

CITY OF LACONIA - CITY COUNCIL SUBCOMMITTEE MEETING  
Government Operations & Ordinances  
January 28, 2026 - 6:00 pm

City Hall - Armand A. Bolduc City Council Chamber

1. **CALL TO ORDER**
2. **SALUTE TO THE FLAG**
3. **RECORDING SECRETARY**
4. **ROLL CALL**
5. **STAFF IN ATTENDANCE**
6. **APPROVAL OF MINUTES**

**6.A. Government Operations & Ordinances - Minutes of 12/18/2025**

Documents:

[12.18.25 GOVERNMENT OPERATIONS AND ORDINANCES SUBCOMM DRAFT MTG MIN.PDF](#)

7. **GOVERNMENT OPERATIONS & ORDINANCES (Councilors Hoffman, Bogert and Conant)**

**7.A. Formation of the Human Relations Committee**

Documents:

[STAFF REPORT - FORMATION OF THE HUMAN RELATIONS COMMITTEE.PDF](#)  
[ORD 2025-5-20, 5-32, 5-33 - BOARDS AND COMMISSIONS.PDF](#)  
[LHRC\\_POLICY-PROCEDURES\\_2023.PDF](#)  
[LHRC\\_VISION\\_MISSION\\_2023.PDF](#)

**7.B. Review of list of items referred to the Government Operations & Ordinances Subcommittee**

Documents:

[STAFF REPORT - REVIEW OF ITEMS REFERRED TO THE GOVERNMENT OPS SUBCOMMITTEE.PDF](#)

8. **CITIZENS REQUESTS TO COMMENT ON CURRENT AGENDA ITEMS**
9. **Any other business that may come before the Council**
10. **ADJOURNMENT**

This meeting facility is ADA accessible. Any person with a disability who wishes to attend

this public meeting and needs additional accommodations, please contact City Clerk Katie Gargano, Meeting ADA Coordinator, at City Hall by calling (603) 527-1265 at least 72 hours in advance so that the City can make any necessary arrangements.

**CITY OF LACONIA - CITY COUNCIL SUBCOMMITTEE MEETING**  
**Government Operations & Ordinances**  
**City Hall - Armand A. Bolduc City Council Chamber**  
**6:30 P.M.**

12/18/2025 - Minutes

**1. CALL TO ORDER**

Councilor Haynes called the meeting to order at 6:36 PM.

**2. SALUTE TO THE FLAG**

Councilor Haynes led the salute to the flag.

**3. RECORDING SECRETARY**

Stacy Anders, Deputy City Clerk

**4. ROLL CALL**

Councilor Cheney, Councilor Haynes and Councilor Felch

**5. STAFF IN ATTENDANCE**

Kirk Beattie, City Manager

**6. APPROVAL OF MINUTES**

Councilor Felch made a motion to approve November 18, 2025, minutes as presented, seconded by Councilor Cheney. **Discussion:** None

The ***motion passed with all in favor.*** 3-0

**7. GOVERNMENT OPERATIONS & ORDINANCES (Haynes, Felch, Cheney)**

**7.A. Ordinance 2025-5-20, 5-32, 5-33 - Amending Chapter 5, Administration of Government, Article III - Boards and Commissions - Human Relations Committee**

Councilor Cheney addressed homelessness that rapid response for enforcement purposes has been going on for over a year. The only place that we have significant delays is on state property. Det Adams is significantly involved in drug related issues that he has been asked by the AG's office to train police officers throughout the state on enforcement related tasks. He believes the public should do more research before they state things that are not true about someone, especially by name of a city employee.

Mr. Beattie briefed the committee about the proposed ordinance that it will be on Monday's agenda. They will be able to make changes as needed at the council meeting. He went over what the City Attorney recommended.

Councilor Felch stated that the new council can make the changes going forward.

**8. CITIZENS REQUESTS TO COMMENT ON CURRENT AGENDA ITEMS**

Councilor Felch moved the citizens requests to comment on current agenda items first, seconded by Councilor Cheney. **Discussion:** None

The ***motion passed with all in favor.*** 3-0

Councilor Felch made a motion to make comments to a three-minute limit, seconded by Councilor Cheney. **Discussion:** None

The ***motion passed with all in favor.*** 3-0

Pat Wood stated that the Human Relations Committee is supporting the efforts to make the committee a full committee of the city. This is not the committee's decision to make; it is the Councils. He discussed two changes that he presented at a prior meeting to the ordinance.

Councilor Cheney addressed Mr. Wood regarding allegations against him and the Human Relations Committee. Mr. Wood stated that they are untrue.

Mr. Beattie stated that he spoke with officials from the City of Nashua. They informed him of the NH 811 program. If an individual qualifies under the NH 811 program, they go on a list for housing that is throughout the state. An example of someone from Nashua was approved for housing, but it was in Laconia. They refused to move to Laconia because they wanted to stay in Nashua.

Ronnie Abbott, resident of Gilford NH stated that there are multiple programs that do the same thing, including the CAP Program.

Steven Bogert, resident of Ward 5 and Ward 5 Councilor, stated he would like a few changes to the ordinance: He would like the language to change under section 5-32D. He believed the City Manager should not be appointing members to the Human Relations Committee. He is not concerned about the current City Manager who is appointing, but future City Managers. He would like to add who is going to give the committee the direction on what to work and not work on. It should not be the committee deciding on what they are going to work on. Councilor Cheney agrees with this. He also discussed the need for a mission statement.

Gregg Hough, Ward 2, is not in favor of the Human Relations Committee, he believes the committee is not neutral.

Archie Kelch, Ward 3, agrees with Gregg Hough. He would like to see Chairman versus Chairperson to be used.

Doug Lambert, Gilford resident & owner of local business, commented on a recent letter to the editor in the Daily Sun. He believes issues started when homelessness and God pods were discussed. He suggests the committee should be dissolved.

Councilor Cheney stated that if the Human Relations Committee is under the Council's control, then the members would be Laconia Residents only and they can direct them on what they can do. If it continues as is, they will not be able to control what they do. He believes that it should be a City Committee.

Doug Lambert echoed what Gregg Hough has said before, what role and purpose of city government does this committee serve whether it's a city or mayoral committee. Government is what we come together to do which an individual can't do on their own.

Councilor Felch stated that even if they approve this committee at the next council meeting, the committee members will be appointed by the new council.

Ronnie Abbott stated he would like the council to look at the mission statement with a linear vision.

Councilor Bogart wanted clarified if the mission statement is written already, Councilor Felch said no but it has been discussed.

Mr. Wood doesn't understand why the public is against having a member of a non-profit agency part of the committee. The existing purposes of the committee states to educate ourselves and our children. Historically, the Police Chief has been part of the committee up until the last 5 years, when they have not been. He wants people to come together to talk about issues.

Gregg Hough stated that Mr. Wood is making great points, but Mr. Wood thinks that people on the committee need to think the right way, this is not what the government needs to be doing for us. The public is capable of doing it on our own. At their last meeting they were lamenting about the possibility of breaking up the committee, it was not put in their minutes, and there is no video of the meeting. If they get disbanded, they are still going to continue to do what they are doing. Councilor Cheney's wants control over it, Mr. Hough believes they have a lot on their plate on the council, this does not need to be on it also. It's a drain on resources, it's not a necessary function of the government, no other city has this.

**9. Any other business that may come before the Council**

Chairman Haynes thanked the committee for working together over the past several years as this is their last meeting together.

**10. ADJOURNMENT**

Chairman Haynes adjourned the meeting at 7:29 PM.

Respectfully Submitted,

Stacy Anders, Deputy City Clerk

**LACONIA CITY COUNCIL – GOVERNMENT OPERATIONS & ORDINANCES  
SUBCOMMITTEE AGENDA  
JANUARY 28, 2026**

**STAFF REPORT  
AGENDA ITEM 7.A.  
FORMATION OF THE HUMAN RELATIONS COMMITTEE**

**Discussion:** At the December 22, 2025 City Council meeting Ordinance 2025-5-20, 5-32, 5-33 – Amending Chapter 5, Administration of Government, Article III – Boards and Commissions – Human Relations Committee, was approved. A copy of that Ordinance is attached.

At the December 22 meeting, membership of the Human Relations Committee was referred to the Appointments Committee, as well as the Government Operations and Ordinances Subcommittee. The Government Operations and Ordinances Subcommittee was tasked with preparing a proposed draft of the Human Relations Committee's Purpose Statement. Attached is a copy of the current Laconia Human Relations Committee "Policies and Procedures" document and their "Vision & Mission" document, both adopted by the Committee on June 12, 2023.

**Fiscal Impact:** n/a

**Staff Recommendation:**

**This Report Submitted By:** Kirk Beattie, City Manager

**Proposed Motions:**

CITY OF LACONIA

In the year of our Lord two thousand and twenty-five

**AN ORDINANCE AMENDING CHAPTER 5, ADMINISTRATION OF GOVERNMENT,  
ARTICLE III – BOARDS AND COMMISSIONS**

The City of Laconia ordains:

That the Ordinances of the City of Laconia, as amended, be further amended in Chapter 5 as follows:

**Chapter 5 Administration of Government  
Article III Boards and Commissions**  
**ARTICLE III**  
**Boards and Commissions**

**§ 5-20. Establishment; appointments.**

A. There shall be at least the following boards, commissions and committees in the city:

- (1) Board of Assessors.
- (2) Personnel Advisory Board.
- (3) Planning Board.
- (4) Zoning Board of Adjustment.
- (5) Trustees of Trust Funds.
- (6) Board of Water Commissioners.
- (7) Public Library Trustees.
- (8) Parks and Recreation Commission.
- (9) Housing Board (Board of Housing Standards).
- (10) Building Code - Board of Appeal.
- (11) Board for the Examination and Licensing of Plumbers.
- (12) Licensing Board.
- (13) Conservation Commission.
- (14) Redevelopment and Housing Authority.
- (15) **Human Relations Committee**
- (16) Other committees and boards.

- B. All appointments to boards, commissions and committees shall be for the term appointed and until a successor shall have been appointed and qualified. Appointments for unexpired terms shall be for the remainder of that term and until a successor has been appointed and qualified. Unless specifically authorized by this chapter, other local ordinances or state law, no City employee shall serve as an appointee on any City board, commission or committee. A person appointed to any board, commission or committee is authorized to serve on more than one board, commission or committee at the same time, unless 1) doing so is prohibited by this chapter, other local ordinances or state law or 2) doing so would raise a conflict of interest due to the scope of the authority of the boards, commissions or committees the person serves on. [Amended 11-22-2010 by Ord. No. 06.2010.06]
- C. Appointments shall be made as provided by the New Hampshire Revised Statutes Annotated and the City Charter. If the appointing authority is not provided by the New Hampshire Revised Statutes Annotated or the City Charter, the appointing authority shall be as provided by ordinance.
- D. If the power to remove is not provided by the New Hampshire Revised Statutes Annotated, the City Charter or ordinance, the appointing authority shall have the power to remove for cause any member of a board, commission or committee.

#### **§ 5-21. Board of Assessors.**

- A. The three members of the Board of Assessors shall be appointed for three-year terms. One member shall be appointed each year.
- B. It is the duty of the Board of Assessors to assess all taxable property fairly, impartially and equitably in relationship to all other property so that no taxpayer pays more than his fair share of property taxes.
- C. The Board of Assessors shall hold hearings regarding the liability of persons to be taxed, assess property, distribute and receive forms relating to taxes, exemptions and appeals, grant abatements and perform all other functions required by law.
- D. The Board of Assessors shall, for each tax year, prepare and update monthly for inspection by the public a list of all abatements granted, the reasons for granting the abatement and the adjusted assessed value of the property.
- E. It shall perform all other related functions as required.

#### **§ 5-22. Personnel Advisory Board.**

- A. The three members of the Personnel Advisory Board shall be appointed for three-year terms. One member shall be appointed each year. One member shall be appointed by the City Manager, one by the City Council, and the third member shall be selected by the other two appointees.
- B. It is the duty of the Personnel Advisory Board to study the broad problems of personnel policy and administration, to advise the Council concerning personnel policies of the City and the Manager regarding the administration of the merit plan and to hear appeals from any employee aggrieved as to the status or condition of his employment.
- C. It shall perform all other related functions as required.

**§ 5-23. Planning Board.**

- A. The Planning Board shall consist of nine members. The membership, term and appointing authority shall be provided by ordinance.
- B. The Planning Board shall perform all the functions provided by Chapter 36 of the New Hampshire Revised Statutes Annotated and be subject to all provisions of said chapter.
- C. The Planning Board shall perform any other related function.

**§ 5-24. Zoning Board of Adjustment.**

- A. The composition, function and duties of the Zoning Board of Adjustment shall be as provided by Chapter 31 of the New Hampshire Revised Statutes Annotated and by ordinance.
- B. The Zoning Board of Adjustment shall perform any other related function.

**§ 5-25. Trustees of the Trust Funds.**

- A. There shall be three Trustees of Trust Funds who shall be appointed for three-year terms. One member shall be appointed each year.
- B. The Trustees of Trust Funds shall:
  - (1) Receive all trust funds which may be donated or bequeathed to any department, board or agency in the city.
  - (2) Invest said funds collectively or separately in such investments are legal for investment by Trustees of Trust Funds.
  - (3) Distribute income and principal in accordance with the purposes for which the trusts were established.
  - (4) Prepare and maintain complete records of all transactions.
  - (5) Comply with all other provisions of the New Hampshire Revised Statutes Annotated relating to Trustees of Trust Funds.
  - (6) Perform all other related functions as required.

**§ 5-26. Parks and Recreation Commission.**

- A. The composition and organization of the Parks and Recreation Commission shall be as provided by Chapter 31 of the New Hampshire Revised Statutes Annotated and by ordinance.
- B. The Commission shall have the power to adopt rules of procedure and prescribe regulations for the conduct of all business within its jurisdiction.
- C. It may authorize the collection of admission fees and may establish reasonable fees and charges.
- D. It shall establish the policy for the operation and improvement of the park and recreation system.
- E. It shall perform any other related function.

### **§ 5-27. Housing Board.**

The composition, function and duties of the Housing Board shall be as provided by Chapter 48-A of the New Hampshire Revised Statutes Annotated and by ordinance.

### **§ 5-28. Building Code Board of Appeal.**

The composition, function and duties of the Board of Appeal shall be as provided by Chapter 156 of the New Hampshire Revised Statutes Annotated and by ordinance.

### **§ 5-29. Licensing Board.**

The composition, function and duties of the Licensing Board shall be as provided by Chapter 286:3 of the New Hampshire Revised Statutes Annotated and by ordinance.

### **§ 5-30. Conservation Commission.**

- A. The City Council of the City of Laconia, New Hampshire, hereby does adopt the provisions of Chapter 36-A of the Revised Statutes Annotated of the State of New Hampshire, which chapter authorized the establishment of a Conservation Commission for the promotion and development of the natural resources and for the protection of the watershed resources of the city.
- B. There hereby is established the Laconia Conservation Commission, which shall consist of five members and up to three alternate members to be appointed by the Mayor, with the approval of the Council. In addition to the five members and three alternates, one member of the Laconia Planning Board and one member of the Laconia City Council will be appointed by the Mayor, with the approval of the Council, to act as advisory members to the Conservation Commission. The Mayor shall appoint the original Chairman for a term of three years and shall appoint the other original members so that two members shall have two-year terms and two members shall have one-year terms. The second-term Chairman shall be selected by the members from one of their number. All members and alternates thereafter appointed shall be for terms of three years. Any member of the Commission so appointed may, after a public hearing, if requested, be removed for cause by the City Council.  
[Amended 4-29-1986 by Ord. No. 125-86.10; 12-14-2020 by Ord. No. 2020-5-30-B]
- C. A vacancy occurring otherwise than by expiration of a term shall be filled for the unexpired term in the same manner as an original appointment.
- D. The duties and powers and terms of membership shall be as set forth in said Chapter 36-A.

### **§ 5-31. Housing and Redevelopment Authority.**

- A. The City Manager is authorized to appoint a Laconia Housing and Redevelopment Authority with all the powers and duties prescribed by Chapter 169 of the Revised Laws of New Hampshire, as amended by Chapter 210 of the Laws of 1947 of New Hampshire and the Housing Act of 1949 of the United States government.
- B. Said Housing Authority is authorized to proceed with a study of the need of redevelopment of blighted areas and should have the right to accept and use gifts and grants for the exercise of its functions from any private or government source.

C. The Laconia Housing and Redevelopment Authority be and hereby is invested with all powers which a Housing and Redevelopment Authority may possess and exercise under Revised Statutes Annotated Chapters 203 and 205, together with all other applicable laws of the United States of America and the State of New Hampshire and applicable ordinances of the City of Laconia.

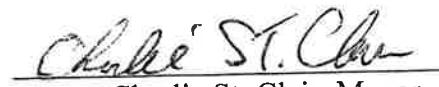
**§ 5-32. Human Relations Committee**

- A. **The Human Relations Committee shall consist of 13 members. Members shall be appointed for staggered 3-year terms. To ensure staggered terms, the City Council Appointments Subcommittee will designate the initial term lengths.**
- B. **Appointment to the Human Relations Committee shall include (1) member appointed by the City Manager, (2) members appointed by the Mayor (does not expire until 3 year term expires), (9) members appointed by the City Council following interview and recommendation by the City Council Appointments Committee, and (1) member of the City Council appointed by the Council.**
- C. **The Human Relations Committee shall be comprised of only residents of the City of Laconia.**
- D. **The City Council's Government Operations and Ordinances Subcommittee shall create a Human Relations Committee Purpose Statement to identify the purpose of the subcommittee as well as to delineate its manner of operations, which shall be approved by the City Council prior to adoption. The Purpose Statement will be reviewed by legal counsel prior to approval by the full City Council. As the Human Relations Subcommittee operates at the behest of the City Council with no independent authority, the Purpose Statement shall be reviewed and ratified by the City Council every three years after adoption.**

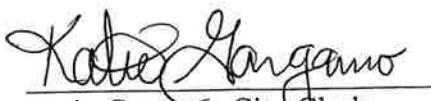
**§ 5-33. Other boards and committees.**

- A. Other boards and committees may be created from time to time in order to comply with the requirements of federal or state law or to act in an advisory capacity for a specific purpose.
- B. The composition, function, duties and duration of such boards and committees created shall be stated in this letter of appointment.
- C. The adoption of this chapter does not restrict the authority of the City Council from creating advisory boards or committees.

These amendments shall take effect upon their passage.

  
Charlie St. Clair, Mayor

Passes and approved this 22<sup>nd</sup> day of December, 2025.

  
Katie Gargano, City Clerk

**LACONIA HUMAN RELATIONS COMMITTEE**  
**Policies & Procedures**  
**Adopted June 27, 2023**

Name of Committee:	<b>Laconia Human Relations Committee.</b>
Appointment of Members:	The mayor shall appoint no fewer than 7 and no more than 13 members to this committee. They are subject to reappointment on an annual basis. These appointees shall be uncompensated. Appointed members will receive a letter of appointment and will need to be sworn in by the City Clerk. The Mayor will be a non-voting member but otherwise will have all the rights and privileges of members. All members of this Committee agree to support its mission and goals and to participate actively as far as able.
Make up of Committee:	Members must live or work in Laconia. The Committee will strive to include people from all areas of Community Life. Each year in early January, the chairperson in consultation with the Committee will recommend new or renewing members to the Mayor for appointment.
Votes:	Each member present shall have one vote.
Meetings:	Regular meetings shall be held on the second Monday monthly at 3:30pm. Special meetings may be called, as necessary.
Officers:	Each year the Committee will vote for chairperson and secretary. The City Finance department acts as the fiscal agent for the committee. The Committee will vote to elect its officers.
Quorum of Members:	A quorum shall be no less than half of the official appointees. Members, at the discretion of the chairman, may attend via telephone or other electronic means but may not be counted under NH RSA 91A.
Agenda/Minutes:	Minutes will be kept for all Committee and Subcommittee meetings. The Committee and Subcommittees will notice all meetings at least 24 hours in advance and post minutes within five business days through the City Manager's Office. Meetings will not be taped or electronically recorded. The Secretary will take minutes which will be posted to the City website.
Finance:	Expend monies as voted on from their City account for programs and services the Committee deems appropriate. The Committee may receive revenue generated by its programs. The City Finance acts as its fiscal agent.

Social Media:

The Committee's Facebook page may only be used to post announcements and scheduled events. No comments will be made or allowed by the Committee.

**LACONIA HUMAN RELATIONS COMMITTEE**  
**Vision & Mission**  
**Adopted June 12, 2023**

**Vision Statement:**

The Laconia Human Relations Committee envisions a world where everyone is treated with dignity, fairness, respect, and kindness.

**Mission Statement:**

The Committee shall strive to:

- a. Cultivate a community-wide climate that is welcoming to the individuality and dignity of each person.
- b. Include every individual, group and organization in Laconia in support of our vision.
- c. Educate ourselves and our children about the presence and dehumanizing impact of prejudicial attitudes.
- d. Promote policies and practices which encourage equal opportunity through equity and justice for all.
- e. Proactively resist and publicly condemn any practices or incidents in our community which either result from or might encourage prejudice, intolerance, harassment and discrimination.

**Objectives: The Committee shall:**

- a. Support the changing face of our community by working with individuals, City Council, business groups, service, health and educational institutions.
- b. Actively pursue the prevention of prejudice, intolerance, harassment and discrimination in our community through public discourse, media exposure, and community action to raise awareness about these issues.
- c. Create programs and initiatives in furtherance of our vision such as the Welcoming Laconia Initiative, the Laconia Multicultural Festival and the Martin Luther King, Jr. Day Celebration.

**LACONIA CITY COUNCIL – GOVERNMENT OPERATIONS & ORDINANCES  
SUBCOMMITTEE MEETING  
JANUARY 28, 2026**

**STAFF REPORT  
AGENDA ITEM 7.B.  
REVIEW OF LIST OF ITEMS REFERRED TO THE GOVERNMENT  
OPERATIONS & ORDINANCES SUBCOMMITTEE**

**Discussion:** As included on City Council agendas under “Committee Reports”, following is a list of items that have previously been referred to the Government Operations & Ordinances Subcommittee for further review:

- Regulation of Short Term Residential Rental Businesses
- Proposed Historic Overlay District
- Performance Zoning
- Time Frame for Demolition Permits

Please note that removal of any of these items listed on the Council agenda under the “Committee Reports” section requires a vote of the full Council at a future meeting.

**Fiscal Impact:** Not applicable.

**Staff Recommendation:** Not applicable.

**This report submitted by:** Kirk Beattie, City Manager

**Proposed motion:** If the Government Operations & Ordinances Subcommittee members wish to remove any or all of the items listed above, the following motion is provided:

***“I move to recommend to the City Council that the following items be removed from the Committee Reports section of the City Council agenda: (list items).”***