

CITY OF LACONIA - CITY COUNCIL MEETING

May 29, 2018

7:00 P.M.

City Hall - Armand A. Bolduc Chamber

5/29/2018 - Minutes

1. CALL TO ORDER

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

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 the roll with the following Councilors in attendance: Bruce Cheney, David Bownes, Henry Lipman, Mark Haynes, and Bob Hamel.

Absent: Andrew Hosmer

Mayor Engler noted all five (5) Councilors are in attendance and quorum as been established.

5. STAFF IN ATTENDANCE

Scott Myers, City Manager and Donna Woodaman, Finance Director

6. COUNCIL PROCLAMATION

7. ACCEPTANCE OF MINUTES FROM PREVIOUS MEETINGS

7.A. Special budget meeting minutes of May 14, 2018

Minutes of the meeting were distributed to the City Council on Tuesday, May 15, 2018. With no corrections or changes submitted to the clerk, the minutes will be accepted as distributed.

7.B. Regular meeting minutes of May 14, 2018

Minutes of the meeting were distributed to the City Council on Wednesday, May 16, 2018. With one change submitted to the clerk, the minutes will be accepted as corrected.

7.C. Special Budget Meeting Minutes of May 21, 2018

Minutes of the meeting were distributed to the City Council on Thursday, May 24, 2018. With no changes submitted to the Clerk, the minutes will be accepted as distributed.

8. CONSENT & ACTION ITEMS

8.A. Request to approve the use of property located at 18 Endicott St East as a temporary parking lot during Motorcycle Week 2018

Councilor Haynes moves to approve the request to approve the use of the property located at 18 Endicott Street, East as a temporary parking lot during Motorcycle Week 2018, seconded by Councilor Bownes; the *motion passed with all in favor.*

8.B. Request to approve the use of property located at 292 Lakeside Avenue as a temporary parking lot during Motorcycle Week 2018

Councilor Cheney moves to approve the request to approve the use of property located at 292 Lakeside Avenue as a temporary parking lot during Motorcycle Week 2018, seconded by Councilor Hamel; the *motion passed with all in favor.*

- 8.C. **Request to approve the use of property located at 51 Endicott St East as a temporary parking lot during Motorcycle Week 2018**
Councilor Cheney moves to approved the request to approve the use of the property located at 51 Endicott Street East as a temporary parking lot during Motorcycle Week 2018, seconded by Councilor Haynes; the *motion passed with all in favor.*
- 8.D. **Request to approve the use of property located at Watson Road for the use of temporary parking for Motorcycle Week 2018**
Councilor Cheney moves to approve the request to approve the use of property located at Watson Road for the use of temporary parking for Motorcycle Week 2018, seconded by Councilor Haynes; the *motion passed with all in favor.*
- 8.E. **Request to approve the use of property located at 1072 Watson Road to vend during Motorcycle Week 2018**
Councilor Cheney moves to approve the request to approve the use of property located at 1072 Watson Road to vend during Motorcycle Week 2018, seconded by Councilor Hamel; the *motion passed with all in favor.*
- 8.F. **Temporary Traffic Order 2018-9, Laconia Motorcycle Week**
Councilor Hamel moves to approve Temporary Traffic Order 2018-9, Laconia Motorcycle Week, as presented, seconded by Councilor Haynes; 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**

- 11.A. **Jay Forester - Seeking appointment to an alternate member position on the Planning Board for a three year term expiring at the end of June, 2021**
Councilor Hamel moves to appoint Jay Forester to an alternate member position on the Planning Board for a three year term expiring at the end of June, 2021, seconded by Councilor Cheney; the *motion passed with all in favor.*
- 11.B. **Sarah Jenna - Seeking appointment to an alternate member position on the Planning Board for a three year term expiring at the end of June, 2021**
Councilor Bownes moves to appoint Sarah Jenna to an alternate member position on the Planning Board for a three year term expiring at the end of June, 2021, seconded by Councilor Cheney; the *motion passed with all in favor.*
- 11.C. **Brett Beliveau - Seeking appointment to an alternate member position on the Planning Board for a three year term expiring at the end of June, 2021**
Councilor Haynes moves to appoint Brett Beliveau to an alternate member position on the Planning Board for a three year term expiring at the end of June, 2021, seconded by Councilor Hamel; the *motion passed with all in favor.*
- 11.D. **Edwin Bones - Seeking reappointment to a regular member position on the Planning Board for a three year term expiring at the end of June, 2021**
Councilor Hamel moves to reappoint Edwin Bones to a regular member position on the Planning Board for a three year term expiring at the end of June, 2021, seconded by Councilor Bownes; the *motion passed with all in favor.*
- 11.E. **Peter Brunette - Seeking appointment to a regular member position on the Lakeport TIF Advisory Board for a three year term expiring at the end of June, 2021**
Councilor Haynes moves to appoint Peter Brunette to a regular member position on the Lakeport TIF Advisory Board for a three year term expiring at the end of June, 2021, seconded by Councilor Cheney; the *motion passed with all in favor.*
- 11.F. **Russell Poirier - Seeking reappointment to a regular member position on the Weirs TIF Advisory Board for a three-year term expiring at the end of June, 2021**

Councilor Hamel moves to reappoint Russell Poirier to a regular member position on the Weirs TIF Advisory Board for a three year term expiring at the end of June, 2021, seconded by Councilor Cheney; the ***motion passed with all in favor.***

11.G. **Joe Driscoll, III - Seeking reappointment to a regular member position on the Water Commission for a three year term expiring at the end of June, 2021**

Councilor Bownes moves to appoint Joe Driscoll, III to a regular member position on the Water Commission for a three year term expiring at the end of June, 2021, seconded by Councilor Hamel; the ***motion passed with all in favor.***

12. **COMMUNICATIONS**

Mayor Engler noted a letter from a constituent discussing code enforcement will be placed into the record of the official minutes.

13. **PUBLIC HEARINGS**

13.A. **Public Hearing for Resolution RES-2018-26 relative to the Supplemental Appropriation for Sanitary Sewer Fund**

Notice of this public hearing was made in the May 18, 2019 edition of the Laconia Daily Sun, Laconia City Hall, Community Center, Laconia Public Library, and SAU.

Mayor Engler opened the Public Hearing at 7:18 pm

Hearing no comments from the public, Mayor Engler closed the Public Hearing at 7:19 pm

14. **PRESENTATIONS**

15. **MAYOR'S REPORT**

Mayor Engler was pleased with the turnout for the Memorial Day Parade held on May 28, 2018. Plus he extends a very special thank you to the American Legion and VFW Post 1. Mayor Engler was very appreciative of the Laconia High School and Elementary School bands.

Mayor Engler addressed the topic of the privatization of the Ambulance Service. The Council has received many letters from constituents. Mayor Engler made note that nothing has been decided yet. There are 11 members reviewing what will be best for the City. Mayor Engler would like to make three points about the process:

1. This will not be done in a rush. Everyone involved, (the 11 people) are taking this very seriously. This is a huge decision for the community and the group understands any potential ramifications.

2. This decision will not be made in the dark, all details will be made public before any vote is taken. There will be, at a minimum, of one public hearing.

3. Mayor Engler asks all the citizens to please give some thought to allowing the process to proceed and to let all the facts be heard.

16. **COMMITTEE REPORTS**

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

17. **LIAISON REPORTS**

Mayor Engler would like the Council to be briefed on what was approved for the Master Plan. Has the Planning Board discussed what the next steps are?

Councilor Bownes stated that the official language needs to be looked at, as well as any zoning issues. Both of these items are on the agenda for the next Planning Board meeting.

Mayor Engler encourages the Planning Board and department to focus on the zoning part of the Master Plan.

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 made note that the Lakes Region Development Commission will be meeting on Wednesday, June 6, 2018 at 7:00 pm at City Hall in the Armand A. Bolduc Chamber. The public is invited to attend.

City Manager Myers reviewed the report.

Councilor Hamel asked if there is an update regarding Highland Street. City Manager Myers said Busby Construction will be on Highland Street by June 7, 2018.

Councilor Hamel also questioned when the lines on the city roads will be done. City Manager Myers stated lines will not be started until the beginning of July.

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

City Manager Myers reviewed the report.

Councilor Haynes would like to open up a discussion regarding the application deadline of the COPS Grant which consists of the hiring of an additional School Resource Officer for Laconia Middle School. The application deadline is June 7, 2018.

Councilor Hamel commented that there should be a conversation with the school regarding the pay of an additional school resource officer.

Concerns were addressed regarding the issue that Chief Canfield is already having issues getting to a full staff of 42 officers. This would be adding a new position on top of the 42.

Councilor Bownes is concerned with the lateness of starting on the grant application as the due date of 6/7/18 is fast approaching.

Councilor Haynes moves to authorize Chief Canfield to proceed with the COPS Grant application, seconded by Councilor Hamel; the ***motion passed with all in favor.***

20. NEW BUSINESS

20.A. Parking on Paugus Park Road

City Manager Myers explained the reason for the resident's request.

Councilor Lipman moves that the residents request for no parking on Paugus Park Road be tabled until June 11, 2018 to allow Paugus Park Road residents to comment on the proposal, seconded by Councilor Bownes; the ***motion passed with all in favor.***

20.B. Recommendation from the Downtown TIF Advisory Board to utilize TIF funds to install a set of over the road banner poles

Mayor Engler noted that the Downtown TIF Advisory Board would like to table this item to the end of June.

Councilor Lipman moves to table this item until the June 25, 2018 regular Council Meeting, seconded by Councilor Hamel; the ***motion passed with all in favor.***

20.C. Request for a beer tent at Opechee Point during Celebrate Laconia 125th Event on July 7th, 2018

City Manager Myers explained why this is coming to the Council.

Councilor Hamel moves to approve a beer tent at Opechee Point for Celebrate Laconia's 125th Celebration at Opechee Park on July 7th from 3-10 pm pending the approval from the Special Events Review Committee, Licensing Committee, and Parks and Recreation Commission, seconded by Councilor Bownes; the ***motion passed with all in favor.***

20.D. Resolution 2018-15, a resolution relative to making itemized appropriations for the General Fund for the Fiscal Year Beginning July 1, 2018 and Terminating June 30, 2019

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

Councilor Hamel moves a first reading of Resolution RES-2018-15, a resolution relative to making itemized appropriations for the General Fund for the Fiscal Year Beginning July 1, 2018 and terminating June 30, 2019, seconded by Councilor Lipman; the ***motion passed with all in favor.***

Councilor Lipman moves to schedule a Public Hearing on June 18, 2018 during the Special City Council meeting to gather input prior to adoption, seconded by Councilor Haynes; the ***motion passed with all in favor.***

20.E. Resolution 2018-16, a resolution relative to making itemized appropriations for anticipated Grants for the Fiscal Year beginning July 2, 2018 and terminating June 30, 2019

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

Councilor Bownes moves a first reading of Resolution RES-2018-16, a resolution relative to making itemized appropriations for anticipated grants for the Fiscal Year Beginning July 1, 2018 and terminating June 20, 2018, seconded by Councilor Hamel; the ***motion passed with all in favor.***

Councilor Haynes moves to schedule a Public Hearing on June 18, 2018 during the Special City Council meeting to gather input prior to adoption, seconded by Councilor Hamel; the ***motion passed with all in favor.***

20.F. Resolution 2018-17, a resolution relative to making itemized appropriations for the Sewer Fund

for the Fiscal Year beginning July 1, 2018 and terminating June 30, 2019

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

Councilor Hamel moves a first reading of Resolution RES-2018-17, a resolution relative to making itemized appropriations for the Sewer Fund for the Fiscal Year Beginning July 1, 2018 and terminating June 30, 2019, seconded by Councilor Haynes; the ***motion passed with all in favor.***

Councilor Lipman moves to schedule a Public Hearing on June 18, 2018 during the Special City Council meeting to gather input prior to adoption, seconded by Councilor Bownes; the ***motion passed with all in favor.***

20.G. Resolution 2018-18, a resolution relative to making itemized appropriations for the Water Fund for the Fiscal Year beginning July 1, 2018 and terminating June 30, 2019

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

Councilor Bownes moves a first reading of Resolution RES-2018-18, a resolution relative to making itemized appropriations for the Water Fund for the Fiscal Year Beginning July 1, 2018 and terminating June 30, 2019, seconded by Councilor Lipman; the ***motion passed with all in favor.***

Councilor Hamel moves to schedule a Public Hearing on June 18, 2018 during the Special City Council meeting to gather input prior to adoption, seconded by Councilor Lipman; the ***motion passed with all in favor.***

20.H. Resolution 2018-19, a resolution relative to making itemized appropriations for the Internal Services Fund for the Fiscal Year beginning July 1, 2018 and terminating June 30, 2019

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

Councilor Lipman moves a first reading of Resolution RES-2018-19, a resolution relative to making itemized appropriations for the Internal Services Fund for the Fiscal Year beginning July 1, 2018 and terminating June 30, 2019, seconded by Councilor Bownes; the ***motion passed with all in favor.***

Councilor Bownes moves to schedule a Public Hearing on June 18, 2018 during the Special City Council meeting to gather input prior to adoption, seconded by Councilor Lipman; the ***motion passed with all in favor.***

20.I. Resolution 2018-20, a resolution relative to making itemized appropriations for the Special Revenue Fund - Motorcycle Week for the Fiscal Year beginning July 1, 2018 and terminating June 30, 2019

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

Councilor Hamel moves a first reading of Resolution RES-2018-20, a resolution relative to making itemized appropriations for the Special Revenue Fund - Motorcycle Week for the Fiscal Year beginning July 1, 2018 and terminating June 30, 2019, seconded by Councilor Haynes; the ***motion passed with all in favor.***

Councilor Lipman moves to schedule a Public Hearing on June 18, 2018 during the Special City Council meeting to gather input prior to adoption, seconded by Councilor Bownes; the ***motion passed with all in favor.***

20.J. Resolution 2018-21, a resolution relative to making itemized appropriations for the Special Revenue Fund Ambulance Emergency Medical Services for the Fiscal Year beginning July 1, 2018 and terminating June 30, 2019

Councilor Haynes moves to a waive a reading of this Resolution in its entirety and to read by title only, seconded by Councilor Cheney;

Councilor Lipman noted for the record that this does not determine the decision regarding the Ambulance Services

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

Councilor Hamel moves a first reading of Resolution RES-2018-21, a resolution relative to making itemized appropriations for the Special Revenue Fund - Ambulance Emergency Medical Services for the Fiscal Year beginning July 1, 2018 and terminating June 30, 2019, seconded by Councilor Haynes; the ***motion passed with all in favor.***

Councilor Hamel moves to schedule a Public Hearing on June 18, 2018 during the Special City Councilor meeting to gather input prior to adoption, seconded by Councilor Lipman; the ***motion passed with all in favor.***

20.K. **Resolution 2018-22, a resolution relative to making itemized appropriations for the Tax Increment Finance District - Downtown for the Fiscal Year beginning July 1, 2018 and terminating June 30, 2019**

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

Councilor Lipman moves a first reading of Resolution RES-2018-22, a resolution relative to making itemized appropriations for the Tax Increment Finance District - Downtown for the Fiscal Year beginning July 1, 2018 and terminating June 30, 2019, seconded by Councilor Haynes; the ***motion passed with all in favor.***

Councilor Lipman moves to schedule and Public Hearing on June 18, 2018 during the Special City Council meeting to gather input prior to adoption, seconded by Councilor Haynes; the ***motion passed with all in favor.***

20.L. **Resolution 2018-23, a resolution relative to making itemized appropriations for the Tax Increment Finance District - Lakeport for the Fiscal Year beginning July 1, 2018 and terminating June 30, 2019**

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

Councilor Lipman moves a first reading of Resolution RES-2018-23, a resolution relative to making itemized appropriations for the Tax Increment Finance District - Lakeport for the Fiscal Year beginning July 1, 2018 and terminating June 30, 2019, seconded by Councilor Bownes; the ***motion passed with all in favor.***

Councilor Haynes moves to schedule a Public Hearing on June 18, 2018 during the Special City Council meeting to gather input prior to adoption, seconded by Councilor Hamel; the ***motion passed with all in favor.***

20.M. **Resolution 2018-24, a resolution relative to making itemized appropriations for the Tax Increment Finance District - Weirs for the Fiscal Year beginning July 1, 2018 and terminating June 30, 2019**

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

Councilor Cheney moves a first reading of Resolution RES-2018-24, a resolution relative to making itemized appropriations for the Tax Increment Finance District - Weirs for the Fiscal Year beginning July 1, 2018 and terminating June 30, 2019, seconded by Councilor Haynes; the ***motion passed with all in favor.***

Councilor Hamel moves to schedule a Public Hearing on June 18, 2018 during the Special City Council meeting to gather input prior to adoption, seconded by Councilor Haynes; the ***motion passed with all in favor.***

21. UNFINISHED BUSINESS

21.A. **Resolution RES-2018-26, a resolution relative to the Supplemental appropriation for the Sanitary Sewer Fund**

Councilor Bownes moves to approve Resolution RES-2018-26, a resolution relative to authorizing the Supplemental Appropriation Sanitary Sewer Infrastructure upgrades for the Sanitary Sewer Department in excess of the budgeted amount for 2017-2018, seconded by Councilor Hamel; the ***motion passed with all in favor.***

21.B. **Request to authorize the City Manager to enter into an agreement with New England Solar Garden, in partnership with Nobis Engineering & New England Commercial Solar Services**

City Manager Myers updated the Council regarding this item. City Manager Myers discussed the site walk that took place on Friday, May 25, 2018. He expressed there was a good turnout by residents, Council, and New England Solar Garden in the area and they seemed to be positive about the solar arrays in question. Discussion was had with the abutters to the property regarding planting white pine trees.

Councilor Bownes asked if there has been any opposition. City Manager Myers discussed the only concern by the residents was with the way the cement trucks would come into that location.

Mayor Engler questioned the wording of the proposed motion and asked that the terms be spelled out. City Manager Myers stated this is a 20 year lease with two-five year extensions.

Councilor Cheney questioned the gross value to be made yearly.

Councilor Hamel questioned who will be responsible if there is any damage done to the roads. City Manager Myers explained the City will make sure there is coverage for any damage such as liability insurance.

Dick Letendre from Governors Crossing expressed his concern with the construction equipment driving on Sterling Drive. He suggested using the Phase II entrance. D. Letendre stated he spoke to several residents over the weekend and they are not happy about the concrete trucks coming down the road because of possible damage and the noise. Years ago access was granted to the City to have access for lawn equipment but not construction equipment.

City Manager Myers understands D. Letendre's concerns and expressed that because of the steep grade on the alternative road he does not think it would be passable by the concrete trucks.

Councilor Lipman would suggest the contract be seen by Council before it is signed. City Manager Myers stated that isn't usually how things are done but would be willing to show the contract to the Council before signing it.

Councilor Lipman moves to authorize the City Manager to draft an agreement with New England Solar Garden, in partnership with Nobis Engineering & New England Commercial Solar Services, for the purpose of creating a solar array on the site of the former landfill located on Route 11B under the terms of the land lease with a summary on which are outlined on page 97 on this agenda, seconded by Councilor Hamel; the ***motion passed with all in favor.***

22. COUNCIL COMMENTS

23. FUTURE AGENDA ITEMS

23.A. **Improvement of Union Ave/Elm Street intersection**

23.B. **Ordinance amendment relative to Chapter 167, Noise and Chapter 161, Licensing as it pertains to outdoor sound equipment and loudspeakers**

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

23.D. **Master Plan**

23.E. **Milfoil Treatment funding requests**

23.F. **Sewer & Water Master Plan**

23.G. **Single Stream Recycling/Concord Co-op/Solid Waste disposal cost reductions**

23.H. **Strategic Planning/Goal Setting**

23.I. **WOW Trail**

23.J. **Proposal to implement City Policies for designating emergency lanes**

- 23.K. **Resolution 2017-30 relative to authorizing the City Manager to apply to the State of NH DOT for a temporary use agreement in the City's name that will allow for the completion of a study concerning the different options and benefits of how to build Phase 3 of the WOW Trail and to sign all necessary documents**
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 without objection, Mayor Engler adjourned the meeting at 8:49 pm.

Respectfully submitted,

Cheryl Hebert, City Clerk

MINUTES OF THIS MEETING WERE APPROVED BY COUNCIL ON JUNE 11, 2018