

CITY OF LACONIA - CITY COUNCIL MEETING
February 27, 2023 - 7:00 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. **COUNCIL PROCLAMATION**
7. **ACCEPTANCE OF MINUTES FROM PREVIOUS MEETINGS**
 - 7.A. **Regular City Council meeting minutes of February 13, 2023**

Documents:

[STAFF REPORT - REGULAR CITY COUNCIL MEETING MINUTES OF FEBRUARY 13, 2023.PDF](#)
[2.13.23 CITY COUNCIL DRAFT MEETING MINUTES.PDF](#)
8. **CONSENT & ACTION ITEMS**
 - 8.A. **Recommendation for appointments to Boards and Commissions**

Documents:

[STAFF REPORT - APPOINTMENTS TO BOARDS AND COMMISSIONS.PDF](#)
 - 8.B. **Adopt Ordinance 2023-97, adding a new Chapter - Ward Lines - in the City of Laconia Code**

Documents:

[STAFF REPORT - ADOPT CHAPTER 97, WARD LINES IN THE CITY OF LACONIA CODE.PDF](#)
[REDISTRICTING ORDINANCE ORD 2023-97.PDF](#)
9. **CITIZEN COMMENTS FOR MATTERS NOT ON THE AGENDA**
10. **INTERVIEWS**
11. **NOMINATIONS, APPOINTMENTS & ELECTIONS**
12. **COMMUNICATIONS**
13. **PUBLIC HEARINGS**
 - 13.A. **Public Hearing - Resolution 2023-02 - Request to submit a grant**

application to, and accept grant funding from, the Clean Water State Revolving Fund (CWSRF) for wastewater and stormwater asset management

Documents:

[STAFF REPORT - PUBLIC HEARING - RES 2023-02 - CWSRF GRANT FUNDING.PDF](#)

13.B. Public Hearing - Resolution 2023-03 - Relative to the acceptance of the NH Department of Safety Homeland Security & Emergency Management Grant in the amount of \$20,948.28

Documents:

[STAFF REPORT - PUBLIC HEARING - RES 2023-03 - ACCEPTANCE OF THE NH HSEM GRANT.PDF](#)

14. PRESENTATIONS

15. MAYOR'S REPORT

16. COUNCIL COMMENTS

17. COMMITTEE REPORTS

Items will be discussed as needed. Not all items will be brought before the full Council at this evening's meeting.

17.A. FINANCE (Lipman (Chair), Hamel, Cheney)

17.A.i. **WOW Trail Funding**

17.A.ii. **Downtown TIF Financing**

17.B. PUBLIC SAFETY (Cheney (Chair), Soucy, Lipman)

17.C. GOVERNMENT OPERATIONS & ORDINANCES (Soucy (Chair), Felch, Cheney)

17.C.i. **Review of Chapter 167, Noise and Chapter 161 Licensing as it pertains to outdoor sound equipment and loudspeakers**

17.C.ii. **Ordinance Amending Chapter 221, Vehicles and Traffic/Parking on Sublawns**

17.C.iii. **Procedural review of grant applications**

17.C.iv. **Regulation of Short Term Residential Rental Businesses**

17.C.v. **Proposed Historic Overlay District**

17.C.vi. **Scenic Road Motorcycle Noise Petition**

17.C.vii. **Use of public property by for-profit entities**

17.C.viii. **Short Term Rentals**

17.C.ix. **Naming privilege's to public areas**

17.D. LAND & BUILDINGS (Hamel (Chair), Haynes, Felch)

17.D.i. **Downtown parking garage**

17.D.ii. **Repair & maintenance of City buildings**

17.D.iii. **Plan for the DPW Compound**

17.E. PUBLIC WORKS (Haynes (Chair), Felch, Soucy)

17.E.i. **Retaining Wall Policy**

17.E.ii. **Discussion for converting from a manual to an automated solid waste curbside collection service**

17.F. APPOINTMENTS (Councilors Soucy (Chair), Cheney and Haynes)

18. LIAISON REPORTS

19. CITIZENS REQUESTS TO COMMENT ON CURRENT AGENDA ITEMS

20. CITY MANAGER'S REPORT

20.A. Project Updates Report

Documents:

[LACONIA PROJECT UPDATES 02.23.PDF](#)

20.B. Monthly Economic Development Report

Documents:

[MONTHLY ECONOMIC DEVELOPMENT REPORT FEBRUARY 2023.PDF](#)

21. NEW BUSINESS

21.A. Resolution 2023-04, relative to the acceptance of the US Department of Homeland Security Assistance to Firefighters Grant in the amount of \$28,571.42 for the purchase of battery-powered ventilation fans

Documents:

[STAFF REPORT - RESOLUTION 2023-04, ASSISTANCE TO FIREFIGHTERS GRANT - VENTILATION FANS.PDF](#)
[RES-2023-04 HOMELAND SECURITY GRANT - FIREFIGHTERS - VENTILATION FANS.PDF](#)

21.B. Resolution 2023-05, relative to the acceptance of grant funds in the amount of \$43,000 for a full scale active shooter exercise

Documents:

[STAFF REPORT - RESOLUTION 2023-05, ACTIVE SHOOTER EXERCISE.PDF](#)
[RES-2023-05 HOMELAND SECURITY GRANT - PD - ACTIVE SHOOTER TRAINING.PDF](#)

21.C. Acceptance of a 2023 NH Department of Environmental Services

(NHDES) Exotic Aquatic Plant Control Grant

Documents:

[STAFF REPORT - NHDES AQUATIC PLANTS GRANT 2023.PDF](#)
[RES-2023-06 NH DES EXOTIC SPECIES PROGRAM GRANT.PDF](#)

22. UNFINISHED BUSINESS

- 22.A. **Resolution 2023-02 - Request to submit a grant application to, and accept grant funding from, the Clean Water State Revolving Fund (CWSRF) for wastewater and stormwater asset management**

Documents:

[STAFF REPORT - RES 2023-02, GRANT FUNDING FROM CWSRF.PDF](#)
[RES 2023-02 GRANT FUNDING FROM CWSRF.PDF](#)

- 22.B. **Resolution 2023-03, relative to the acceptance of the NH Department of Safety Homeland Security & Emergency Management Grant in the amount of \$20,948.28**

Documents:

[STAFF REPORT - RESOLUTION 2023-03, RELATIVE TO THE ACCEPTANCE OF THE NH DEPARTMENT OF SAFETY HOMELAND SECURITY GRANT.PDF](#)
[RES-2023-03 HOMELAND SECURITY GRANT.PDF](#)

- 22.C. **Granting an easement on City Land (Parcel #458-205-20)**

Documents:

[STAFF REPORT - GRANTING AN EASEMENT ON CITY LAND \(PARCEL 458-205-20\).PDF](#)
[PROVINCE STREET NOTICE OF ACTION.PDF](#)
[EASEMENT DEED.PDF](#)

23. FUTURE AGENDA ITEMS

23.A. **Master Plan**

23.B. **Milfoil Treatment funding requests**

23.C. **Sewer & Water Master Plan**

23.D. **Single Stream Recycling/Concord Co-op/Solid Waste disposal cost reductions**

23.E. **Strategic Planning/Goal Setting**

23.F. **WOW Trail**

23.G. **Weirs Beach Restoration Project**

23.H. **Fair St/Court St traffic problems and accidents**

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

25. NON-PUBLIC SESSION (According to RSA 91-A:3, II)

- (a) The dismissal, promotion or compensation of any public employee, or the investigation of any charges against him, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted.
- (b) The hiring of any person as a public employee.
- (c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the body or agency itself, unless such person requests an open meeting.
- (d) Consideration of the acquisition, sale or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community.
- (e) Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed against the body or agency or any subdivision thereof, or against any member thereof because of his membership in such body or agency, until the claim or litigation has been fully adjudicated or otherwise settled.
- (i) Consideration of matters relating to the preparation for and the carrying out of emergency functions including training to carry out such functions, developed by local or state safety officials that are directly intended to thwart a deliberate act that is intended to result in widespread or severe damage to property or widespread injury or loss of life.

26. 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.

**LACONIA CITY COUNCIL AGENDA
FEBRUARY 27, 2023**

**STAFF REPORT
AGENDA ITEM 7.A.
REGULAR CITY COUNCIL MEETING MINUTES OF FEBRUARY 13, 2023**

Discussion: Minutes of the regular City Council meeting of February 13, 2023 were distributed to the City Council on February 17, 2023.

Fiscal Impact: Not applicable

Staff Recommendation: Not applicable

This report submitted by: Katie Gargano, City Clerk

Proposed motion:

“With no corrections or changes submitted to the Clerk, the minutes will be accepted as distributed.”

**CITY OF LACONIA - CITY COUNCIL MEETING
7:00 P.M.**

2/13/2023 - Minutes

1. CALL TO ORDER

Mayor Hosmer called the meeting to order at 7:03 PM

2. SALUTE TO THE FLAG

Councilor Haynes led the salute to the flag

3. RECORDING SECRETARY

Katie Gargano, City Clerk

4. ROLL CALL

Clerk Gargano called the roll of the Councilors; Councilor Cheney, Councilor Soucy, Councilor Lipman, Councilor Haynes, Councilor Felch and Mayor Hosmer.

Mayor Hosmer confirmed 5 councilors were in attendance and a quorum was established.

Absent: Councilor Hamel

5. STAFF IN ATTENDANCE

Kirk Beattie, City Manager; Glenn Smith, Finance Director

6. COUNCIL PROCLAMATION

7. ACCEPTANCE OF MINUTES FROM PREVIOUS MEETINGS

7.A. Regular City Council meeting minutes of January 23, 2023

Minutes of the regular City Council meeting of January 23, 2023 were distributed to the City Council on January 27, 2023.

With no corrections or changes submitted to the Clerk, the minutes were accepted as distributed.

8. CONSENT & ACTION ITEMS

8.A. Temporary Traffic Order 2023-01 - Wake the Lake

A request has been received to hold Wake the Lake on Lakeside Avenue on May 19 – May 21, 2023 from the hours of 5:00 pm on Friday, May 19, 2023 to 5 pm on Sunday, May 21, 2023. (Actual hours of operation for the event will be from 5 pm to 2 am on Friday, May 19; from 7 am to 2 am on Saturday, May 20; and from 7 am to 5 pm on Sunday, May 21.)

Section 161-4 of the City's Code states in part that outdoor sound shall not operate past the hour of 9:00 pm Sunday through Thursday and 10:00 pm on Friday and Saturday (with the exception of Motorcycle Week).

The organizer of the event is requesting that the time set forth as shown above be extended to allow bands to play until 11 pm on Friday, May 19 and Saturday, May 20.

The Special Events Review Committee approved this request at their February 1, 2023 meeting.

A map of the event is attached to the agenda as additional information.

Please note that paid parking on Lakeside Avenue will not yet be in effect during this event.

Councilor Felch made a motion to approve Temporary Traffic Order 2023-01, Wake the Lake, to approve a waiver of all licensing and special event fees, extend the hours of operation of sound equipment and/or loudspeakers for Wake the Lake from 10:00 pm to 11:00 pm on Friday, May 19, 2023 and Saturday, May 20, 2023, and allow alcohol consumption on City property in the designated areas only. Seconded by Councilor Soucy **Discussion:** None. The ***motion passed with all in favor.***

8.B. **Temporary Traffic Order 2023-02 - Laconia Biketemberfest**

A request has been made to hold the 6th annual Laconia Biketemberfest on September 15 – September 17, 2023 from the hours of 5 pm on Friday, September 15 to 5 pm Sunday, September 17. (Actual hours of operation for the event will be from 5 pm to 2 am on Friday, September 15; from 7 am to 2 am on Saturday, September 16 and from 7 am to 5 pm on Sunday, September 17.)

Section 161-4 of the City's Code states in part that outdoor sound shall not operate past the hour of 9:00 pm Sunday to Thursday and 10:00 pm on Friday and Saturday (with the exception of Motorcycle Week).

The organizer of the event is requesting that the time for outdoor sound as shown above be extended to allow bands to play until 11 pm on Friday, September 15 and Saturday, September 16.

The Special Events Review Committee approved this request at their February 1, 2023 meeting.

A map of the event is attached to the agenda as additional information.

The organizer of the event is also asking for a waiver of all licensing and special event fees associated with the event.

Councilor Felch made a motion to approve TTO 2023-02, Laconia Biketemberfest, to approve a waiver of all licensing and special event fees associated with the event, extend the hours of operation of sound equipment and/or loudspeakers for Biketemberfest from 10:00 pm to 11:00 pm on Friday, September 15, 2023 and Saturday, September 16, 2023, and allow alcohol consumption on City Property in the designated areas only. Seconded by Councilor Cheney **Discussion:** None. The ***motion passed with all in favor.***

9. **CITIZEN COMMENTS FOR MATTERS NOT ON THE AGENDA**

Representative Steven Bogert from Spruce Street in Ward 5, spoke to the Council about a large number of dislocated people residing in the woods off his street. He'd like to see the City move them out of the woods. He feels there are several laws being violated, and the homeowners cannot enjoy their properties because of the large number of people. It is a great safety concern for children to be able to play in their own yards. He personally has had to get someone away from his neighbor's house from trying to steal packages and another asking him for money. He believes this is a matter of when something is going to happen not if something happens. He'd like to see the council expedite this matter. He thanked the council for their consideration.

10. **INTERVIEWS**

11. **NOMINATIONS, APPOINTMENTS & ELECTIONS**

12. **COMMUNICATIONS**

13. **PUBLIC HEARINGS**

13.A. **Public Hearing - Request to approve angled parking on Winnisquam Avenue**

Notice of this Public Hearing was made available in the January 25, 2023 edition of the Laconia Daily Sun, and posted at Laconia City Hall, Laconia Community Center, Laconia Public Library and the offices of the SAU.

Action on this item may be taken up under Unfinished Business.

Mayor Hosmer opened the Public Hearing at 7:14 PM

Jessica Jacobson, a project engineer representing the Knotty Pine Marina stood before the council to license seven parking spaces that partially encroach upon the right of way where head in parking historically has always encroached the right of way along the frontage. The seven spaces proposed reduces the previous number of parking spaces where the encroachment happens but still be able to provide parking to users of the marina. The number of boat slips will not be changing in the proposal. This is in the performance zoning overlay.

Councilor Cheney asked how far the average pick up truck would stick out. Ms. Jacobson explained that the proposed spaces are twenty feet long which she states is the size of a regular parking space. The max number of feet that a vehicle would encroach upon the right of way is approximately five feet.

Councilor Soucy asked Public Works Director Wes Anderson how they would handle maintenance in regard to this type of encroachment. Director Anderson stated that the State of NH calls all parking that is not parallel parking angled parking of some sort. The encroachment requires the legislative body to approve said parking. If any maintenance was required, those parked there would have to move out of those spaces like any other parking spot and it is a seasonal business so there is no concern for plowing the road in the winter months.

Councilor Soucy also asked the Fire Chief Tim Joubert who was present in the audience if he saw any possible obstructions for their equipment and he said no.

Mayor Hosmer closed the Public Hearing at 7:20 PM

13.B. **Public Hearing - Laconia Fire Department Walmart Grant Acceptance**

Notice of this Public Hearing was made available in the January 25, 2022 edition of the Laconia Daily Sun, and posted at Laconia City Hall, Laconia Community Center, Laconia Public Library and the offices of the SAU.

Action on this item may be taken up under Unfinished Business.

Mayor Hosmer opened the Public Hearing at 7:21 PM

No one spoke during the public hearing.

Mayor Hosmer closed the Public Hearing at 7:22 PM

13.C. **Public Hearing - Request to increase sanitary sewer rates**

Notice of this Public Hearing was made available in the January 26, 2023 edition of the Laconia Daily Sun, and posted at Laconia City Hall, Laconia Community Center, Laconia Public Library and the offices of the SAU.

Action on this item may be taken up under Unfinished Business.

Mayor Hosmer opened the Public Hearing at 7:22 PM

No one spoke during the public hearing.

Mayor Hosmer closed the Public Hearing at 7:23 PM

14. PRESENTATIONS

14.A. **Laconia Motorcycle Week presentation - Jennifer Anderson, Deputy Director, Laconia Motorcycle Week Association**

Jennifer Anderson, Deputy Director of Laconia Motorcycle Week Association gave a slideshow presentation to the City Council on Laconia Motorcycle Week showing the history leading up the 100th year. The annual event began in 1916 with focus on parades, rider skill contests, hill climbs and racing with over 100 of riders. Jump forward to the 1960's, through the 1980's and this event attracted between 30,000 and 40,000 visitors over a 3-day period. Jump forward to 2023 and it is considered a world class event spanning over a full week instead of only 3 days. The number of visitors is now averaging between 275,000 and 325,000 each year. Two-thirds of those people come from out of state. Jennifer briefly talked about how long visitors stay in the area, male to female ratios, and age of the average visitor. She also mentioned how communities have been able to capitalize on the event by hosting events outside of Laconia. She continues to explain the breakdown of what people coming to NH are spending their money on over the course of several years. There are many charitable organizations and non-profits throughout the state are also able to capitalize on the increase in attendees and recognition during this week. Mayor Hosmer thanked Jennifer for the presentation because it served as a great reminder that the impact the motorcycle week has on the local community and across the state.

15. MAYOR'S REPORT

Nothing to report.

16. COUNCIL COMMENTS

Councilor Haynes attended the lakes region public access meeting. They are working on their budget. The heritage commission has appointed Marjorie Wilkins as the new chairperson. Councilor Haynes and Councilor Felch attended the annual meeting of Laconia Historical and Museums and wants the councilmen to stay tuned for what's to come from them.

17. COMMITTEE REPORTS

17.A. **FINANCE (Lipman (Chair), Hamel, Cheney)**

17.A.i. **WOW Trail Funding**

17.A.ii. **Downtown TIF Financing**

17.B. **PUBLIC SAFETY (Cheney (Chair), Soucy, Lipman)**

17.C. GOVERNMENT OPERATIONS & ORDINANCES (Soucy (Chair), Felch, Cheney)

17.C.i. **Review of Chapter 167, Noise and Chapter 161 Licensing as it pertains to outdoor sound equipment and loudspeakers**

17.C.ii. **Ordinance Amending Chapter 221, Vehicles and Traffic/Parking on Sublawns**

17.C.iii. **Procedural review of grant applications**

17.C.iv. **Regulation of Short Term Residential Rental Businesses**

17.C.v. **Proposed Historic Overlay District**

17.C.vi. **Scenic Road Motorcycle Noise Petition**

17.C.vii. **Use of public property by for-profit entities**

17.C.viii. **Short Term Rentals**

17.C.ix. **Naming privilege's to public areas**

17.D. LAND & BUILDINGS (Hamel (Chair), Haynes, Felch)

17.D.i. **Downtown parking garage**

17.D.ii. **Repair & maintenance of City buildings**

17.D.iii. **Plan for the DPW Compound**

17.E. PUBLIC WORKS (Haynes (Chair), Felch, Soucy)

17.E.i. **Retaining Wall Policy**

17.E.ii. **Discussion for converting from a manual to an automated solid waste curbside collection service**

17.F. APPOINTMENTS (Councilors Soucy (Chair), Cheney and Haynes)

18. LIAISON REPORTS

19. CITIZENS REQUESTS TO COMMENT ON CURRENT AGENDA ITEMS

Representative St Clair spoke to the Council about trying to get more rooms and meals tax back to the City. He then spoke on the sidewalk and parking situation on Elm Street, since the last meeting he has heard from several residents who agree with him and they hope that the City doesn't give away any spaces.

Patrick Wood from Shore Drive spoke about the parking on Elm Street and Railroad Avenue, he thinks the City should wait and see what happens first and then decide based off the needs of the area once the development is up and working.

20. CITY MANAGER'S REPORT

20.A. Financial and Operational Trends Report

Manager Beattie presented the financial and Operational Trends highlights include building permits, fire/ rescue calls, welfare assistance, property tax collection, motor vehicle registration revenue, overtime data, parks & rec, grievances, code office statistics are now in the packet, boat tax, revenue and expenditures and the storm clean up costs.

Councilor Soucy has asked that building permits year to date be added to the next report.

Manager Beattie presented a packet to the Councilors reviewing the EMS billing since they have separated from the hospital 4 years ago. The collection and expense amounts were briefly mentioned.

Councilor Soucy asked if Manager Beattie knew how the numbers for Laconia stood in comparison to other communities. He was unable to answer that question easily because of the different demographics and amounts billed out by those communities.

Mayor Hosmer suggests that the Councilors review this packet and take a few weeks to review and read it. If anyone has questions to address them individually to the City Manager.

Councilor Lipman said that what's different from 5 years ago to now is the difficulty of other communities getting EMS needs fulfilled. He has received concerns from nursing homes and hospitals about their ability to accomplish transfers without challenge. He believes this service is a hidden asset that Laconia has and takes for granted.

Councilor Cheney made a comment on what's important to him is seeing the talent that it takes to make the numbers in the packet happen. He is grateful for the quality of services that are provided by the current staff of first responders in the City.

Councilor Haynes asked about the State paying for the Court Street Bridge, Director Anderson said that he is working with the State on how much the City will be getting back. Hopefully by the end of the month, the State will be able to provide how much that will be.

Mayor Hosmer thanked Fire Chief Joubert and Deputy Chief Bean for coming to the meeting tonight.

21. NEW BUSINESS

21.A. Request to reappoint Wesley Anderson, Public Works Director, as the City's representative to the Winnepesaukee River Basin Program Board

Public Works Director Wes Anderson has served as the City's representative to the Winnepesaukee River Basin Program Board since 2016. With the Council's approval, he has agreed to continue in this role.

The WRBP has indicated that Laconia is the only member of the Board that sets an expiration date for their representative. To ensure continuity, we are requesting that this reappointment be open-ended with no expiration date.

Councilor Soucy made a motion to reappoint Wesley Anderson, Public Works Director, as the City's representative to the Winnepesaukee River Basin Program Board. Seconded by Councilor Felch
Discussion: Councilor Lipman is supportive of the appointment but not supportive with the open-ended term expiration. He doesn't think that any other board or commission has an open-ended term Councilor Felch made an amendment to the motion to set a term of 3 years, it was seconded by Councilor Soucy. The amendment passed with all in favor. The motion passed with all in favor as amended.

21.B. Request to approve extension of City water and sewer services to the portion of Mountain Lake Village, LLC that lies in Belmont

Laconia Water Works and Public Works have been working with the owner/developer on this project for many years, and have had the chance to review all plans, making changes as necessary.

This would bring approximately 30 housing units into Laconia and approximately 18 housing units into Belmont. All of these housing units would be connected to the Laconia water system and City sewer system.

All Belmont units would purchase a meter from Laconia Water Works, and consumptions would be read and billed by Laconia Water Works staff, as any Laconia home would be.

As stated in our tariff, the Belmont units would also have a 15% increase in the rates, as they are outside City limits, the same as we have in Gilford. The same applies to sewage fees.

Laconia Water Works would inspect all infrastructure, and take ownership upon one year of successful operation, less the portion from the curb stop to the house (the same as any other home on our system). Belmont will own the sewer collection system in their municipality and Belmont's sewage use Ordinances will apply to their portion of the system.

The quantity of sewage from Belmont will be allocated against the plant capacity purchased by the town of Belmont.

All installation and inspection costs are to be borne by the owner/developer.

Laconia Water and Sewer Departments have determined that the City of Laconia water and sewer systems contain sufficient capacity to accommodate this request and the addition will create no adverse effect on the existing water system or our current customers.

Laconia Water Works and the Board of Water Commissioners, and Public Works fully support this development as it would bring more users onto our system.

Councilor Haynes made a motion to approve the request to extend City water and sewer services to the portion of Mountain Lake Village, LLC that lies in Belmont as presented, and to authorize the City Manager to execute any required documents in relation to the extension. Seconded by Councilor Felch **Discussion:** None. ***The motion passed with all in favor.***

21.C. **Resolution 2023-02 - Request to submit a grant application to, and accept grant funding from, the Clean Water State Revolving Fund (CWSRF) for wastewater and stormwater asset management**

The American Rescue Plan Act ("ARPA") provides \$350 billion in additional funding for state and local governments. The New Hampshire Department of Environmental Services is making ARPA funds available for Planning, Asset Management, and Energy Audit Measure Implementation projects identified on their 2022 Clean Water State Revolving Fund (CWSRF) Project Priority List (PPL). Laconia is listed as programs 9 and 10 on the Asset Management Programs.

On March 20, 2022, a pre-application was submitted to NHDES to create an Asset Management plan of our wastewater and stormwater systems. The wastewater program will include both horizontal assets (gravity mains, force mains, siphons, manholes, vents) and vertical assets (pump stations). The data and analyses will become an integral part of the capital planning process and Capacity, Management, Operations and Maintenance (CMOM) program. The Asset Management program will include an update of the City's current asset inventory, a condition assessment, a determination of Level of Service goals, a criticality assessment and resulting prioritization, a cost and funding strategy, and an implementation and communication plan.

The City of Laconia has been granted \$60,000 for Wastewater Asset Management and \$30,000 for

Stormwater Asset Management. If implemented, we plan to start work on May 8, 2023 and complete by August 7, 2023. There is no match required for this grant.

Councilor Cheney made a motion to waive a reading of Resolution 2023-02 in its entirety and to read by title only. Seconded by Councilor Haynes **Discussion:** None. The ***motion passed with all in favor.***

Councilor Felch made a motion to move a first reading of Resolution 2023-02, relative to authorizing application and acceptance of \$90,000 grant funding from the Clean Water State Revolving Fund (CWSRF) for wastewater and stormwater asset management. Seconded by Councilor Soucy **Discussion:** None. The ***motion passed with all in favor.***

Councilor Cheney made a motion to schedule a public hearing on February 27, 2023 during the regular City Council meeting to gather public input prior to any action being taken. Seconded by Councilor Felch **Discussion:** None. The ***motion passed with all in favor.***

21.D. **First reading of Resolution 2023-03, relative to the acceptance of the NH Department of Safety Homeland Security and Emergency Management grant in the amount of \$20,948.28**

The New Hampshire Homeland Security and Emergency Management Grant in the amount of \$20,948.28 will fund the purchase of four sets of Night Vision Devices (NVDs) to be used in search and rescue operations by the Belknap County SWAT Team.

The entire cost of purchasing the four sets of Night Vision Devices is covered by the HSEM grant; there is no local match requirement.

Councilor Haynes made a motion to waive a reading of Resolution 2023-03 in its entirety and to read by title only. Seconded by Councilor Cheney **Discussion:** None. The ***motion passed with all in favor.***

Councilor Felch made a motion to move a first reading of Resolution 2023-03, relative to the acceptance of the New Hampshire Department of Safety Homeland Security Grant in the amount of \$20,948.28 to fund the purchase of four sets of Night Vision Devices to be used in search and rescue operations by the Belknap County SWAT Team. Seconded by Councilor Cheney **Discussion:** None. The ***motion passed with all in favor.***

Councilor Haynes made a motion to schedule a public hearing on February 27, 2023 during the regular Council meeting to gather public input prior to adoption of Resolution 2023-03. Seconded by Councilor Soucy **Discussion:** None. The ***motion passed with all in favor.***

22. **UNFINISHED BUSINESS**

22.A. **Request to approve angled parking on Winnisquam Avenue**

The Planning Board has an application pending from Knotty Marina on Winnisquam Avenue for a redevelopment of the marina.

Part of the proposal is Knotty Marina wants to have angled parking (head in parking) on a limited section of Winnisquam Avenue. Under state law RSA 265:71-I:III, angled parking is permitted with authorization from the City Council. (See attached plan to the agenda for the area of proposed angled parking.)

The applicant has approached Ward Councilor Mark Haynes about the Council approving angled parking at the site. Historically, the previous owner had angled parking on a longer section of Winnisquam Avenue. This requires a change to Ordinance 221 Parking, Standing and Stopping,

section 28 Angle parking. A proposed amendment to the Ordinance is attached to the agenda.

A Public Hearing was held on this matter earlier in this evening's meeting.

Councilor Haynes made a motion to waive reading of this Ordinance in its entirety and to read by title only. Seconded by Councilor Felch **Discussion:** None. The ***motion passed with all in favor.***

Councilor Haynes made a motion to move the second reading of Ordinance 2023-221-28, Angled Parking, to allow angled parking on a limited section of Winnisquam Avenue. Seconded by Councilor Felch **Discussion:** None. The ***motion passed with all in favor.***

Councilor Haynes made a motion to approve Ordinance 2023-221-28, Angled Parking, to allow angled parking on a limited section of Winnisquam Avenue, and authorize the City Manager to sign any required documents. Seconded by Councilor Felch **Discussion:** None. The ***motion passed with all in favor.***

22.B. **Laconia Fire Department Walmart Grant Acceptance**

Accept grant award of \$22,500.00 for the purchase of medication pumps, associated equipment, and various EMS training.

This grant acceptance is recommended due to IV Medication Pumps with associated equipment being required at the ALS level and the benefit of increased EMS training.

Because of the amount of the grant, a Public Hearing was required and was held earlier in the agenda.

Councilor Haynes made a motion to waive a reading of Resolution 2023-01 in its entirety and to read by title only. Seconded by Councilor Cheney **Discussion:** None. The ***motion passed with all in favor.***

Councilor Cheney made a motion to move a second reading of Resolution 2023-01, relative to the acceptance of the Walmart Community Grant in the amount of \$22,500.00 for the Laconia Fire Department. Seconded by Councilor Soucy **Discussion:** None. The ***motion passed with all in favor.***

Councilor Felch made a motion to approve acceptance of the Walmart Community Grant in the amount of \$22,500.00 for the Laconia Fire Department, and authorize the City Manager to sign any required documents. Seconded by Councilor Cheney **Discussion:** None. The ***motion passed with all in favor.***

22.C. **Request to increase Sanitary Sewer rates**

The City Council approved the last series of sewer rate increases in 2019. Public Works requested 9.5% per year for three years. The Council approved 9.5% for the first year and 3.5% for the following two years. The last of the three rate increases was in February of 2021.

The fund's revenue and budget are impacted by the following:

- The sanitary sewer rate is based on both a fixed unit fee and a water consumption fee. Laconia Water Works' sale of water over the last 10 years has reduced by an average of 1.5% per year thus reducing the sewer fund's annual revenue.

- Inflation; particularly the increase in the cost of electricity, supplies, and design/construction services.
- The Winnepesaukee River Basin Program's (WRBP) budget increase programmed for FY2024. The City's payments to the Program represent 55% of the sanitary sewer fund's budget.

The WRBP is increasing its fees by 26% in FY 2024. The City's share of this fee increase is approximately \$707,000. There is also a \$394,000 2023 O&M overage that we must pay back in 2024. That is \$1.1m of additional 2024 cost to the SSF.

o WRBP's budget increase is due to the impact of Inflation, the increase in the cost of electricity and chemicals used in the treatment process, the cost of disposing of sludge, and the age/condition of the equipment in WRBP's system which results in the Program having to replace versus repair equipment over the next several years.

· A \$322,000 increase in Laconia's debt service payments to the WRBP in FY 2026. This increase is due to the significant projects necessary to maintain a 40-year-old sewage treatment system.

Every \$100,00 increase in expenses represents approximately 2% of the sanitary sewer system's budget. Thus, WRBP's FY 2024 proposed rate increase represents a 14% increase in the City's sanitary sewer fund budget.

Additionally, Public Works was requested to determine the cost of the sanitary sewer fund managing and funding the cleaning and inspection of private sewer systems in the City. Private sewer systems must also meet the City's EPA sewage system permit requirement. There are approximately 100 private sewer collection systems in the City. Public Works analyzed the cost of cleaning and inspecting these systems assuming that 20% of the private sewer systems are inspected every year, resulting in completing the inspection of private sewer systems every 5 years.

Public Works analyzed the first-year annual cost of the City performing the inspections and the average cost per property owner of the Associations performing their inspections. The results follow:

· The cost for the City to manage and perform the program is \$204,000 per year. This estimate includes the cost of a new employee, cleaning, jetting and video recording all of the private sewer mains.

There is a chart that summarizes the projected cost increases not including inflation over the next three fiscal years. Included in the staff report attached to the agenda.

Failure to increase rates will reduce the Department's ability to operate and maintain the City's sanitary sewer system under the EPA's operating permit. Any less than the proposed rate increase, will further defer our sewer's maintenance needs.

Manager Beattie briefly explained the items listed above.

Councilor Cheney thanked Councilor Lipman and the team for working together on this.

Councilor Lipman commented saying it was a true team effort and how hard it was to look at all the expenses and still try to make it feasible to the taxpayers.

Councilor Cheney made a motion to waive a reading of this Ordinance in its entirety and to read by title only. Seconded by Councilor Haynes **Discussion:** None. The ***motion passed with all in favor.***

Councilor Felch made a motion to approve the second reading of Ordinance 2023-189-50-01, an Ordinance amending Chapter 189-50, Sewer Charges. Seconded by Councilor Soucy **Discussion:** None. The ***motion passed with all in favor.***

Councilor Soucy made a motion to approve Ordinance 2023-189-50-01, an Ordinance amending Chapter 189-50, Sewer Charges, as presented. Seconded by Councilor Felch **Discussion:** None. The ***motion passed with all in favor.***

22.D. Granting an easement on City land (Parcel #458-205-20)

The Planning Board approved a 90-unit apartment complex for property on Province Street, which requires a second driveway for safety access and to help spread out traffic volume away from Province Street. The proposed second access driveway would cross currently vacant City owned land. This land is between Spruce Street and Growth Road, and also includes the City's dog park. The easement would allow construction of the second driveway, at the applicant's expense and future maintenance obligations, while still allowing access to the dog park.

The apartment complex is proposed to be affordable housing, which is desperately needed in the City.

At the December 27, 2022 Council meeting, Councilors asked for additional language to be added to either the Planning Board's approvals and/or the easement. The Planning Board imposed additional conditions of approval at their January 10, 2023 meeting (see the attached Notice of Action).

A public hearing on this matter was held at the Council's January 23, 2023 meeting and following discussion, the Council voted to table this item pending additional information.

Manager Beattie confirmed this item was not ready for tonight's meeting.

This agenda item was not taken off the table.

22.E. Parking options requested by Scott Everett for his property in Lakeport at 51 Elm Street

Developer Scott Everett, Paugus Properties, LLC, has requested that the City Council explore parking options in connection with his development at 51 Elm Street in Lakeport. The project, scheduled to open in the spring of 2023, will consist of a 40,000 plus sq. ft. building which will feature covered parking, condominiums and first floor retail shops as well as co-working spaces.

Mr. Everett first presented information regarding this development at the Council's December 27, 2022 meeting. A public hearing was scheduled and held at the January 9, 2023 Council meeting. Mr. Everett's request was discussed at that meeting and again at the Council's January 23, 2023 meeting, at which time a motion was approved to table this agenda item.

The City Manager will update the Council with any available additional information.

Legal Counsel has created a limited license agreement for patron use.

Councilor Soucy made a motion to take this agenda item off the table. Seconded by Councilor Haynes.

Councilor Lipman spoke on topics of residents of Lakeport and their concerns of parking that the museum accesses. Upon review, that is state owned property. Secondly, trying to come up with ways to maximize access to parking to businesses and visitors. Lipman is looking for some level of partnership between the City and the developer.

Manager Beattie went through and highlighted some of the features within the agreement. This would be a five-year license agreement. After the first year, negotiations are available if changes need to be made. It is \$10,000 per year to have this license agreement. There will be limited exclusivity for certain parking spaces and will have a time limit. Majority of them will be for business hours or just longer than business hours. There is a tax of \$1,000 dollars per space which is standard. Inspections and maintenance will be required of those parking spots by the developer.

Mayor Hosmer commented saying that he knows the desire in the City is to protect the public interest and believes this agreement does that. Allowing private interested parties getting to be able

to have limited use to these spaces but also keeping the residents of Lakeport in mind. Hosmer believes Scott Everett and his team truly have the City in their best interest as they continue to develop within the City.

Councilor Soucy is looking at 5.4 on page 3, and he likes that it has a 2-hour limit, creating turnover for the people who were concerned with this. He also thanked Councilor Lipman for his work on this subject as well.

Councilor Cheney questioned the one-year review and section 7.3 that states "other than the case of default as set forth in this agreement, this license cannot be terminated prior to expiration date without the written consent of both parties." Councilor Lipman helps explain that the license itself doesn't expire but it allows the council allows the spaces to be put under review. Both parties would be responsible for making any necessary adjustments after said review. Mayor Hosmer helps explain also that this provides an opportunity to see what's working and what is not.

Councilor Felch commented about his concerns the public expressed to him and how no one agrees with it that he has heard from. He wants to table this, and he wants time to read this agreement that was just received and he questions if the developer is truly working with the City when they have an issue with an easement on Park street. He thinks the developer has bought enough buildings in lakeport to make his own parking.

Mayor Hosmer brought up section 5.1, non-renewal is in the sole discretion of the renewing party. This would require both parties to agree to a renewal.

Councilor Felch made a motion to table, seconded by Councilor Cheney. The ***motion failed 2-3 with Councilors Soucy, Lipman and Haynes opposed.***

Councilor Soucy made a motion to give the City manager authority to finish negotiations and sign the proposed agreement on behalf of the City. Seconded by Councilor Haynes **Discussion:** None. The ***motion passed 4-1 with Councilor Felch Opposed.***

23. **FUTURE AGENDA ITEMS**

23.A. **Master Plan**

23.B. **Milfoil Treatment funding requests**

23.C. **Sewer & Water Master Plan**

23.D. **Single Stream Recycling/Concord Co-op/Solid Waste disposal cost reductions**

23.E. **Strategic Planning/Goal Setting**

23.F. **WOW Trail**

23.G. **Weirs Beach Restoration Project**

24. **Fair St/Court St traffic problems and accidents**

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

26. **NON-PUBLIC SESSION (According to RSA 91-A:3, II)**

27. **ADJOURNMENT**

Mayor Hosmer adjourned the meeting at 8:49 PM.

Respectfully submitted,

Katie Gargano, City Clerk

DRAFT

**LACONIA CITY COUNCIL AGENDA
FEBRUARY 27, 2023**

**STAFF REPORT
AGENDA ITEM 8.A.
RECOMMENDATIONS FOR APPOINTMENTS TO
BOARDS AND COMMISSIONS**

Discussion: The Appointments Subcommittee met on February 23, 2023 and interviewed several candidates for appointment or reappointment to the City's Boards and Commissions.

The Appointments Subcommittee strongly recommends the appointment of the following individuals for the terms shown:

Jim Rogato – Reappointment as a regular member of the Licensing Board to a term expiring at the end of March, 2026.

John Perley – Reappointment as a regular member of the Library Board of Trustees to a term expiring at the end of March, 2026.

Marie Bradley – Reappointment as a regular member of the Library Board of Trustees to a term expiring at the end of March, 2026.

Bruce Kneuer – Reappointment as an alternate member of the Library Board of Trustees to a term expiring at the end of March, 2024.

Sally Sessler – Appointment as a regular member of the Library Board of Trustees to a term expiring at the end of March, 2024.

Mitch Hamel – Reappointment as a regular member of the Parks and Recreation Commission to a term expiring at the end of March, 2026.

Nate Guerette, Assistant Public Works Director – Appointment as an alternate on the Lakes Region Planning Commission Transportation Advisory Committee to a term expiring at the end of June, 2025.

This Report Submitted by: Kirk Beattie, City Manager

Proposed motions:

“I move to approve the appointment or reappointment of candidates to the City's Boards and Commissions as presented and as recommended by the Appointments Subcommittee.”

**LACONIA CITY COUNCIL AGENDA
FEBRUARY 27, 2023**

**STAFF REPORT
AGENDA ITEM 8.B.
ADOPT ORDINANCE 2023-97, ADDING A NEW CHAPTER –
WARD LINES - IN THE CITY OF LACONIA CODE**

Discussion: At the November 2, 2021 Municipal Election the voters voted in favor (1,837 Yes, 618 No) to remove the ward lines from the City Charter and place them into the City of Laconia Code allowing the City Council to adjust the ward boundary lines for redistricting purposes. The City is required to review and adjust its ward boundaries, if needed, after the release of the 10-year Federal Census data. Adoption of the attached Ordinance 2023-97 is the final piece to this action.

On November 22, 2021 the Mayor signed the Charter change reflecting the election results. At the December 13, 2021 City Council meeting, the Council held a public hearing and subsequently approved the new redistricting map.

The new Ordinance to include the ward descriptions in the City of Laconia Code was not completed, and was discovered in the fall of 2022 when the City Clerk was working on the State elections.

Fiscal Impact: Not applicable

Staff Recommendation: Staff recommends that the City Council authorizes the Mayor to sign Ordinance 2023-97 since the changes reflected in the Ordinance were already approved by the voters on November 2, 2021 and by the City Council on December 13, 2021.

This report submitted by: Katie Gargano, City Clerk

Proposed motion:

“I move that the City Council authorizes the Mayor to sign the attached Ordinance 2023-97, Ward Lines, as presented.”

CITY OF LACONIA

In the Year of our Lord two thousand and twenty-one

AN ORDINANCE TO ADOPT CHAPTER 97, WARD LINES

The City of Laconia ordains:

That the ordinances of the City of Laconia, as amended, be and are hereby further amended by adopting Chapter 97, Ward Lines to be codified as Chapter 97 Section 1 as follows:

Sect. 1.

The City of Laconia shall be divided into six wards, each of which shall be described and constituted as follows:

WARD 1: Beginning at a point on the easterly shore of Lake Winnisquam at the Meredith town line; then proceeding southerly along the shore of Lake Winnisquam to a point off the cul-de-sac of Sands Terrace; then proceeding easterly along the center line of Sands Terrace to the intersection of Shore Drive; then proceeding southerly along the centerline of Shore Drive to the intersection of Lexington Drive; then proceeding easterly along the centerline of Lexington Drive to the intersection North Main Street; then proceeding southerly along the center line of North Main Street to the intersection of Busiel Street; then proceeding easterly along the center line of Busiel Street to the shore of Lake Opechee; then proceeding northerly along the shore of Lake Opechee to a point off the easterly projection of the unnamed drive to units 6 and 7 of Mallard Cove; then proceeding northerly along the centerline of the same unnamed drive of Mallard Cove to the intersection of Elm Street; then proceeding southeasterly along the center line of Elm Street to intersection of Massachusetts Avenue; then proceeding easterly along the center line of Massachusetts Avenue to the intersection of North Street; then proceeding northerly and northeasterly along the center line of North Street and Van Buren Road to the railroad tracks on Paugus Park Road; then proceeding northerly along the center line of the railroad tracks to the culvert on Pickerel Cove on the shore of Paugus Bay; then proceeding northerly and northeasterly along the shoreline of Paugus Bay to the junction of Lake Winnepesaukee;

then proceeding northwesterly along the shoreline of Lake Winnepesaukee to the Meredith town line;
then proceeding southwesterly along the Meredith town line to the point of beginning.

WARD 2: Beginning at a point of intersection of Jewett Brook with the Gilford town line;

then proceeding along the Gilford town line northerly to the centerline of Stark Street;

then proceeding westerly along the centerline of Stark Street to the intersection of Mechanic Street;

then proceeding southerly along the centerline of Mechanic Street to the intersection of Harrison Street;

then proceeding westerly along the centerline of Harrison Street to the intersection of Union Avenue;

then proceeding southerly along the centerline of Union Avenue to the intersection of Elm Street;

then proceeding along the centerline of Elm Street over the Elm Street Bridge to the easterly shore of Lake Opechee;

then proceeding northwesterly and then southerly along the shore of Lake Opechee to the mouth of the Winnepesaukee River;

then proceeding southerly along the western bank of the Winnepesaukee River to the Church Street Bridge;

then proceeding easterly along the centerline of Church Street to the east bank of the Winnepesaukee River;

then proceeding southwesterly along the east bank of the Winnepesaukee River to the intersection of Arch Street;

then proceeding easterly along the centerline of Arch Street to the intersection of Union Avenue;

then proceeding northerly along the centerline of Union Avenue to the intersection of Summer Street;

then proceeding easterly along the centerline of Summer Street to the intersection of Autumn Street;

then proceeding northerly along the centerline of Autumn Street to the intersection of Winter Street;

then proceeding easterly along the centerline of Winter Street to the intersection of Highland Street;

then proceeding northerly along the centerline of Highland Street to the intersection of Gillette Street;

then proceeding easterly along the centerline of Gillette Street to the intersection of Cherry Street;

then proceeding northerly along the centerline of Cherry Street to Jewett Brook;

then proceeding easterly along Jewett Brook to the point of beginning at the Gilford town line.

WARD 3: Beginning on the shore of Lake Winnisquam at a point off the cul-de-sac of Sands Terrace;
then proceeding southeasterly along the easterly shoreline of Lake Winnisquam to the centerline end of Gale Avenue;
then proceeding easterly along the centerline of Gale Avenue to the intersection of Pleasant Street;
then proceeding southerly along the centerline of Pleasant Street to the intersection of Harvard Street, then proceeding easterly along the center line of Harvard Street to the intersection of Main Street, then proceeding southerly along the centerline of Main Street to the intersection of Union Avenue;
then proceeding northeasterly along the centerline of Union Avenue to the intersection of Arch Street;
then proceeding along the centerline of Arch Street to the east bank of the Winnepesaukee River;
then proceeding northerly along the east bank of the Winnepesaukee River to the intersection of Church Street;
then proceeding westerly along the centerline of Church Street over the bridge to the west bank of the Winnepesaukee River;
then proceeding northerly along the west bank of the Winnepesaukee River to the westerly shoreline of Lake Opechee; then proceeding northerly along the westerly shoreline of Lake Opechee to a point off the center line extension of Busiel Street;
then proceeding westerly along the centerline of Busiel Street to the intersection of North Main Street;
then proceeding northerly along the centerline of North Main Street to intersection of Lexington Drive;
then proceeding westerly along the centerline of Lexington Drive to intersection of Shore Drive;
then proceeding northerly along the centerline of Shore Drive to the intersection of Sands Terrace;
then proceeding northwesterly along the centerline of Sands Terrace to the point of beginning;

WARD 4: Beginning on the easterly shore of Lake Winnisquam at the center line end of Gale Avenue;
then proceeding southerly along the easterly shore of Lake Winnisquam to the Belmont town line;
then proceeding first southeasterly, then northeasterly, along the Belmont town line to Province Road;

Then proceeding northerly along the centerline of Province Road to the intersection of Main Street;
then proceeding along the centerline of Main Street to the intersection of Harvard Street;
then proceeding westerly along the centerline of Harvard Street to the intersection of Pleasant Street;
then proceeding northerly along the centerline of Pleasant Street to the intersection of Gale Avenue;
then proceeding westerly along the centerline of Gale Avenue to the point of beginning.

WARD 5: Beginning at the center line intersection of Summer Street and Union Avenue;
then proceeding southwesterly along the centerline of Union Avenue to the intersection of Main Street;
then proceeding southerly along the centerline of Main Street to the intersection of Province Road;
then proceeding southerly along the centerline of Province Road to the intersection of the Belmont and Gilford town line;
then proceeding northerly, westerly and northerly along the Gilford Town line to the intersection of Jewett Brook;
then proceeding westerly along Jewett Brook to the center line intersection of Cherry Street;
then proceeding southerly along the centerline of Cherry Street to the intersection of Gillette Street;
then proceeding westerly along the centerline of Gillette Street to the intersection of Highland Street;
then proceeding southerly along the centerline of Highland Street to the intersection of Winter Street;
then proceeding westerly along the centerline of Winter Street to the intersection of Autumn Street;
then proceeding southerly along the centerline of Autumn Street to the intersection of Summer Street;
then proceeding westerly along the centerline of Summer Street to the point of beginning.

WARD 6: Beginning on the shoreline of Lake Winnepesaukee at the Gilford town Line;
then proceeding northwesterly along the shoreline of Lake Winnepesaukee to the intersection of Paugus Bay;
then proceeding southwesterly along the westerly shoreline of Paugus Bay to the railroad culvert on Pickerel Cove;
then proceeding southerly along the centerline of railroad tracks to the intersection of Van Buren Road;

then proceeding southerly along the centerline of Van Buren Road and North Street to the intersection on Massachusetts Avenue;
then proceeding westerly along the centerline of Massachusetts Avenue to the intersection of Elm Street;
then proceeding northwesterly along the centerline of Elm Street to the intersection of unnamed drive of Mallard Cove;
then proceeding southerly along the centerline of the same unnamed drive of Mallard Cove to the east of units 6 and 7 to the shoreline of Lake Opechee;
then proceeding southerly along the easterly shore of Lake Opechee to the center line of Elm Street;
then proceeding southeasterly along the centerline of Elm Street over the bridge to the intersection of Union Avenue;
then proceeding northerly along the centerline of Union Avenue to the intersection of Harrison;
then proceeding easterly along the centerline of Harrison Street to the intersection of Mechanic Street;
then proceeding northerly along the centerline of Mechanic Street to the intersection of Stark Street;
then proceeding easterly along the centerline of Stark Street to the Gilford town line; then proceeding first northerly then easterly then northerly along the Gilford town line to the point of beginning;

All references to streets, lots, monuments are to the 2021 Redistricting Map of Laconia NH. The City Clerk shall annually update and maintain in the Clerk's office a list of all City streets and roads, and portions thereof, contained in each ward.

This adoption shall take effect upon passage. (Amended by referendum 11-2-2021, 1,837, yes, 618, no; Sect. 1:02 of the City Charter).

Andrew Hosmer, Mayor

Passed on December 13, 2021 and approved this _____ day of _____, 2023.

Katie Gargano, City Clerk

**LACONIA CITY COUNCIL AGENDA
FEBRUARY 27, 2023**

**STAFF REPORT
AGENDA ITEM 13.A.
PUBLIC HEARING – RESOLUTION 2023-02 – REQUEST TO SUBMIT A
GRANT APPLICATION TO, AND ACCEPT GRANT FUNDING FROM, THE
CLEAN WATER STATE REVOLVING FUND (CWSRF) FOR
WASTEWATER AND STORMWATER ASSET MANAGEMENT**

Discussion: Notice of this Public Hearing was made available in the February 15, 2023 edition of the Laconia Daily Sun, and posted at Laconia City Hall, Laconia Community Center, Laconia Public Library and the offices of the SAU.

Fiscal Impact: Not applicable.

Staff Recommendation: Action on this item may be taken up under Unfinished Business.

This report submitted by: Kirk Beattie, City Manager

Proposed motions:

Open the Public Hearing

Close the Public Hearing

**LACONIA CITY COUNCIL AGENDA
FEBRUARY 27, 2023**

**STAFF REPORT
AGENDA ITEM 13.B.
PUBLIC HEARING – RESOLUTION 2023-03 – RELATIVE TO
THE ACCEPTANCE OF THE NH DEPARTMENT OF SAFETY
HOMELAND SECURITY & EMERGENCY MANAGEMENT GRANT
IN THE AMOUNT OF \$20,948.28**

Discussion: Notice of this Public Hearing was made available in the February 15, 2023 edition of the Laconia Daily Sun, and posted at Laconia City Hall, Laconia Community Center, Laconia Public Library and the offices of the SAU.

Fiscal Impact: Not applicable.

Staff Recommendation: Action on this item may be taken up under Unfinished Business.

This report submitted by: Kirk Beattie, City Manager

Proposed motions:

Open the Public Hearing

Close the Public Hearing



LACONIA PROJECT UPDATES – February, 2023

LACONIA ROAD PROJECTS PROPOSED FOR 2022

Current: The due date for the bids for the CY2023 Road Program was changed to February 22nd due to questions from prospective bidders. The contract will be awarded the week of February 27th. Roads scheduled for this construction season are: Summer St, Paugus St, Elm St (Hickory Stick to Rt 106), Daisy Gardner Rd (Meredith Center to Leighton), and Eastman Rd (Meredith Center to End). The preconstruction meeting on the Public Works managed Weirs Blvd water main replacement project is scheduled for March 3rd. The replacement project will occur this spring.

Previous: Public Works held the Road Program Pre-Bid Meeting on Jan 17th with various interested contractors in attendance. Final bids are due February 14th.

LACONIA DOWNTOWN TIF DISTRICT

Current: No update.

Previous: No update.

LACONIA LAKEPORT TIF DISTRICT

Current: No update.

Previous: No update.

WEIRS TIF DISTRICT

Current: No update.

Previous: No update.

WINNIPESAUKEE RIVER BASIN PROJECT

Current: The Governor as part of his budget submission proposed a 10% pay raise for state employees. The WRBP Administrator is working with DES' Finance Office to determine the impact on its budget and whether it will have to raise rates above what they predicted in Sept 2022. The WRBP Advisory Board's consultant is in the final stages of completing the improvements to the rate model that will be used in the future to determine member communities share of the Program's operation and maintenance costs. The Board is working on a proposal to submit to NHDES on the notice the municipalities require before any significant rate increase is implemented.

Previous: The Winnepesaukee River Basin Project provided an estimate of their anticipated budget overages for FY2023. The City's share of the overage is \$393,000. The City will receive a bill for this overage in October.

SEWER COLLECTION SYSTEM

Current: City Council approved the Sanitary Sewer Fund (SSF) rate increase for the next 10 years. The projected revenue should be enough to cover all O&M costs to meet DES and EPA standards/permits. The SSF has 3 staff; a Collections System Coordinator (manager) and two Operators. As of now, we have 2 positions open (Coordinator and Operator). The DPW Asst. Dir. will be filling in significantly for the Coordinator.

Previous: Finance and Public Works developed a rate increase based on bonding all capital improvement projects and limiting the capital improvement program to \$1 million a year. The Finance Committee will recommend that the City Council adopt the proposed rate increases.

WEIRS BEACH RESTORATION

Current: No update.

Previous: No update.

LACONIA MASTER PLAN UPDATE

Current: No update.

Previous: No update.

NATIVE AMERICAN SCULPTURE

Current: No update.

Previous: No update.

**MONTHLY ECONOMIC DEVELOPMENT REPORT
FEBRUARY, 2023**

Laconia's Unemployment Rate

Geography	December 2022	November 2022	December 2021
Laconia	2.8%	2.9%	2.8%
Belknap County	2.6%	2.6%	2.5%
Concord	2.3%	2.3%	2.1%
Manchester	2.6%	2.7%	2.6%
State of NH	2.5%	2.5%	2.4%

Laconia, NH MicroNECTA - 3rd QUARTER 2022

Industry	Units	July 2022 Empl.	August 2022 Empl.	September 2022 Empl.	Average Quarterly Empl.	Average Weekly Wage
<u>Employment & Wages</u>						
Total, Private plus Government	851	11,447	11,816	12,104	11,789	\$1,061
Agriculture/Forestry/Fishing	n	n	n	n	n	n
Mining	0	0	0	0	0	\$0.00
Construction	n	n	n	n	n	n
Manufacturing	37	1,404	1,406	1,409	1,406	\$1,176
Service-Providing Industries	685	7,711	8,068	8,502	8,094	\$984
Utilities	0	0	0	0	0	\$0
Wholesale Trade	37	171	174	173	173	\$1,341
Retail Trade	108	1,503	1,525	1,548	1,525	\$796
Transportation and Warehousing	17	237	285	288	270	\$1,005
Information	10	41	42	49	44	\$1,755
Finance and Insurance	34	268	267	264	266	\$1,786
Real Estate and Rental and Leasing	21	70	74	71	72	\$940
Professional and Technical Service	71	333	337	337	336	\$1,614
Management of Companies/Enterprises	11	384	379	392	385	\$1,299
Administrative and Waste Services	51	446	467	497	470	\$922
Administrative & Support Services	n	n	n	n	n	n
Educational Services	10	38	39	46	41	\$806
Health Care and Social Assistance	84	2,224	2,222	2,202	2,216	\$1,235
Arts, Entertainment, and Recreation	28	340	411	417	389	\$833
Accommodation and Food Services	104	1,092	1,272	1,622	1,329	\$527
Other Services Except Public Admin	91	535	535	550	540	\$825
Total Government	43	1,730	1,721	1,549	1,667	\$1,210

n = data does not meet disclosure standards

Prepared by: Economic and Labor Market Information Bureau,

New Hampshire Employment Security, Concord, New Hampshire 03301 (603) 228-4124

CPI-U 12 Month Percent Change

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual	HALF1	HALF2
2006	4.0	3.6	3.4	3.5	4.2	4.3	4.1	3.8	2.1	1.3	2.0	2.5	3.2	3.8	2.6
2007	2.1	2.4	2.8	2.6	2.7	2.7	2.4	2.0	2.8	3.5	4.3	4.1	2.8	2.5	3.1
2008	4.3	4.0	4.0	3.9	4.2	5.0	5.6	5.4	4.9	3.7	1.1	0.1	3.8	4.2	3.4
2009	0.0	0.2	-0.4	-0.7	-1.3	-1.4	-2.1	-1.5	-1.3	-0.2	1.8	2.7	-0.4	-0.6	-0.1
2010	2.6	2.1	2.3	2.2	2.0	1.1	1.2	1.1	1.1	1.2	1.1	1.5	1.6	2.1	1.2
2011	1.6	2.1	2.7	3.2	3.6	3.6	3.6	3.8	3.9	3.5	3.4	3.0	3.2	2.8	3.5
2012	2.9	2.9	2.7	2.3	1.7	1.7	1.4	1.7	2.0	2.2	1.8	1.7	2.1	2.3	1.8
2013	1.6	2.0	1.5	1.1	1.4	1.8	2.0	1.5	1.2	1.0	1.2	1.5	1.5	1.5	1.4
2014	1.6	1.1	1.5	2.0	2.1	2.1	2.0	1.7	1.7	1.7	1.3	0.8	1.6	1.7	1.5
2015	-0.1	0.0	-0.1	-0.2	0.0	0.1	0.2	0.2	0.0	0.2	0.5	0.7	0.1	-0.1	0.3
2016	1.4	1.0	0.9	1.1	1.0	1.0	0.8	1.1	1.5	1.6	1.7	2.1	1.3	1.1	1.5
2017	2.5	2.7	2.4	2.2	1.9	1.6	1.7	1.9	2.2	2.0	2.2	2.1	2.1	2.2	2.0
2018	2.1	2.2	2.4	2.5	2.8	2.9	2.9	2.7	2.3	2.5	2.2	1.9	2.5	2.5	2.4
2019	1.6	1.5	1.9	2.0	1.8	1.6	1.8	1.7	1.7	1.8	2.1	2.3	1.8	1.7	1.9
2020	2.5	2.3	1.5	0.3	0.1	0.6	1.0	1.3	1.4	1.2	1.2	1.4	1.2	1.2	1.2
2021	1.4	1.7	2.6	4.2	5.0	5.4	5.4	5.3	5.4	6.2	6.8	7.0	4.7	3.4	6.0
2022	7.5	7.9	8.5	8.3	8.6	9.1	8.5	8.3	8.2	7.7	7.1	6.5	8.0	8.3	7.7
2023	6.4														

* Annualized Year To Date: 6.4%

UPDATE ON ECONOMIC DEVELOPMENT PARTNERSHIPS:

Check future releases of the Monthly Economic Development report for updates on economic activities and opportunities!

**LACONIA CITY COUNCIL AGENDA
FEBRUARY 27, 2023**

**STAFF REPORT
AGENDA ITEM 21.A.
RESOLUTION 2023-04, RELATIVE TO
THE ACCEPTANCE OF THE US DEPARTMENT OF HOMELAND
SECURITY ASSISTANCE TO FIREFIGHTERS GRANT IN THE AMOUNT
OF \$28,571.42 FOR THE PURCHASE OF BATTERY-POWERED
VENTILATION FANS**

Discussion: The Laconia Fire Department applied for a grant from the US Department of Homeland Security for replacement of the current ventilation fans on their staffed apparatus. The existing fans are, at a minimum, 15 years old and are in need of replacement. These ventilation fans help to remove smoke and other gases from a building.

This grant was included in the FY22-23 anticipated grants resolution, RES 2022-08. A public hearing was held for grants listed in this Resolution on June 13, 2022.

Fiscal Impact: There is a local match required from the Fire Department budget in the amount of \$1,428.58.

Staff Recommendation: Staff recommends acceptance of this grant award as presented, and to authorize the City Manager to sign all related documents.

This report submitted by: Tim Joubert, Fire Chief, Laconia Fire Department.

Proposed motion: *"I move to approve Resolution 2023-04 relative to the acceptance of the US Department of Homeland Security Assistance to Firefighters grant in the amount of \$28,571.42 for the purchase of battery powered ventilation fans, and to authorize the City Manager to sign all documents related to this grant."*

RESOLUTION

RES-2023-04

CITY OF LACONIA

In the Year of Our Lord two thousand and twenty-three

A RESOLUTION RELATIVE TO AUTHORIZING THE CITY MANAGER TO ACCEPT AND EXPEND A US DEPARTMENT OF HOMELAND SECURITY ASSISTANCE TO FIREFIGHTERS GRANT IN THE AMOUNT OF \$28,571.42 FOR THE PURCHASE OF BATTERY-POWERED VENTILATION FANS

Resolved by the City Council of the City of Laconia as follows:

WHEREAS, the Laconia City Charter, Section 5:06, requires the Council to designate the source of any money appropriated after the budget is adopted; and

WHEREAS, on occasion grants will be made available to the City for various projects or areas of interest that are beneficial to the City and its residents; and

WHEREAS, the Laconia Fire Department has applied for and been awarded a US Department of Homeland Security Assistance to Firefighters Grant in the amount of \$28,571.42 for the purchase of battery-powered ventilation fans;

NOW THEREFORE, the City Manager is hereby authorized, on behalf of the City, to accept and expend donations in an amount up to \$28,571.42 for the US Department of Homeland Security. The City Council further authorizes the establishment of a separate account(s) for a distinctly stated, public purpose that is not foreign to the City or incompatible with the objective of its organization. The City Manager shall be the designated agent of the Council to carry out the objectives set forth herein and to sign any documents related to the grant.

This Resolution shall take effect upon its passage.

Andrew Hosmer, Mayor

Passed and approved this ___ day of _____ 2023

Katie Gargano, City Clerk

**LACONIA CITY COUNCIL AGENDA
FEBRUARY 27, 2023**

**STAFF REPORT
AGENDA ITEM 21.B.
RESOLUTION 2023-05, RELATIVE TO
THE ACCEPTANCE OF THE NH DEPARTMENT OF SAFETY HOMELAND
SECURITY GRANT IN THE AMOUNT OF \$43,000.00 FOR A FULL SCALE
ACTIVE SHOOTER EXERCISE**

Discussion: The Laconia Police Department applied for a grant from the NH Department of Safety Homeland Security to cover payroll and related expenses for a table top training exercise to be held March 15, 2023. This table top training exercise is in preparation for a full scale active shooter exercise scheduled to take place at Pleasant Street School on April 15, 2023. Laconia Fire Department, as well as several other local agencies, will also be involved in this exercise.

This grant was included in the FY22-23 anticipated grants resolution, RES 2022-08. A public hearing was held for grants listed in this Resolution on June 13, 2022.

Fiscal Impact: There is no local match required.

Staff Recommendation: Staff recommends acceptance of this grant award as presented, and to authorize the City Manager to sign all related documents.

This report submitted by: Kirk Beattie, City Manager

Proposed motion: *“I move to approve Resolution 2023-05 relative to the acceptance of the NH Department of Safety Homeland Security Grant in the amount of \$43,000.00 for a full scale active shooter exercise as presented, and to authorize the City Manager to sign all documents related to this grant.”*

RESOLUTION

RES-2023-05

CITY OF LACONIA

In the Year of Our Lord two thousand and twenty-three

A RESOLUTION RELATIVE TO AUTHORIZING THE CITY MANAGER TO ACCEPT AND EXPEND A NH DEPARTMENT OF SAFETY HOMELAND SECURITY GRANT IN THE AMOUNT OF \$43,000.00 FOR EXPENSES RELATED TO A FULL SCALE ACTIVE SHOOTER EXERCISE

Resolved by the City Council of the City of Laconia as follows:

WHEREAS, the Laconia City Charter, Section 5:06, requires the Council to designate the source of any money appropriated after the budget is adopted; and

WHEREAS, on occasion grants will be made available to the City for various projects or areas of interest that are beneficial to the City and its residents; and

WHEREAS, the Laconia Police Department has applied for and been awarded a NH Department of Safety Homeland Security Grant in the amount of \$43,000.00 to cover expenses related to a full scale active shooter exercise;

NOW THEREFORE, the City Manager is hereby authorized, on behalf of the City, to accept and expend donations in an amount up to \$43,000.00 for the NH Department of Safety Homeland Security grant. The City Council further authorizes the establishment of a separate account(s) for a distinctly stated, public purpose that is not foreign to the City or incompatible with the objective of its organization. The City Manager shall be the designated agent of the Council to carry out the objectives set forth herein and to sign any documents related to the grant.

This Resolution shall take effect upon its passage.

Andrew Hosmer, Mayor

Passed and approved this ____ day of _____ 2023

Katie Gargano, City Clerk

**LACONIA CITY COUNCIL AGENDA
FEBRUARY 27, 2023**

**STAFF REPORT
AGENDA ITEM 21.C.
ACCEPTANCE OF A 2023 NH DEPARTMENT OF ENVIRONMENTAL
SERVICES (NHDES) EXOTIC AQUATIC PLANT CONTROL GRANT**

Discussion: The NHDES Exotic Species Program has notified us that the City of Laconia has been awarded a grant to fund 50% of project costs for aquatic plant control remediation. This project has been awarded in the past. NHDES works with City departments to identify locations for plant control to be completed, hires contractors to complete work, and returns for post remediation testing.

Fiscal Impact: The City's share of the grant is \$42,530, which is 50% of the total. \$40,000 of the total has been approved in the FY23 budget. The remainder of the match will come from the Administration Non-Departmental budget.

Staff Recommendation: Staff recommends moving this grant acceptance to a public hearing on March 13, 2023.

This Report Submitted by: Kirk Beattie, City Manager

Proposed motions:

"I move to waive a reading of Resolution 2023-06 in its entirety and to read by title only."

"I move a first reading of Resolution 2023-06, relative to the acceptance of a 2023 NH Department of Environmental Services (NHDES) Exotic Aquatic Plant Control Grant in the amount of \$42,530.00."

"I move to schedule a public hearing on March 13, 2023 during the regular Council meeting to gather public input prior to adoption of Resolution 2023-06."

RESOLUTION

RES-2023-06

CITY OF LACONIA

In the Year of Our Lord two thousand and twenty-three

A RESOLUTION RELATIVE TO AUTHORIZING THE CITY MANAGER TO ACCEPT AND EXPEND A GRANT ON BEHALF OF THE CITY IN THE AMOUNT OF \$42,530.00 FOR THE DES HERBICIDE TREATMENT AND EXOTIC AQUATIC PLANT CONTROL PROJECT

Resolved by the City Council of the City of Laconia as follows:

WHEREAS, the Laconia City Charter, Section 5:06, requires the Council to designate the source of any money appropriated after the budget is adopted; and

WHEREAS, on occasion grants will be made to the City for various projects or areas of interest that are beneficial to the City and its residents; and

WHEREAS, the City has been given application for a Department of Environmental Services (DES) herbicide treatment and Diver/Diver Assisted Suction Harvesting (DASH) Grant in the amount of \$42,530.00 for an Exotic Aquatic Plant Control Project in portions of Paugus Bay;

NOWHEREFORE, the City Manager is hereby authorized, on behalf of the City, to accept and expend a grant in the amount of \$42,530.00 for the DES herbicide treatment and Exotic Aquatic Plant Control Project. The City Council further authorizes the establishment of a separate account(s) for a distinctly stated, public purpose that is not foreign to the City or incompatible with the objective of its organization. The City Manager shall be the designated agent of the Council to carry out the objectives set forth herein.

This Resolution shall take effect after two readings and upon its passage.

Andrew Hosmer, Mayor

Passed and approved this ____ day of _____, 2023

Katie Gargano, City Clerk

**LACONIA CITY COUNCIL AGENDA
FEBRUARY 27, 2023**

**STAFF REPORT
AGENDA ITEM 22.A.
RESOLUTION 2023-02 – REQUEST TO SUBMIT A GRANT APPLICATION TO,
AND ACCEPT GRANT FUNDING FROM, THE CLEAN WATER STATE
REVOLVING FUND (CWSRF) FOR WASTEWATER AND STORMWATER
ASSET MANAGEMENT**

Discussion: The American Rescue Plan Act (“ARPA”) provides \$350 billion in additional funding for state and local governments. The New Hampshire Department of Environmental Services is making ARPA funds available for Planning, Asset Management, and Energy Audit Measure Implementation projects identified on their 2022 Clean Water State Revolving Fund (CWSRF) Project Priority List (PPL). Laconia is listed as programs 9 and 10 on the Asset Management Programs.

On March 20, 2022, a pre-application was submitted to NHDES to create an Asset Management plan of our wastewater and stormwater systems. The wastewater program will include both horizontal assets (gravity mains, force mains, siphons, manholes, vents) and vertical assets (pump stations). The data and analyses will become an integral part of the capital planning process and Capacity, Management, Operations and Maintenance (CMOM) program. The Asset Management program will include an update of the City’s current asset inventory, a condition assessment, a determination of Level of Service goals, a criticality assessment and resulting prioritization, a cost and funding strategy, and an implementation and communication plan.

The City of Laconia has been granted \$60,000 for Wastewater Asset Management and \$30,000 for Stormwater Asset Management. If implemented, we plan to start work on May 8, 2023 and complete work by August 7, 2023. There is no match required for this grant.

At the February 13, 2023 City Council meeting a motion was approved to schedule a Public Hearing on this matter; that Public Hearing was held earlier in this evening’s agenda.

Fiscal Impact: Laconia is eligible to receive up to \$90,000 grant funding for a Sewer and Stormwater Asset Management Plan.

Staff Recommendation: Staff recommends that the City Council authorize the City Manager to sign and submit an application to the NHDES 2022 CWSRF program for a Sewer and Stormwater Asset Management Plan.

This report submitted by: Nate Guerette, Assistant Director of Public Works

Proposed motions:

“I move to waive a reading of Resolution 2023-02 in its entirety and to read by title only.

“I move a second reading of Resolution 2023-02, relative to authorizing application and acceptance of \$90,000 grant funding from the Clean Water State Revolving Fund (CWSRF) for wastewater and stormwater asset management.”

“I move to approve Resolution 2023-02 relative to authorizing application and acceptance of \$90,000 grant funding from the Clean Water State Revolving Fund (CWSRF) for wastewater and stormwater asset management, and to authorize the City Manager to sign all documents related to this grant.”

CITY OF LACONIA

In the Year of Our Lord two thousand and twenty-three

A RESOLUTION RELATIVE TO AUTHORIZING APPLICATION AND ACCEPTANCE OF \$90,000 GRANT FUNDING FROM THE CLEAN WATER STATE REVOLVING FUND (CWSRF) FOR WASTEWATER AND STORMWATER ASSET MANAGEMENT.

Resolved by the City Council of the City of Laconia as follows:

1. The City Council of the City of Laconia does hereby authorize the appropriation and expenditure of funds for the following project:

Wastewater and Stormwater Asset Management - \$90,000

2. The City Manager is hereby authorized, on behalf of the City, to apply for and accept a grant from the State Clean Water State Revolving Loan Fund in the amount of Ninety Thousand Dollars (\$90,000) for the aforesaid program and to execute any contracts or agreements that might be required in connection with said aid.
3. The City Manager and the City Treasurer are each hereby authorized to take any and all actions necessary or convenient to carry out the provisions of this Resolution, including the execution and delivery of all documents relating to such grant.

This Resolution shall take effect upon its passage.

Andrew Hosmer, Mayor

Passed and approved this _____, 2023

Katie Gargano, City Clerk

**LACONIA CITY COUNCIL AGENDA
FEBRUARY 27, 2023**

**STAFF REPORT
AGENDA ITEM 22.B.
RESOLUTION 2023-03, RELATIVE TO
THE ACCEPTANCE OF THE NH DEPARTMENT OF SAFETY
HOMELAND SECURITY & EMERGENCY MANAGEMENT GRANT
IN THE AMOUNT OF \$20,948.28**

Discussion: The New Hampshire Homeland Security and Emergency Management Grant in the amount of \$20,948.28 will fund the purchase of four sets of Night Vision Devices (NVDs) to be used in search and rescue operations by the Belknap County SWAT Team.

At the February 13, 2023 City Council meeting a motion was approved to schedule a Public Hearing on this matter; that Public Hearing was held earlier in this evening's agenda.

Fiscal Impact: None. The entire cost of purchasing the four sets of Night Vision Devices is covered by the HSEM grant; there is no local match requirement.

Staff Recommendation: Staff recommends acceptance of this grant award as presented, and to authorize the City Manager to sign all related documents.

This report submitted by: Kirk Beattie, City Manager

Proposed motions:

"I move to waive a reading of Resolution 2023-03 in its entirety and to read by title only."

"I move a second reading of Resolution 2023-03, relative to the acceptance of the New Hampshire Department of Safety Homeland Security Grant in the amount of \$20,948.28 to fund the purchase of four sets of Night Vision Devices to be used in search and rescue operations by the Belknap County SWAT Team."

"I move to approve Resolution 2023-03 relative to the acceptance of the New Hampshire Department of Safety Homeland Security Grant in the amount of \$20,948.28 to fund the purchase of four sets of Night Vision Devices to be used in search and rescue operations by the Belknap County SWAT Team, and to authorize the City Manager to sign all documents related to this grant."

RESOLUTION

RES-2023-03

CITY OF LACONIA

In the Year of Our Lord two thousand and twenty-three

A RESOLUTION RELATIVE TO AUTHORIZING THE CITY MANAGER TO ACCEPT AND EXPEND A HOMELAND SECURITY AND EMERGENCY MANAGEMENT GRANT ON BEHALF OF THE CITY IN AN AMOUNT UP TO \$20,948.28 FOR THE PURCHASE OF FOUR SETS OF NIGHT VISION DEVICES (NVDs) TO BE USED IN SEARCH AND RESCUE OPERATIONS BY THE BELKNAP COUNTY SWAT TEAM

Resolved by the City Council of the City of Laconia as follows:

WHEREAS, the Laconia City Charter, Section 5:06, requires the Council to designate the source of any money appropriated after the budget is adopted; and

WHEREAS, on occasion grants will be made available to the City for various projects or areas of interest that are beneficial to the City and its residents; and

WHEREAS, the Laconia Police Department has been given application for a Homeland Security and Emergency Management Grant in an amount up to \$20,948.28;

NOW THEREFORE, the City Manager is hereby authorized, on behalf of the City, to accept and expend donations in an amount up to \$20,948.28 for the Homeland Security and Emergency Management Grant. The City Council further authorizes the establishment of a separate account(s) for a distinctly stated, public purpose that is not foreign to the City or incompatible with the objective of its organization. The City Manager shall be the designated agent of the Council to carry out the objectives set forth herein and to sign any documents related to the grant.

This Resolution shall take effect after two readings and upon its passage.

Andrew Hosmer, Mayor

Passed and approved this ___ day of _____ 2023

Katie Gargano, City Clerk

**LACONIA CITY COUNCIL AGENDA
FEBRUARY 27, 2023**

**STAFF REPORT
AGENDA ITEM 22.C.
GRANTING AN EASEMENT ON CITY LAND
(Parcel #458-205-20)**

Discussion: The Planning Board approved a 90-unit apartment complex for property on Province Street, which requires a second driveway for safety access and to help spread out traffic volume away from Province Street. The proposed second access driveway would cross currently vacant City owned land. This land is between Spruce Street and Growth Road, and also includes the City's dog park. The easement would allow construction of the second driveway, at the applicant's expense and future maintenance obligations, while still allowing access to the dog park.

The apartment complex is proposed to be affordable housing, which is desperately needed in the City.

At the December 27, 2022 Council meeting, Councilors asked for additional language to be added to either the Planning Board's approvals and/or the easement. The Planning Board imposed additional conditions of approval at their January 10, 2023 meeting (see the attached Notice of Action).

A public hearing on this matter was held at the Council's January 23, 2023 meeting and following discussion, the Council voted to table this item pending additional information.

Fiscal Impact: None

Recommendation: Staff recommends approval of this request.

Report Submitted by: Dean Trefethen, Planning Director

Proposed Motions:

"I move to take this agenda item off the table."

"I move to waive a reading of this request for an Easement in its entirety and to read by title only."

"I move a second reading of a request for an Easement on City owned land, specifically parcel #458-205-20".

"I move to approve the easement and authorize the City Manager to sign any required documents to record the easement at the Registry of Deeds."



DEPARTMENT OF PLANNING & ZONING
 PLANNING BOARD
 ☎ 603.527.1264
 📠 603.524.2167
 PLANNING@LACONIANH.GOV

City of Laconia - Planning Board
NOTICE OF ACTION – AMENDED APPROVAL
Meeting of January 10, 2023

Del Gilbert & Son Block Co Inc
 427 Province Road
 Laconia NH 03246

<p>SITE ADDRESS: 244 Province Street APPLICANT/AGENT: Phil Brouillard PROPERTY OWNER: DEL GILBERT & SON BLOCK CO, INC APPLICATION #: PL2021-0146SP, PL2022-0061CUP(wetland) <i>Waiver for Sidewalks</i></p>	<p>PROPOSAL: 3 thirty-unit apartment complex with infrastructure, parking, underground utilities & second access off Growth Rd MAP STREET LOT I. D. #: 471-188-1 ZONING DISTRICT(S): Residential General (RG)</p>
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The Planning Board mandates the following conditions be applied to any previous conditions for the project at 244 Province Street:

1. The proposed driveway and sidewalk from the main part of the apartment complex to Growth Road will be constructed to City standard Drawing D4 “Typical road cross section for Collector/Residential/Dead End” street construction standards, including drainage requirements.
2. The proposed driveway will be maintained, in all seasons, to City standards, including condition of pavement and winter maintenance.
3. An adequate lighting plan will be approved by Planning staff to provide safety for motorists and pedestrians.
4. The Department of Public Works, through the Planning staff, shall collect an additional site security amount to cover any damage that may occur to Province Street, Growth Road, or Hounsell Avenue during construction of the apartment complex or connecting driveways.
5. It is further reiterated that the driveway within the easement will always be a private driveway owned and maintained by the apartment complex and will not become a city accepted street without additional Planning Board and City Council action.

All other conditions from the May 3, 2022 AND June 7, 2022 approvals remain.

CERTIFICATION

I hereby attest that the foregoing is a true and accurate record of the action of the Planning Board.

2/6/23

s/ Dean Trefethen

Dated

Dean Trefethen, Planning Director

Note: For a complete record of the Planning Board proceedings, please refer to the minutes of the meeting.

Cc: Technical Review Committee, File, **Phil Brouillard, 16 Academy Street, Laconia NH**

THE SPACE ABOVE IS FOR RECORDING INFORMATION

EASEMENT DEED

BE IT KNOWN, that the City of Laconia, a municipal corporation within Belknap County with a principal place of business of 45 Beacon Street East, Laconia, NH 03246 (hereinafter GRANTOR, which term shall include any and all subsequent owners, successors and assigns), for consideration paid, hereby grants and conveys to Del R. Gilbert & Son Block Company, Inc., a corporation with an address of 427 Province Road, Laconia, NH 03246 (hereinafter GRANTEE, which term shall include any and all subsequent owners, successors and assigns), with QUITCLAIM COVENANTS, the following perpetual easements over, across, under and through land of the grantor located off Growth Road in Laconia, Belknap County, New Hampshire, identified in the City's Tax Records as TM 258-205-20. The easements are more particularly described as follows:

Access Easement

A perpetual easement for private road purposes for vehicular and pedestrian ingress and egress to GRANTEE'S property, to encompass all that area shown on a certain plan prepared by Rockeh Consulting, LLC entitled "Site Plan, Proposed Multifamily Development Plan, Map 473 Block 188 Lot 1 & Map 458 Block 205 Lot 20, 244 Province Street, Laconia, Belknap County, New Hampshire" dated December 2, 2021 and last revised May 2, 2022, and recorded as Plan Drawer _____, Number _____ at the Belknap County Registry of Deeds.

GRANTEE and its successors and assigns shall be responsible for construction, signage, improvement, repair, maintenance, and replacement of the private roadway, and shall defend, indemnify and hold GRANTOR harmless for any bodily, personal or other injuries arising out of the use of the private roadway. The roadway shall be constructed and maintained in accordance with the city's requirements, and specifically in conformance with the planning board approvals of May 2, 2022, June 7, 2022 and January 10, 2023.

The general public shall have the right to utilize the private road for all proper purposes, including but not limited to, vehicular and pedestrian access to the Dog Park located on GRANTOR'S property.

Any alterations to the layout of the Dog Park located on the GRANTOR'S property necessitated by the construction improvement, repair, maintenance or replacement of the private roadway shall be at the sole cost of the GRANTEE; however, GRANTOR shall have sole control over how, if at all, the layout is to be altered. GRANTOR shall be solely responsible for the maintenance of the Dog Park once the new layout is constructed.

Water Line Easement

A water line to service the residential units located on GRANTEE'S property may be constructed, repaired, replaced, removed, maintained, operated and inspected within in the private roadway.

Meaning and intending to describe and convey an easement which burdens a portion of the property conveyed to the grantors by deed of Ruth H. Smith, f/k/a Ruth H. Brooks dated February 6, 1976 and recorded in the Belknap County Registry of Deeds at Book 668, Page 353.

The burden of this easement shall run with the land of the grantor and shall be binding on the grantors' heirs, successors and assigns forever. The benefits of this easement shall not be appurtenant to any particular parcel of land but shall be in gross.

This conveyance is exempt from transfer taxes pursuant to NHRSA 78-B:2, I.

EXECUTED this _____ day of _____, 2023.

CITY OF LACONIA

Kirk Beattie, City Manager
Duly Authorized

STATE OF NEW HAMPSHIRE
COUNTY OF BELKNAP

The foregoing instrument was acknowledged before me this _____ day of _____, 2023 by Kirk Beattie, City of Laconia City Manager.

Notary Public/Justice of the Peace
My Commission expires: _____