



City of Laconia
Special Events Technical Review Committee
Wednesday, July 14, 2021 - 12:00 PM
City Hall in the Armand A. Bolduc City Council Chamber

1. CALL TO ORDER
2. ROLL CALL
3. RECORDING SECRETARY
4. STAFF IN ATTENDANCE
5. OTHER BUSINESS
- 5.1. Motorcycle Week Follow-Up (PDF)
Review and follow-up of Motorcycle Week 2021

Public Input and Staff Review

Documents:

[MEMO FROM FD RE MOTORCYCLE WEEK.PDF](#)
[DPW POST MW REVIEW.PDF](#)

6. 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 department at (603) 527-1264 at least 72 hours in advance so necessary arrangements can be made.

Karen Santoro

From: Charles Roffo
Sent: Monday, June 21, 2021 11:15 AM
To: Amy Lovisek; Benjamin Crawford; Cheryl Hebert; Dean Trefethen; Hilary Young; Kalena Graham; Krista Larsen; Linda Heath; Lindsey Allen; Matthew Canfield; Mike Finogle; Nancy Brown; Nicholas Schwarz; Robert Mora; Karen Santoro
Subject: My annual Motorcycle Week comments and suggestions I heard (not mine)

1. The Faros property needs to have the fence along Endicott Street North in place for the week. I did see a few near misses over the week with people and vehicles exiting onto the street.
2. Consider making Lakeside “two wheeled bikes” only. There were issues with trikes and spiders taking up multiple spaces and parking over the yellow lines. It was tight for fire apparatus on Lakeside. Possibly free trike parking at Endicott Park to be fair to those owners.
3. Put up signage/maps showing location of events and venues. Lots of people trying to locate sites, restrooms, etc.
4. Look at moving the center line parking slightly toward the curb side to increase the road width.
5. Look at Increasing the food vendor fees by \$10-\$20 dollars. This would cover the gas tank fees and trash collection since they generate most of the non-cardboard and FOG waste (kinda mine).

Charles W. Roffo

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“The ox is slow but the earth is patient”

After Action Report for Motorcycle Week 2021

June 28, 2021

Preparations and set up for MC Week

Public Works installed the tape the Thursday before the start.

Issue: Drivers came in to see the sunrise and parked on lakeside Ave facing the water. The pickup trucks were so long it interfered with our ability to install the taped centerline parking area.

Recommendation:

Post not parking Midnight to 8 am Wednesday night to allow time for Public Work to place the yellow tape for center line parking.

Public Works installed the tower Friday morning.

Issue: one vehicle was left overnight on Lakeside Ave parked in the spot that interfered the most with our ability to erect the tower. Our Loader was within inches at time of the vehicle while maneuvering to erect the tower.

Recommendation: Designate the parking spots on the board walk side of the street from the Mount Washington office to the Weeks Street access gate no parking after Midnight Thursday and Friday at 9 am if no 4-wheel traffic is still planned for Saturday at 1000 am.

The TTO implemented to 4-wheel parking on Saturday at 1000 am:

Issue: Public Works started setting up the center line parking and the parking control signs at 5 am. PW finished shortly before 1000 am. Motorcycles and cars were coming through the area beginning about 7:30 am.

Recommendation: Either start earlier or block the land side spots to give Public Works room to establish the traffic and parking control for MC week.

The Construction of tents and platforms began on Monday. Vendors began arriving on Wednesday. All vendors finished setting up by 5 pm on Friday except for 1 vendor who did not set up until Saturday morning.

Issue: Contractors were erecting the tents, Arcade were owners moving out their equipment from the arcade and vendors were setting up their sites and basically used all parking spaces on the land side of Lakeside Avenue from Monday through Friday. Vendors did not pay to use the parking spaces.

Recommendation: TTO should include turning off the kiosks on the land side of Lakeside Ave as of the Monday before the event.

Issue: Several vendors had RVs. The RVs stayed on Lakeside Ave during the setup period and several had water and electricity run to them from the property owners' buildings.

Recommendation: City make a determination if it will allow camping overnight on Lakeside Ave. If not determine who is going to enforce the requirement.

There was confusion about who was supposed to move and fuel the light towers.

Issue: Light towers are rented for the Police Department. Previous years Public Works was sometimes asked to help moving the towers into position.

Recommendation:

- Police Department coordinates rental. Fire Department moves them into position and Public Works refuels the towers.
- Develop a location plan if the institutional memory on their location is lost.

Other:

Issue: a semi-truck/trailer on Thursday made a delivery to AKWA marina. The truck driver got stuck on Centenary/Weeks. His only options were to snake around the food vendor at the end of the board walk and go out the gate by the Weathervane or back all the way down Centenary to Lakeside Ave. Public works personnel happened to be there and opened the gate. After this incident PW posted temporary no outlet signs on Centenary. One by AKWA marina and one before the wood bridge.

Recommendation:

- Continue to post no outlet signs on the entrance to Centenary.
- Provide an information sheet to all restaurants on routes to make delivery during setup and during MC week itself so that they can forward the plan to their suppliers.

Issue: Bathroom facilities for Public Works Employees working the vent.

Recommendation: get a key to the outside bathrooms at the Weirs community park.

During the event

Access to Witches Brew restaurant

Issue: Owner of Witches brew has a permanent sign at the intersection of Tower and RT 3. Additionally, most route direction programs will direct drivers to the restaurant via that route. TTO turned Tower into one way traffic heading towards RT 3. City Manager had PW open Tower Street to two-way traffic on June 19th. This caused an increase in risk of accident at the sharp corner at Warner and Doe. There were many near misses as motorcycles were using the full width of the road to make it around the corner.

Recommendation: Review the traffic pattern to reduce the amount of two-way traffic on Doe.

Tower Street:

Issue: The cable was removed twice by attendees. Once they loosened the shackles on the cable and removed the cable from the tiedown points. Public Works then peened the threads to make it more difficult to undo the shackles. The next time someone cut the cable keep the barricades in place on Tower Street and moved the barricades out of the way. Public Works moved the barricades and used a larger diameter cable.

Recommendation: Install cameras overlooking the barricades or install something that looks like cameras to deter attendees from moving the barricades.

Issue: Although posted for local traffic only many motorcycles passed by the signs and parked on Tower Street adjacent to the Arcade. PD placed temporary no parking signs and the problem stopped.

Recommendation: Implemented by City Council. City council approved making the arcade side of Tower Street a permanent no parking area from Lakeside to the entrance on to the Half Moon Hotel.

Vendor issues:

Issue: Wild Bill vendor complained that there was a power problem due to fluctuation voltage. The City's electrician checked the circuits and there were no issues. The Vendors had connected too many items to the circuit and was overloading the system. Public Works had the Electrician install another circuit.

Recommendation: Develop a circuit plan for each vendor and tell them how much power they have available as part of the lease process.

Issue: Wild Bills root beer did not open on Sunday. The food vendor beside him did not open on Sunday.

Recommendation: Ensure there are enough food vendors until the end of the event.

Issue: The t Shirt Vendor on Lakeside Ave by the Mount Washington office had a portable generator to power their tent. They kept the generator in the railroad right of way initially until they were told to remove it by the railroad. They then put it on the sidewalk near the tent. It was too close to the tent and it was blocking the sidewalk.

Recommendation: Any vendor placed in that location must place their generator in an existing parking spot sufficiently far enough from the tent to prevent carbon monoxide poisoning.

Other:

Issue: Pedestrians were crossing at both crosswalks across RT 3 at the Weirs Beach signs. There was insufficient "traffic control" personnel on site to manage both crosswalks during nonpeak times. All of Public Works large water filled barricades were already being used.

Recommendation: Motorcycle week fund purchases additional water fill barricades for the event.

Issue: On Saturday June 19th, United Services emptied the holding tanks on the porta jons but did not clean them.

Recommendation: Public Works and the contractor agree to a service schedule and Public Works inspects immediately after completing servicing the porta jons.

Issue: Vehicles were parking on the concrete pad in front of the Weathervane. Police Department had PW place barrels with no-parking signs

Recommendation: Add barrels on the concrete pad to next years planning process.

Issue: The Tower provided by UNH to monitor the crowds requires high test gasoline.

Recommendation: Public Works provides fuel for the Tower. It can be the same vehicle since the light towers require diesel. The Monitoring tower can be filled from a small gas can.

Cleanup after the event:

General:

- Trash roll off were full Saturday night. Even though they were emptied on Friday.
- Casella was instructed to remove the roll offs on 2 occasions the week after. The roll offs were still there on June 28th. I had to call Casella the morning of June 29th to get them removed.
- Porta jons were removed from the sites Tuesday, June 22d

Vendor Trash Issues:

- Vendors from the private property in the Faros area were hauling their boxes and trash over to Lakeside Ave for the City to pick up as trash.
- Public works hauled ¾ of a ton of trash off Lakeside Ave on June 21st
- Vendors were still putting trash on the street for collection on June 22d
- Trash on the ground on private property at the Drive-in theater on June 22d.
- Trash on the ground on Ames' rental property
- Trash in the private parking lot between weathervane and Compass café on June 22d

Recommendations:

Either charge the vendors for trash service or ensure landlords know and are prepared to handle the trash by the vendors who rent their property.

Other Vendor issues:

- All tents were gone the morning of June 23rd except for the food vendor by 54 Lakeside
- The Food Vendor at 54 lakeside Ave trailer was still there on June 29th.