

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

4/24/2023 - Minutes

**1. CALL TO ORDER**

Mayor Pro Tem Haynes called the meeting to order at 7:01 PM

**2. SALUTE TO THE FLAG**

Councilor Felch led the salute to the flag.

**3. RECORDING SECRETARY**

Katie Gargano, City Clerk

**4. ROLL CALL**

City Clerk Gargano called the roll of the City Council: Councilor Cheney, Councilor Soucy, Councilor Lipman, Councilor Haynes, Councilor Felch.

Absent: Councilor Hamel and Mayor Hosmer

**5. STAFF IN ATTENDANCE**

Kirk Beattie, City Manager; Glenn Smith, Finance Director

**6. COUNCIL PROCLAMATION**

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

**7.A. Regular City Council meeting minutes of April 10, 2023**

Minutes of the regular City Council meeting of April 10, 2023 were distributed to the City Council on April 17, 2023.

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

**8. CONSENT & ACTION ITEMS**

**8.A. Request from Weirs Action Committee to hold summer concerts on the Boardwalk**

The Weirs Action Committee has requested permission to use the Boardwalk to provide band concerts featuring the Boardwalk Jazz Quartet. If approved, the concerts will take place on nine consecutive Sundays from July 2 through August 27, 2023 from 6 pm to 9 pm.

The band will play under a 10' x 20' pop-up tent which will be put in place no earlier than two hours prior to each performance and removed no later than one hour after each performance. The band will play at the center of the wide section of the Boardwalk facing the street and will use the same electrical receptacles that are used by vendors during Laconia Motorcycle Week.

This is a recurring event. The Special Events Review Commission approved this request at their April

6, 2023 meeting.

Councilor Felch made a motion to approve the request from Weirs Action Committee to hold summer concerts on the Boardwalk on nine consecutive Sundays from July 2 through August 27, 2023 from 6:00 pm to 9:00 pm. Seconded by Councilor Cheney. **Discussion:** None.

*The motion passed with all in favor. 5-0*

8.B. **Temporary Traffic Order 2023-07, Laconia Multicultural Festival, and request to waive fees associated with the event**

Temporary Traffic Order 2023-07 is attached for this year's Multicultural Festival. This is a recurring event and there are no changes to the Temporary Traffic Order (other than the dates) from last year's Festival. The organizers of the event are also requesting that all City fees associated with the event be waived. The Special Events Review Committee approved the application for this year's Multicultural Festival at their meeting on April 6, 2023.

Councilor Felch made a motion to approve Temporary Traffic Order 2023-07 as presented for the Laconia Multicultural Festival and to waive all City fees associated with the event. Seconded by Councilor Soucy. **Discussion:** None.

*The motion passed with all in favor. 5-0*

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

Charles Bradley of Lafayette Street in Laconia. He has been a resident of Laconia to 50 years. He recently read about a flag policy for the City in the Laconia Daily Sun. He wrote to the Mayor and Councilors about which flags he and his Wife Marie felt should be flown at City Hall. He wanted to come to also tell them in person that the only flags that should be flown at City Hall are the United States of America and State of New Hampshire flags.

Harry Bean of Saltmarsh Rd in Gilford stated that he agrees with Mr. Bradley on the flags. He came tonight to speak to the Council about the new solid waste cans. The last time he was here, he had the request for bids for automated solid waste and recycling collection. He stated the City would not get any bids for manual pick up because the bid only said automated. He also said he's been approached by a group of citizens who want to start a petition to have the director of public works removed from office. He feels there have been a lot of issues that have already ensued and the buckets haven't even been finished being distributed. He feels this is downshifting to the poorest people in the city. If he is only allowed 4 cans of trash and 4 cans of recycling for a 27 unit apartment building, he will have to hire someone to take care of the trash and that extra burden will be passed along to his tenants because he has a business to run. He doesn't feel this is a good idea, and he's really weighing on the idea of the petition.

10. **INTERVIEWS**

11. **NOMINATIONS, APPOINTMENTS & ELECTIONS**

12. **COMMUNICATIONS**

13. **PUBLIC HEARINGS**

13.A. **Public Hearing - Resolution 2023-11 - Request to submit a grant application to the Federal Emergency Management Agency (FEMA) for a Laconia Hazard Mitigation Plan Update**

Notice of this Public Hearing was made available in the April 12, 2023 edition of the Laconia Daily Sun, and posted at Laconia City Hall, Laconia Community Center, Laconia Public Library and the

offices of the SAU.

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

Mayor Pro Tem Haynes opened the Public Hearing at 7:16 PM

There were no members of the public wishing to speak.

Mayor Pro Tem Haynes closed the Public Hearing at 7:17 PM

#### 14. PRESENTATIONS

##### 14.A. FY 2023/2024 Budget Presentation - City Manager Kirk Beattie

Manager Beattie thanked the Council, and presented the FY 2023/2024 Budget.

Manager Beattie's presentation is tax cap compliant.

Councilor Lipman said that he would not be able to support a budget as presented. He stated he understands it is a tax cap compliant budget but it is still too much. He believes over a 10% increase is too much.

Councilor Cheney stated he'd like to wait and hear from the department heads prior to making any upfront decisions. Councilor Cheney also agreed with Councilor Lipman however, acknowledged that some of the increases are to do with the County, something that the City has no control over. He looks forward to hearing the budget presentations that will be made by the department heads. Councilor Cheney thanked Manager Beattie for all of his hard work.

Councilor Felch thanked the manager, and finance director. He also agrees with Councilor Cheney that he'd like to see the department budget presentations, but he also does agree with Councilor Lipman that there probably are some places that the budget could be trimmed.

Councilor Soucy asked about the budget being tax cap compliant and if we learn of that number and try to get to it or do we put in for what is needed and see where we stand. Manager Beattie stated that the department heads prepare each department portion of the budget and the manager reviews it and makes cuts where needed to get it under the cap. Councilor Soucy asked what the Potential tax rate impact was. He was looking at page 4 of the proposed budget book and didn't understand the amount. Manager Beattie stated that it is 8.9 %. The wage and compensations are based off the starting salary and ending salary and everybody falls within that range. It increases the bottom as a recruitment tool and raises the top as a retention tool.

Councilor Lipman mentioned that there have been times where they have adopted budgets under the tax cap.

#### 15. MAYOR'S REPORT

Mayor Pro Tem Haynes mentioned the active shooter drill at the Elm Street school recently. He wasn't aware this is the 3<sup>rd</sup> time they've done this, he understands the necessity and thanked all that were involved. He also mentioned the first pumpkin festival meeting and he looks forward to that being a great event.

#### 16. COUNCIL COMMENTS

Councilor Cheney asked the manager about a power cooperative. Manager Beattie stated that he is working on having them come to do a presentation. Councilor Cheney was also looking for an update on the sewer

inspections, he'd like to see an arrangement where they can bill the private customers at a lower rate than if they had to hire out a private contractor. He also spoke about private roads, Eastman Shore being one of them. Manager Beattie mentioned this is one of the roads that has started the process of the acceptance process. The street will be surveyed first on the repairs needed, it will be graded and will be looked at for additional fixes. They will also seek a bid for the drainage issues. Councilor Cheney stated he'd also like to see a wage and compensation study and what the cost would be. He thinks this would be a good tool to have when looking at what we currently pay our employees and where we stand compared to other municipalities.

## 17. COMMITTEE REPORTS

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

#### 17.A.i. WOW Trail Funding

#### 17.A.ii. Downtown TIF Financing

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

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

Chairman Soucy mentioned the meeting held earlier this evening. They spoke about changes needed to the short term rental ordinance, the naming of public buildings and places, an ordinance needed for burned out/ dilapidated buildings and the demolition permit process. Another meeting will be held next month to discuss the changes.

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

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

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

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

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

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

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

#### 17.C.viii. Short Term Rentals

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

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

#### 17.D.i. Downtown parking garage

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

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

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

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

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

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

18. **LIAISON REPORTS**

Mayor Pro Tem Haynes spoke about a stalemate on the historical district expansion. He said the Historic District Commission says they are waiting on the Council Subcommittee and the Subcommittee says they are waiting on the Historic District Commission. The Council's Subcommittee is going to plan another meeting and invite the Historic District Commission so they can have another conversation and get on the same page. He also mentioned there was talk about the Historic District and the Heritage Commission may look into merging, but this was only a conversation that has started.

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

No members of the public wished to speak

20. **CITY MANAGER'S REPORT**

20.A. **Project Updates Report**

Manager Beattie went over the project updates report with the Council. Highlights include: changes coming forth in this report: road closures, water shut offs will be added to this section of the report.

Weirs beach water line, Weirs Blvd. rte. 3 bridge, public works has forwarded that to DOT. The sewer break in the Briarcrest area was two days' worth of work, cost is still out on that. Weirs Beach restoration, Dartmouth College will be in the Weirs on May 18<sup>th</sup> thru the 23<sup>rd</sup> there will be an archeological dig. The Indian at smith track is being built and needs to be painted but will be up soon.

20.B. **Monthly Economic Development Report**

Manager Beattie went over the monthly economic development report with the Council. Highlights include: unemployment rates are at 2.7%, CPIU rate is annualized out at 5.8% so far.

20.C. **Update on Elm Street School Traffic Issue**

Manager Beattie updated the Council on the status of the Elm Street School Traffic issue.

Bob Champlin spoke to the Council about the traffic at the Elm Street School. On April 13<sup>th</sup> he met with Bill Prescott of 426 Elm Street, who is a neighbor of the Elm Street school. The neighbor is good with any surveying of his land. He is ok with an easement, he is willing to give about 20 feet but he does not want to see it. This will spill out onto Washington street where it is not paved. They had another person view the area on potential drainage issues. He thinks the meeting went very positive. Councilor Cheney asked if they are talking about only a walking path. Mr. Champlin explained that there were a few things they looked at. The potential of a full road, and that going out to two possible locations. One out to the back of Bond Beach Rd, and something that would hook right onto Washington St. The logistics did not go further than that. The path would go down Washington St toward Leavitt Park. It would be two phases, the walking path then the moving path. Councilor Felch says he is hoping to get this done before the next school year. Councilor Soucy asked what the distance was between the retention pond and the path will be. The path probably would be about 20 feet deeper off of Elm than the retention pond. Councilor Soucy also asked what the potential

increase in traffic on Washington St. could look like. It was explained that you come up Washington, take a right onto Jefferson and having a right turn only onto Elm only as dismissal. Its about a 15 minute window of heavy traffic. Councilor Cheney asked how many houses on Jefferson that actually face on Jefferson. There are about 3. Fortunately there have been no complaints during the time of pick up time. Councilor Felch asked the City Manager is when the Elm St walkway project supposed to take place? It is believed to by the fiscal year state plan of 2029, but it could be moved around if the funding is available per DPW Director Wes Anderson.

## 21. NEW BUSINESS

### 21.A. Resolution 2023-12 - Relative to acceptance of an award in the amount of \$82,500 from the Homeland Security Grant Program for cybersecurity equipment

In 2021 City applied to the New Hampshire Department of Safety for grant funding to purchase equipment to enhance the City's cybersecurity footprint. The application was prospectively awarded in September 2022 and final approval was granted in December 2022. In early 2023 the grant award was modified to substitute additional firewall upgrades for previously requested MFA devices. This was done as the State intends to provide MFA devices to local communities under a separate grant program.

Acceptance of this award will enhance the City's cybersecurity footprint.

Councilor Cheney made a motion to waive a reading of Resolution 2023-12 in its entirety and to read by title only. Seconded by Councilor Felch. **Discussion:** None.

***The motion passed with all in favor. 5-0***

Councilor Soucy made a motion to move a first reading of Resolution 2023-12 relative to acceptance of an award in the amount of \$82,500 from the Homeland Security Grant Program for Cybersecurity Equipment." Seconded by Councilor Cheney. **Discussion:** None.

***The motion passed with all in favor. 5-0***

Councilor Cheney made a motion to schedule a Public Hearing on May 8, 2023 during the regular City Council meeting to gather public input prior to any action being taken. Seconded by Councilor Felch. **Discussion:** None.

***The motion passed with all in favor. 5-0***

### 21.B. Lease Agreement between the City of Laconia/Laconia Airport Authority and Poppy's Choice, LLC, having a principal place of business at 15 Airport Road, Gilford, NH 03249

This is a new Lease. POPPY'S CHOICE, LLC is purchasing the building located at 15 Airport Road, Gilford, NH, on Laconia Municipal Airport property.

· The Lease Agreement duration is 40 years in length, to be reviewed in 20 years to negotiate a new rate. · The agreed rate is \$0.1499 per square foot per usable acre for the 2023- 2024 FY with adjustments according to the December CPI-U each successive year.

**Fiscal Impact:** There is no cost incurred by the City; the revenue generated by this lease agreement amounts to \$7,870.20 for the first-year base rental, payable to the Laconia Airport Authority to be applied to the operation of the airport.

At a meeting on Thursday, April 20, 2023, the Laconia Airport Authority authorized Andrew J. Hosmer to sign the agreement as its Chairman.

· The Laconia Airport Authority is seeking approval from the City Council for Andrew J. Hosmer as Mayor, or Kirk Beattie as City Manager to sign the agreement on behalf of the City of Laconia.

Councilor Cheney made a motion to approve the authorization for Andrew J. Hosmer as Mayor, or Kirk Beattie as City Manager, to sign the Lease Agreement for Poppy's Choice, LLC, for the building located at 15 Airport Road, Gilford, NH on Laconia Municipal Airport property, as presented. Seconded by Councilor Felch. **Discussion:** Councilor Lipman was asking what is Poppy's Choice, Manager Beattie stated it is the old Kitchen Cravings building. Councilor Lipman wondered why the term length was 40 years, but it should be reviewed sooner. Manager Beattie said this is what they wanted, but he can reach back out to them on it.

Councilor Cheney made a motion to table, seconded by Councilor Felch.

***The item was tabled. 5-0***

## 22. UNFINISHED BUSINESS

### 22.A. Resolution 2023-11 - Request to submit a grant application to the Federal Emergency Management Agency (FEMA) for a Laconia Hazard Mitigation Plan Update

If awarded, this request is to accept the amount of \$11,999.00 through the Federal Emergency Management Agency (FEMA) Hazard Mitigation Grant Program. These funds will be used to cover the costs associated with updating the City of Laconia's 2017 Hazard Mitigation Plan. It is recommended that a municipality updates its Hazard Mitigation Plan every five years.

At the April 10, 2023 City Council meeting a motion was approved to schedule a Public Hearing on this matter; that Public Hearing was held earlier in this evening's agenda.

**Fiscal Impact:** The City's share of this grant is 10%, or \$1,333.30.

Councilor Soucy made a motion to waive a reading of Resolution 2023-11 in its entirety and to read by title only. Seconded by Councilor Felch. **Discussion:** None.

***The motion passed with all in favor. 5-0***

Councilor Cheney made a motion to move a second reading of Resolution 2023-11, relative to authorizing application and acceptance of a grant application to the Federal Emergency Management Agency (FEMA) for a Laconia Hazard Mitigation Plan Update. Seconded by Councilor Felch. **Discussion:** None.

***The motion passed with all in favor. 5-0***

Councilor Cheney made a motion to approve Resolution 2023-11, relative to authorizing application and acceptance of a grant application to the Federal Emergency Management Agency (FEMA) for a Laconia Hazard Mitigation Plan Update as presented, and to authorize the City Manager to sign all documents related to this grant. Seconded by Councilor Soucy. **Discussion:** None.

***The motion passed with all in favor. 5-0***

## 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**

Mayor Pro Temp Haynes adjourned the meeting at 8:27 PM

Respectfully Submitted,

Katie Gargano

City Clerk