

CITY OF LACONIA - CITY COUNCIL MEETING

March 9, 2020

7:00 P.M.

3/9/2020 - Minutes

1. CALL TO ORDER

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

2. SALUTE TO THE FLAG

Councilor Felch 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, David Bownes, Henry Lipman, Mark Haynes, and Tony Felch.

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

Not present: Bob Hamel

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 February 24, 2020

The minutes of the meeting were distributed to the City Council on Wednesday, February 26, 2020. With one correction submitted to the Clerk, the minutes were redistributed to the City Council on Thursday, February 27, 2020. The minutes will be accepted as redistributed.

8. PRESENTATIONS

9. CONSENT & ACTION ITEMS

9.A. Request by the Weirs Community Park Association to hold a parking fundraiser event at the Weirs Community Center and Weirs Community Park front and rear parking lots in conjunction with the 2020 Laconia Motorcycle Week event

Councilor Felch moved to approve the request by the Weirs Community Park Association to hold a parking fundraiser event at the Weirs Community Center and Weirs Community Park, front and rear parking lots, in conjunction with the 2020 Laconia Motorcycle Week Event being held on June 13, 2020 through June 21, 2020 from 8:00 am until 8:00 pm, seconded by Councilor Haynes; the *motion passed with all in favor.*

10. CITIZEN COMMENTS FOR MATTERS NOT ON THE AGENDA

No comments from the public were made.

11. INTERVIEWS

11.A. **Jim Rogato - Seeking reappointment as a regular member of the Putnam Fund to a five-year term expiring at the end of March, 2025**

Jim Rogato was interviewed. Mr. Rogato thanked Councilor Bownes for helping solve a problem. Mr. Rogato gave a brief run down of some of the events that will be happening throughout the year.

11.B. **David Keets - Seeking appointment as a regular member of the Building Code Board of Appeals to a five-year term expiring at the end of March, 2025**

David Keets was interviewed.

11.C. **Mitch Hamel - Seeking reappointment as a regular member of the Parks and Recreation Commission to a three-year term expiring at the end of March, 2023**

Mitch Hamel was interviewed.

11.D. **Jane Whitehead - Seeking reappointment as a regular member of the Heritage Commission to a three-year term expiring at the end of March, 2023**

Jane Whitehead was interviewed.

11.E. **Jane Whitehead - Seeking appointment as a regular member of the Historic District Commission**

Jane Whitehead was interviewed.

11.F. **Tara Shore - Seeking appointment as a regular member of the Historic District Commission**

Tara Shore was interviewed.

Councilor Bownes asked Mrs. Shore if she would have any interest in joining the Heritage Commission. Mrs. Shore stated she is an active audience participant in those meetings when she can.

11.G. **Rodney Dyer - Seeking appointment as a regular member of the Historic District Commission**

Rodney Dyer was not present.

11.H. **Karl Reitz - Seeking appointment as a regular member of the Historic District Commission**

Karl Reitz was interviewed.

11.I. **Laurel Briere - Seeking appointment as a regular member of the Historic District Commission**

Laurel Briere was interviewed.

11.J. **Dawn Johnson - Seeking appointment as a regular member of the Historic District Commission**

Dawn Johnson has withdrawn her application.

11.K. **Hillary Martin - Seeking appointment as a regular member of the Historic District Commission**

Hillary Martin was interviewed.

11.L. **Sonya Misiaszek - Seeking appointment as a regular member of the Historic District Commission**

Sonya Misiaszek was interviewed.

11.M. **Pamela Clark - Seeking appointment as a regular member of the Historic District Commission**

Pamela Clark was not present.

11.N. **Marcia Hayward - Seeking appointment as a regular member of the Historic District Commission**

Marcia Hayward was not present.

11.O. **Karen Sullivan - Seeking appointment as a regular member of the Historic District Commission**

Karen Sullivan was not present.

Councilor Bownes questioned the procedure in regards to the people that were not present this evening. Mayor Hosmer asked if the City Manager's office would reach out to the people that were not present tonight to see if they still had interest, and if they do, then to come to the meeting on March 23, 2020 to be interviewed.

City Manager Myers will have Nancy contact the candidates that were not present tonight to see if they are still interested.

12. **NOMINATIONS, APPOINTMENTS & ELECTIONS**

12.A. **Appointment of a City Councilor as a regular member of the Historic District Commission to a two-year term expiring at the end of March, 2022**

Councilor Felch moved to appoint City Councilor Mark Haynes as a regular member of the Historic District Commission to a two-year term expiring at the end of March, 2022, seconded by Councilor Bownes;

Councilor Bownes asked if there was a conflict as he is the liaison for the Heritage Commission? Councilor Bownes also questioned the term for this position as it is longer than the term of councilor's tenure?

City Manager Myers stated that the motion could be amended for the term to expire December, 2021.

Councilor Cheney moved to amend the term expiring date to read the end of December, 2021, seconded by Councilor Bownes; the motion passed with all in favor.

Councilor Cheney moved to appoint City Councilor Mark Haynes as a regular member of the Historic District Commission to a two-year term expiring at the end of December, 2021, seconded by Councilor Felch;

Councilor Bownes explained he is still happy to see Councilor Haynes as a member of this committee.

Mayor Hosmer called the question as amended; the ***motion passed with four (4) in favor and one (1) abstains (Councilor Haynes).***

13. **COMMUNICATIONS**

14. **PUBLIC HEARINGS**

14.A. **Public hearing pertaining to the Declaration of City-owned property located on Frank Bean Road, Tax Map Parcel 476-351-6, as surplus**

Notice of this public hearing was made available in the February 26, 2020 edition of the Laconia Daily Sun, and posted at Laconia City Hall, the Laconia Public Library, Community Center, and the SAU.

Mayor Hosmer opened the public hearing at 7:47 pm.

Al Nix, Attorney for Mr. and Mrs. Reed - Since 1988 the Reeds have maintained the property in question and would like to take possession of this property.

City Manager Myers just wanted to clarify this property is .04 acres not .4 acres.

Mayor Hosmer closed the public hearing at 7:51 pm.

15. **MAYOR'S REPORT**

Mayor Hosmer spoke of the Goal Setting process that happened with Primex, the full Council, Mayor, City Manager and department heads a few weeks ago. One of the goals was to create a Laconia Business round table. As of right now there are 13 members, with still one or two other people pending. There hasn't been a first meeting yet. Mayor Hosmer explained that people have been very enthusiastic and everyone he has asked has been willing to join. Mayor Hosmer is hoping to schedule the first meeting for either the end of March or beginning of April. He will keep the Council up to date with what is happening with this group.

Mayor Hosmer also announced the members to the Laconia Human Relation Committee:

Mayor Andrew Hosmer, David Stamps (Chair), Kate Bruchacova, David Osmond, Margaret Donnelly, Janet Simon, Dennis Bothamley, Carey Chandler, Rev. Judith Light, and Matt Sosa.

Mayor Hosmer attended a School Board Meeting and observed a group of Elm Street School students work through some very complex math problems in front of a room full of people. Mayor Hosmer was amazed with the communication and courage it took of these kids to stand up in front of a room full of people and work with such composure.

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)**

Councilor Cheney explained that last Monday, March 2, 2020 a Public Safety Committee meeting was held. Chief Beattie from the Fire Department and Chief Canfield from the Police Department each presented at this meeting. Councilor Cheney received a request from the Fire Chief to make a presentation. Councilor Cheney expressed he feels there are a number of problems for each department that need to be addressed over this coming year.

Councilor Cheney has been meeting with the Police Chief fairly regularly over the past two years as a liaison. Per these meetings, it is Councilor Cheney's concern that one of the problems for the Police Department is the lack of police presence throughout the City. Councilor Cheney spoke to Chief Canfield about putting together a Traffic Unit. The Council was provided a copy of the Traffic Unit Proposal to address some of the issues within the City. The reason this is being brought

tonight, is because the police department has a deadline of March 11, 2020 to submit an application for a COPS Grant. Councilor Cheney has always thought the number one priority for police is prevention. Councilor Cheney is hoping with a Traffic Unit it will create higher visibility within the City, deal with complaints of speed, noise, and violations. By creating a Traffic Unit, it will free up some of the other officers to deal with the issues that are more time consuming.

City Manager Myers explained that if the focus of this would be to hire two additional officers, there would be \$125,000 total for each position over three years (with the COPS Grant). This only includes salary and benefits. It doesn't include overtime and uniforms. With this budget, \$20,000 to \$25,000 times two could be looked into, with a similar amount next year, and then the lion share being the third year from the grant.

Councilor Bownes also had concern with the affect of the budget not just this year but the following years as well. Councilor Bownes would like Chief Canfield to explain any impact it would have on the current and future budgets.

Councilor Lipman asked for a better explanation as to how the step progression would work with this grant.

City Manager Myers explained it is now a flat dollar amount of \$125,000 over a three year period. It can't be less than a 25% match or use more than 75%.

Councilor Lipman asked if there is potential to put some money away to be able to afford this when the City needs to take on the full financial responsibility of the positions.

City Manager Myers explained that dollars are tight in all of the budgets but this would be similar to what happened with the Fire Fighters Safer Grant back in 2012 or 2013. This grant is a relatively quick turn around, about two months.

Chief Canfield explained that the recruiting process has been really good the past six (6) months. There is someone that is set to graduate in May and come onto the roster, which will fill the current roster. In addition there are already two candidates that are in the wings. Chief Canfield stated those two people could be brought on in the month of July.

Mayor Hosmer asked what the balance was between uniformed officers and detectives.

Chief Canfield stated that currently there are two plain clothed detectives, another detective that works on juvenile cases only, and two positions transferring to juvenile cases in the next month and then the rest are regular officers. The department will be fully staffed after the afore mentioned candidate graduates in May.

Councilor Lipman asked what the carry forward numbers might look like and what can be brought to the Fund Balance and how much could be set aside for the future.

City Manager Myers will have that discussion and will look at all the costs and explained how the steps would look like.

Councilor Cheney stated he attends the commission meetings and it was stated that they are 3% under their budget.

Chief Canfield stated it is about 2% - 3% below.

Mayor Hosmer is concerned with the short time to make a decision that will have a four year lasting impact.

Councilor Cheney stated it is his push to do this not the Chiefs. Councilor Cheney asked the Chief to

find some grants that would help do this and the Chief responded to this request within a week. Therefore, it isn't the Chief that dropped the ball it is Councilor Cheney that is pushing to do this.

Councilor Bownes does have reluctance about this due to the short time frame to decide as well as the long term financial impact.

Councilor Cheney moved the Council authorize the Chief of Police to make application for the Federal COPS Grant to fund two uniformed positions, seconded by Councilor Felch;

Councilor Lipman thinks there is a way to fund this by doing this like the past fire department Share Grant.

Councilor Haynes understands Councilor Bownes concerns but based off the presented statistics, he supports this 100%.

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

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

Councilor Bownes explained a meeting of this topic was held earlier this evening and it was well attended. Councilor Felch went to great lengths to get the Downtown business owners and workers to fill out a questionnaire in regards to a paid parking proposal. Most people that filled out the questionnaires were opposed to this idea. In light of the opposition of this proposal, the committee is requesting this subject to be removed from the agenda.

Councilor Bownes moved to remove Item 16.C.v Paid Parking Proposal for Downtown, seconded by Councilor Felch; the *motion passed with all in favor.*

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**

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 spoke of the COVID-19 (Coronavirus). There are regular communications from many State and local resources on a daily basis to keep all City employees abreast of the situation. All of this information is available on the State websites. Chief Beattie is the local Emergency Director. The City is well prepared.

City Manager Myers reviewed the report.

20. **NEW BUSINESS**

20.A. **Authorization to purchase road line striping equipment and to utilize Impact Fees in an amount up to \$13,100**

City Manager Myers explained this came through during the CIP process and like the Weirs Beach bathroom project, it is best to approve this sooner rather than later.

Councilor Haynes moved the Council authorize the purchase of road line striping equipment and to utilize Impact Fees in an amount up to \$13,100, seconded by Councilor Cheney; the ***motion passed with all in favor.***

20.B. **Discussion of the Goal Setting Summary submitted by Primex**

Mayor Hosmer wanted to let the public know of the meeting that was held in regards to the upcoming goals of the Council. The Mayor explained this was a great way for the Council to form relationships with department heads.

This document will be posted on the City Website under the Government, Council page.

The City Manager explained that once this document is approved different projects will go to different departments and those department heads will take the lead on them. Rolling updates will be provided to the Council possibly quarterly.

Mayor Hosmer explained that each Councilor, including himself, had an opportunity to express their goals and visions. Mayor Hosmer listed the goals.

Councilor Haynes moved to adopt this Goal Setting Summary as a working document to be worked on over the next two years, seconded by Councilor Felch; the ***motion passed with all in favor.***

20.C. **Request to approve revisions to the City's Welfare Guidelines**

Finance Director Smith explained the reasons for this request and explained some of the changes being requested.

Councilor Lipman would like a red-lined version of the document to make it easier to see the changes.

Councilor Haynes moved to table this item until March 23, 2020, seconded by Councilor Cheney; the ***motion passed with all in favor.***

20.D. **Request to accept two JAG grants awarded to the Laconia Police Department in a total amount of \$30,478.96**

Councilor Cheney moved to accept Department of Justice Edward Byrne Memorial Justice Assistance Grants 2018-DJ-BX-0089 in the amount of \$15,126.96 and 2019-DJ-BX-0304 in the amount of \$15,352.00 as presented, seconded by Councilor Felch;

Councilor Bownes asked if the money has already been used. City Manager Myers stated it has not, pending approval from Council of accepting these formally.

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

21. **UNFINISHED BUSINESS**

21.A. **Request to purchase City-owned property**

Councilor Felch moved to declared City owned property located on Frank Bean Road, Tax Map Parcel 476-351-6 as surplus, seconded by Councilor Cheney, the ***motion passed with all in favor.***

Councilor Haynes moved to approve the request by Billy Reed, through his attorney, to purchase City-owned property located on Frank Bean Road, Tax Map Parcel 476-351-6, seconded by Councilor Felch;

Councilor Bownes moved to make the friendly amendment to include that closing costs will be paid for by the purchasers as well as there will be no ground intrusion on this parcel, seconded by Councilor Lipman; the ***motion passed with all in favor.***

Mayor Hosmer called the main motion as amended; the ***motion passed with all in favor.***

22. **COUNCIL COMMENTS**

Councilor Cheney learned that there is no longer a loading area for the Belknap Mill and this happened when the reverse angled parking took place. Councilor Cheney would like that to ask that two parking spaces be turned back into a loading area by the back door of the Belknap Mill on Beacon Street East. There is consensus of the Council to make this happen.

City Manager Myers will have Public Works make this happen.

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 Bownes moved to go into non-public 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 party or parties whose interests are adverse to those of the general community, seconded by Councilor Felch;

City Clerk Hebert called the roll:

Councilor Cheney YES

Councilor Bownes YES

Councilor Lipman YES

Councilor Haynes YES

Councilor Felch YES

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

Councilor Cheney moved to exit non-public at 9:09 pm, seconded by Councilor Felch; 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 9:10 pm.

Respectfully submitted

Cheryl Hebert, City Clerk