

**CITY OF LACONIA - CITY COUNCIL MEETING**  
**Special Budget Meeting**  
**June 3, 2019**  
**7:00 P.M.**

6/3/2019 - Minutes

**1. CALL TO ORDER**

Mayor Engler 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**

Mayor Engler 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. Department Budget Presentations**

**1. Public Works - Wes Anderson, Director** - A copy of the PowerPoint presentation was submitted into the record. Director Anderson reviewed the PowerPoint. Discussion was had in regards to the changes in the fiscal year 2019 such as glass is trash, the corrugated cardboard as a separate system and the elimination of the unattended remote recycling locations. Some of the key points of the presentation were the recycling costs, solid waste, public works operations, General Fund Capital, Motorcycle Week, and an update on current and future projects. Some of the operational changes were the testing utility trench and road base compaction, asphalt surface thickness and compaction, as well as resident engineers on Union and Court Street projects.

Conversation was had regarding the reverse angled parking and the traffic pattern change, as well as ADA improvements at the traffic signals. Other topics of discussion were the parking garage, Comcast, and then performing an ADA self assessment.

Councilor Haynes questioned the equipment used for the upkeep of the sidewalks during the winter months. Director Anderson stated three more sanders are needed in order to improve productivity.

A concern was brought up in regards to the trash issue in the Weirs on the long weekends.

Councilor Cheney would like to see an increase in the size of the weight limit signs that were posted during the spring.

**2. Finance - Glenn Smith, Finance Director** - Some of the highlights were employee benefits, insurance, Bonds, and reimbursements. There is a proposal to the Safety Committee to update the safety for the employees such as if a fire breaks out within the building.

City Manager Myers spoke about a significant drop in the Bond interest rates. Due to the timing of the State budget, the City Manager Myers and Director Smith spoke about separating the Budget Resolutions out of the General Fund Resolution and to approve those separately in order to take advantage of the low interest rates. The Council is in agreement with this change.

Director Smith spoke about some changes within the IT Budget. The equipment has increased by \$12,000 in order to purchase a back up server for City Hall and place it above the Fire Station. This will enable a decrease of \$7,000 a year for contract backup. IT is also looking to change to a voice over phone system.

**3. Welfare - Glenn Smith, Finance Director** - Spoke in regards to the increase in Welfare recipients in regards to rental requests. There has been an increase in the number of clients coming in requesting help with rental assistance. It was noted that since the renovation of the Landmark Inn they are no longer accepting welfare clients. With the loss of this location welfare recipients needing temporary housing are now being sent out of town.

**4. Administration - Scott Myers, City Manager** - City Manager Myers discussed the salaries, Capital Cash Outlay projects such as Bartlett Beach drainage improvements, playground revitalization, police surveillance camera's, fire rescue boat, etc. Other topics discussed were bonded projects. There was a request for \$1,600,000 from DPW for the street budget and the Manager is suggesting \$1,330,000.

Capital Outlay to be bonded items discussed were the City's cost share for the Court Street Bridge replacement, provide Potable Water to three properties on Endicott Street East, and fire engine replacement.

City Manager Myers discussed the motor vehicle registration transportation fees collected and the miscellaneous revenues.

City Manager Myers also discussed the non departmental budget, the Administrative Special Items, the Legal Budget and the City Clerk Budget.

City Manager Myers did share with the Council that in order to make City Hall more accessible to our customers, starting in July, the City Clerks, Land Use, and Tax Office will extend their hours to 6:00 pm on the first and third Tuesdays every month. There will not be added staff but a reallocation of staff hours.

City Manager Myers updated the Council on the Solar Project that was approved last year.

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

## **8. ADJOURNMENT**

With no further business to come before the Council and hearing no objection, Mayor Engler adjourned the meeting at 9:12 pm.

Respectfully submitted,

Cheryl Hebert, City Clerk

MINUTES OF THIS MEETING WERE APPROVED BY THE COUNCIL ON JUNE 10, 2019