

CITY OF LACONIA - CITY COUNCIL MEETING
July 11, 2022, 7:00 pm
City Hall - Armand A. Bolduc City Council Chamber

This meeting will be held in person in the noticed meeting room. In conformance to NH RSA 91-A, a quorum of the board's members must be physically present in the meeting room for the meeting to start and/or continue. The public can choose to attend and participate in person or by Zoom. If something occurs that disables access to Zoom, the meeting will continue regardless, and members of the public or board members using Zoom will have no recourse. Choosing to use Zoom is done at the individual's risk. Using Zoom requires the use of an enabled device.

To participate on Zoom, use the following link:

[Zoom Link](#)

Webinar ID: 843 3660 7728 Password: 129787

To Listen only: Call 1-301-715-8592. Using this option ONLY allows you to listen to the meeting with NO opportunity to participate.

To view this meeting: YouTube under the City of Laconia <https://www.youtube.com/laconianh>

If any board member is using Zoom, they must identify their location and who else is in the room with them. If at least one board member is on Zoom all votes taken will be by roll call vote. The meeting will continue even if the member's Zoom connection is lost.

1. **CALL TO ORDER**
2. **SALUTE TO THE FLAG**
3. **RECORDING SECRETARY**
4. **ROLL CALL**
5. **STAFF IN ATTENDANCE**
6. **COUNCIL PROCLAMATION**
7. **ACCEPTANCE OF MINUTES FROM PREVIOUS MEETINGS**
 - 7.A. **City Council regular meeting minutes of June 27, 2022**
8. **CONSENT & ACTION ITEMS**
 - 8.A. **Recommendation for appointments to Boards and Commissions**

Documents:

[STAFF REPORT - RECOMMENDATION FOR APPOINTMENTS.PDF](#)
9. **CITIZEN COMMENTS FOR MATTERS NOT ON THE AGENDA**

10. **INTERVIEWS**

11. **NOMINATIONS, APPOINTMENTS & ELECTIONS**

12. **COMMUNICATIONS**

13. **PUBLIC HEARINGS**

13.A. **Public Hearing - A proposed application for CDBG funds for improvements at the Boys and Girls Club**

Documents:

[STAFF REPORT - PUBLIC HEARING - A PROPOSED APPLICATION FOR CDBG FUNDS FOR IMPROVEMENTS AT THE BOYS AND GIRLS CLUB.PDF](#)

13.B. **Public Hearing - Adoption of the City's Residential Antidisplacement and Relocation Assistance Plan - Boys and Girls Club**

Documents:

[STAFF REPORT - PUBLIC HEARING - ADOPTION OF THE RESIDENTIAL ANTIDISPLACEMENT AND RELOCATION ASSISTANCE PLAN - BOYS AND GIRLS CLUB.PDF](#)

13.C. **Public Hearing - A proposed application for CDBG funds for Lakes Region Community Developers**

Documents:

[STAFF REPORT - PUBLIC HEARING - A PROPOSED APPLICATION FOR CDBG FUNDS FOR LAKES REGION COMMUNITY DEVELOPERS.PDF](#)

13.D. **Public Hearing - Adoption of the City's Residential Antidisplacement and Relocation Assistance Plan - Lakes Region Community Developers**

Documents:

[STAFF REPORT - PUBLIC HEARING - ADOPTION OF THE RESIDENTIAL ANTIDISPLACEMENT AND RELOCATION ASSISTANCE PLAN - LRCD.PDF](#)

14. **PRESENTATIONS**

15. **MAYOR'S REPORT**

16. **COUNCIL COMMENTS**

17. **COMMITTEE REPORTS**

Items will be discussed as needed. Not all items will be brought before the full Council at this evening's meeting.

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)**
 - 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**
- 19. **CITIZENS REQUESTS TO COMMENT ON CURRENT AGENDA ITEMS**
- 20. **CITY MANAGER'S REPORT**
 - 20.A. **Financial and Operational Trends Report**
 - Documents:
 - [FINANCIAL AND OPERATIONAL TRENDS - JULY 2022.PDF](#)
- 21. **NEW BUSINESS**
 - 21.A. **Easter Seals NH (Community Based Services Program) - Request to waive fees**

Documents:

[STAFF REPORT - REQUEST TO WAIVE FEES - EASTER SEALS NH.PDF](#)

21.B. Request from Weirs Action Committee to hold summer concerts on the Boardwalk

Documents:

[STAFF REPORT - REQUEST FROM WEIRS ACTION COMMITTEE TO HOLD SUMMER CONCERTS ON THE BOARDWALK.PDF](#)

21.C. Update of the Letter of Agreement with the Laconia Professional Firefighters Association, IAFF Local 1153, and the City of Laconia to include equivalent firefighters from another state

Documents:

[STAFF REPORT - FIREFIGHTERS AMENDED LETTER OF AGREEMENT.PDF](#)
[UPDATED FIREFIGHTERS LETTER OF AGREEMENT.PDF](#)

22. UNFINISHED BUSINESS

22.A. Amendment to Resolution 2022-08 making itemized appropriations for the Fiscal Year beginning July 1, 2022 and ending June 30, 2023

Documents:

[STAFF REPORT - BUDGET ADJUSTMENT.PDF](#)
[RES 2022-08 BUDGET RESOLUTION - AMENDED.PDF](#)

22.B. A proposed application to the NH Community Development Finance Authority for CDBG funds for improvements at the Boys and Girls Club

Documents:

[STAFF REPORT - A PROPOSED APPLICATION FOR CDBG FUNDS FOR IMPROVEMENTS AT THE BOYS AND GIRLS CLUB.PDF](#)

22.C. Adoption of the City's Residential Anti-Displacement and Relocation Plan for proposed improvements at the Boys and Girls Club

Documents:

[STAFF REPORT - ADOPTION OF THE RESIDENTIAL ANTIDISPLACEMENT AND RELOCATION ASSISTANCE PLAN - BOYS AND GIRLS CLUB.PDF](#)
[ANTI-DISPLACEMENT AND RELOCATION ASSISTANCE PLAN - BOYS AND GIRLS CLUB IMPROVEMENTS PROJECT.PDF](#)

22.D. A proposed application to the Community Development Finance Authority for up to \$170,000 in CDBG housing grant funds for Lakes Region Community Developers

Documents:

22.E. Adoption of the City's Residential Anti-Displacement and Relocation Assistance Plan for Lakes Region Community Developers toward proposed acquisition of 11 Jameson Street

Documents:

STAFF REPORT - ADOPTION OF THE RESIDENTIAL ANTIDISPLACEMENT AND RELOCATION ASSISTANCE PLAN - LAKES REGION COMMUNITY DEVELOPERS.PDF
ANTI-DISPLACEMENT AND RELOCATION ASSISTANCE PLAN - LRCD ACQUISITION PROJECT.PDF

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)

(a) The dismissal, promotion or compensation of any public employee, or the investigation of any charges against him, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted.

(b) The hiring of any person as a public employee.

(c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the body or agency itself, unless such person requests an open meeting.

(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.

(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.

(i) Consideration of matters relating to the preparation for and the carrying out of emergency

functions including training to carry out such functions, developed by local or state safety officials that are directly intended to thwart a deliberate act that is intended to result in widespread or severe damage to property or widespread injury or loss of life.

26. ADJOURNMENT

This meeting facility is ADA accessible. Any person with a disability who wishes to attend this public meeting and needs additional accommodations, please contact the Meeting ADA Coordinator at City Hall by calling (603) 527-1265 at least 72 hours in advance so that the City can make any necessary arrangements.

**LACONIA CITY COUNCIL AGENDA
JULY 11, 2022**

**STAFF REPORT
AGENDA ITEM 8.A.
RECOMMENDATIONS FOR APPOINTMENTS TO BOARDS AND
COMMISSIONS**

The Appointments Subcommittee met on July 6, 2022 and interviewed several candidates for appointment or reappointment to the City's Boards and Commissions.

The Appointments Subcommittee strongly recommends the appointment of the following individuals for the terms shown:

Aaron Bassett – Requesting reappointment as a regular member of the Library Board of Trustees, to a three-year term expiring at the end of March, 2025.

Marcia Hayward – Requesting to move from an alternate member to a regular member on the Zoning Board of Appeals, to fill the remainder of a term expiring at the end of August, 2023.

Warren Clement – Requesting appointment as a regular member of the Downtown TIF District Advisory Board, to a three-year term expiring at the end of August, 2025.

Peter Stewart – Requesting reappointment as a regular member of the Lakeport TIF District Advisory Board, to a three-year term expiring at the end of June, 2025.

Rebecca Gregoire – Requesting appointment as a regular member of the Lakeport TIF District Advisory Board, to a three-year term expiring at the end of June, 2025.

Proposed motion:

“I move that the City Council approves the appointment or reappointment of candidates to the City's Boards and Commissions as presented and recommended by the Appointments Subcommittee.”

**LACONIA CITY COUNCIL AGENDA
JULY 11, 2022**

**STAFF REPORT
AGENDA ITEM 13.A.
PUBLIC HEARING - A PROPOSED APPLICATION TO THE NH
COMMUNITY DEVELOPMENT FINANCE AUTHORITY FOR CDBG FUNDS
FOR IMPROVEMENTS AT THE BOYS AND GIRLS CLUB**

Discussion: Community Development Block Grant funds are available to municipalities through the NH Community Development Finance Authority. Up to \$500,000 annually is available for Economic Development Projects, up to \$500,000 for Housing Projects, up to \$500,000 for Public Facility Projects, up to \$500,000 in Emergency Funds, up to \$25,000 per Planning Study grant. Also, up to \$750,000 is available per public facility project under CDBG-Covid (CDBG-CV) funding. All projects must directly benefit a majority of low- and moderate-income persons.

This is a proposed application to the NH Community Development Finance Authority for up to \$750,000 in CDBG-CV, or up to \$500,000 in CDBG Public Facilities funds, to support improvements, including window replacement and ventilation, at the Boys and Girls Club facility located at 876 N Main Street in Laconia. The majority of the participants at the Boys and Girls Club are of low and moderate income.

This project conforms with Laconia's Housing and Community Development Plan's goal of: Promote activities that protect the health and safety of residents and visitors. (Short-term and long-term goal).

Notice of the public hearing was made available in the June 29, 2022 edition of the Laconia Daily Sun and the New Hampshire Union Leader, and posted at Laconia City Hall, the Community Center and Laconia Public Library.

Fiscal Impact:

Staff Recommendation:

Proposed motions: Action on this item will be taken up under Unfinished Business.

Open the public hearing.

Close the public hearing.

**LACONIA CITY COUNCIL AGENDA
JULY 11, 2022**

**STAFF REPORT
AGENDA ITEM 13.B.
PUBLIC HEARING - ADOPTION OF THE CITY'S RESIDENTIAL ANTI-
DISPLACEMENT AND RELOCATION ASSISTANCE PLAN FOR
PROPOSED IMPROVEMENTS AT THE BOYS AND GIRLS CLUB**

Discussion: This plan outlines measures, under the Uniform Relocation Act, required for CDBG projects that involve any displacement or relocation of persons (or businesses), if the City were to undertake a CDBG project which involved displacement or relocation they would follow this plan. The plan outlines the measures they would take to find comparable, suitable housing for persons (or businesses) displaced or relocated. Boys and Girls Club may relocate their operations during construction for safety reasons, they will find a suitable space and temporarily relocate themselves.

Notice of the public hearing was made available in the June 29, 2022 edition of the Laconia Daily Sun and the New Hampshire Union Leader, and posted at Laconia City Hall, the Community Center and Laconia Public Library.

Fiscal Impact:

Staff Recommendation:

Proposed motions: Action on this item will be taken up under Unfinished Business.

Open the public hearing.

Close the public hearing.

**LACONIA CITY COUNCIL AGENDA
JULY 11, 2022**

**STAFF REPORT
AGENDA ITEM 13.C.
PUBLIC HEARING - A PROPOSED APPLICATION TO THE COMMUNITY
DEVELOPMENT FINANCE AUTHORITY FOR UP TO \$170,000 IN CDBG
HOUSING GRANT FUNDS**

Discussion: Community Development Block Grant funds are available to municipalities through the NH Community Development Finance Authority. Up to \$500,000 annually is available for Economic Development Projects, up to \$500,000 for Housing Projects, up to \$500,000 for Public Facility Projects, up to \$500,000 in Emergency Funds, up to \$25,000 per Planning Study grant. Also, up to \$750,000 is available per public facility project under CDBG-Covid (CDBG-CV) funding. All projects must directly benefit a majority of low- and moderate-income persons.

This is a proposed application to the Community Development Finance Authority for up to \$170,000 in CDBG Housing Grant Funds. Of the funds, \$20,000 will be retained by the City for administrative costs associated with the project, \$150,000 of the funds will be subgranted to Lakes Region Community Developers toward the acquisition of 11 Jameson Street in Laconia. The unit will be rented as affordable housing to a tenant of low or moderate income.

This project conforms with Laconia's Housing and Community Development Plan's goal of: Encourage a varied stock of safe, sanitary, decent and affordable housing for persons of all age and income groups. (Long and short term goal)

Notice of the public hearing was made available in the June 29, 2022 edition of the Laconia Daily Sun and the New Hampshire Union Leader, and posted at Laconia City Hall, the Community Center and Laconia Public Library.

Fiscal Impact:

Staff Recommendation:

Proposed motions: Action on this item will be taken up under Unfinished Business.

Open the public hearing.

Close the public hearing.

**LACONIA CITY COUNCIL AGENDA
JULY 11, 2022**

**STAFF REPORT
AGENDA ITEM 13.D.
PUBLIC HEARING - ADOPTION OF THE CITY'S RESIDENTIAL ANTI-
DISPLACEMENT AND RELOCATION ASSISTANCE PLAN TOWARD
ACQUISITION OF 11 JAMESON STREET**

Discussion: This plan outlines measures, under the Uniform Relocation Act, required for CDBG projects that involve any displacement or relocation of persons (or businesses), if the City were to undertake a CDBG project which involved displacement or relocation they would follow this plan. The plan outlines the measures they would take to find comparable, suitable housing for persons (or businesses) displaced or relocated. No displacement or relocation is anticipated with this project as this is a voluntary sale.

Notice of the public hearing was made available in the June 29, 2022 edition of the Laconia Daily Sun and the New Hampshire Union Leader, and posted at Laconia City Hall, the Community Center and Laconia Public Library.

Fiscal Impact:

Staff Recommendation:

Proposed motions: Action on this item will be taken up under Unfinished Business.

Open the public hearing.

Close the public hearing.



Financial & Operational Trends – July, 2022

Net gain in construction value from Building Permit Reports

	Current year:	One year ago:	Two years ago:
April 1 – June 30	\$17.9 million	\$17.4 million	\$5.8 million

Fire & Rescue Call Data:

Month	June 2022	2021	2020	2019
Total number of incidents	389	494	404	428
Percent fire calls	21%	37%	28%	29%
Percent calls downtown area*	68%	70%	70%	66%
Busiest time period by hour	12PM	2PM, 5PM	9AM, 4PM	6PM, 8PM, 3PM
Percent of all calls 11pm to 7am	16%	19%	18%	18%
Number of critical care patients	29	33	29	24
Number multiple/back-to-back calls	141	203*	167	148
Percent of multiple calls EMS	79%	70%	69%	71%
% of emergency responses within 6 min. response time (year-to-date)	79%	78%	81%	80%
Dates with more than 20 incidents	6/1 (25)	6/12, 6/16, 6/17, 6/21, 6/25	6/12, 6/17, 6/20, 6/22	6/8, 6/22
# of times working 3 or more calls	14	20*	15	9
Total incidents year to date	2,213	2,250	2,092	2,436

*Downtown area covers N.Main St. to Elm St. to Union to Mechanic, and to the By-Pass

**Does not include multiple calls related to gas leaks

Public Assistance Data:

City Relief				
Fiscal Year	2022	2021	2020	2019
Jul	\$211	\$1,965	\$ 957	\$6,068
Aug	\$3,690	\$830	\$5,046	\$5,603
Sept	\$776	\$780	\$2,981	\$5,008
Oct	\$2,155	\$484	\$2,989	\$8,406
Nov	\$9,535	\$1,430	\$2,872	\$9,725
Dec	\$6,767	\$2,342	\$6,208	\$7,436
Jan	\$6,853	\$2,615	\$2,125	\$5,138
Feb	\$2,460	\$3,412	\$1,132	\$8,738
Mar	\$1,577	\$1,358	\$1,777	\$5,671
Apr	\$1,716	\$1,330	\$1,383	\$6,898
May	\$1,360	\$922	\$5,248	\$4,319
Jun	\$3,039	\$6,593	\$660	\$1,710
Gross Relief	\$40,139	\$24,061	\$33,378	\$74,720
Reimbursements/Liens/refunds	\$42,815	\$1,802	\$6,190	\$1,951
01-477-499-0000				
Net Cost of Welfare	-\$2,676	\$22,259	\$27,188	\$72,769

Laconia Police Department – Monthly Activity Highlights:

ACTIVITY	(June) THIS MONTH	CORRESPONDING MONTH LAST YEAR	TOTAL THIS YEAR TO DATE	TOTAL LAST YEAR TO DATE	% +/-
Calls for service	2,235	2,798	11,143	15,106	-26.23
Criminal offenses investigated	303	344	1,633	1,734	-5.82
Criminal off. cleared by arrest	163	191	1,083	1,166	-7.12
Total # of physical arrests	111	107	591	640	-7.66
M/V – Stops	752	1,148	4,018	6,020	-33.26
M/V – Summonses	59	101	201	309	-34.95
M/V – Written warnings	599	951	3,495	5,235	-33.24
Accidents – Fatal	2	0	2	0	n/a
Accidents – Total	65	65	246	256	-3.91
Accidents w/injury	16	30	51	69	-26.09
Parking tags issued	312	315	535	734	-27.11
DWI	4	7	33	29	13.79
Intoxication	36	33	153	145	5.52

June 2022: TYPE OF INCIDENT	# OF CALLS
Domestic disturbance	22
All other disturbances	125
Suicidal subjects	8
Attempted suicide	0
Suicide	0
Violation of restraining order	6
Barricaded subject	0

	# OF VOLUNTEER HOURS
Volunteer Hours (LPD)	0
Volunteer Hours (VSU)	0
Victims Served	0

Property Tax Collection:

	July Warrant Amt.	Dec. Warrant Amt.	Collected thru		Percentage Collected
2015	\$20,036,102	\$21,298,380	\$40,771,296	6/30/2015	98.64%
2016	\$20,785,170	\$21,260,229	\$41,527,953	6/30/2016	98.77%
2017	\$21,075,701	\$21,895,151	\$42,540,346	6/30/2017	99.00%
2018	\$21,442,154	\$23,765,321	\$44,785,514	6/30/2018	99.07%
2019	\$22,563,270	\$23,935,265	\$46,107,857	6/30/2019	99.16%
2020	\$23,203,364	\$23,612,210	\$46,381,688	6/30/2020	99.07%
2021	\$23,395,524	\$24,960,538	\$48,002,308	6/30/2021	99.27%
2022	\$24,369,326		\$20,341,166	6/30/2022	83.47%

Motor Vehicle Registration:

Report as of Date: FISCAL YEAR	Through 6/30/2022 BUDGET	Year to date Revenue	Municipal Transportation Revenue	Total Motor Vehicle Revenue	% of Budget
2017	\$2,500,000	\$2,723,024	-0-	\$2,723,024	106.82%
2018	\$2,674,000	\$2,856,231	\$96,415	\$2,952,646	110.42%
2019	\$2,875,000	\$3,101,000	\$97,050	\$3,198,050	111.24%
2020	\$3,085,000	\$3,125,800	\$98,355	\$3,224,115	104.51%
2021	\$3,150,000	\$3,298,465	\$102,970	\$3,401,435	107.98%
2022	\$3,270,000	\$3,408,972	\$103,715	\$3,512,687	107.42%

OVERTIME BY DEPARTMENT FY22

As of : 6/30/2022

	Budget	July	August	September	October	November	December	January	February	March	April	May	June	YTD Total	% Used	PRIOR YR YTD EXP	PRIOR YR TOTAL EXP
FINANCE	500	-	-	129	-	-	-	21	321	-	-	-	150	621	124.30%	272	272
LICENSE	250	-	-	-	-	-	-	-	-	-	-	-	7	7	2.88%	6	6
PLANNING	2,500	485	256	184	797	476	217	169	116	149	346	385	228	3,807	152.27%	4,820	4,820
CODE	500	134	-	7	-	-	-	-	21	7	-	-	-	169	33.79%	144	144
ASSESSING	500	-	-	-	-	-	-	-	-	-	-	8	87	94	18.87%	72	72
CITY CLERK	1000	-	-	66	-	224	-	8	238	254	8	-	8	805	80.54%	814	814
POLICE																	
Misc. Overtime	140000	2,932	2,852	1,500.37	-1831	3,413	1,029	1,127	5,680	(1,488)	2,037	3,911	46	21,209		23,249	23,249
Holiday OT		6,946	0	6,629.04	8251	8,210	21,340	12,567	-	7,523	-	-	7,877	79,341		68,044	68,044
Incident OT		972	1,424	910.47	2912	614	1,402	667	760	696	1,415	138	614	12,525		17,920	17,920
Court OT		871	107	111.69	734	697	234	1,094	653	2,144	1,785	1,697	1,845	11,974		3,904	3,904
Shift Coverage OT		7,565	5,126	1,400.04	6312	471	5,515	6,355	3,873	5,103	2,617	7,395	12,508	64,241		30,950	30,950
TOTAL	140,000	19,287	9,510	10,552	16,378	13,404	29,520	21,810	10,966	13,977	7,855	13,141	22,890	189,290	135.21%	144,067	144,067
FIRE																	
Extra Duty Coverage	70,000	13,198	10,326	13,083	23,977	19,176	37,611	6,272	15,542	19,071	29,220	36,066	47,679	271,221	387.46%	97,138	97,138
Sick Hurt Coverage	80,000	3,792	12,628	15,843	20,898	13,202	9,434	8,080	10,606	7,137	8,543	17,919	5,190	133,273	166.59%	115,977	115,977
Personal Time Coverage	75,000	2,069	6,982	8,162	8,341	4,634	4,825	4,683	3,388	3,154	444	3,133	5,334	55,149	73.53%	53,689	53,689
Holiday Pay	127,500	13,330	0	13,403	11,010	11,704	33,619	22,300	173	10,501	-	-	10,975	127,016	99.62%	130,256	130,256
Vacation Coverage	134,000	16,765	12,082	12,183	11,026	8,747	8,223	6,705	14,632	11,446	9,091	12,029	14,137	137,067	102.29%	121,917	121,917
TOTALS	486,500	49,155	42,018	62,674	75,252	57,463	93,713	48,040	44,341	51,307	47,299	69,148	83,316	723,725	148.76%	518,976	518,976
WELFARE	1,000	-	-	-	-	9	-	-	-	-	-	-	9	17	1.74%	98	98
PARKS & RECREATION	9,000	1,023	203	222.98	246	313	881	439	747	288	566	159	554	5,642	62.69%	4,839	4,839
SOLID WASTE	7,000	1,246	943	815.27	1380	1,692	1,391	1,230	936	1,144	1,131	3,112	1,424	16,444	234.91%	4,539	4,539
PUBLIC WORKS																	
TOTALS	0	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Striping		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Office		559	582	562	881	523	779	672	736	790	1,003	907	651	8,645		7,291	7,291
Road Maintenance	15660	1,541	2194	1121	1124	622	1,413	1,086	2,767	1,224	805	1,546	4,403	19,847		13,296	13,296
Winter Maintenance	67967	-	-	-	-	-	-	-	-	-	-	-	-	-	-	11,254	11,254
Plowing		-	-	-	-	-	26,923	10,521	27,213	19,284	-	-	-	83,941		35,914	35,914
OT - Temp Plowing		-	-	-	-	-	-	-	-	-	-	-	-	-		669	669
Sanding/Salting		-	-	-	-	-	-	-	-	-	-	-	-	-		-	-
City Engineering	1929	638	384	338	453	617	300	-	229	373	917	1,465	903	6,617		7,389	7,389
Drain Maintenance	397	-	-	-	-	-	-	281	267	10	-	-	-	558		960	960
Parking/Traffic Control	1047	-	-	-	-	-	-	99	125	-	-	-	-	225		-	-
Signs		-	-	-	-	-	-	-	-	-	-	-	-	-		-	-
Parking Garage		-	-	-	-	-	-	-	-	-	-	-	-	-		-	-
TOTALS	87,000	2,738	3,160	2,020	2,458	1,762	29,414	12,660	31,338	21,682	2,726	3,918	5,956	119,833	137.74%	76,774	76,774
SANITARY SEWER																	
TOTALS	15,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
WRBP		578	1,486	533	836	280	1,374	705	726	322	659	110	1,419	9,027		8,231	8,231
Sewer Maintenance		1,575	1,468	1,541	1,317	1,847	1,312	2,996	2,240	1,639	407	515	357	17,213		9,123	9,123
TOTALS	15,000	2,153	2,954	2,074	2,152	2,127	2,686	3,700	2,966	1,961	1,066	625	1,776	26,240	174.93%	17,354	17,354
EMS - AMBULANCE																	
Extra Duty Coverage	52,000	6,429	3,737	8,158	12,619	10,587	10,404	3,141	14,713	(9,700)	11,601	16,038	9,858	97,585	187.66%	147,540	147,540
Sick Hurt Coverage	39,000	2,449	3,156	3,315	6,520	8,822	789	3,562	474	426	1,759	5,142	579	36,993	94.85%	72,756	72,756
Personal Time Coverage	21,600	-	523	838	1,660	789	475	363	670	-	475	-	1,099	6,892	31.91%	6,571	6,571
Holiday Pay	18,870	2,573	-	2,452	1,931	1,496	4,288	3,161	-	1,433	-	-	2,320	19,653	104.15%	21,456	21,456
Vacation Coverage	33,500	-	1,537	5,169	5,210	1,963	888	474	2,067	489	1,621	950	6,889	27,257	81.36%	18,645	18,645
TOTALS	164,970	11,450	8,953	19,932	27,940	23,656	16,844	10,701	17,924	(7,352)	15,455	22,129	20,746	188,380	114.19%	266,968	266,968
GRAND TOTAL	915,720	87,671	67,997	98,676	126,604	101,126	174,666	98,779	109,914	83,416	76,452	112,625	137,151	1,275,075	139.24%	1,039,742	1,039,742

Parks & Recreation Facility Use Requests:

	2021-22	2020-21	2019-20	2018-19	2017-18	2016-17	2015-16	2014-15	2013-14
July	8	5	10	24	18	4	3	15	2
August	8	9	10	10	15	11	18	4	4
September	4	7	7	4	3	5	4	5	3
October	8	7	10	6	4	7	5	2	4
November	3	7	3	3	4	2	6	6	5
December	0	0	0	0	0	0	4	7	4
January	4	0	11	11	6	5	9	10	0
February	11	9	10	6	6	8	13	6	10
March	15	6	4	8	11	12	9	12	19
April	14	19	8	5	8	13	8	16	12
May	8	13	3	9	12	2	8	10	9
June	9	13	8	1	3	6	11	10	18
Total	92	95	84	87	90	75	98	103	90

Pending Grievances Summary:

Date of Grievance	Union	Subject	Status	Cost thru 5/31/22
			None	

Impact Fee Revenues:

	Total Revenue as of 6/30/2021	Revenue Year-to-Date	Transfer Out FY21 Year-to-date	Total Revenue as of 6/30/22
School	\$77,018.34	\$71,742.09	(\$66,596.69)	\$82,163.74
Police	\$1,710.26	\$6,981.82	\$0.00	\$8,692.08
Fire	\$15,906.00	\$14,718.40	(\$18,000.00)	\$12,624.40
Parks	\$2,208.87	\$17,036.58	\$0.00	\$19,245.45
Roads	\$17,420.29	\$24,052.16	\$0.00	\$41,472.45
Library	\$5,433.87	\$9,171.56	\$0.00	\$14,605.43
Total Impact Fees Collected	\$119,697.63	\$143,702.61	(\$84,596.69)	\$178,803.55

Expendable Trust Balances:

	Balance as of 6/30/22
Non-Capital Reserve Account	\$433,616.63
Accrued Leave Reserve Account	\$292,314.60
Winter Maintenance Reserve Account	\$163,894.85
Health Insurance Stabilization Account	\$171,581.07
Motorcycle Week Account	\$57,887.90
Fire Stabilization Account	-0-

Tax Increment Financing Balances:

	Balance as of 6/30/22
Downtown	\$996,819.81
Lakeport	\$45,889.00
Weirs	\$(78,857.83)

Boat Taxes:

Report as of Date:	Through 6/30/22		
FISCAL YEAR	BUDGET	Year to date Revenue	% of Budget
2017	\$85,000	\$75,266	88.55%
2018	\$85,000	\$90,568	106.55%
2019	\$85,000	\$96,741	113.81%
2020	\$90,000	\$103,268	114.74%
2021	\$100,000	\$119,344	119.34%
2022	\$110,000	\$120,841	109.86%

	General Fund Revenues*			General Fund Expenditures		
		Realized as of 6/30/2021			Realized as of 6/30/2022	
	Budgeted	Amount		Budgeted	Amount	
2018	\$ 8,029,176	\$8,971,639	111.74%	\$29,637,864	\$26,972,049	91.01%
2019	\$ 8,114,878	\$8,193,732	100.97%	\$30,659,544	\$28,873,473	94.06%
2020	\$ 8,499,359	\$8,697,696	102.33%	\$31,450,111	\$29,069,773	92.43%
2021	\$ 8,699,290	\$9,365,372	107.66%	\$32,333,486	\$29,740,895	91.98%
2022	\$ 9,026,499	\$9,185,802	101.76%	\$32,502,933	\$31,178,532	95.93%

*Does not include property tax collections noted elsewhere in this report

EMS Billing History:

EMS billing history numbers are not yet available; please check next month's report for updated information.

**LACONIA CITY COUNCIL AGENDA
JULY 11, 2022**

**STAFF REPORT
AGENDA ITEM 21.A.
EASTER SEALS NH (COMMUNITY BASED SERVICES PROGRAM) –
REQUEST TO WAIVE FEES**

Discussion: Easter Seals NH (Community Based Services Program), in conjunction with Auto Pac Gallery, will be hosting a community-wide car show of hot rods, classic and antique cars owned by local individuals and car club groups. This event will be held on August 6, 2022, at 62 Doris Ray Court in Laconia and is a fundraiser for the benefit of Easter Seals NH. Funds will provide local programming in Belknap County and the Lakes Region for enrichment and recreational activities for the individuals served by Easter Seals.

Easter Seals NH is requesting a waiver of City fees associated with the event.

Fiscal Impact:

Staff Recommendation:

Proposed motion:

“I move that the City Council approve the request from Easter Seals NH (Community Based Services program) for a waiver of City fees associated with the community-wide car show to be held August 6, 2022.”

**LACONIA CITY COUNCIL AGENDA
JULY 11, 2022**

**STAFF REPORT
AGENDA ITEM 21.B.
REQUEST FROM WEIRS ACTION COMMITTEE TO HOLD SUMMER
CONCERTS ON THE BOARDWALK**

Discussion: 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 five consecutive Sundays from July 17 through August 14, 2022 from 6 pm to 9 pm.

The band will play under a 10' x 20' pop-up tent which will be put in place just prior to each concert and removed at the conclusion of each concert. 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.

The Special Events Review Commission approved this request at their July 6, 2022 meeting.

Fiscal Impact:

Staff Recommendation:

Proposed motion:

"I move to approve the request from Weirs Action Committee to hold summer concerts on the Boardwalk on five consecutive Sundays from July 17 through August 14, 2022 from 6:00 pm to 9:00 pm."

**LACONIA CITY COUNCIL AGENDA
JULY 11, 2022**

**STAFF REPORT
AGENDA ITEM 21.C.
UPDATE OF THE LETTER OF AGREEMENT WITH THE LACONIA
PROFESSIONAL FIREFIGHTERS ASSOCIATION, IAFF LOCAL 1153 AND
THE CITY OF LACONIA TO INCLUDE EQUIVALENT FIREFIGHTERS
FROM ANOTHER STATE**

Discussion: Currently the Letter of Agreement with the Laconia Professional Firefighters Association is for in-state firefighter transfers.

Fiscal Impact: The step one hourly salary for FF/AEMT is \$22.17. The third step for FF/AEMT is \$25.12, a difference of \$2.95 per hour (\$6,442.80 per year).

The step one hourly pay for FF/Medic is \$ 24.39. The third step for FF/Medic is \$27.64, a difference of \$3.25 per hour (\$7,098.00 per year) This pay difference will come from the Fire Department budget.

Staff Recommendation: Accept the Letter of Agreement with the Laconia Professional Firefighters Association and the City of Laconia as presented.

This report submitted by: Scott Myers

Proposed motion:

"I move to approve the updated Letter of Agreement with the Laconia Professional Firefighters Association, IAFF Local 1153, and the City of Laconia to include equivalent firefighters from another state."

LETTER OF AGREEMENT

This Letter of Agreement is made and entered into on this ____ day of June, 2022 by and between the Laconia Professional Firefighters Association, IAFF Local 1153 (Union) and the City of Laconia (city) intending to be bound agree as follows:

The Parties believe that it is in the best interest of the City and the Union to provide for a method to permit lateral transfers of firefighters from other jurisdictions to be hired at a salary level higher than the contractual minimum pay in order that experienced members of the fires service community may be attracted to employment with the Laconia Fire and Rescue under the following conditions:

1. Upon the sole recommendation of the Chief of the Department to hire an applicant who possesses appropriate certification and experience of at least three (3) years as a Firefighter with another fire service jurisdiction and meets the definition of “fire service personnel” defined in RSA 100-A:1, VIII, or equivalent from another state to the City Personnel Specialist and City Manager. Upon their approval, such prospective employee may be hired up to the third step in the pay range as provided in the Collective Bargaining Agreement.

The decision to place an employee within the salary range above is at the discretion of the City and shall not be grievable.

The newly hired employee will serve a nine (9) month probationary period and advance on the pay scale in accordance with the Collective Bargaining Agreement thereafter.

2. Existing members of the bargaining unit who were lateral transfers on the effective date of this Letter of Agreement and who possess the same credentials of any lateral transfer hired by the City in compliance with this policy will be reassigned to that pay level that reflects his/her actual years of fire service.

3. Although this policy will permit hiring or placement on a salary level in compliance with this Letter of Agreement, years of service with a department other than the Laconia Fire Department will not be credited to years of service as far as seniority within the bargaining unit as it is defined in the Collective Bargaining agreement and applied with respect to all other matters covered by the Collective Bargaining Agreement.
4. This Letter of Agreement will remain effective until notice by either party is given to the other of its intention to withdraw its agreement.

WHEREFORE, the parties have executed this Agreement on the date set forth above by their authorized agents:

**Laconia Professional Firefighters
Association, IAFF Local 1153**

City of Laconia

By: _____

Jason Griffin, President

By: _____

Scott Myers, City Manager

**LACONIA CITY COUNCIL AGENDA
JULY 11, 2022**

**STAFF REPORT
AGENDA ITEM 22.A.
AMENDMENT TO RESOLUTION 2022-08 MAKING ITEMIZED
APPROPRIATIONS FOR THE FISCAL YEAR BEGINNING JULY 1, 2022
AND ENDING JUNE 30, 2023**

Discussion: On June 27, 2022 Council approved three amendments to Resolution 2022-08, before adopting the entire Resolution as amended.

While integrating the Council's vote into the City financial system a clerical error was discovered in one of the three amendments to Resolution 2022-08. This amendment had increased general fund appropriations to \$82,219,293 and general fund revenues to \$30,900,291. It has since been discovered that these figures do not include all the proposed changes that had been discussed during budget presentations and reviewed during the meeting of June 27th.

Had all changes been incorporated, general fund appropriations would be changed to \$83,203,293 and general fund revenues would be changed to \$31,884,291. The amount to be raised by taxes, \$51,319,002, would remain unchanged.

It is proposed that Resolution 2022-08 be amended to include all the proposed changes presented to Council at the meeting of June 27, 2022. This is detailed in attached table.

Fiscal Impact: The proposed amendment adjusts general fund revenues and expenditures as proposed for Resolution 2022-08.

Staff Recommendation: The City Manager recommends that the City Council approve the amendment as proposed.

This report submitted by: Glenn Smith, Finance Director

Proposed motion:

"I move to amend the General Fund lines of Resolution 2022-08 to change Total Appropriations to \$83,203,293, and Revenues to \$31,884,291 and the Balance to be Raised by Taxes to remain unchanged at \$51,391,002."

RESOLUTION 2022-08 AMENDMENT DETAILS

	Total Approp. *	Revenue **	Amount to be raised by taxes
Original General Fund Portion of Resolution 2022-08	\$ 79,037,467	\$ 31,054,057	\$ 47,983,410
CHANGES			
HB 1221 One Time Retirement Pay		\$ 160,000	
SB401 Bridges		\$ 699,000	
Remove Health Stab. Transfer		\$ (120,000)	
Parking kiosk revenue		\$ 95,000	
Solid Waste - Trash C		\$ 100,000	
Solid Waste - Demo		\$ 50,000	
Annual bridge repair maintenance	\$ (35,000)		
Parking Kiosk capital reserve	\$ 15,000		
Fuel Contingency	\$ 155,000		
Highland St. bridge design	\$ 75,000		
Pedestrian Bridge Design	\$ 50,000		
Hilliard bridge design	\$ 50,000		
Annual bridge repair maintenance	\$ 160,000		
Bridge Repair Contingency	\$ 364,000		
Collection Contract	\$ 105,000		
Recycling Contract	\$ 45,000		
Transfer to ISF	\$ (55,000)		
Jaws of Life Units	\$ 40,000		
IT Software upgrades	\$ 15,000		
Subtotal - City Changes	\$ 984,000	\$ 984,000	\$ -
State School Assessment	\$ 3,288,812		\$ 3,288,812
Local School Adjustments	\$ (106,986)	\$ (153,766)	\$ 46,780
Revised General Fund Portion of Resolution 2022-08 incorporating all changes	\$ 83,203,293	\$ 31,884,291	\$ 51,319,002
General Fund portion of Resolution 2022-08 as adopted on June 27, 2022	\$ 82,219,293	\$ 30,900,291	\$ 51,319,002

RESOLUTION 2022-08 amended

CITY OF LACONIA

In the Year of our Lord two thousand and twenty-two:

**A RESOLUTION RELATIVE TO MAKING ITEMIZED APPROPRIATIONS FOR THE
FOR THE FISCAL YEAR BEGINNING JULY 1, 2022 AND TERMINATING JUNE 30, 2023**

Resolved by the City Council of the City of Laconia, as follows:

That the following itemized appropriations be made for the fiscal year beginning July 1, 2022 and terminating June 30, 2023.

GENERAL FUND

TOTAL APPROPRIATIONS	\$83,203,293
LESS REVENUES	\$31,884,291
BALANCE TO BE RAISED BY TAXES	\$51,272,222

ANTICIPATED GRANTS

TOTAL APPROPRIATIONS	\$3,421,903
LESS REVENUES	\$3,421,903

SPECIAL REVENUE FUND - MOTORCYCLE WEEK

TOTAL APPROPRIATIONS	\$162,262
LESS REVENUES	\$154,600
BALANCE FROM FUND BALANCE	\$7,662

SPECIAL REVENUE FUND - AMBULANCE EMS

TOTAL APPROPRIATIONS	\$1,209,372
LESS REVENUES	\$1,209,372

SANITARY SEWER FUND

TOTAL APPROPRIATIONS	\$4,632,096
LESS REVENUES	\$4,632,096

CAPITAL OUTLAY

LESS REVENUES	\$2,630,000
---------------	-------------

WATER WORKS FUND

TOTAL APPROPRIATIONS	\$2,602,684
LESS REVENUES	\$2,602,684

CAPITAL OUTLAY

LESS REVENUES	\$708,000
---------------	-----------

INTERNAL SERVICE FUND

TOTAL APPROPRIATIONS	\$1,464,245
LESS REVENUES	\$1,464,245

DOWNTOWN TIF

TOTAL APPROPRIATIONS	\$250,000
LESS REVENUES	\$250,000

LAKEPORT TIF

TOTAL APPROPRIATIONS	\$8,129
LESS REVENUES	\$8,129

WEIRS TIF

TOTAL APPROPRIATIONS	\$170,000
LESS REVENUES	\$170,000

This Resolution shall take effect upon its passage.

Andrew Hosmer, Mayor

Passed and approved this _____ day of ____ 2022

Katie Gargano, City Clerk/Tax Collector

**LACONIA CITY COUNCIL AGENDA
JULY 11, 2022**

**STAFF REPORT
AGENDA ITEM 22.B.
A PROPOSED APPLICATION TO THE NH COMMUNITY DEVELOPMENT
FINANCE AUTHORITY FOR CDBG FUNDS FOR IMPROVEMENTS AT
THE BOYS AND GIRLS CLUB**

Discussion: Community Development Block Grant funds are available to municipalities through the NH Community Development Finance Authority. Up to \$500,000 annually is available for Economic Development Projects, up to \$500,000 for Housing Projects, up to \$500,000 for Public Facility Projects, up to \$500,000 in Emergency Funds, up to \$25,000 per Planning Study grant. Also, up to \$750,000 is available per public facility project under CDBG-Covid (CDBG-CV) funding. All projects must directly benefit a majority of low- and moderate-income persons.

This is a proposed application to the NH Community Development Finance Authority for up to \$750,000 in CDBG-CV, or up to \$500,000 in CDBG Public Facilities funds, to support improvements, including window replacement and ventilation, at the Boys and Girls Club facility located at 876 N Main Street in Laconia. The majority of the participants at the Boys and Girls Club are of low and moderate income.

This project conforms with Laconia's Housing and Community Development Plan's goal of: Promote activities that protect the health and safety of residents and visitors. (Short-term and long-term goal).

Fiscal Impact:

Staff Recommendation: Support the proposed application to the NH Community Development Finance Authority

Proposed motion:

"I move to approve the proposed application to the NH Community Development Finance Authority for CDBG funds for improvements at the Boys and Girls Club as presented."

**LACONIA CITY COUNCIL AGENDA
JULY 11, 2022**

**STAFF REPORT
AGENDA ITEM 22.C.
ADOPTION OF THE CITY'S RESIDENTIAL ANTI-DISPLACEMENT AND
RELOCATION ASSISTANCE PLAN FOR PROPOSED IMPROVEMENTS
AT THE BOYS AND GIRLS CLUB**

Discussion: This plan outlines measures, under the Uniform Relocation Act, required for CDBG projects that involve any displacement or relocation of persons (or businesses), if the City were to undertake a CDBG project which involved displacement or relocation they would follow this plan. The plan outlines the measures they would take to find comparable, suitable housing for persons (or businesses) displaced or relocated. Boys and Girls Club may relocate their operations during construction for safety reasons, they will find a suitable space and temporarily relocate themselves.

Notice of the public hearing was made available in the June 29, 2022 edition of the Laconia Daily Sun and the New Hampshire Union Leader, and posted at Laconia City Hall, the Community Center and Laconia Public Library.

Fiscal Impact:

Staff Recommendation: Staff recommends approval of the adoption of this plan.

Proposed motion:

"I move to approve the Residential Anti-Displacement and Relocation Assistance Plan for proposed improvements at the Boys and Girls Club as presented."

DISPLACEMENT AND RELOCATION CERTIFICATION

City of Laconia

For the Boys and Girls Club Improvements Project

RESIDENTIAL ANTIDISPLACEMENT AND RELOCATION ASSISTANCE PLAN

Every effort will be made to avoid temporary or permanent displacement of an individual due to a CDBG project undertaken by the City of Laconia.

However, in the event of displacement as a result of a federally funded award, the City of Laconia will comply with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, to any household, regardless of income which is involuntarily and permanently displaced.

If the property is acquired, but will not be used for low/moderate income housing under 104(d) of the Housing and Community Development Act of 1974, as amended, the displacement and relocation plan shall provide that before obligating and spending funds that will directly result in such demolition or conversion that the municipality will make public and submit to CDFA the following information:

- a. Comparable replacement housing in the community within three (3) years of the commencement date of the demolition or rehabilitation;
- b. A description of the proposed activity;
- c. The general location on a map and appropriate number of dwelling units by number of bedrooms that will be demolished or converted to a use other than as low and moderate income dwelling units as a direct result of the assisted activity;
- d. A time schedule for the commencement and completion date of the demolition or conversion;
- e. The general location on a map and appropriate number of dwelling units by number of bedrooms that will be provided as replacement dwelling units;
- f. The source of funding and a time schedule for the provision of replacement dwelling units;
- g. The basis for concluding that each replacement dwelling unit will remain a low and moderate income dwelling unit for at least ten (10) years from the date of initial occupancy;
- h. Relocation benefits for all low or moderate income persons shall be provided, including reimbursement for moving expenses, security deposits, credit checks, temporary housing, and other related expenses and either:
 1. Sufficient compensation to ensure that, at least for five (5) years after being relocated, any displaced low/moderate income household shall not bear a ratio of shelter costs to income that exceeds thirty (30) percent, or:
 2. If elected by a family, a lump-sum payment equal to the capitalized value of the compensation available under subparagraph 1. above to permit the household to secure participation in a housing cooperative or mutual housing association, or a Section 8 certificate of voucher for rental assistance provided through New Hampshire Housing Finance Authority.
- i. Persons displaced shall be relocated into comparable replacement housing that is decent, safe and sanitary, adequate in size to accommodate the occupants, functionally equivalent, and in an area not subject to adverse environmental conditions;

- j. Provide that persons displaced have the right to elect, as an alternative alternative to the benefits in subparagraph 2. above, to received benefits under the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 if such persons determine that it is in their best interest to do so; and
- k. The right of appeal to the executive director of CDFA where a claim for assistance under subparagraph 2. above, is denied by the grantee. The executive director's decision shall be final unless a court determines the decision was arbitrary and capricious.
- l. Paragraph a. through k above shall not apply where the HUD Field Office objectively finds that there is an adequate supply of decent, affordable low/moderate income housing in the area.

CERTIFICATION OF COMPLIANCE

Laconia certifies that it will comply with the Uniform Relocation Act and Section 104 (d) of the Housing and Community Development Act of 1974, as amended. Boys and Girls Club may relocate their operations during construction for safety reasons, they will find a suitable space and temporarily relocate themselves.

NAME: Scott Myers

TITLE: City Manager

SIGNATURE: X _____

DATE: July 11, 2022

**LACONIA CITY COUNCIL AGENDA
JULY 11, 2022**

**STAFF REPORT
AGENDA ITEM 22.D.
A PROPOSED APPLICATION TO THE COMMUNITY DEVELOPMENT
FINANCE AUTHORITY FOR UP TO \$170,000 IN CDBG HOUSING GRANT
FUNDS**

Discussion: Community Development Block Grant funds are available to municipalities through the NH Community Development Finance Authority. Up to \$500,000 annually is available for Economic Development Projects, up to \$500,000 for Housing Projects, up to \$500,000 for Public Facility Projects, up to \$500,000 in Emergency Funds, up to \$25,000 per Planning Study grant. Also, up to \$750,000 is available per public facility project under CDBG-Covid (CDBG-CV) funding. All projects must directly benefit a majority of low- and moderate-income persons.

This is a proposed application to the Community Development Finance Authority for up to \$170,000 in CDBG Housing Grant Funds. Of the funds, \$20,000 will be retained by the City for administrative costs associated with the project, \$150,000 of the funds will be subgranted to Lakes Region Community Developers toward the acquisition of 11 Jameson Street in Laconia. The unit will be rented as affordable housing to a tenant of low or moderate income.

This project conforms with Laconia's Housing and Community Development Plan's goal of: Encourage a varied stock of safe, sanitary, decent and affordable housing for persons of all age and income groups. (Long and short term goal)

Fiscal Impact:

Staff Recommendation: Support the proposed application to the NH Community Development Finance Authority.

Proposed motion:

"I move to approve the proposed application to the Community Development Finance Authority for up to \$170,000 in CDBG housing grant funds as presented."

**LACONIA CITY COUNCIL AGENDA
JULY 11, 2022**

**STAFF REPORT
AGENDA ITEM 22.E.
ADOPTION OF THE CITY'S RESIDENTIAL ANTI-DISPLACEMENT AND
RELOCATION ASSISTANCE PLAN TOWARD ACQUISITION OF 11
JAMESON STREET**

Discussion: This plan outlines measures, under the Uniform Relocation Act, required for CDBG projects that involve any displacement or relocation of persons (or businesses), if the City were to undertake a CDBG project which involved displacement or relocation they would follow this plan. The plan outlines the measures they would take to find comparable, suitable housing for persons (or businesses) displaced or relocated. No displacement or relocation is anticipated with this project as this is a voluntary sale.

Notice of the public hearing was made available in the June 29, 2022 edition of the Laconia Daily Sun and the New Hampshire Union Leader, and posted at Laconia City Hall, the Community Center and Laconia Public Library.

Fiscal Impact:

Staff Recommendation: Staff recommends approval of the adoption of this plan.

Proposed motion:

"I move to approve the Residential Anti-Displacement and Relocation Assistance Plan toward acquisition of 11 Jameson Street as presented."

DISPLACEMENT AND RELOCATION CERTIFICATION

City of Laconia

For the Lakes Region Community Developers Acquisition Project

Every effort will be made to avoid temporary or permanent displacement of an individual due to a CDBG project undertaken by the City of Laconia.

However, in the event of displacement as a result of a federally funded award, the City of Laconia will comply with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, to any household, regardless of income which is involuntarily and permanently displaced.

If the property is acquired, but will not be used for low/moderate income housing under 104(d) of the Housing and Community Development Act of 1974, as amended, the displacement and relocation plan shall provide that before obligating and spending funds that will directly result in such demolition or conversion that the municipality will make public and submit to CDFA the following information:

- i. Comparable replacement housing in the community within three (3) years of the commencement date of the demolition or rehabilitation;
- j. A description of the proposed activity;
- k. The general location on a map and appropriate number of dwelling units by number of bedrooms that will be demolished or converted to a use other than as low and moderate income dwelling units as a direct result of the assisted activity;
- l. A time schedule for the commencement and completion date of the demolition or conversion;
- m. The general location on a map and appropriate number of dwelling units by number of bedrooms that will be provided as replacement dwelling units;
- n. The source of funding and a time schedule for the provision of replacement dwelling units;
- o. The basis for concluding that each replacement dwelling unit will remain a low and moderate income dwelling unit for at least ten (10) years from the date of initial occupancy;
- p. Relocation benefits for all low or moderate income persons shall be provided, including reimbursement for moving expenses, security deposits, credit checks, temporary housing, and other related expenses and either:
 1. Sufficient compensation to ensure that, at least for five (5) years after being relocated, any displaced low/moderate income household shall not bear a ratio of shelter costs to income that exceeds thirty (30) percent, or:
 2. If elected by a family, a lump-sum payment equal to the capitalized value of the compensation available under subparagraph 1. above to permit the household to secure participation in a housing cooperative or mutual housing association, or a Section 8 certificate of voucher for rental assistance provided through New Hampshire Housing Finance Authority.
- m. Persons displaced shall be relocated into comparable replacement housing that is decent, safe and sanitary, adequate in size to accommodate the occupants, functionally equivalent, and in an area not subject to adverse environmental conditions;
- n. Provide that persons displaced have the right to elect, as an alternative alternative to the benefits in subparagraph 2. above, to received benefits under the Uniform Relocation Assistance and Real

Property Acquisition Policies Act of 1970 if such persons determine that it is in their best interest to do so; and

- o. The right of appeal to the executive director of CDFA where a claim for assistance under subparagraph 2. above, is denied by the grantee. The executive director's decision shall be final unless a court determines the decision was arbitrary and capricious.
- p. Paragraphs a. through k above shall not apply where the HUD Field Office objectively finds that there is an adequate supply of decent, affordable low/moderate income housing in the area.

CERTIFICATION OF COMPLIANCE

Laconia certifies that it will comply with the Uniform Relocation Act and Section 104 (d) of the Housing and Community Development Act of 1974, as amended. No displacement or relocation is anticipated as this is a voluntary sale.

NAME: Scott Myers

TITLE: City Manager

SIGNATURE: X _____

DATE: July 11, 2022