

CITY OF LACONIA - CITY COUNCIL MEETING
March 25, 2019
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**
 - 6.A. **Proclamation - The American Legion Diamond Anniversary Year**

Documents:

[AMERICAN LEGION PROCLAMATION.PDF](#)
7. **ACCEPTANCE OF MINUTES FROM PREVIOUS MEETINGS**
 - 7.A. **Regular meeting minutes of March 11, 2019**

Documents:

[STAFF REPORT - REGULAR MEETING MINUTES OF MARCH 11, 2019.PDF](#)
[3-11-2019 - MINUTES - DRAFT.PDF](#)
8. **CONSENT & ACTION ITEMS**
 - 8.A. **Temporary Traffic Order 2019-3, Community Blood Drive**

Documents:

[STAFF REPORT - TTO 2019-3, PENNY PITOU BLOOD DRIVE.PDF](#)
[TTO 2019-3 PENNY PITOU BLOOD DRIVE.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 for Resolution RES-2019-03, relative to the City's purchase of theater equipment for the Colonial Theater and details of the City's lease with Belknap Economic Development Council**

Documents:

[STAFF REPORT - PUBLIC HEARING FOR RESOLUTION 2019-03.PDF](#)

13.B. Public Hearing for Ordinance 2019-119-13-02

Documents:

[STAFF REPORT - PUBLIC HEARING FOR ORDINANCE 2019-119-13-02.PDF](#)

14. PRESENTATIONS

15. MAYOR'S REPORT

16. COMMITTEE REPORTS

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

16.A. FINANCE (Lipman, Hamel, Cheney)

16.A.i. **WOW Trail Funding**

16.A.ii. **Downtown TIF Financing**

16.B. PUBLIC SAFETY (Bownes, Hosmer, Lipman)

16.B.i. **Fair St/Court St traffic problems and accidents**

16.C. GOVERNMENT OPERATIONS & ORDINANCES (Bownes, Hosmer, Cheney)

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

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

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

16.C.iv. **Second reading of a resolution relative to the adoption of RSA 31:95-b, Appropriation of funds made available during the year**

This item was tabled at the meeting of 11/23/2015 pending the outcome of legal matters

16.C.v. **Regulation of Short Term Residential Rental Businesses**

16.D. LANDS & BUILDINGS (Hamel, Lipman, Haynes)

16.D.i. **Downtown parking garage**

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

16.D.iii. **Perley Pond Maintenance**

16.D.iv. **Plan for the DPW Compound**

16.E. PUBLIC WORKS (Bownes, Hosmer, Haynes)

16.E.i. **Proposal to implement City Policies for designating emergency lanes**

16.E.ii. **Retaining Wall Policy**

16.E.iii. **Proposed criteria to accept these roads "as-is"**

17. **LIAISON REPORTS**

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

19. **CITY MANAGER'S REPORT**

19.A. **Project Updates Report**

Documents:

[LACONIA PROJECT UPDATES 03.19.PDF](#)

19.B. **Monthly Economic Development Report**

Documents:

[MONTHLY ECONOMIC DEVELOPMENT REPORT MARCH, 2019.PDF](#)

20. **NEW BUSINESS**

21. **UNFINISHED BUSINESS**

21.A. **Second reading and approval of Resolution 2019-03, relative to the City's purchase of theater equipment for the Colonial Theater and details of the City's lease with Belknap Economic Development Council**

Documents:

[STAFF REPORT - SECOND READING AND APPROVAL OF RESOLUTION 2019-03.PDF](#)
[RES-2019-03 COLONIAL THEATRE.PDF](#)

22. **COUNCIL COMMENTS**

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. 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 Cheryl Hebert, 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.



PROCLAMATION

The American Legion Diamond Anniversary Year

WHEREAS, The American Legion, a brotherhood of American War Veterans, was founded in 1919 as an organization dedicated to the service of God and country; and

WHEREAS, The American Legion, since its establishment, has become one of the bulwarks of the American way of life; and

WHEREAS, Wilkins-Smith Post No. 1 of the American Legion, whose members have served with honor and courage in the wars of the United States of America in the twentieth century, will, during the period March 1, 2019 through April 1, 2019, celebrate 100 years of service to the nation by observing the 100th Anniversary of its founding, the 100th Anniversary of the founding of its distaff organization - The American Legion Auxiliary, and the 100th Anniversary of its first National Convention as major events in its Centennial Anniversary Year;

NOW THEREFORE, I, Edward J. Engler, Mayor of the City of Laconia do hereby proclaim the period March 1, 2019 through April 1, 2019 as

"The American Legion Diamond Anniversary Year"

and do call upon all citizens, businesses and organizations to join in paying tribute to the good works of The American Legion as a token of the public appreciation of the wartime and peacetime services our Legionnaires have given to the community and the nation.

*Given under my hand and the seal of the City of Laconia,
New Hampshire, this 25th day of March in the year
of our Lord two thousand and nineteen*

Edward J. Engler, Mayor

STAFF REPORT

March 25, 2019

Topic: Regular Meeting Minutes of March 11, 2019

Discussion: Minutes of the meeting were distributed to the City Council on Tuesday, March 12, 2019.

Fiscal Impact: Not applicable

Staff Recommendation: Not applicable

This report submitted by: Cheryl Hebert, City Clerk

Proposed motion: With one correction submitted to the clerk, the minutes were redistributed on the same day, the minutes will be accepted as redistributed.

CITY OF LACONIA - CITY COUNCIL MEETING

March 11, 2019

7:00 P.M.

3/11/2019 - Minutes

1. **CALL TO ORDER**

Mayor Engler called the meeting to order at the above date and time.

2. **SALUTE TO THE FLAG**

Councilor Haynes lead the Salute to the Flag.

3. **RECORDING SECRETARY**

Cheryl Hebert, City Clerk

4. **ROLL CALL**

City Clerk Hebert took the roll call with the following Councilors in attendance: Bruce Cheney, David Bownes, Henry Lipman, Mark Haynes, Bob Hamel, and Andrew Hosmer

Mayor Engler noted all six (6) Councilors were in attendance and a quorum has been established.

5. **STAFF IN ATTENDANCE**

Scott Myers, City Manager and Glenn Smith, Finance Director

6. **COUNCIL PROCLAMATION**

7. **ACCEPTANCE OF MINUTES FROM PREVIOUS MEETINGS**

7.A. **Regular meeting minutes of February 25, 2019**

Minutes of the February 25, 2019 meeting were distributed to the City Council on Tuesday, February 26, 2019. With no corrections or changes submitted to the clerk, the minutes will be accepted as distributed.

8. **CONSENT & ACTION ITEMS**

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

No comments from the public were made.

10. **INTERVIEWS**

11. **NOMINATIONS, APPOINTMENTS & ELECTIONS**

11.A. **Appointment of Dean Trefethen, Planning, Zoning and Code Enforcement Director, as a member of the Highway Safety Commission, to a three year term expiring at the end of March, 2022**

Councilor Hosmer moved to appoint Dean Trefethen, Planning, Zoning, and Code Enforcement Director, as a member of the Highway Safety Commission, to a three year term expiring at the end of March, 2022, seconded by Councilor Hamel; the *motion passed with all in favor.*

12. **COMMUNICATIONS**

13. **PUBLIC HEARINGS**

14. **PRESENTATIONS**

15. **MAYOR'S REPORT**

Mayor Engler spoke in regards to the Human Relations Committee. It is the Mayors duty to appoint members to this committee.

He appointed: Carol Pierce, David Stamps, Christopher Adams, Janet Simmon, Judith Wright, Matthew Canfield, Carrie Chandler, David Osman, Kathy James, Ali Hassan, Dennis Bothamley, and Kate Bruchacova. Their term will expire at the end of March, 2020.

Mayor Engler also spoke in regards to the Short-Term Rentals. He presented to the Council and one for the record an outline of a proposal to change Zoning Regulations regarding Short-Term Rentals. He hopes to send this to the Planning Board for review. Under this proposal there would be a fee (to be determined) charged to apply and renewed on a yearly basis.

16. COMMITTEE REPORTS

16.A. FINANCE (Lipman, Hamel, Cheney)

16.A.i. WOW Trail Funding

16.A.ii. Downtown TIF Financing

16.B. PUBLIC SAFETY (Bownes, Hosmer, Lipman)

16.B.i. Fair St/Court St traffic problems and accidents

16.C. GOVERNMENT OPERATIONS & ORDINANCES (Bownes, Hosmer, Cheney)

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

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

16.C.iii. Procedural review of grant applications

16.C.iv. Second reading of a resolution relative to the adoption of RSA 31:95-b, Appropriation of funds made available during the year

16.C.v. Regulation of Short Term Residential Rental Businesses

Discussion was had in regards to the proposed changes to the Zoning Regulations that Mayor Engler handed out earlier. A copy of the proposed changes has been submitted into the record.

Councilor Bownes suggested expediting this issue and would like to have everyone's input be heard.

Councilor Lipman doesn't like the idea of expediting this issue for the simple reason that some people may already have bookings.

Councilor Cheney would like to see some sort of inspection done as well as a capacity regulation set.

Mayor Engler noted that if anyone has any suggestions to add or remove from the proposed changes they should submit them before the meeting.

Councilor Hosmer moved to refer this item, Regulation of Short Term Residential Rental Businesses, Zoning Regulation, to Government Operations and Ordinances, Item number V, seconded by Councilor Haynes; the *motion passed with all in favor*.

Councilor Bownes moved to schedule a meeting of the Government Operations and Ordinances, Item number V at 6 pm on March 25, 2019, seconded by Councilor Hosmer; the *motion passed with all in favor*.

16.D. LANDS & BUILDINGS (Hamel, Lipman, Haynes)

16.D.i. Downtown parking garage

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

16.D.iii. **Perley Pond Maintenance**

16.E. **PUBLIC WORKS (Bownes, Hosmer, Haynes)**

16.E.i. **Proposal to implement City Policies for designating emergency lanes**

16.E.ii. **Retaining Wall Policy**

17. **LIAISON REPORTS**

Councilor Bownes spoke of the Master Plan meeting. At the last Planning Board meeting there was a proposal of a Performance Zoning and designated certain areas of downtown, from the Belmont town line up to a point on Messer Street. The Planning Board scheduled a public hearing at the next scheduled meeting in April in regards to the proposed Performance Zoning with a possible second public hearing in May. Any recommendations would come before Council.

Councilor Hamel spoke in regards to the Annual Meeting for Lakes Region Public Access TV. On March 27, 2019 there will be the annual meeting from 5:00 pm - 6:30 pm in the Armand A. Bolduc City Council Chamber.

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

No comments from the public were made.

19. **CITY MANAGER'S REPORT**

19.A. **Financial and Operational Trends Report**

City Manager Myers reviewed the report. A more in depth discussion was had in regards to the EMS Billing.

20. **NEW BUSINESS**

20.A. **Snow Removal Procedure**

DPW Director Wes Anderson reviewed the snow removal procedure at the Councils request. He reviewed a PowerPoint presentation and submitted one into the record.

Councilor Cheney asked to get pricing for contracting an outside company to deal with just the snow removal process.

Discussion was had in regards to vehicles being parked on sidewalks and what enforcement is being done. City Manager Myers noted that employees have been reporting issues to necessary parties and will continue to do so. Discussion was also had in regards to the ice build up on the sidewalks and the safety concern with that.

It is the consensus of the Council to have the City Manager and DPW Director Anderson do some research into looking to contract out for the snow removal process.

20.B. **Request for the Land and Buildings Committee to develop a plan for the DPW Compound**

City Manager Myers gave a briefing on this topic.

Councilor Cheney moved to refer this matter to the Land and Buildings Subcommittee for further review and to make this item number IV under Land and Buildings, seconded by Councilor Bownes; the ***motion passed with all in favor.***

20.C. **Introduction of Ordinance 2019-119-13-02, amending Chapter 119, Building Construction, Article II, Adoption of Standards, § 119-13, and request to schedule a Public Hearing on March 25, 2019 during the regular City Council meeting to gather input prior to adoption**

Planning Director Dean Trefethen explained the reasons for this request.

Councilor Hosmer moved to waive a reading of this Ordinance in its entirety and to read by title only, seconded by Councilor Haynes; the ***motion passed with all in favor.***

Councilor Haynes moved the first reading of Ordinance 2019-119-13-02, amending Chapter 119, Building Construction, Article II, Adoption of Standards, seconded by Councilor Bownes; the ***motion passed with all in favor.***

Councilor Haynes moved to schedule a Public Hearing on March 25, 2019 during the regular City Council meeting to gather input prior to adoption, seconded by Councilor Hosmer; the ***motion passed with all in favor.***

21. UNFINISHED BUSINESS

21.A. Request to change the speed limit on Daisy Gardner Road and Leighton Ave North

Councilor Hamel moved to remove this item from the table, seconded by Councilor Lipman; the ***motion passed with all in favor.***

Councilor Lipman moved the City Council approve establishing a speed limit of 30 mph on Daisy Gardner Road and Leighton Avenue North, seconded by Councilor Haynes;

Councilor Bownes questioned why the speed limit is only being lowered to 30 mph and not 25 mph. DPW Director Anderson explained 25 mph can be justified.

Councilor Bownes moved to amend the motion to read 25 mph rather than 30 mph; Councilors Lipman and Haynes are in agreement with the amendment.

Mayor Engler called the question with the amendment made by Councilor Bownes; the ***motion passed with all in favor.***

21.B. Proposed criteria to accept these roads "as-is"

City Manager Myers gave the background of this topic.

Councilor Bownes moved to refer this topic to the Public Works Committee as item number III, seconded by Councilor Hosmer; the ***motion passed with all in favor.***

21.C. Colonial Theatre Project Update

Mayor Engler read into the record proposed Resolution 2019-03

"A Resolution relative to the City's purchase of theater equipment for the Colonial Theater and details of the City's lease with Belknap Economic Development Council

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

WHEREAS, the Laconia City Council on May 26, 2015 committed financial support to the Belknap Economic Development Council's (BEDC, the Developer) plan to purchase and renovate the three Colonial Theater buildings in downtown Laconia, and

WHEREAS, the Laconia City Council amended and reconfirmed its financial commitment to the project on September 11, 2017, and

WHEREAS, the Laconia City Council remains committed to this project as being vital to the overall economic vitality of the City in general and the downtown area in particular, and

WHEREAS, New Hampshire RSA 33:3 expressly authorizes municipalities to issue bonds or notes for purposes of economic development, which shall include public-private partnerships involving capital improvements, loans and guarantees,

NOW, THEREFORE, BE IT RESOLVED that the Laconia City Council acknowledges the current construction budget of \$9.6 million is void of any allowance for theater equipment (rigging, lighting, and sound) and agrees independently to specify and pay for necessary theater equipment at an approximate cost of \$900,000 (including installation).

FURTHERMORE, BE IT ALSO RESOLVED that the Laconia City Council acknowledges the developer's

operating pro-forma for years two through seven of the project relies on income from the City's rental of the auditorium and related amenities at a rate not to be lower than \$12,000 per month (\$144,000 per year) and acknowledges that the rent could, from time to time, be higher. The rent shall be all including (gross) with exceptions that the City shall be responsible for paying the cost of electricity and heat/air conditioning for the relevant spaces, which shall be separately metered. The details of the City's lease with the developer for the auditorium and related space shall specify any income the developer receives during years two through seven for the sale or lease of the second and third floor of the Main Street building (one of three) shall go toward reducing the City's monthly rent obligation until the sum due reaches the \$12,000 per month (\$144,000 per year) mark.

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

Councilor Bownes moved the first reading of Resolution 2019-03, relative to the City's purchase of Theater equipment for the Colonial Theater and details of the City's lease with Belknap Economic Development Council, seconded by Councilor Haynes;

Mayor Engler noted that if this Resolution passes he will draft a letter to BEDC to be able to present to any potential investors.

Councilor Cheney will support this but would like to amend the words "approximate cost" and would like to see it state "not to exceed the \$900,000 mark. Mayor Engler would like Councilor Cheney to consider the amount of \$900,000 Councilor Cheney accepts Mayor Engler's explanation of the amount of \$900,000. Councilor Bownes

explained that research was done to come up with the \$900,000 amount. Councilor Hamel stated the list of equipment that is needed is being looked at by an objective party. Councilor Cheney is satisfied with that.

Mayor Engler called the question: the ***motion passed with all in favor.***

Councilor Hamel moved to schedule a Public Hearing and second reading on March 25, 2019 during the regular City Council meeting to gather public input prior to adoption, seconded by Councilor Haynes; the ***motion passed with all in favor.***

22. COUNCIL COMMENTS

Councilor Bownes as well as other Councilors commends this Council and the past Council for all of the hard work put in to the Colonial Theatre project.

The Council also thanked DPW Director Anderson for bringing light to the plowing situation.

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

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

26. **ADJOURNMENT**

With no further business to come before the Council and hearing no objection, the Mayor adjourned the meeting at 8:47 pm.

Respectfully submitted by,

Cheryl Hebert, City Clerk

DRAFT

STAFF REPORT

03/25/2019

Topic: Temporary Traffic Order 2019-3, Community Blood Drive

Discussion: A request for a Temporary Traffic Order for an American Red Cross Blood Drive to be held on Friday, April 19, 2019 from 11:00 am to 4:00 pm has been received. The Blood Drive is sponsored by Penny Pitou Travel, Inc.

This is a recurring request with no changes.

Fiscal Impact:

Staff Recommendation:

This report submitted by: Nancy Brown

Proposed motion: *"I move to approve Temporary Traffic Order 2019-3, Community Blood Drive, to be held on April 19, 2019 from 11:00 am to 4:00 pm."*



**TEMPORARY TRAFFIC ORDER
COMMUNITY BLOOD DRIVE
2019-3**

According to the provisions of Chapter 221, Section 52 of the Laconia City Ordinances, the Laconia City Council hereby adopts the following Temporary Traffic Control Order:

1. That ten (10) parking spaces in the municipal parking lot fronting Beacon St. East directly across from Penny Pitou Travel be reserved for an American Red Cross blood drive on Friday, April 19, 2019 between the hours of 11:00 a.m. and 4:00 p.m.
2. That a 37' Red Cross bloodmobile will be parked in this area on the above date and times. Access to office and restroom facilities will be provided courtesy of Penny Pitou Travel.
3. That a certificate of liability insurance in the amount of no less than one million dollars (\$1,000,000) naming the City of Laconia as an additional insured shall be provide for this event by the Red Cross.
4. Provisions shall be made by the organizers for the containment and removal of all solid waste from the designated area generated by the event.
5. The Laconia Public Works Department will provide the organizers with barricades to restrict parking in the area designated for the bloodmobile.

The provisions of this order shall expire at 4:00 p.m. on Friday, April 19, 2019.

Adopted by the Laconia City Council this ____ day of _____, 2019.

Cheryl Hebert, City Clerk

Issued this ____ day of _____, 2019

Scott Myers, City Manager

STAFF REPORT
March 25, 2019

Topic: Public Hearing for Resolution 2019-03, relative to City's purchase of theater equipment for the Colonial Theater and details of the City's lease with Belknap Economic Development Council

Discussion: Notice of this Public Hearing was made available in the March 13, 2019 edition of the Laconia Daily Sun, posted at City Hall, Laconia Public Library, Community Center, and the SAU

Fiscal Impact: The City Council acknowledges the current construction budget of \$9.6 million is void of any allowance for theater equipment and agrees independently to specify and pay for necessary theater equipment at an approximate cost of \$900,000 (including installation).

Staff Recommendation: Action on this will be taken up under Unfinished Business

This Report Submitted by: Mayor Edward Engler

Proposed Motion:

Open the Public Hearing

Close the Public Hearing

STAFF REPORT

March 25, 2019

Topic: Public Hearing for the introduction of Ordinance 2019-119-13-02, amending Chapter 119, Building Construction, Article II, Adoption of Standards, §119-13

Discussion: Notice of this public hearing was made available in the March 13, 2019 Edition of the Laconia Daily Sun, posted at Laconia City Hall, Laconia Public Library, Community Center, and SAU

Membership to the Building Code Board of Appeals has very specific requirements and this has caused difficulty in recruiting volunteers to serve on the Board. The amendment will retain the provision that at least three of the members will meet the specified requirements, but will allow appointment of two other members without any specific professional skill set. This should enable the City to fill the long-standing vacancies on the Board. Please refer to the attached Ordinance which reflects the changes.

Fiscal Impact: There is no fiscal impact to the city.

Staff Recommendation: The Code Department recommends the amendment.

This report submitted by: Dean Trefethen, Code Enforcement Director

Proposed motions:

Open the public hearing

(DUE TO THIS ITEM NOT BEING PLACED ON THIS AGENDA, I WILL RECESS THIS PUBLIC HEARING TO THE APRIL 8, 2019 REGULAR SCHEDULED COUNCIL MEETING AT 7:00 PM)



LACONIA PROJECT UPDATES – March, 2019

LACONIA ROAD PROJECTS PROPOSED FOR 2019

Current: Work has started on the **Court Street** Improvement project. Test pits are being completed to confirm the location of existing utilities. Liberty Utilities is finalizing plans to relay their gas main under the Durkee Brook bridge between Keasor Court and Addison Street. It may begin at the end of March. Busby Construction Co. will begin drainage work in early April followed by roadway and sidewalk reconstruction. First Busby will finish the work between Keasor Court and Fair Street started last year. The second phase of Court Street will begin this year. This phase is from Fair to Main Street. A public information session on the Court Street project will be held on April 3, 2019 at 6:00 pm in the Belknap Mill.

Work is scheduled to resume on **Union Avenue** (Elm St. to Stark St.) in early April. Storm water drainage, sewer, and road and sidewalk work will resume as soon as weather allows. Work will begin at the Union/Elm/Clinton Street intersection and head north toward Stark Street. Traffic detours are expected, as well as one lane alternating traffic. Construction is expected to be complete in November 2019.

Public Works is finalizing our list of road improvements for the 2019 construction season. The proposed list of roads is under review as a result of the new construction cost prices from the low bidder on the road and sidewalk project bids that were opened on March 15, 2019.

Previous: Public Works has completed a prioritized list of roads for the 2019 construction season which includes standby streets that may or may not be done this year depending on bid prices and actual costs of higher priority streets. Once we see how the bids come in a list will be created and made available. The contract for the 2019 construction season is similar to prior year contracts, a design-build format with unit prices per line item. The contract will be awarded on April 1st.

Public Works is coordinating with Busby Construction and the utility companies to ensure the Court Street and Union (Elm to Stark) projects are ready to start as soon as weather allows. Consolidated Communications has completed some test pits to determine the location and condition of their duct banks in the area between Fair Street and Main Street. Public Works is coordinating with Consolidated Communications to determine their plans for the manhole in the intersection of Union, Court and Main. The top of the manhole is very shallow. The lack of cover shortens the life of the road surface in the intersection.

MESSER STREET/DUTILE OIL DRAINAGE

Current: The gas, water and drain work scheduled for Messer Street between Union Avenue and Bisson Avenue starts in early April, weather depending, and continues through July, 2019. Once the utility work is complete, Messer Street from Bisson to Union will be reclaimed and paved.

Previous: Public works continues to coordinate with the various utility companies to ensure they are ready to start work in the spring of 2019.

LACONIA DOWNTOWN TIF DISTRICT

Current: No update. The Board will next meet on March 26th.

Previous: The Downtown TIF Advisory Board met on February 19th. The City Manager provided an update on the Colonial Theater project and the proposed financing elements including how the Downtown TIF District funds may be applied. Other topics discussed included the Downtown Parking Garage, Beacon Street angled parking concept, and potential future Riverwalk projects. The Board will next meet on March 26th.

WEIRS TIF DISTRICT

Current: No update. The Board is scheduled to meet next on May 7th.

Previous: At the February 11th meeting of the City Council, the recommendation by the Weirs TIF Advisory Board to utilize TIF funding for replacement bulbs for the Weirs Beach sign was denied. The Board is scheduled to meet next on May 7th.

WINNIPESAUKEE RIVER BASIN PROJECT

Current: The consultant has collected all of the information it needs to review the feasibility of installing flow meters in the four communities. The consultant is continuing to collect data from these communities to determine an alternative method of estimating flow if it is not feasible to meter them. The Advisory Board leadership is working with its attorney to continue finalizing a memorandum of understanding with the other state agencies on the effort to determine if the communities want to create a municipal waste water authority.

Previous: A contract was awarded to a consultant to determine if it is feasible to determine the four communities' flows with flowmeters. The consultant has 130 days to determine if it is feasible. The managers and administrators were updated on the status of the Advisory Board's plans and developed talking points in support of a future meeting with State agencies as the decision process progresses.

WEIRS BEACH RESTORATION

Current: No update. The City Manager will connect with representatives of the NHDES to clarify what next logical steps need to be taken by the City in order to move the project forward.

Previous: Parks and Facilities Director Kevin Dunleavy presented an update to the City Council at their February 11th meeting. The update focused on the history of the project, proposed erosion control elements, mitigation requirements and a conceptual mitigation element called a created wetland in the area of shoreline near the public docks. The City Council authorized the City Manager to meet with representatives of the NHDES to clarify what next logical steps need to be taken by the City in order to move the project forward.

LACONIA MASTER PLAN UPDATE

Current: Planning Director Dean Trefethen presented proposals to the Planning Board detailing Performance Zoning and Downtown Zone consolidation. The Planning Board will have a public hearing on the concepts at their April 2 meeting. Meanwhile, the Steering Committee has suggested expanding the areas in the City identified which will result in further review and another public hearing at the Planning Board level.

Previous: The Master Plan Steering Committee has asked Planning staff to pursue implementation of “performance zoning” in three areas of the City as soon as possible. As part of that revision to the City’s Zoning Ordinance, there will also be an effort to consolidate the greater downtown area into one zoning district where there are now five.

LACONIA DOWNTOWN RIVERWALK

Current: City staff met with Busby Construction on March 8th to discuss completion of the remaining work on the Walgreens/Landmark Inn and the City Hall parking lot to Church Street segments. Work on the City Hall to Church Street segment will begin when weather conditions allow. Fence, sidewalk and final treatments will be completed this spring. Work on the Walgreens/Landmark Inn section will likely occur later in the spring once the Landmark Inn finishes renovation of their building.

Previous: No update. Remaining work on the Walgreens/Landmark Inn and the City Hall parking lot to Church Street segments will be completed in the spring.

BARTLETT BEACH AND BOND BEACH EROSION/DRAINAGE PROJECTS

Current: The Bond Beach project is ready for bidding. A pre-bid site meeting will occur when weather conditions allow. The wetlands permit has been received. The Bartlett Beach project design is complete and construction of the improvements will occur at this beach when funding is available.

Previous: Advertising for the bidding of the Bond Beach project has been delayed until a final wetlands permit is received from the NHDES. Final plans and bid documents are complete and will be advertised once the wetlands permit is in hand. The wetlands permit is expected to arrive in the next week.

NATIVE AMERICAN SCULPTURE

Current: At the February 19th Parks and Recreation Commission meeting, Parks and Facilities Director Kevin Dunleavy recommended that the statue be taken down for safety reasons. The Commission voted to remove and set aside the statue outside the running track until a plan for its renovation is formulated. The Director recommended that if the statue is renovated a more suitable location be sought because the location inside the running track is problematic for maintenance and accessibility.

Previous: At the January 22nd meeting of the Parks and Recreation Commission, Peter Brunette asked to have more time to get more information and more fundraising time. Concerns were raised about how a crane would access the statue for its removal due to the potential damage to the running track. The Parks and Recreation Commission agreed to extend the time to formulate a plan for its renovation until March 18th. An update on the progress of the restoration initiative will take place at the February 19th meeting of the Parks and Recreation Commission.

MEMORIAL PARK SOFTBALL IRRIGATION

Current: No update.

Previous: No update. Installation of the irrigation system will occur in the spring when weather permits.

WELCOME TO LACONIA SIGNAGE

Current: A revised sign design has been requested and Parks and Recreation is awaiting the new design for approval. Initially, new welcome signs are proposed at Court Street and McIntyre Circle.

Previous: No update. Parks and Recreation is awaiting feedback on any available funding and preferred design.

PERLEY POND/OPECHEE COVE BRUSH CLEARING

Current: The Parks and Recreation Director met with the Conservation Commission on February 27th to discuss next steps. No further cutting and clearing will occur until a formal plan for the area has been determined. A meeting will be scheduled with a landscape architect, Parks and Recreation and the Perley Family in the spring of 2019 to determine an approach that is acceptable to the Perley Family.

Previous: At the January 28th meeting of the City Council Land and Buildings Sub-Committee, concerns were raised about the appearance of the Perley Pond Conservation Area. It was determined that a recommendation to the City Council be made to add a line item to the Parks and Recreation budget for the maintenance of Perley Pond, and that a meeting be scheduled with a landscape architect, Parks and Recreation and the Perley Family in the spring of 2019 to determine an approach that is acceptable to the Perley Family.

**MONTHLY ECONOMIC DEVELOPMENT REPORT
MARCH, 2019**

Laconia's Unemployment Rate

Geography	January 2019	December 2018	January 2018
Laconia	3.3%	2.4%	3.2%
Belknap County	3.1%	2.2%	3.3%
Concord	2.6%	1.8%	2.6%
Manchester	2.9%	2.1%	3.1%
State of NH	2.9%	2.1%	3.1%

Employment & Wages

Laconia, NH MicroNECTA - 3rd QUARTER 2018

Industry	Units	July 2018 Empl.	August 2018 Empl.	September 2018 Empl.	Average Quarterly Empl.	Average Weekly Wage
Total, Private plus Government	841	13,219	13,229	12,494	12,981	\$916.88
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	41	1,571	1,549	1,556	1,559	\$1,230.85
Service-Providing Industries	677	9,483	9,355	8,378	9,072	\$870.60
Utilities	n	n	n	n	n	n
Wholesale Trade	40	197	198	205	200	\$1,157.42
Retail Trade	113	1,600	1,576	1,494	1,557	\$659.36
Transportation and Warehousing	14	335	331	307	324	\$813.78
Information	7	69	66	61	65	\$664.03
Finance and Insurance	34	255	253	251	253	\$1,280.32
Real Estate and Rental and Leasing	28	101	106	98	102	\$773.34
Professional and Technical Service	60	341	336	330	336	\$2,062.41
Management of Companies/Enterprises	8	8	8	8	8	8
Administrative and Waste Services	48	453	432	413	433	\$631.08
Administrative & Support Services	n	n	n	n	n	n
Educational Services	n	n	n	n	n	n
Health Care and Social Assistance	93	2,518	2,508	2,519	2,515	\$1,022.79
Arts, Entertainment, and Recreation	24	24	24	24	24	24
Accommodation and Food Services	104	1,802	1,756	1,368	1,642	\$447.32
Other Services Except Public Admin	93	574	564	538	559	\$618.02
Total Government	44	1,507	1,668	1,919	1,698	\$827.30

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													

* Annualized Year To Date: 1.55%

UPDATE ON ECONOMIC DEVELOPMENT PARTNERSHIPS:

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

STAFF REPORT
March 25, 2019

Topic: Second reading and approval of Resolution 2019-03, relative to City's purchase of theater equipment for the Colonial Theater and details of the City's lease with Belknap Economic Development Council

Discussion: On May 26, 2015 the Laconia City Council committed financial support to the Belknap Economic Development Council's plan to purchase and renovate the three Colonial Theater buildings in downtown Laconia. On September 11, 2017 the Laconia City Council amended and reconfirmed its financial commitment to the project.

Fiscal Impact: The City Council acknowledges the current construction budget of \$9.6 million is void of any allowance for theater equipment and agrees independently to specify and pay for necessary theater equipment at an approximate cost of \$900,000 (including installation).

Staff Recommendation: The approval of Resolution 2019-03 as submitted.

This Report Submitted by: Mayor Edward Engler

Proposed Motion:

"I move to waive reading of Resolution 2019-03 in its entirety and to read by title only."

"I move the second reading of Resolution 2019-03 relative to the City's purchase of theater equipment for the Colonial Theater and details of the City's lease with Belknap Economic Development Council."

"I move to approve Resolution 2019-03 relative to the City's purchase of theater equipment for the Colonial Theater and details of the City's lease with Belknap Economic Development Council."

In the Year of Our Lord two thousand and nineteen

A RESOLUTION RELATIVE TO THE CITY'S PURCHASE OF THEATER EQUIPMENT FOR THE COLONIAL THEATER AND DETAILS OF THE CITY'S LEASE WITH BELKNAP ECONOMIC DEVELOPMENT COUNCIL

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

WHEREAS, the Laconia City Council on May 26, 2015 committed financial support to the Belknap Economic Development Council's (BEDC, the Developer) plan to purchase and renovate the three Colonial Theater buildings in downtown Laconia, and

WHEREAS, the Laconia City Council amended and reconfirmed its financial commitment to the project on September 11, 2017, and

WHEREAS, the Laconia City Council remains committed to this project as being vital to the overall economic vitality of the City in general and the downtown area in particular, and

WHEREAS, New Hampshire RSA 33:3 expressly authorizes municipalities to issue bonds or notes for purposes of economic development, which shall include public-private partnerships involving capital improvements, loans and guarantees,

NOW, THEREFORE, BE IT RESOLVED that the Laconia City Council acknowledges the current construction budget of \$9.6 million is void of any allowance for theater equipment (rigging, lighting and sound) and agrees independently to specify and pay for necessary theater equipment at an approximate cost of \$900,000 (including installation).

FURTHERMORE, BE IT ALSO RESOLVED that the Laconia City Council acknowledges the developer's operating pro-forma for years two through seven of the project relies on income from the City's rental of the auditorium and related amenities at a rate not to be lower than \$12,000 per month (\$144,000 per year) and acknowledges that the rent could, from time to time, be higher. The rent shall be all including (gross) with exceptions that the City shall be responsible for paying the cost of electricity and heat/air conditioning for the relevant spaces, which shall be separately metered. The details of the City's lease with the developer for the auditorium and related space shall specify any income the developer receives during years two through seven for the sale or lease of the second and third floor of the Main Street building (one of three) shall go toward reducing the City's monthly rent obligation until the sum due reaches the \$12,000 per month (\$144,000 per year) mark.

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

Edward Engler, Mayor

Passed and approved this ____ day of January, 2019

Cheryl Hebert, City Clerk