

CITY OF LACONIA - CITY COUNCIL MEETING  
May 26, 2020  
7:00 pm  
City Hall - Armand A. Bolduc City Council Chamber (via Zoom)

Due to the COVID-19 crisis and in accordance with Governor Sununu's Emergency Order #12 and Executive Order 2020-04 this meeting is to be conducted electronically.

The public has access to listen to and participate in this meeting by using the following link:

[Zoom Meeting](#) and entering **password 916676**

**Listen only:** Call: 1-646-558-8656 and entering **Webinar ID: 886 3938 2050**

For problems, please call 603-524-3877 ext 249 or email [cityclerk@laconianh.gov](mailto:cityclerk@laconianh.gov)

To **view** this meeting: YouTube under the City of Laconia website <https://www.laconianh.gov/laconianh>

**Due to technical difficulties, we are temporarily suspending live transmission of City meetings on Channel 26. There are incompatibilities between Zoom virtual meeting platform and the Atlantic Broadband platform. Live transmissions of City meeting on Channel 26 will resume as soon as COVID-19 emergency restrictions are lifted and in-person meetings resume.**

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. **Special Budget Meeting minutes of May 11, 2020**

Documents:

[STAFF REPORT - SPECIAL BUDGET MEETING MINUTES OF MAY 11 2020.PDF](#)  
[5\\_11\\_2020 - MINUTES - BUDGET DRAFT.PDF](#)

7.B. **Regular meeting minutes of May 11, 2020**

Documents:

[STAFF REPORT - REGULAR MEETING MINUTES OF MAY 11 2020.PDF](#)  
[5\\_11\\_2020 - MINUTES - DRAFT.PDF](#)

8. **CONSENT & ACTION ITEMS**
9. **CITIZEN COMMENTS FOR MATTERS NOT ON THE AGENDA**
10. **INTERVIEWS**

11. **NOMINATIONS, APPOINTMENTS & ELECTIONS**

12. **COMMUNICATIONS**

13. **PUBLIC HEARINGS**

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 (Chair), Hamel, Cheney)**

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

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

16.B. **PUBLIC SAFETY (Cheney (Chair), Bownes, Lipman)**

16.C. **GOVERNMENT OPERATIONS & ORDINANCES (Bownes (Chair), Felch, 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. **Regulation of Short Term Residential Rental Businesses**

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

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

16.D. **LANDS & BUILDINGS (Hamel (Chair), Haynes, Felch)**

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.D.v. **Continuation of the discussion regarding parking in the Lakeport area**

16.E. **PUBLIC WORKS (Haynes (Chair), Felch, Bownes)**

16.E.i. **Retaining Wall Policy**

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 05.20.PDF](#)

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

Documents:

[MONTHLY ECONOMIC DEVELOPMENT REPORT MAY 2020.PDF](#)

**20. NEW BUSINESS**

**20.A. First reading of Resolution 2020-05, relative to the 2020 Assistance to Firefighters Grant**

Documents:

[STAFF REPORT - FIRST READING OF RESOLUTION 2020-05.PDF](#)  
[RES-2020-05 ASSISTANCE TO FIREFIGHTERS GRANT.PDF](#)

**20.B. First reading of Ordinance 2020-229, to amend Chapter 229, Wharves, and to request a second reading and Public Hearing on June 8, 2020 during the regular City Council meeting**

Documents:

[STAFF REPORT-FIRST READING OF ORDINANCE 2020-229 TO AMEND CHAPTER 229, WHARVES.PDF](#)  
[ORDINANCE 2020-229.PDF](#)

**20.C. Request to refer review of the proposed lease with The Dive, LLC to a public hearing on June 8, 2020 during the regular City Council meeting**

Documents:

[STAFF REPORT - REFERRING REVIEW OF PROPOSED LEASE WITH THE DIVE, LLC, AND REQUEST TO SCHEDULE A PUBLIC HEARING.PDF](#)

**20.D. Request to approve the 2020 first half sewer warrant**

Documents:

[STAFF REPORT - FIRST HALF SEWER WARRANT.PDF](#)  
[FIRST HALF SEWER WARRANT.PDF](#)

**20.E. Request to accept funds provided by the State and Federal Governments in response to the COVID-19 public health emergency**

Documents:

[STAFF REPORT - COVID 19 FUNDS.PDF](#)  
[COVID 19 FUNDS.PDF](#)

**21. UNFINISHED BUSINESS**

**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**

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 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.

**STAFF REPORT**

May 26, 2020

**Topic:** Special Budget Meeting Minutes of May 11, 2020

**Discussion:** Minutes of the meeting were distributed to the City Council on Thursday May 14, 2020

**Fiscal Impact:** Not applicable

**Staff Recommendation:** Not applicable

**This report submitted by:** Cheryl Hebert, 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 BUDGET MEETING

May 11, 2020

6:30 P.M. (via Zoom)

5/11/2020 - Minutes

## 1. CALL TO ORDER

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

As Mayor of the Laconia City Council, due to the COVID-19/Coronavirus crisis and in accordance with Governor Sununu's Emergency Order #12 pursuant to Executive Order 2020-04, this Board is authorized to meet electronically.

Please note that there is no physical location to observe and listen to the meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, this is to confirm that we are:

a) Providing the public access to the meeting by telephone, with additional access possibilities by video or other electronic means;

We are utilizing the Zoom platform for this electronic meeting. All Council Members have the ability to communicate during this meeting through the Zoom platform, and the public has access to watch the live YouTube video at <https://www.youtube.com/laconianh>, listen to this meeting through dialing the following phone number 1/301-715-8592 or participate by the Zoom app: Webinar ID: 824 0545 1946 password 840332

b) Providing public notice of the necessary information for accessing the meeting;

We previously gave notice to the public of how to access the meeting using Zoom, and instructions are provided on the City of Laconia's website at: [www.laconianh.gov](http://www.laconianh.gov).

c) Providing a mechanism for the public to alert the public body during the meeting if there are problems with access;

If anybody has a problem, please call 524-3877 ext 249 or email at: [cityclerk@laconianh.gov](mailto:cityclerk@laconianh.gov)

d) Adjourning the meeting if the public is unable to access the meeting.

In the event the public is unable to access the meeting, we will adjourn the meeting and have it rescheduled at that time.

Please note that all votes that are taken during this meeting shall be done by Roll Call vote.

Let's start the meeting by taking a Roll Call attendance. When each member states their presence, also please state whether there is anyone in the room with you during this meeting, which is required under the Right-to-Know Law.

## 2. RECORDING SECRETARY

Cheryl Hebert, City Clerk

## 3. ROLL CALL

City Clerk Hebert took a roll call vote:

Councilor Cheney: YES, (Physically present)

Councilor Bownes: YES, Is anyone in the room with you? NO

Councilor Lipman: YES, Is anyone in the room with you? NO

Councilor Haynes: YES (physically present)

Councilor Hamel: YES, Is anyone in the room with you? NO

Councilor Felch: YES, Is anyone in the room with you? NO

## 4. PRESENTATIONS

### 4.A. Department Budget Presentation

Heather Lounsbury, Chair for the Laconia School District School Board - Mrs. Lounsbury briefed the Council on the proposed School Budget. She spoke of the remote learning environment that the district has been doing for the past six weeks and how the next school year may differ due to the current pandemic.

Christine Blouin, Business Administrator - Reviewed a PowerPoint presentation that is a Tax Compliant Budget for the 2020-2021 School Year. The Tax Cap from the City is 1.8% which is based on the Consumer Price Index. Building Permits are \$17.4 million (tax cap: \$647,826). Revenues (State/Federal/Local, projected stabilization, and trust funds) total allowable increase of \$1,297,486. This budget does not include any COVID-19 expenses the district may accrue. Ms. Blouin detailed some of the driving factors of the proposed school budget. A large portion of the budget is from salaries and benefits (74%).

A copy of the PowerPoint is attached to the minutes.

Amy Hinds, Assistant Superintendent - Ms. Hinds spoke of the number of students and the number of out-of-district placement students. Fourteen out-of-district students have been added to the budget due to court involvement, bringing the total of out-of-district students to 33 students. The district does not have any control of these numbers once the court becomes involved. The estimated 402 CAP is \$52,272 per placement for the 2020-2021 school year. During the 2019-2020 school year the average number of court involved cases are between 89 and 112.

Business Administrator Blouin stated the Department of Education has informed the district that they will be receiving funds from the CARE ACT. The district is still awaiting guidance on when this money will be received and how it will be used.

Superintendent Tucker spoke of the 2020-2021 School Year and the effects COVID-19 may have. The district is uncertain how the 2020-2021 School Year will look like due to COVID-19. As the district prepared this budget, the focus is on short and long term planning. The district has been advised to plan for a number of different scenarios to prepare for learning in the upcoming school year. Some of the scenarios are the traditional learning setting, a remote setting, and a hybrid setting to include both remote and traditional learning.

Assistant Hinds spoke of the current remote learning process and how the district is planning for the return of students to traditional learning, if that can happen. With the remote learning that has been happening, many different services have had to be put in place. DCYF reported, after only a week into remote learning, there was a 51% decrease in reports to their call center. The district also realizes that the students needs will have to be addressed to bring them up to current standards once the school year begins. Guidance counselors and support staff have been doing a great job at meeting the needs of the Tier 2 and Tier 3 students during this distant learning time.

Superintendent Tucker spoke of some of the modifications that will need to be done if opening the schools in a traditional manner does not happen in the fall. The district will need to make sure all the schools are cleaned in a way to protect everyone, modify the transportation needs if a staggered schedule needs to happen, food service, and technology. Right now students in grades three (3) through twelve (12) have been given 1:1 learning devices. Superintendent Tucker said the district is preparing for the unknown while preparing this Tax Compliant Budget.

Mayor Hosmer thanked the School Board for presenting a tax compliant budget and the entire school district for everything they have been doing in response to this pandemic.

Councilor Bownes questioned if anyone has an idea on when and how much money the School District will receive from the CARES Act from the State stimulus fund.

Superintendent Tucker stated the district will be allocated up to \$980,000 from the government.

Business Administrator Blouin received word today that the school district will receive up to \$980,000 for COVID-19 related expenses. There has not been a date set for when the district will receive that money. The funds will be available until September of 2021. They are still waiting to hear on clarification on what the funds can be used for.

Councilor Bownes expressed his appreciation for the School District and for what everyone has been doing.

Councilor Hamel asked if there is an amount the District has received as of this date.

BA Blouin stated no money has been received as of yet and will get back to the Council with an amount that has been spent due to COVID-19 expenses.

Councilor Hamel also thanked the School District for doing everything they have been doing. Councilor Hamel asked what projects the District is looking to do this upcoming school year and that he has noticed that the parking lots at the high school and Elm Street School have been done.

Superintendent Tucker explained a lot of the construction has been done this year. Some of the stabilization money that was received from the Governor in October was used to renovate the auditorium at the high school, paving of the two parking lots, and replacing the gym bleachers at the high school.

Councilor Lipman also thanked the School Board and the entire school district. Councilor Lipman asked if the district has confirmed a last day of school for this year.

Superintendent Tucker stated June 5, 2020 will be the last day of learning for the students, with four flex days the following week to finalize any assessments. The last day for teachers will be June 12, 2020 with some floating days added for professional development and closeout.

Councilor Lipman asked if there are any transfers being done to cover the budget.

BA Blouin stated \$275,000 coming from the School District Stabilization Fund, \$100,000 coming from the Special Education Stabilization Fund, and requesting \$75,000 to come from Impact Fees.

Councilor Lipman is the \$100,000 the money that is held by the City for the schools?

BA Blouin explained all the Trust Fund monies are held by the City.

Councilor Lipman asked if the School District will be coming back to the Council with a revision to the budget in regards to the monies received from the Government in relation to COVID-19?

Superintendent Tucker explained the budget that was prepared is the traditional school opening. But one of the challenges is there isn't a way of knowing if there will be a typical school opening or if the District will have to look at other options.

BA Blouin explained that at this time the funds, in relation to COVID-19 funds that the School District is expecting to receive, have not been received. But when they are received the District will collaborate with the City on how to implement those funds into the Stabilization Funds. It may mean that a supplemental appropriation may have to be asked for in relation to this budget in the future. It may also mean the District may have to overspend the bottom line of the budget in order to receive those funds.

Councilor Lipman asked the City Manager is this can treated like a Grant that the City may receive and be voted on now as a placeholder so the School District doesn't need to come back to the Council with a supplement to the budget?

City Manager Myers explained a placeholder could be put into the budget. Also a supplemental appropriation could be put in and this would still keep the budget tax cap compliant.

Mayor Hosmer thanked the School Board for the presentation and working with the City.

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

## 6. **ADJOURNMENT**

With no further business to come before the Council and hearing no objection, Mayor Hosmer adjourned the meeting at 7:11 pm.

Respectfully submitted,



DRAFT

**STAFF REPORT**

May 26, 2020

**Topic:** Regular Meeting Minutes of May 11, 2020

**Discussion:** Minutes of the meeting were distributed to the City Council on Thursday May 14, 2020

**Fiscal Impact:** Not applicable

**Staff Recommendation:** Not applicable

**This report submitted by:** Cheryl Hebert, 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

May 11, 2020

7:00 P.M. (via Zoom)

5/11/2020 - Minutes

## 1. CALL TO ORDER

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Let's start the meeting by taking a Roll Call attendance. When each member states their presence, also please state whether there is anyone in the room with you during this meeting, which is required under the Right-to-Know law.

## 2. SALUTE TO THE FLAG

Councilor Cheney lead the Salute to the Flag.

## 3. RECORDING SECRETARY

Cheryl Hebert, City Clerk

## 4. ROLL CALL

City Clerk Hebert took a roll call vote:

Councilor Cheney YES (physically present)

Councilor Bownes YES, Is anyone in the room with you? No

Councilor Lipman YES, Is anyone in the room with you? No

Councilor Haynes YES, (physically present)

Councilor Hamel YES, Is anyone in the room with you? No

Councilor Felch YES, Is anyone in the room with you? No

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

**5. STAFF IN ATTENDANCE**

Scott Myers, City Manager

Glenn Smith, Finance Director

**6. COUNCIL PROCLAMATION**

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

**7.A. Regular meeting minutes of April 27, 2020**

Minutes of the meeting were distributed to the City Council on Thursday, April 30, 2020. With no corrections or changes submitted to the Clerk, the minutes will be accepted as distributed.

**8. CONSENT & ACTION ITEMS**

**8.A. Acceptance of a \$1,000 donation for the Colonial Theatre filming project**

Mayor Hosmer read the background to this item.

Councilor Hamel moved to accept a \$1,000 donation from Misiaszek Turpin PLLC to partially offset the cost of creating a video documentary of the Colonial Theatre renovation project, seconded by Councilor Felch;

City Clerk Hebert took a roll call vote:

Councilor Cheney YES

Councilor Bownes YES

Councilor Lipman YES

Councilor Haynes YES

Councilor Hamel YES

Councilor Felch YES

*the motion passed with all in favor.*

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

No comments from the public were made.

**10. INTERVIEWS**

**11. NOMINATIONS, APPOINTMENTS & ELECTIONS**

**12. COMMUNICATIONS**

**13. PUBLIC HEARINGS**

**14. PRESENTATIONS**

**15. MAYOR'S REPORT**

Mayor Hosmer spoke of the Laconia School District and how they have gone above and beyond during these uncertain

times. Mayor Hosmer also thanked the first responders and the staff throughout the City.

## 16. COMMITTEE REPORTS

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

#### 16.A.i. WOW Trail Funding

#### 16.A.ii. Downtown TIF Financing

### 16.B. PUBLIC SAFETY (Cheney (Chair), Bownes, Lipman)

### 16.C. GOVERNMENT OPERATIONS & ORDINANCES (Bownes (Chair), Felch, 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. Regulation of Short Term Residential Rental Businesses

#### 16.C.v. Proposed Historic Overlay District

#### 16.C.vi. Scenic Road Motorcycle Noise Petition

### 16.D. LANDS & BUILDINGS (Hamel (Chair), Haynes, Felch)

#### 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.D.v. Continuation of the discussion regarding parking in the Lakeport area

### 16.E. PUBLIC WORKS (Haynes (Chair), Felch, Bownes)

#### 16.E.i. Retaining Wall Policy

## 17. LIAISON REPORTS

Councilor Cheney reported that the Police Commission will be holding their meeting this month after missing the past two months.

Councilor Hamel reported on the Colonial Theatre and everything is progressing well.

Councilor Bownes asked for an update in regards to the sound, lighting, and rigging and the \$900,000 that was set aside for it.

Councilor Hamel explained the the price came back over the \$900,000 so they are trying figure out how to get that amount down.

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

Bill Woodbury, Normandin, Cheney, and O'neill, representing The Dive, LLC and will be present for any questions that

may come forward on the topic of the Lease agreement.

Mayor Hosmer forgot to show a short video that was shared with him by Mr. Champlain, At-Large School Board Member and feels it suits exactly what the community and school community represents. This video may be watched on YouTube and will be available on the City Website.

No other comments from the public were made.

## 19. CITY MANAGER'S REPORT

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

City Manager Myers reviewed the report.

### 19.B. Interest abatements related to June 2020 tax billing options

City Manager Myers explained this is a follow up in regards to the Council's concerns in regards to the Tax Bills going out soon and residents having any hardships. A letter from Steve Hamilton from Whitney Consulting Group, which is the City's Assessing consultant was part of the agenda to discuss options for the Board of Assessors to go by in approving any hardships. In the letter it explains any Interest Abatements related to June 2020 Tax Billing. Outlined in the letter is Assessor Hamilton's suggestions to the City's Board of Assessors to consider. These are: Limit this to interest on those taxes billed after declaration of the State of Emergency, require tax payers requesting abatement of interest to certify that their ability to timely pay the tax was negatively impacted by the State of Emergency, establish a time limit of 60 days after the expiration of the State of Emergency, and establishment of a dollar limit might also be considered. The City Manager does encourage people that have the ability to pay their taxes to do so.

City Manager Myers is asking for the consensus of the Council in support of these guidelines as the Board of Assessors has the authority to make these decisions.

Councilor Hamel clarified that this would allow tax payers to abate any interest due, due to not being able to pay the June 2020 tax bill to be waived and would only be valid for 60 days after the State of Emergency ends?

City Manager Myers confirmed.

Councilor Hamel asked if people would have to go in front the Board of Assessors to apply for this?

City Manager Myers explained that there would be simple form for the taxpayers to fill out, that will be made available on the City Website, and submitted to the Board of Assessors. The taxpayers wouldn't have to submit documentation to prove the hardship, but would simply have to answer a few questions.

Councilor Hamel asked if the State of Emergency goes until the end of the year?

City Manager Myers stated the Board of Assessors could reassess this at anytime and make adjustments as needed.

Councilor Bownes asked if these standards are only for the upcoming June 2020 bill and not include past due taxes. City Manager Myers confirmed. This is only for the tax bill that will be going out in May 2020 and not past due taxes.

City Manager Myers explained the State of Emergency Order is valid for only 21 days unless the Governor extends it which is what he has been doing. So in this case the 60 days would begin when the Emergency Order either expires or the Governor states that it has ended. The 60 day number was picked as it would give the tax payer eight (8) pay cycles to get caught up.

Councilor Lipman would like to see if an end date for the end of the 2020 year could be used?

The Council is in consensus to allow the Board of Assessors to move forward with the stipulations set forth in the attached document with adding an end date of December 31, 2020.

City Manager Myers also spoke in regards to the Governor's announcement in regards to the stipends to the first responders. This would give Full time fire and police employees \$300 per week and part time employees \$150 per week for 8.2 weeks of payroll. Because of the Union, it is recommended that this be approved by the governing body, the Council. These stipends would reimburse the City for these funds with a quick turnaround.

Councilor Cheney moved to approve the stipend being given to the first responders by the Government, seconded by Councilor Felch;

City Clerk Hebert took a roll call vote:

Councilor Cheney YES

Councilor Bownes YES

Councilor Lipman YES

Councilor Haynes YES

Councilor Hamel YES

Councilor Felch YES

***the motion passed with all in favor.***

City Manager Myers also brought up the Governor's 2.0 and how that may affect the opening of City Buildings. Last week the City Manager had a Zoom meeting with all the department heads in the City to discuss a soft opening of the City buildings. City Manager Myers explained Municipal Government was deemed essential and was never forced to shut down. For the safety of the employees, it was decided to close the doors of the Municipal buildings to the public but still try to accommodate the citizens to the best of our ability. During this time, the staff has been very creative to get items done for the residents. With the new soft opening of various businesses, we are similar to the standards of a retail operation. We will be encouraging anyone entering our buildings to wear a mask. All of the counters will have plexi-glass installed where customer interaction is had. The City is looking to have hand sanitizer readily available, even though that has been a challenge. The Library Director is looking to parallel what City Hall is doing but the Library Board of Trustees will determine what steps they need to take. There will one door at City Hall for an entrance and one door for an exit. City Hall is looking to have a greeter in the lobby area of City Hall to help with social distancing and directing them with what they need throughout the building. We still strongly encourage our residents to take advantage of our online services and not come into City Hall if possible. For the Planning and Assessing departments, it is encouraged that residents call ahead to make an appointment before showing up to City Hall. City Manager Myers stated the order for no more than 10 people at a gathering is still in place so meetings will still be conducted through the Zoom platform. A few dates have been discussed as to when the soft opening would happen, one being Tuesday, May 26, 2020 and the other being Monday, June 1, 2020. This allows a few weeks to see how other businesses are doing after their soft openings.

Councilor Haynes would like to make it mandatory for anyone entering our buildings to have to be wearing a mask.

City Manager Myers appreciates that position and there will be masks available to those entering our building to put on but from an enforcement stand point, he is unsure how that would be handled and what happens if a customer refuses to wear a mask. Would that put our staff in jeopardy of being harmed. The City Manager will get clarification if that mandate can be put in place.

## 20. **NEW BUSINESS**

### 20.A. **Request to submit a grant application to the NH Department of Environmental Services' State Aid Grant program for the Elm Street sewer infrastructure improvement project**

City Manager Myers explained the background on this item. Department of Public Works Director Wes Anderson is available if there are any technical questions.

Councilor Haynes moved that the City Council authorize Public Works to submit an application for the Elm Street Sewer Project to the Department of Environmental Services' State Aid Grant Program, seconded by Councilor Felch;

Councilor Lipman asked how the overall project would be financed if the Grant was received and could it be refused if the City didn't have the additional funds.

City Manager Myers explained this would most likely be a part of next year's budget, plus with interest rates

significantly low, it would be better to bond the City's share.

Councilor Lipman asked if there is a component from the Water Department or is it strictly sewer. City Manager Myers will get back with an answer to that.

Councilor Bownes wants to know if we can move forward with the application? Can the City not accept the grant or is the City committed to the project?

City Manager Myers explained he feels it is always better to accept a grant, rather than apply for a grant and then refuse it as it may cause problems in the future of being awarded grants of this size. This is a needed project and if it is not done next year, it is not being removed from the drawing board.

Mayor Hosmer called the question;

City Clerk Hebert took a roll call vote:

Councilor Cheney YES

Councilor Bownes YES

Councilor Lipman YES

Councilor Haynes YES

Councilor Hamel YES

Councilor Felch YES

***the motion passed with all in favor.***

**20.B. Discussion regarding the correspondence received from the City Manager dated April 16, 2020 pertaining to funds available in the amounts of \$400,000 and \$70,000**

City Manager Myers gave an overview of these available funds. The almost 400,000 from the revenue sharing from the State that was part of last year's budget adoption were included in a contingency account. Last year, the City issued a 20-year bond to fund an extension of a water line on Endicott Street East and that project came in under what was budgeted and there is \$70,000 that can be repurposed. The City Manager listed items with higher rankings from the CIP Committee or supported City Council Goals of public safety, quality of life for our residents or maintained infrastructure. Therefore these monies are available.

Councilor Cheney is concerned with making any decisions this early because of the COVID-19 issues. Councilor Cheney would like to put making a decision off for the use of these funds a couple of months until the City has a better idea of where the City stands in light of the pandemic.

Councilor Haynes does agree with Councilor Cheney.

Councilor Bownes would like to go forward with repurposing the \$70,000 for the Weirs Boulevard storm water improvements and the Hilliard Road cove bridge. Councilor Bownes is in favor with Councilor Cheney and Councilor Haynes in respect to the \$400,000 but would like to use \$17,000 for the Bond Beach Sewer and \$60,000 for the Weirs Fire Station improvements. That would leave a remainder of \$323,000 for pandemic issues.

City Manager Myers would like to see the Transfer Station Scale be done as we can no longer get parts for replacement and the City could be potentially losing significant revenue if the scale is not working properly.

Councilor Bownes changed his position by adding the use of \$50,000 for the Transfer Station Scale but not using the \$60,000 for the Weirs Fire Station.

Councilor Hamel asked if there were any stipulations on this money.

City Manager Myers stated no, the money is there and not tied to anything specific. There is a similar amount that is due to be received after July 1, 2020 from the State as the State passes a two year budget but with the



current situation of the State no one knows, if those monies will still be available. If nothing is done with the \$400,000 by the end of this fiscal year or only part is allocated then the remainder would go into the general fund.

Councilor Hamel asked if this money could be used to pay bills. City Manager Myers answered yes.

Councilor Lipman asked if there is anything else on the list that should be considered a top priority before moving forward.

City Manager Myers explained, other than the Skate Park, all of the other items are to be considered for efficiency. City Manager Myers stated the key one is the Transfer Station and the Bond Beach Sewer.

Councilor Felch agrees with using some of the money for the Transfer Station Scale and the Bond Beach Sewer but would like to see the Weirs Fire Station improvements be done as well. The cost of improvements could go up and the living situation is less than ideal.

Councilor Cheney's intent was to just hold off a few months and then do the projects. He agrees with what the City Manager said about these projects being time or money saving.

Mayor Hosmer asked if the Bond Beach Sewer project is for the engineering and if that part is done and there is future money to go ahead with the project, would it be shovel ready then. City Manager Myers confirmed.

Mayor Hosmer is in favor of holding onto money for the unknowns related to the the pandemic but thinks it is equally vital for money to be used now for the Transfer Station Scale, Bond Beach Sewer, and the Weirs Fire Station. Using monies for those three items would still save around \$320,000.

Councilor Hamel moved to spend \$17,000 for the Bond Beach Sewer, \$50,000 for the Transfer Station Scale, and \$70,000 for the Weirs Boulevard storm water improvements and Hilliard Road cove bridge, seconded by Councilor Bownes;

Councilor Felch really encourages money to be used now for the Weirs Fire Station. Councilor Cheney agrees but thinks it can wait just a little longer.

Councilor Hamel does agree about the Fire Station, but in the CIP request, they were asking for over a million dollars so he doesn't think the \$60,000 will do much of anything.

Councilor Cheney explained the \$60,000 is for repairs to the living quarters of the station whereas the the CIP request was for renovation of the entire Station.

Mayor Hosmer asked Councilor Felch if he would consider addressing the Weirs Fire Station within in the next couple months. Councilor Felch agrees to wait and address this in June.

Mayor Hosmer called the question;

City Clerk Hebert took a roll call vote:

Councilor Cheney YES

Councilor Bownes YES

Councilor Lipman YES

Councilor Haynes YES

Councilor Hamel YES

Councilor Felch YES

***the motion passed with all in favor.***

Councilor Hamel moved to put the remainder of the money in a Non-Capital Reserve Account to be used in the future

City Manager Myers stated typically these would be part of year end carry-forwards but there isn't a problem with moving these funds now into a Non-Capital Reserve Account if that is the desire of the Council.

seconded by Councilor Lipman;

City Clerk Hebert took a roll call vote;

Councilor Cheney YES

Councilor Bownes NO

Councilor Lipman YES

Councilor Haynes YES

Councilor Hamel YES

Councilor Felch NO

***the motion passed with four (4) in favor and two (2) opposed.***

## 21. UNFINISHED BUSINESS

### 21.A. The Dive, LLC - Update on the proposed dock expansion

City Manager Myers stated the proposed Lease Agreement was received after the agenda was posted.

A copy of the proposed lease is attached to the minutes.

City Manager Myers explained the details of the changes to the Lease agreement with The Dive, LLC that the Council had requested at the last meeting. Also submitted with the proposed lease were two additional documents explaining what the costs would be to fix the existing City-owned docks.

Councilor Cheney has concern with item 7D. regarding delivery times. He would like to see the last part of that section removed so it states all deliveries will be before 10:30 am, not attempted. Under Item F, Councilor Cheney would like a more definitive way of measuring sound, not less than yelling. Councilor Cheney is unsure about the part under Subletting 1 as it is very vague. Under maintenance, it states the City is responsible for any maintenance or repairs. Councilor Cheney thinks that once The Dive, LLC is paying rent, then yes, the City could be held responsible for paying for repairs but not until then.

City Manager Myers explained that item was discussed with legal and legal felt very strongly that because it is a City dock the City should be responsible for the dock in order to protect the City.

Councilor Cheney would like it to state that The Dive, LLC is responsible for any costs for repairs to the dock in the first three years. City Manager Myers said that could be looked into in conjunction with any warranty that may come with the new dock.

Councilor Lipman asked if the quality of work and construction bond will be addressed to protect the City. City Manager Myers said that can be addressed.

Councilor Lipman would like to know what rights the City will have with enforcing any laws.

City Manager Myers explained The Dive, LLC will need to comply with any and all Federal and State Laws in order to get a Certificate of Occupancy, so it was better not to get too specific in fear of forgetting to detail something. The City Manager stated the dock is in Laconia water and Laconia has full authority while the vessel is tied to the dock. If the vessel isn't tied to a dock and Laconia needed assistance, then Marine Patrol would step in to help Laconia with enforcement. There are specifics in regards to Laconia's noise ordinance. The hours of operation have been stipulated within the proposed lease agreement to be 11:00 am to 11:00 pm. The Dive, LLC can submit to the Council to extend those hours in the same manner The Margate would do when they are having a wedding on a Sunday. The Dive, LLC would still be subject to the City's Loudspeaker Ordinance.

Councilor Hamel questioned the section regarding damage to the docks due to fire or casualty. Councilor Hamel

would like clarification as to what extent The Dive, LLC or the City is responsible.

City Manager Myers explained that Primex, the City's insurance suggested having that language added and he will have to get clarification as to exactly what that means.

Councilor Hamel would like to know who is responsible for the piping that goes out to the dock and if there were to be any spills.

City Manager Myers explained The Dive, LLC is responsible for the installation and any violation of any laws of discharges and the upkeep.

Councilor Hamel would like to see that detailed in the lease.

Councilor Felch stated that The Dive, LLC is a business therefore they are naturally responsible for utilities.

Councilor Bownes stated he can not find the documents that were e-mailed to him regarding this proposed lease so he wants to be sure of the details of the cost to build the docks and what the property taxes are going to be.

City Manager Myers confirmed Councilor Bownes concerns are in the proposed lease agreement.

Councilor Bownes assumes this item will be tabled until a finalized document is agreed upon.

Councilor Felch thinks this has been discussed enough as have the changes that the Council would like to make.

Councilor Felch moved to allow the City Manager to make the changes requested tonight and give authorization to sign into a lease agreement with The Dive, LLC,

Mayor Hosmer would like the City Manager to itemize the changes that have been requested this evening to make sure everyone is on the same page.

City Manager Myers stated the proposed changes suggested this evening are:

1. Under Lease Agreement - protection with the contractor while the work is being performed and have a construction bond.
2. Under insurance and indemnification - 3D. clean up the language regarding deliveries before 10:30 am.
3. Under F - Councilor Cheney would like something specific in regards to without yelling.
4. Under the cities responsibility to repairs to the dock, it was suggested that there be clarification that the City is not responsible for paying for any repairs, especially within the first three years.
5. Verification the language under damage that Councilor Hamel brought up.
6. Checking on the language that the maintenance of all the utility lines that run to the dock are separate from the maintenance of the dock.
7. Cleaning up the subletting language.

Councilor Bownes thanked Councilor Lipman, City Clerk Hebert, and Attorney Woodbury for sending him the documents that he couldn't locate to begin with. Councilor Bownes is still reluctant to approve a motion to allow the City Manager to move forward with the changes without seeing a finalized document. Councilor Bownes would like to see the finalized documents before authorizing the City Manager to sign the documents. Councilor Bownes doesn't see why delaying this two weeks during this pandemic will hurt this project at all.

Councilor Felch respects that but feels they have been delayed enough and they still have to go before the Planning Department for approvals.

City Manager Myers explained the agreement does allow them to utilize a different portion of a dock while construction is happening so they are still able to run their business. City Manager Myers agrees that he is not comfortable signing a document without further approval by the Council with all of the suggested amendments.

Mayor Hosmer called Councilor Felch's motion, there was no second to the motion.

Councilor Felch and Councilor Lipman requested to hear from Attorney Woodbury.

Attorney Woodbury has been in contact with his clients during this meeting to discuss the Council's concerns that have been brought up and his clients are in agreement with everything the Council have been discussing. Attorney Woodbury apologized for the lateness of the documents but they did work as fast as they could to get them completed.

Councilor Bownes questioned Attorney Woodbury if the Council delayed this two weeks, would it be a deal breaker? Attorney Woodbury stated, no, it would not be a deal breaker. But the sooner the better because this is an outside business and they can be socially distant under the standards the Governor has set forth due to COVID-19. Attorney Woodbury does not want to seem pushy but there is a lot of work that needs to be done and The Dive, LLC looks forward to forming a relationship with the City. He also mentioned the two additional documents that were submitted need to be read in conjunction, not an either or.

Mayor Hosmer asked if after hearing Attorney Woodbury agree to all the suggestions made tonight, if the City Manager would feel more comfortable with moving forward.

City Manager Myers said it helps having him on record.

Councilor Felch would like to move forward with his original motion.

Councilor Bownes would like to know if putting this off for two weeks would be a deal breaker for Attorney Woodbury.

Attorney Woodbury said no it certainly would not be a deal breaker, The Dive, LLC would like to see this all the way through.

Councilor Lipman suggested having the Mayor and a Council representative to review the final documents in order to advance this item quicker than a two-week period.

Mayor Hosmer suggested Councilor Bownes join himself and the City Manager to review and approve a final document.

Councilor Felch moved to accept a friendly amendment to his original motion which would allow the Mayor, a Council representative and the City Manager to review all changes to the proposed lease agreement and to approve a final lease agreement between the City of Laconia and The Dive, LLC, seconded by Councilor Bownes;

City Clerk Hebert took a roll call vote

Councilor Cheney NO

Councilor Bownes YES

Councilor Lipman YES

Councilor Haynes YES

Councilor Hamel NO

Councilor Felch YES

***the motion passed with four (4) in favor and two (2) opposed.***

## 22. COUNCIL COMMENTS

Councilor Felch has received a few phone calls in regards to adding a Duck and Geese Crossing sign on Black Brook Road.

Councilor Cheney addressed the substantial amount of utility poles on Rollercoaster Road. He took it upon himself to

count how many actual poles there are on that road. Within a 1 1/2 mile stretch, there are 66 poles and on 106 between Pickerel Pond Road and Rollercoaster Road there are 59 poles. Councilor Cheney would like to know if the City is getting paid for every pole and/or if the excess poles are going to be removed.

Councilor Bownes asked if the City Manager needed guidance from the Council in regards to opening City Hall.

City Manager Myers stated it can be done from the City Managers Office but just wanted to keep the Council updated on the plans.

Councilor Hamel stated that he thinks that now that Court Street is done and Beacon Street West is all lined, it all looks great.

**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)**

26. **ADJOURNMENT**

With no further business to come before the Council and hearing no objection, Mayor Hosmer adjourned the meeting at 9:46 pm.

Respectfully submitted

Cheryl Hebert, City Clerk



## **LACONIA PROJECT UPDATES – May, 2020**

### **LACONIA ROAD PROJECTS PROPOSED FOR 2020**

#### Current:

#### Overview:

**Union Ave project from Elm to Stark** - Drainage work was completed from Walnut Street to Stark Street. Work began at the retaining wall between Union Avenue and Irwin Marine and is expected to be complete by the end of May. Sewer and drain work are scheduled to resume in the Stark Street intersection after Memorial Day. Once all underground utility work is complete, road and sidewalk reconstruction will begin. Expected completion date is in August.

**Court Street from Keasor to Main Street** has been paved and striped. Final punch list work will be completed in May.

The **Court Street bridge** replacement project is scheduled for 2020.

#### Project Status:

Water main work on **Lafayette Street** began this month. This street is still scheduled for water, sewer, drain and road and sidewalk improvements. Scheduled completion is October.

Work will begin in May on the drainage and road improvements on **North Street** between Massachusetts Avenue and Safe Harbor Drive.

#### Previous:

#### Overview:

**Union Ave project from Elm to Stark** – Work on Union Avenue from Walnut to Stark Street was able to resume in March due to a delay in the NH DOT Endicott Street railroad bridge project. Work on Union Avenue will be limited once the bridge project is underway to minimize traffic disruptions.

**Court Street from Keasor to Main Street** is scheduled for final paving on the road and driveways during the first week of May. Preparations began in April and include raising manhole covers and trimming driveways. Cleanup, loaming and seeding, and punch list corrections will follow. Preparing the road will take two to three days, paving will take two days, and clean-up will take two weeks.

The **Court Street bridge** replacement project is scheduled for 2020.

#### Project Status:

Water main work on **Lafayette Street** has been delayed until the stay at home restrictions are removed to minimize contact with residents while installing temporary water lines. This street is still scheduled for water, sewer, drain and road and sidewalk improvements this year.

Work will begin in May on the drainage and road improvements on **North Street** between Massachusetts Avenue and Safe Harbor Drive.

## **ADA IMPROVEMENTS AT FOUR INTERSECTIONS**

Current: Final paving was completed at the Main Street and Church Street intersection, as well as Veteran's Square and Beacon Street West. Final reconstruction work remains at the corner of Church and Main. This work is expected to be complete in May.

The Union Avenue and Messer Street intersection is scheduled for fall of 2020 in coordination with paving on Union Avenue. Public Works is developing a plan to complete improvements at the other two intersections - North Main and Oak Street and Church Street and Beacon East.

Previous: Work continues at the Main Street and Church Street intersection. Busby Construction has milled and shim paved, the new pedestrian signals have been installed and the traffic signals upgraded. Busby continues to install the curb ramps. Final paving is scheduled for May 1<sup>st</sup>.

The Union Avenue and Messer Street intersection is scheduled for fall of 2020 in coordination with paving on Union Avenue. A plan is being developed to complete improvements at the other two intersections - North Main and Oak Street and Church Street and Beacon East.

## **LACONIA DOWNTOWN TIF DISTRICT**

Current: No update.

Previous: No update.

## **WEIRS TIF DISTRICT**

Current: No update.

Previous: No update.

## **WINNIPESAUKEE RIVER BASIN PROJECT**

Current: The WRBP Advisory Board will be coordinating a meeting with their respective legislative representatives to determine the level of support for creating a separate Waste Water Authority. The members have reviewed the proposed rate allocation formula. Two of the four communities that have calculated flow versus measured flow have issues with the model's assumptions and the distribution of unaccounted for flow between the two communities. The goal is to resolve the Issues with the model by the June Advisory Board Meeting.

Previous: WRBP staff has submitted its draft rate allocation formula to the program's member communities for review. The Advisory Board members are to complete their individual review of the model and resolve discrepancies with the supporting data that was used to develop the model prior to the May Advisory Board meeting. The Board will review the final model at their May meeting.

## **SEWER COLLECTION SYSTEM**

Current: Design continues in the Lakeport area for sewer collection system improvements. Survey began in May for the Mechanic Street Area and 60% design was submitted for Elm Street. Construction is scheduled for late fall 2020 and spring 2021 and will continue through fall of 2021.

Previous: Design continues in the Lakeport area for sewer collection system improvements. Construction is scheduled for late fall 2020 and spring 2021 and will continue through fall of 2021.

## **WEIRS BEACH RESTORATION**

Current: No update.

Previous: No update.

## **LACONIA MASTER PLAN UPDATE**

Current: No update.

Previous: No update.

## **BARTLETT BEACH AND BOND BEACH EROSION/DRAINAGE PROJECTS**

Current: The Bartlett Beach project has been awarded to J. Parker & Daughters. They have started on this project as of the week of May 18<sup>th</sup> and the project will be completed by the beginning of beach season.

The Bond Beach project started back up the week of May 18<sup>th</sup> and, according to the contractor, it should be completed by June 1<sup>st</sup>.

Previous: The Bartlett Beach project went to RFP and responses were due on April 10<sup>th</sup>. We received eight proposals. We are in the process of choosing the best company for the job. The project is to be completed before the beginning of beach season this year.

Work on Bond Beach will begin in a couple of weeks and will be completed by the beginning of the beach season as well.

## **NATIVE AMERICAN SCULPTURE**

Current: No update.

Previous: The Winnepesaukee Muskrats have ordered the statue and we should be in a good position for having a grand opening on July 3<sup>rd</sup>. This is contingent upon some variables such as shipping and installation. The plan is to have a party that day to commemorate the occasion.

## **PERLEY POND PROJECT**

Current: No update.

Previous: No update.



**MONTHLY ECONOMIC DEVELOPMENT REPORT  
MAY, 2020**

**Laconia's Unemployment Rate**

<b>Geography</b>	<b>March 2020</b>	<b>February 2020</b>	<b>March 2019</b>
Laconia	3.1%	3.4%	3.2%
Belknap County	2.9%	3.2%	3.0%
Concord	2.4%	2.5%	2.4%
Manchester	2.8%	3.0%	2.8%
State of NH	2.8%	3.1%	2.8%

**Employment & Wages**

**Laconia, NH MicroNECTA - 3rd QUARTER 2019**

<b>Industry</b>	<b>Units</b>	<b>July 2019 Empl.</b>	<b>August 2019 Empl.</b>	<b>September 2019 Empl.</b>	<b>Average Quarterly Empl.</b>	<b>Average Weekly Wage</b>
Total, Private plus Government	845	13,255	13,381	12,851	13,162	\$870.10
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	40	1,608	1,615	1,602	1,608	\$1,042.31
Service-Providing Industries	689	9,525	9,496	8,820	9,280	\$825.89
Utilities	n	n	n	n	n	n
Wholesale Trade	38	208	207	210	208	\$1,079.94
Retail Trade	114	1,601	1,641	1,550	1,597	\$697.66
Transportation and Warehousing	16	331	328	305	321	\$862.82
Information	7	55	56	52	54	\$750.35
Finance and Insurance	34	258	256	251	255	\$1,506.99
Real Estate and Rental and Leasing	25	114	116	108	113	\$715.02
Professional and Technical Service	66	348	344	372	355	\$1,293.88
Management of Companies/Enterprises	7	413	414	419	415	\$1,406.39
Administrative and Waste Services	49	421	435	414	423	\$623.96
Administrative & Support Services	n	n	n	n	n	n
Educational Services	11	49	47	25	40	984
Health Care and Social Assistance	85	2,473	2,433	2,493	2,466	\$1,116.37
Arts, Entertainment, and Recreation	25	814	812	572	733	\$399.25
Accommodation and Food Services	110	1,836	1,796	1,436	1,689	\$451.41
Other Services Except Public Admin	99	597	604	607	603	\$631.91
Total Government	43	1,461	1,630	1,824	1,638	\$860.44

*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**

<b>Year</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>Jun</b>	<b>Jul</b>	<b>Aug</b>	<b>Sep</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Annual</b>	<b>HALF1</b>	<b>HALF2</b>
<b>2006</b>	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
<b>2007</b>	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
<b>2008</b>	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
<b>2009</b>	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
<b>2010</b>	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
<b>2011</b>	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
<b>2012</b>	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
<b>2013</b>	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
<b>2014</b>	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
<b>2015</b>	-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
<b>2016</b>	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
<b>2017</b>	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
<b>2018</b>	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
<b>2019</b>	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
<b>2020</b>	2.5	2.3	1.5	0.3											

\* Annualized Year To Date: 1.65%

### **UPDATE ON ECONOMIC DEVELOPMENT PARTNERSHIPS:**

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

## STAFF REPORT

May 26, 2020

**Topic:** First reading of Resolution 2020-05, relative to authorizing the City Manager to accept and expend a grant of behalf of the City in an amount up to \$12,500 for the Assistance to Firefighters Grant, and to request to schedule a public hearing on June 8, 2020.

**Discussion:** The Fire Department has applied for an Assistance to Firefighters (AFG) Grant to purchase (2) Clorox Total 360 System sprayers. These machines are electrostatic disinfection/sanitation systems for multiple viruses, including Coronavirus/COVID-19.

This will be useful for decontamination of the ambulances, as well as other apparatus and inside the stations.

We should be notified of acceptance or denial of the grant within 2-3 weeks.

Total requested through the grant is \$12,500.

**Fiscal Impact:** Community match for the grant is \$595.24

**Staff Recommendation:** Recommend to approve grant acceptance if awarded by FEMA.

**This report submitted by:** Chief Kirk Beattie

**Proposed motion:**

*“I move to waive reading of this Resolution in its entirety and to read by title only.”*

*“I move a first reading of Resolution 2020-05, relative to authorizing the City Manager to accept and expend a grant on behalf of the City in an amount up to \$12,500 for the Assistance to Firefighters Grant.”*

*“I move to schedule a public hearing on June 8, 2020 during the regular Council meeting to gather public input prior to adoption.”*

**RESOLUTION**

**RES-2020-05**

**CITY OF LACONIA**

In the Year of Our Lord two thousand and nineteen

**A RESOLUTION RELATIVE TO AUTHORIZING THE CITY MANAGER TO ACCEPT AND EXPEND A GRANT ON BEHALF OF THE CITY IN AN AMOUNT UP TO \$12,500 FOR THE ASSISTANCE TO FIREFIGHTERS GRANT**

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 been given application for a 2020 Assistance to Firefighters Grant in an amount up to \$12,500;

NOW THEREFORE, the City Manager is hereby authorized, on behalf of the City, to accept and expend donations in an amount up to \$12,500 for the 2020 Assistance to Firefighters 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.

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

Andrew Hosmer, Mayor

Passed and approved this \_\_\_\_ day of June, 2020

Cheryl Hebert, City Clerk

## **STAFF REPORT**

05/26/2020

**Topic:** First reading of Ordinance 2020-229, to amend Chapter 229, Wharves, and request to schedule a second reading and Public Hearing on June 8, 2020 during the regular City Council meeting

**Discussion:** The City is in the process of negotiating a lease with The Dive, LLC for a proposed dock expansion at the City's public docks in Weirs Beach. There are several sections of City Code Section 229 as it currently exists that would cause the lease to be in violation, specifically in the areas of commercial use and leasing, docking timeframes and the consumption of alcohol at public docks. Legal counsel has reviewed the language in Code Section 229 and made revisions, resulting in the changes reflected in the attached Ordinance 2020-229.

**Fiscal Impact:**

**Staff Recommendation:**

**This report submitted by:** Scott Myers

**Proposed motions:**

*"I move to waive a reading of this Ordinance in its entirety and to read by title only."*

*"I move a first reading of Ordinance 2020-229, to amend Chapter 229, Wharves."*

*"I move to schedule a second reading and Public Hearing on June 8, 2020 during the regular City Council meeting to gather public input."*

**CITY OF LACONIA**

**In the Year of our Lord two thousand and twenty**

**AN ORDINANCE AMENDING CHAPTER 229, WHARVES**

The City of Laconia ordains:

That the ordinances of the City of Laconia, as amended, be and are further amended in Chapter 229, as follows:

Strikethrough denotes deletion, red denotes additions.

**CHAPTER 229, WHARVES**

**§ 229-1 Construal of provisions.**

This chapter shall be deemed and construed to be an exercise of the police power of the City of Laconia in the State of New Hampshire for the preservation and protection of public safety, and all of its provisions shall be liberally construed with a view to effectuate such purposes.

**§ 229-2 Definitions.**

As used in this chapter, the following terms shall have the meanings indicated:

**BOAT**

Any watercraft in, upon or by which any person or property is or may be transported over water.

**COMMERCIAL**

Any enterprise for gain and/or benefit by reason of regularly or irregularly scheduled operation.

**MOORED or DOCKED**

The stationing of a boat, whether or not occupied and whether or not tied or anchored along or upon a wharf.

**OPERATOR**

Includes every individual who shall operate a boat as the owner thereof or as the agent, employee or permittee of the owner or is in actual physical control of a boat.

**PERSON**

Any individual, firm, partnership, association or corporation.

**WHARF or WHARVES**

Any public dock, wharf, landing, land or other public place located in the City of Laconia and land used in connection therewith, at which boats may be docked or moored.

**§ 229-3 Commercial use restricted.**

A. Operators of boats engaged in commercial enterprise shall not moor such boats at any public wharf except as provided in Subsections **B** and **C**.

B. The United States Mail boat may be moored on the southerly side of the wharf, known as "Dock No. 6," at Weirs Beach during such hours and according to such regulations as the City Council may direct by vote; such regulations as to hours and other matters shall be effective when posted at said Dock No. 6. No other boat shall be moored on the southerly side of Dock No. 6 during the hours posted for mooring of said United States Mail boat; provided, however, that said mail boat will be responsible to the City of Laconia for any and all damage occurring to said Dock No. 6 as a result of the mooring of said United States Mail boat.

The City Council may, in its sole discretion, lease public dock space to one or more commercial enterprises on such terms and conditions as it may deem appropriate. Prior to entering into any such lease, the City Council shall hold at least one public hearing on the proposed lease.

**§ 229-4 Use time limited.**

A. Gale Avenue and Lakeport Wharves. No boat shall be moored at said wharves for a period in excess of 10 hours at a time.

B. Weirs Beach Wharves. No boat shall be moored at said wharves between the hours of 2:00 a.m. and 6:00 a.m. Between the hours of 6:00 a.m. and 9:00 p.m., no boat shall be moored at said wharves for a period in excess of three hours.

C. Time limits shall not apply to leased spaces.  
[Added 3-25-1985 by Ord. No. 102-85.5]

**§ 229-5 Alcoholic beverages prohibited.**

[Added 2-23-1998 by Ord. No. 01.98.01-A<sup>[1]</sup>]

No person shall drink any alcoholic and/or malt beverage or alcoholic liquor, as defined in Chapter 175 of the New Hampshire Revised Statutes Annotated, while on any public wharf or in any boat while moored or docked at any public wharf. This restriction shall not apply to properly licensed commercial enterprises operating in a leased space.

*[1] Editor's Note: This ordinance also provided for the renumbering of former § 229-5, Administration and enforcement, as § **229-6**.*

**§ 229-6 Administration and enforcement.**

A. The Police Department may enforce the provisions of this chapter.

B. Punishment for violation. Any person who violates any of the provisions of this chapter shall be guilty of a violation, not to exceed a penalty of \$100. Such person shall be deemed to be guilty of a separate offense for each and every day during any portion of which any violation of this chapter is committed, continued or permitted by such person and shall be punishable therefor as provided therein.

C. Removal of boat. In the event that any boat is tied up at any wharf in violation of §§ **229-3** and **229-4** and the owner thereof is not present at said wharf or his name is not prominently displayed in said

boat so that the owner thereof can be readily ascertained, any police officer in uniform shall have the authority to board said boat and cause the same to be removed from said wharf to a place of storage, and it shall be the duty of the Chief of Police either to locate the owner of said boat and return the same to the owner upon payment of all charges for moving and storing the same or to cause said boat to be sold if the fine or fines imposed and charges referred to in this chapter are not paid within 30 days in accordance with the laws of the State of New Hampshire relating to the sale of stored items for storage charges.

D. Proof of ownership. Proof of ownership of any boat in violation of this chapter shall be prima facie evidence that such owner used the same in violation of this chapter or permitted the same to be used in violation of this chapter, and in all cases where the owner shall permit another to use said boat, the owner may be charged for any violation of this chapter by such person.

This Ordinance amendment shall take effect upon its passage.

Andrew Hosmer, Mayor

Passed and approved this \_\_\_\_\_ day of \_\_\_\_\_ 2020.

Cheryl Hebert, City Clerk



## **STAFF REPORT**

05/26/2020

**Topic:** Request to refer review of the proposed lease with The Dive, LLC to a public hearing on June 8, 2020 during the regular city Council meeting

**Discussion:** At the current time, the lease with The Dive, LLC for a proposed dock expansion has not been finalized. In order for this proposed use to occur, it is necessary to make changes to Chapter 229 of the City's Code dealing with "Wharves" (please refer to an agenda item and related documents earlier in this agenda). If the Council approves the Ordinance revising Chapter 229 as proposed, a public hearing on the lease would be required before it is formally approved.

**Fiscal Impact:**

**Staff Recommendation:**

**This report submitted by:** Scott Myers

**Proposed motions:**

*"I move to waive a reading of the proposed lease with The Dive, LLC its entirety and to read by title only."*

*"I move a first reading of the proposed lease with The Dive, LLC."*

*"I move to schedule a second reading and Public Hearing regarding the proposed lease with The Dive, LLC on June 8, 2020 during the regular City Council meeting to gather public input."*

## **STAFF REPORT**

May 26, 2020

**Topic:** 2020 First Half Sewer Warrant

**Discussion:** Per Chapter 189-50 C, collection of flat rate sewer accounts are collected by the Tax Collector.

**Fiscal Impact:** Collection of \$206,090.94

**Staff Recommendation:** To approve and sign the 2020 first half sewer warrant.

**This report submitted by:** Lindsey Allen, Tax Collector

**Proposed motion:**

“I move to approve the 2020 first half Sewer Warrant.”

# TAX WARRANT

CITY COUNCIL

CITY HALL

LACONIA, N. H.

## STATE OF NEW HAMPSHIRE

BELKNAP, SS.

To Lindsey Allen, Collector of Taxes, for the City of Laconia in the County of Belknap:

In the name of said City you are directed to collect at once of the several persons named in the list herewith committed to you, the *Sewer Taxes* in said list set against their names respectfully, and to pay the same when collected to the Treasurer of said City of Laconia.

A tax collector shall remit all money collected to the town treasurer, or to the town treasurer's designee as provided by RSA 41:29, VI, at least on a weekly basis, or daily whenever tax receipts total \$1,500 or more.

The following is the correct amount of Sewer Tax assessed by us for the first sewer billing of 2020, against the persons named on the list.

Given under our hands and seal at Laconia  
This 26th day of May, in the year *2020*.

Total \$ 206090.94

**Signed by the City Council:**

\_\_\_\_\_  
Ward 1

\_\_\_\_\_  
Ward 4

\_\_\_\_\_  
Ward 2

\_\_\_\_\_  
Ward 5

\_\_\_\_\_  
Ward 3

\_\_\_\_\_  
Ward 6

**STAFF REPORT**  
**May 26, 2020**

**Topic:** Request to accept funds provided by the State and Federal governments in response to the COVID-19 public health emergency under the provisions of RSA 21-P:43.

**Discussion:** The State of New Hampshire, working in partnership with the US Federal Government, has instituted several programs to assist communities in their response to the Covid-19 emergency as outlined below.

RSA 21-P:43 authorizes municipalities to accept offers from any federal agency either directly or through the State of New Hampshire of equipment, supplies, materials or funds by way of gift, grant or loan for the purposes of emergency management. Such acceptance is subject to the terms of the offer and the rules and regulations of the agency making the offer.

First Responder Covid-19 Stipend Program: This program provides a \$300 per week stipend to Firefighters, EMS personnel and Law Enforcement Officers working full time or part time for the period of May 4, 2020 through June 30, 2020. Eighty City employees are eligible for this stipend. Estimated payments under this stipend program total \$199,260.00.

CARES Provider Relief Fund: These funds are provided through the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) and are made available to reimburse the City for health care related expenses or lost EMS revenues attributable to the coronavirus. Payment of \$37,102.38 have been received under this program, with additional funds available on a reimbursement basis.

Governor's Office for Emergency Relief & Recovery Municipal Relief Fund (MRF): Governor Sununu has authorized allocation and expenditure of \$32 million to municipalities to cover eligible covid-19 related expenses incurred between March 1, 2020 and August 31, 2020. Funds are allocated to communities based on 2018 population as estimated by the State Office of Emergency Planning. Laconia's allocation based on this formula is capped at \$394,778

FEMA Major Disaster FEMA-4516-DR-NH: On April 3, 2020, the President declared a major disaster as a result of covid-19 beginning on January 20, 2020 and continuing for an indefinite period. FEMA Public Assistance Funds are available to reimburse municipalities and other organizations for expenses related to emergency medical care, management, control and reduction of immediate threats to public health and safety, and sheltering infected and high-risk populations. The program provides a 75% reimbursement. FEMA is seeking to expand this to provide reimbursement of up to 100%.

**Fiscal Impact:**

Stipend Program: This program does not cover the City's Medicare expenses associated with stipend payments. This is estimated to total \$2,889.27. This expense may be reimbursable under FEMA or Municipal Relief Fund programs.

Provider Relief Fund, MRF Fund, FEMA Funds: These funds will compensate for lost EMS revenues and reimburse the City for COVID related expenses. Expenses continue to accrue, but to date the fiscal impact of the covid-19 is \$60,900. This figure does not include anticipated Highway Block Grant, Rooms and Meals Tax and Motor Vehicle Registration revenue reductions

**Staff Recommendation:** Staff recommends that the City Manager be authorized to accept funds and reimbursements offered in response to the covid-19 public health emergency under the First Responder Covid-19 Stipend Program, CARES Provider Relief Fund, Governor's Office for Emergency Relief and Recovery Municipal Relief Fund and FEMA Major Disaster Declaration FEMA-4516-DR-NH.

**This report submitted by:** Scott Myers

**Proposed motion:**

"I move to accept offers of federal funds as listed under the provisions of RSA 21-P:43 and to authorize the Finance Director as the designated signing authority for submission of claims for these funds.

- First Responder Covid-19 Stipend Program in an amount not to exceed \$199,260
- CARES Provider Relief Fund in an amount not to exceed \$37,102.38
- Governor's Office for Emergency Relief & Recovery Municipal Relief Fund in an amount not to exceed \$394,778,
- FEMA Major Disaster FEMA-4516-DR-NH funds"

# TITLE I

## THE STATE AND ITS GOVERNMENT

### CHAPTER 21-P

#### DEPARTMENT OF SAFETY

#### Homeland Security and Emergency Management

##### Section 21-P:43

**21-P:43 Appropriations and Authority to Accept Services, Gifts, Grants, and Loans.** – Each political subdivision may make appropriations in the manner provided by law for making appropriations for the ordinary expenses of such political subdivision for the payment of expenses of its local organization for emergency management. Whenever the federal government or any federal agency or officer offers to the state, or through the state to any of its political subdivisions, services, equipment, supplies, materials, or funds by way of gift, grant, or loan for purposes of emergency management the state, acting through the governor, commissioner, or such political subdivision, acting with the consent of the governor and through its executive officer, city council, or board of selectmen, may accept such offer, subject to the terms of the offer and the rules and regulations, if any, of the agency making the offer. Whenever any person, firm or corporation offers to the state or to any of its political subdivisions services, equipment, supplies, materials, or funds by way of gift, grant, or loan for purposes of emergency management the state, acting through the governor, or such political subdivision, acting through its executive officer, city council, or board of selectmen, may accept such offer, subject to its terms.

**Source.** 2002, 257:7, eff. July 1, 2002.