern was discussed. S. Saunders said she thought they had submitted for the traffic order, but M. Canfield said he hasn't seen it yet. K. Walsh asked what phase the bridge will be in at the time of the festival and M. Canfield said this could be after Beacon Street is re-opened. K. Erickson said the traffic could be a real mess with the bridge shut down.

S. Saunders said we could approve it with conditions on the traffic mentioned. S. Saunders asked if they had porto potties last year and was told yes. M. Canfield said they were located in the small parking lot on Main Street. K. Walsh left the meeting to get information on the traffic pattern and Beacon Street should be open then. S. Saunders said they are to be in Phase III so this should be ok then.

All voted in favor of approval.

4) Application # 2014-0064, Main St Parking Lot

Renewal: Thursday's Farmer's Market

Motion: K. Erickson moved to approve with the second by M. Canfield.

S. Saunders read Fire's comments which we will add as a condition of approval. K. Erickson explained; they sell fish and lobsters there and he said a farmer's market is supposed to be local grown and he feels this is getting out of hand. S. Saunders said she feels that anything from New Hampshire would be included and that we have no active small farmers in Laconia. K. Erickson said it states "grown".

All voted in favor.

5) Application # 2014-0069, Wyatt Park (American Legion)

Renewal: Memorial Day Parade

Motion: K. Erickson asked when this is being held and was told May 26, 10 am.

K. Erickson moved to approve with the second by M. Canfield; all voted in favor of approval.

6) Application # 2014-0074, Wow Trail

Renewal: Walk-a-Thon, Meals on Wheels

Motion: K. Erickson moved to approve with the second by S. Saunders. All voted in favor of approval.

7) Application # 2014-0076, 208 Lakeside

Renewal: Fishing Derby

Motion: K. Erickson moved to approve the application with the second by M. Canfield.

S. Saunders asked about restrooms and K. Dunleavy said the Mount restrooms are open for use. S. Saunders asked if the Marine Patrol is aware of the Derby and K. Erickson said they have to have a permit for the use of the water.

All voted in favor of approval.

Licensing Minutes: Approval of minutes for the meeting of April 2, 2014: **Motion:** J. Rogato moved to accept the minutes as written, with the second by M. Canfield. All voted in favor of approval.

Licensing New business: K. Walsh asked if we postpone the June meeting until the 11th as she will not be here. K. Erickson said he had no issues but feels that the Bike Week issues need to be completed before the 11th.

K. Walsh said that Gary Nowicki would like to add a swap meet at the Drive In site, for Bike Week. It would be under a tent and have about 20 parts vendors. She said his question is the pricing. K. Erickson said he feels they should pay what the ordinance said. S. Saunders asked how bike build offs are considered and was told those are not vendors. K. Walsh said the one held I Opechee Park does not pay fees. K. Erickson said this is a one day event. There are vendors, they are not swapping, as they sell motorcycle parts and equipment. S. Saunders asked if the committee was comfortable with her doing this administratively and was told yes. S. McCusker asked if this is going to obstruct the second egress and was told that would be fine.

Licensing Adjournment: M. Canfield moved to approve with the second by K. Erickson; all voted in favor of adjournment. KE, all adjourn.

MOTORCYCLE TECHNICAL REVIEW: No one from the public spoke for or against any of the following proposed applications for Motorcycle Week 2014.

RENEWALS:

1. **Application # 2014-0046, 15 Railroad, Lakeport Community Association**
Renewal: Parking, Less Than 50
Motion: K. Erickson moved to approve, with the second by M. Canfield, with all voting in favor of approval.
2. **Application # 2014-0047, 143 Endicott St N**
Renewal: Parking, Over 50
Motion: K. Erickson moved to approve, with the second by M. Canfield, with all voting in favor of approval.
3. **Application # 2014-0048, 322 Lakeside Ave, Paradise Beach Club**
Renewal: Parking, 50
Motion: K. Erickson moved to approve, with the second by M. Canfield, with all voting in favor of approval.
4. **Application # 2014-0051, 579 Endicott St N, Funspot**
Renewal: Vendors, Up to 50; Dyno-Tuner
Motion: K. Erickson moved to approve, with the second by M. Canfield.

It was asked if they will be having motorcycle rides from there and K. Walsh said that Yamaha has already applied.

All voted in favor of approval.

5. **Application # 2014-0055, 12-8-1212 Weirs Blvd, Donna Jean's**
Renewal: Up to 10 Vendors
Motion: K. Erickson moved to approve, with the second by M. Canfield.

S. Saunders read C. Roffo's comments. All voted in favor of approval.

6. **Application # 2014-0056, 23 Elm St, Lakeport Fire Station (City)**
Renewal: Up to 10 Vendors
Motion: K. Erickson moved to approve, with the second by M. Canfield, with all voting in favor of approval.
7. **Application # 2014-0057, 918 Weirs, Chamber Site (City)**
Renewal: Either 1 Vendor of 6 Vendors
Motion: K. Erickson moved to approve, with the second by M. Canfield.

It was mentioned that this site has not been rented for a few years.

All voted in favor of approval.

8. **Application # 2014-0058, Boardwalk (City)**

Renewal: 15 Vendors

Motion: K. Erickson moved to approve, with the second by M. Canfield, with all voting in favor of approval.

9. **Application # 2014-0059, Lakeside, Progressive**

Renewal: One Vendor

Motion: K. Erickson moved to approve, with the second by M. Canfield.

S. Saunders read comments by C. Roffo that he does not support the placement of the vending site. K. Walsh said she was told there is also a resident who plans to attend the City Council meeting next Monday to complain on this placement as it takes up handicapped spots. K. Erickson said that should not be an issue as there is no public parking here during Bike Week.

All voted in favor of approval.

10. **Application # 2014-0060, Opechee Park**

Renewal: Swap Meet, Bike Show

Motion: K. Erickson moved to approve, with the second by M. Canfield, with all voting in favor of approval.

11. **Application # 2014-0061, 1191-1197 Union Ave**

Renewal: 2 Vendors

Motion: K. Erickson moved to approve, with the second by M. Canfield, with all voting in favor of approval.

12. **Application # 2014-0065, 70 Endicott N, Lobster Pound**

Renewal: Over 50 Vendors

Motion: K. Erickson moved to approve with the second by S. McCusker.

S. Saunders read C. Roffo's comments. M. Canfield said we can modify condition # 3, and take out the condition regarding the second beer tent. K. Walsh asked what yellow block on the plan is and was told they think the highlighting was just left on when they printed it. It is a vending spot. S. Saunders asked if it is the second egress from the Jack Daniel tent and was told no, it is definitely a vending spot.

M. Canfield said add into comment # 3 a condition stating that a police detail for the first weekend could be required if needed.

All voted in favor of approval.

13. **Application # 2014-0066, 97 Endicott N, Lobster Pound**

Renewal: Parking, 200; 16 RV's

Motion: K. Erickson moved to approve with the second by M. Canfield; all voted in favor of approval.

14. **Application # 2014-0068, 5 Hilliard Rd**

Renewal: Parking, Up to 50

Motion: K. Erickson moved to approve the application, with M. Canfield seconding. All voted in favor.

15. **Application # 2014-0070, 1072 Watson Rd, Broken Spoke**

Renewal: Parking, Up to 50

Applicant: Wayne Murphy appeared. He said he works as a private consultant for 2 of the 3 owners. All of the Broken Spokes are for sale. There is a lot of money in the kitty for vendors for Sturgis. They thought they had an arrangement for Mike Ballard, Full Throttle Saloon, for Laconia but they had a conflict in the dates. They have signed a lease with Action Sports, Melissa Penland, who has been a vendor at Bike Week for 10 years. She is familiar with the property and requirements. She has been given the plans, and she knows she needs to comply with them. They feel will be a watered down version but knows this is the max of what she can do this year. She could not attend today but could come if we need another meeting. She has the plans and the NOA from last year.

She is aware of security, road widths, and they are incorporating last year's requirements into her lease. S. Saunders asked if she will be running the entire site and was told yes. She asked what she vended last year and was told he thinks t-shirts. W. Murphy said it was clothing. She will be selling Broken Spoke merchandise and hers. The Broken Spoke has to pull the liquor license, and W. Murphy said he thinks that was renewed recently. S. Saunders said to mention the compound area as well.

K. Erickson said the telephone pole is leaning, and it needs to be taken care of. He said it could fall at any time.

Motion: K. Erickson moved to approve with the second by M. Canfield. All voted in favor of approving the parking lot.

16. **Application E 2014-0071, 1072 Watson Rd, Broken Spoke**

Renewal: Up to 25; Beer Tent/Entertainment

Wayne Murphy: See above:

S. Saunders read C. Roffo's Fire memo. K. Erickson said the electrical panel is on this property and people have been tossing empty beer boxes under the deck. People throw cigarettes under there and this is a catastrophe waiting to happen. If this occurs he will pull the assembly permit.

K. Snow mentioned the ROW as the abutter was in this morning asking about it.

S. Saunders asked if Melissa should come to the next meeting? K. Walsh asked if she will be at the event, and was told yes. She said we will need her contact information. K. Erickson said she will be held responsible and W. Murphy said he understands the property owner is ultimately responsible. K. Erickson said during the event it is her.

W. Murphy said they are in discussions with Heather Walker to possibly be on site for the event. They will be open just for Bike Week this year. S. Saunders said we need contracts for waste and W. Murphy said they haven't signed a contract yet but will be signing with the tenant. S. Saunders said we also need the security contract. K. Erickson said the balcony has to be closed. He said during rain 500 people have tried to get inside.

S. Saunders said if another meeting isn't held, it might be good for M. Penland to meet with police, fire, and her to talk about the setup. K. Walsh said needs to speak with her as well on the different licenses.

We will have the same condition for LPD on the first weekend for beer tent.

Motion: K. Erickson moved to approve with the second by S. McCusker. All voted in favor.

17. **Application # 2014-0073, 13 Andrews Ave**

Renewal: Parking, Up to 50

Motion: K. Erickson moved to approve with the second by M. Canfield. All voted in favor.

18. **Application # 2014-0075, 265 Lakeside, Tower Hill**

Renewal: 3 Vendors

Motion: K. Erickson moved to approve with S. McCusker making the second.

S. McCusker asked where they put their vendors and was told the address should be 264 Lakeside. M. Canfield said these are small vendors like sunglasses, eye glass cleaner. S. Saunders read C. Roffo's conditions.

All voted in favor.

NEW:

1) **Application # 2014-0067, 45 Endicott N, Water Slide**

Revision: Up to 25 Vendors, Beer Tent; Parking, More than 50

Applicant: The manager of the Lobster Pound, Bob, appeared. There will be bike parking up above, and vendors as in the past. The spot marked TBD on the plan will be wide open. K. Erickson asked about the beer garden, and Brianna, the indoor manager, said they will have beer and wine, and some chairs so people can sit and relax. The tent will be fire retardant, and there will be extinguishers. K. Erickson asked about fencing and was told that the Liquor Commission said no fencing is required here but the main beer tent is fenced for security. There will be no entertainment, 40 x 20 tent. Porto potties are behind facing the field. This is not hard topped, and they can go around tent to access. They will open towards tent, also at top of site. This is next to the big food vendor.

S. Saunders said if someone is sitting and eating and drinking, you may not want porto potties there. K. Erickson said these are next to building that is remaining, and the site is flat right there. K. Erickson said if raining, all the rain will come down the hill and come into tent. Brianna said the area is to the left of it, not close. Bob said this is all paved. The center will be seeded. S. Saunders said they only have 5-6 vendor spaces and was told that is as far as they wanted to go. Vendor 6 is on level area. That is what is currently rented, but they could add 18 wheeler there.

J. Rogato asked about the vendor permit for the beer garden – is that a separate license? This is not their property, so this is not an extension of their business. S. McCusker asked if they are leasing since they don't own the property.

S. McCusker asked about the electrical here and was told they are having it looked at. If the panel isn't good they will rent generators. Bob said they are not touching that building. S. McCusker said he thinks power was killed, and K. Erickson said he thinks so as well. Bob said if they can't get power out of the pump room they will rent generators for the week. He said they were planning on using the panels up above, and K. Erickson said he thinks this area is fed from up above.

Motion: K. Erickson moved to approve with M. Canfield making the second. S. Saunders asked if a police detail is required and M. Canfield said no. S. Saunders read C. Roffo's comments. They will have to cover that panel in the ground. All voted in favor.

SERC New Business-

S. Saunders said we received a letter from the Chop Shop asking to be open on Thursday and Friday for the first weekend. She said she spoke with Scott Myers and he felt it was a reasonable request, which he doesn't think City Council needs to approve, He felt we could do it under Special Events and the SE permit would end and the Bike Week would pick up immediately after. She said she made the point that other beer tents could ask for this as well and S. Myers said there are no others due to time factors. K. Walsh said we only allow vendors on Friday, not beer tents. S. Myers said just this property. He can make the application. MC said no issue but how can we approve this and not the lobster pound when they are local and the other isn't.

S. McCusker asked about the vendors on Friday - if they were told beer tents were opening on Saturdays. K. Erickson said there is no ordinance regarding it to his knowledge. He said he doesn't want bike week to expand any more. S. McCusker said this would be difficult to explain to locals. If doing this, others with beer tents should be permitted to open as well. M. Canfield said he has valid points, but feels all should be permitted if one is.

K. Erickson said other bars are already open, The Crazy Gringo, Paradise Beach Club, Tower Hill. M. Canfield said he wants 2 details on Thursdays, Friday nights. K. Erickson said he feels all should be permitted and all have details. S. McCusker said all should have the option as the drive in will advertise, and once this is permitted for one vendor, everyone else would want to compete. Now people that already knew it wasn't really Bike Week could show up. The ordinance was read. S. Sanders said that the city manager said this is not under the normal Bike Week permit, it would be the Special Event. Matt Canfield said this is a unique situation this year. K. Erickson said he feels it is the city manager's responsibility to handle this.

Amendment: K. Walsh let the committee know that Tower Hill's check for their application fee was returned. We will amend their NOA and make it a COA that we need cash to replace this before the NOA is approved.

SERC Minutes: Approval of minutes for April 2, 2014: **Motion.** K. Dunleavy moved to approve the minutes of the SERC with the second by K. Walsh. All voted in favor of approval.

SERC Adjournment: S. McCusker moved to adjourn, with the second by K. Erickson. All voted in favor and the meeting adjourned at 1:45 pm.

USH-Use of Street/Highway IV-Itinerant Vendor RAF – Raffle OLS – Outdoor Loudspeaker ENT – Entertainment