

## CITY OF LACONIA - CITY COUNCIL MEETING

February 27, 2020

7:00 P.M.

1/27/2020 - Minutes

### 1. CALL TO ORDER

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

### 2. SALUTE TO THE FLAG

Councilor Lipman lead the Salute to the Flag.

### 3. RECORDING SECRETARY

Cheryl Hebert, City Clerk

### 4. ROLL CALL

City Clerk Hebert took the roll with the following Councilors in attendance: Bruce Cheney, Henry Lipman, Mark Haynes, Bob Hamel, and Tony Felch.

Not Present: David Bownes

Mayor Hosmer noted five (5) Councilors were in attendance and a quorum was established.

Councilor Bownes arrived at the meeting at 7:05 pm, making all six (6) Councilors in attendance.

### 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 January 13, 2020

Minutes of the meeting were distributed to Council on Tuesday, January 14, 2020. With no corrections or changes submitted to the Clerk, the minutes will be accepted as distributed.

### 8. CONSENT & ACTION ITEMS

#### 8.A. Temporary Traffic Order 2020-02, Laconia Little League Parade

Councilor Hamel moved to approve Temporary Traffic Order 2020-02, Laconia Little League Parade, to be held on April 25, 2020 from 7:30 am to 9:30 am, seconded by Councilor Haynes; the *motion passed with all in favor.*

### 9. PRESENTATIONS

#### 9.A. 2019 Fiscal Year Audit/Comprehensive Annual Financial Report

Scott McIntyre and Patrick Mohan from Melanson and Heath presented the 2019 Fiscal Year Audit/Comprehensive Annual Financial Report.

Councilor Lipman wanted the public to know that the City of Laconia is in great condition financially, 73% of the Laconia's debt is being paid off within 10 years. City Manager Myers reminded everyone that these numbers include the school district debt as well.

Patrick Mohan reviewed the Management Letter found on page 4 of the CAFR. Items in this letter are based off of findings during the audit and internal control testing.

Councilor Lipman wanted the public to know that there are typically no findings in the Management Letter, but due to the untimely death of the Finance Director Donna Woodaman, the Finance Office went through a transition period by having a temporary Finance Director and now our current director, Glenn Smith.

Finance Director Smith thanked Melanson and Heath for working with the Finance Department during the transition time after the sudden passing of Donna Woodaman.

City Manager Myers explained the Computation of the Legal Debt Margin from page 79 in the CAFR.

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

No comments from the public were made.

11. **INTERVIEWS**

12. **NOMINATIONS, APPOINTMENTS & ELECTIONS**

12.A. **Bruce Kneuer - Seeking reappointment as an alternate member of the Library Board of Trustees to a term expiring at the end of March, 2021**

Councilor Felch to reappoint Bruce Kneuer as an alternate member of the Library Board of Trustees to a term expiring at the end of March, 2021, seconded by Councilor Hamel; the ***motion passed with all in favor.***

12.B. **Marie Bradley - Seeking reappointment as a regular member of the Library Board of Trustees to a term expiring at the end of March, 2023**

Councilor Lipman moved to reappoint Marie Bradley as a regular member of the Library Board of Trustees to a term expiring at the end of March, 2023, seconded by Councilor Hamel; the ***motion passed with all in favor.***

12.C. **Request to appoint Kathleen Collins as Ward 3 Moderator for a term expiring at the end of November, 2021**

Councilor Lipman moved to appoint Kathleen Collins as Ward 3 Moderator for a term expiring at the end of November, 2021, seconded by Councilor Felch; the ***motion passed with all in favor.***

Ward 3 is still looking for a Ward Clerk.

13. **COMMUNICATIONS**

14. **PUBLIC HEARINGS**

15. **MAYOR'S REPORT**

Mayor Hosmer updated the Council in regards to the vacant position of Water Superintendent. Mayor Hosmer also stated Marv Everson will be staying with the Laconia Airport Authority for another year, which is great news.

Mayor Hosmer updated the Council in regards to legislation that took place at the State last week pertaining to the State School property. The first being HB 1224 which is a funding mechanism to continue the work of the Commission, and SB 635 pertaining to the Lake Shore Development Authority. Mayor Hosmer thanked Councilor Cheney for attending and signing in on both of these bills. Representative Spanos and Senator Morse were sponsors of these bills.

## 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. **Paid Parking Proposal for Downtown**

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

16.C.vii. **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 Hamel spoke of the Parks and Recreation Meeting. The parks are being booked, Bond Beach redesign is being worked on, and Director Lovisek will be presenting some requests to make improvements at some of the local ball fields.

Councilor Hamel also updated the Council on the progress of the Colonial Theater Project. Mark McNamara has been contracted to do some historic filming of the Colonial Theater Project with 75% of the funding intact. The funding for this filming project is strictly public fundraising. There is another meeting tomorrow morning at 9:00 am.

Councilor Bownes requested an update in regards to the management of the Theater.

The Colonial Steering Committee had their first meeting last week. There was a robust discussion in regards to the management of the Theater. The second meeting will be held this Wednesday. The Committee is asking for an RFP to be done by the City to get an idea of what the management should look like.

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

No comments from the public were made.

## 19. **CITY MANAGER'S REPORT**

### 19.A. **Project Updates Report**

City Manager Myers reviewed the report.

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

City Manager Myers reviewed the report.

Executive Director of Laconia Housing, Dick Weaver is retiring.

City Manager Myers appointed Corey Hoyt, Laconia resident of the Ward 4, to the Personnel Advisory Committee.

Councilor Cheney requested the City Manager to look into SB 633, Recovery Housing and HB 1481, Net Metering and update the Council.

## 20. **NEW BUSINESS**

### 20.A. **First reading of Resolution RES-2020-01 relative to authorizing the City Manager to accept and expend a grant on behalf of the City in the amount of \$23,364 for the NH Department of Environmental Services Exotic Species Program Project and request to schedule a public hearing on February 10, 2020 during the regular City Council meeting**

Councilor Cheney moved to waive the reading of this Resolution in its entirety and to read by title only, seconded by Councilor Bownes; the ***motion passed with all in favor.***

Councilor Felch moved a first reading of Resolution 2020-01 relative to authorizing the City Manager to accept and expend a grant on behalf of the City in the amount of \$23,364 for the NH Department of Environmental Services Exotic Species Program Project, seconded by Councilor Hamel; the ***motion passed with all in favor.***

Councilor Bownes moved to schedule a public hearing on February 10, 2020 during the regular City Council meeting to gather public input prior to adoption, seconded by Councilor Haynes;

Councilor Hamel questioned if herbicide or diver work will be used. City Manager Myers explained both will be used.

Mayor Hosmer called the question; the ***motion passed with all in favor.***

20.B. **First reading of Ordinances 2020-235-41:M-1 and 2020-235-70:C-2, to amend the Short Term Lodging Ordinance adding a Special Exception provision, to amend the fee schedule to establish a fee for Short Term Lodging and also to increase the fee for all abutter notices**

Director Trefethen explained the reasons for the fee increase. The fee for short term lodging was decided to be a flat rate of \$250. Director Trefethen explained the reason for adding the special exception for just short term lodging.

Councilor Lipman moved to waive reading of these Ordinances in their entirety and to read by title only, seconded by Councilor Bownes; the ***motion passed with all in favor.***

Councilor Lipman moved a first reading of Ordinances 2020-235-41:M-1 and 2020-235-70:C-2 creating a Special Exception process for Short Term Lodging and to amend the fee schedule authorized by 235-92, amending Planning and Zoning Fees to create a \$250 fee for Short Term Lodging applications, and amending the abutter notification fee for all abutter notifications for any type of application to \$10 each, seconded by Councilor Bownes; the ***motion passed with all in favor.***

Councilor Felch moved to schedule a public hearing on February 10, 2020 during the regular City Council meeting to gather public input prior to adoption, seconded by Councilor Haynes; the ***motion passed with all in favor.***

20.C. **Airport Concession Agreement between Laconia Airport Authority and Avis Budget Car Rental, LLC, a New Jersey LLC**

Mayor Hosmer explained the terms of the agreement.

Councilor Hamel moved to authorize Andrew Hosmer, Mayor of the City of Laconia to sign the Lease Agreement between the Laconia Airport Authority and Avis Budget Car Rental, LLC, a New Jersey LLC., seconded by Councilor Cheney; the ***motion passed with all in favor.***

20.D. **Sublease Agreement between a hangar owner, Narotam S. Grewal, and ePropelled INC., having a principal place of business in Lowell, Ma.**

Mayor Hosmer explained the terms of the sublease agreement.

Councilor Felch moved to authorize Andrew Hosmer, Mayor of the City of Laconia, to sign the sublease agreement between hangar owner, Narotam S. Grewal, and ePropelled Inc., having a principal place of business in Lowell, Ma., seconded by Councilor Haynes; the ***motion passed with all in favor.***

20.E. **Request from the Laconia Parks and Recreation Commission to reallocate funds from the Capital Outlay for the Opechee Walkway for a total of \$20,000**

Councilor Hamel moved to authorize the reallocation of funds from the Capital Outlay of the Opechee Walkway for a total of \$20,000 to fund a portion of the Robbie Mills netting, Memorial Park netting, and a portion of the Perley Pond improvements, seconded by Councilor Felch;

Councilor Haynes asked what the height of the netting would be at Memorial Park. Director Lovisek explained the netting would help with the foul balls that go over the back stop, bounce in the road and land in neighboring properties.

Mayor Hosmer called the question; the ***motion passed with all in favor.***

21. **UNFINISHED BUSINESS**

22. **COUNCIL COMMENTS**

Councilor Bownes mentioned the discussion that took place last year in regards to the downtown paid parking proposal. There has not been any input received by the Downtown business owners in regards to how many of their employees this would effect.

Councilor Bownes would like to get the Council's input on a paid parking proposal. Councilor Haynes suggested this topic be discussed as part of the Strategic Planning and Goals meeting.

Councilor Felch would like to hear back from the Downtown business owners and how a paid parking proposal would effect them before moving forward and he offered to talk to the downtown business owners himself.

Councilor Bownes will wait until the next regular Council Meeting before scheduling a Government Operations and Ordinance Sub Committee meeting.

Councilor Felch is requesting that Jefferson Street be looked into.

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**

Councilor Haynes moved to go into two non-public sessions under 91-A:3 II (d), Consideration of the acquisition, sale, or lease of real or personal property which, if discussed in public, would likely benefit a part or parties whose interests are adverse to those of the general community and under 91-A:3 II (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, seconded by Councilor Bownes

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.***

Mayor Hosmer noted all six (6) Councilors were in favor and quorum was established.

Councilor Cheney moved to exit non-public, seconded by Councilor Bownes; the ***motion passed with all in favor.***

Councilor Cheney moved to seal the non-public minutes for item RSA 91-A:3 II (d) for six (6) months and item RSA 91-A:3 II (e) sealed for six (6) months, seconded by Councilor Bownes; the ***motion passed with all in favor.***

With no further business to come before the Council and hearing no objection, Mayor Hosmer adjourned the meeting at 9:52 pm.

Respectfully submitted

Cheryl Hebert, City Clerk