

CITY OF LACONIA - CITY COUNCIL MEETING

March 22, 2021

7:00 P.M.

As Mayor of the Laconia City Council Finance, due to the COVID-19/Coronavirus crisis and in accordance with Governor Sununu's Emergency Order #12 pursuant to Executive Order 2020-04, this Board is authorized to meet electronically.

Please note that there is no physical location to observe and listen to the meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, this is to confirm that we are:

a) Providing public access to the meeting by telephone, with additional access possibilities by video or other electronic means;

We are utilizing the Zoom platform for this electronic meeting. All Members have the ability to communicate during this meeting through the Zoom platform, and the public has access to watch the live YouTube video at www.youtube.com/laconianh, listen to this meeting through dialing the following phone # 1-312-626-6799 or participate by the Zoom app: Webinar ID: 846 5395 1255 password 684364

b) Providing public notice of the necessary information for accessing the meeting;

We previously gave notice to the public of how to access the meeting using Zoom, and instructions are provided on the City of Laconia's website at: www.laconianh.gov.

c) Providing a mechanism for the public to alert the public body during the meeting if there are problems with access;

If anybody has a problem, please call 527-1265 x 243 or email at: cityclerk@laconianh.gov

d) Adjourning the meeting if the public is unable to access the meeting.

In the event the public is unable to access the meeting, we will adjourn the meeting and have it rescheduled at that time.

Please note that all votes that are taken during this meeting shall be done by Roll Call vote.

Let's start the meeting by taking a Roll Call attendance. When each member states their presence, also please state whether there is anyone in the room with you during this meeting, which is required under the Right-to-Know law.

3/22/2021 - Minutes

1. CALL TO ORDER

Mayor Hosmer 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

City Clerk Hebert took a roll call vote:

Councilor Cheney YES, Is anyone in the room with you? In the Council Chambers with Councilor Haynes

Councilor Soucy YES, Is anyone in the room with you? NO

Councilor Lipman YES, Is anyone in the room with you? NO

Councilor Haynes YES, Is anyone in the room with you? In the Council Chambers with Councilor Cheney

Councilor Hamel YES, Is anyone in the room with you? NO

Councilor Felch YES, Is anyone in the room with you? NO

Mayor Hosmer noted all six Councilors are in attendance and a quorum has been established.

5. **STAFF IN ATTENDANCE**

Scott Myers, City Manager

Glenn Smith, Finance Director

6. **COUNCIL PROCLAMATION**

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

7.A. **Regular meeting minutes of March 8, 2021**

Minutes of the meeting were distributed to the City Council on Wednesday, March 10, 2021. With no corrections or changes submitted to the Clerk, the minutes will be accepted as distributed.

8. **CONSENT & ACTION ITEMS**

8.A. **Acceptance of a \$1,500 donation from Rist-Frost-Shumway PC to be used for a video documentary of the Colonial Theatre**

Councilor Hamel moved to accept the \$1,500 donation from Rist-Frost-Shumway, PC to be used to create a video documentary of the Colonial Theatre renovation project, seconded by Councilor Lipman;

City Clerk Hebert took a roll call vote:

Councilor Cheney YES

Councilor Soucy YES

Councilor Lipman YES

Councilor Haynes YES

Councilor Hamel YES

Councilor Felch YES;

the motion passed with all in favor.

9. **PRESENTATIONS**

9.A. **2020 Fiscal Year Audit/Comprehensive Annual Financial Report**

City Manager Myers introduced Scott McIntyre and Patrick Mohan from Melanson and Heath who presented City of Laconia's 2020 Fiscal Year Audit/Comprehensive Annual Financial Report.

S. McIntyre began the discussion by explaining this is a little behind schedule because of the pandemic and the City was posting journal entries for year ending June 30, 2020 as late as January 2021. Overall the the City of Laconia's financials are in accordance with auditing standards generally accepted in the United States and the standards applicable to financial audits contained in Government Auditing Standards.

P. Mohan stated there was a lot of consistency for Laconia. Some of the pages P. Mohan reviewed in more detail were page 9, Governmental Activities (General Fund), page 17, Governmental Funds Balance Sheet, and page 61 Required Supplemental Information of the General Fund. P. Mohan also reviewed the City's Net Pension Liability. P. Mohan also reviewed the Statement of Net Position on page 14. The net pension liability will be increasing next year because of the NH Retirement system rates. Overall looking at this statement, the City was consistent. P. Mohan discussed the Proprietary Funds on page 21.

City Manager Myers reviewed page 78, Ratios of Outstanding Debt by Type. The percent of legal debt limit is well below the limits allowed (page 80). City Manager Myers also reviewed pages 76 and 77, Assessed Values and Property Tax Rates.

P. Mohan reviewed the Management Letter. The current year recommendations are as follows:

1. Re-Establish Controls of Journal Entries and General Ledger
2. Address the Deficit in the Internal Service Fund
3. Improve Controls over School Accounting

Councilor Lipman thinks it would be helpful to review the Internal Service Funds at either the full Council level or at the Finance Committee.

P. Mohan recognizes the audit is a long process and would like to point out the City was very helpful and easy to work with.

Mayor Hosmer asked about the Total Net Position on page 14 and if there is a way to know if that will go down?

P. Mohan explained that without having everything compiled and the impact of COVID, it would be tough to estimate that number.

City Manager Myers stated the big driver to that is the change in the Retirement system.

A copy of the full 2020 CAPR is on the city website at <https://www.laconianh.gov/ArchiveCenter/ViewFile/Item/934>.

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

No comments from the public were made

11. **INTERVIEWS**

12. **NOMINATIONS, APPOINTMENTS & ELECTIONS**

12.A. **Charlie St. Clair - Requesting reappointment as the Planning Board representative on the Historic District Commission to a three-year term expiring at the end of March, 2024**

Councilor Cheney moved to reappoint Charlie St. Clair as the Planning Board representative on the

Historic District Commission to a three-year term expiring at the end of March, 2024, seconded by Councilor Lipman;

City Clerk Hebert took a roll call vote:

Councilor Cheney YES

Councilor Soucy YES

Councilor Lipman YES

Councilor Haynes YES

Councilor Hamel YES

Councilor Felch YES;

the motion passed with all in favor.

12.B. **Laura Ringer - Requesting appointment as a regular member of the Parks and Recreation Commission to a three-year term expiring at the end of March, 2024**

Councilor Hamel moved to appoint Laura Ringer as a regular member of the Parks and Recreation Commission to a three-year term expiring at the end of March, 2024, seconded by Councilor Felch;

City Clerk Hebert took a roll call vote:

Councilor Cheney YES

Councilor Soucy YES

Councilor Lipman YES

Councilor Haynes YES

Councilor Hamel YES

Councilor Felch YES;

the motion passed with all in favor.

13. **COMMUNICATIONS**

14. **PUBLIC HEARINGS**

14.A. **Public hearing for Resolution RES-2021-04 relative to the acceptance of the New Hampshire Department of Safety Homeland Security Grant in the amount of \$250,000 to fund a Command Vehicle for the Laconia Police Department**

Notice of this public hearing was made available in the March 10, 2021 edition of the Laconia Daily Sun, and posted at Laconia City Hall, Laconia Public Library, Laconia Community Center, and the SAU.

Mayor Hosmer opened the public hearing at 7:55 pm.

Hearing no comments from the public, Mayor Hosmer closed the public hearing at 7:56 pm.

15. **MAYOR'S REPORT**

Mayor Hosmer mentioned Cathy Baylus from the Laconia Middle School and that she was nominated for the 2021 NH Social Studies Teacher of the Year.

16. **COUNCIL COMMENTS**

Councilor Cheney mentioned the Skate Park at Opechee Park. He noted that the kids are mobbing the place and parents are lined up in lawn chairs. He is very proud that this was approved by the Council.

17. **COMMITTEE REPORTS**

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

17.A.i. **WOW Trail Funding**

17.A.ii. **Downtown TIF Financing**

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

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

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.D. **LANDS & BUILDINGS (Hamel (Chair), Haynes, Felch)**

17.D.i. **Downtown parking garage**

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

17.D.iii. **Perley Pond Maintenance**

17.D.iv. **Plan for the DPW Compound**

17.D.v. **Continuation of the discussion regarding parking in the Lakeport area**

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

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

18. **LIAISON REPORTS**

Councilor Hamel updated the Council on the Colonial Theatre. The lobby is almost done, carpeting is almost done to the entrance, the audio equipment is going in, and the marquis will be installed on March

25th.

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

Charlie St. Clair spoke of Motorcycle Week. He mentioned another vaccine will be coming out soon. Therefore there will be four different vaccines available. Mr. St. Clair encourages the Council and City Manager to plan ahead to have as close to normal Motorcycle Week as possible and then if it needs to be scaled back then it can be done. Mr. St. Clair heard that in New Hampshire, the vaccines will be available to all adults by April 22nd. Mr. St. Clair would like to assure the Council that this can be done in a safe way and the Association will work together with the City. The Association has also been hearing from vendors and property owners and they are all for the event happening as well.

Meghan Dostis (Tower Hill Tavern) - She is concerned with any final decision to be made right now and could be premature. Ms. Dostis stated that all necessary safety precautions can be done like they have been done for the past year.

Lyndsey Cole (Laconia Harley) - Ms. Cole read a letter from the owners of Harley Davidson but did not submit it for the record. Laconia Harley encourages the Council to move forward with a normal Motorcycle Week.

Bill Garbotti - Spoke in support of Motorcycle Week to happen in June. The small businesses need this to happen as well as non-profits.

Jose DeMatos (1192 Weirs Blvd) - Mr. DeMatos spoke in favor of having Motorcycle Week. Mr. DeMatos reviewed some COVID-19 statistics. Mr. DeMatos also stated that the Town of Meredith will be allowing vendors.

John Turner (High Octane Saloon former Broken Spoke Saloon) - Spoke in favor of having Motorcycle Week. As him and his wife just purchased this property, they are looking forward to this event to help their bottom line. The City of Laconia has done such great things for so many years, and he doesn't want to see this event to fall off the track. Mr. Turner spoke with Mr. St. Clair about how much work goes into this type of event.

Amy Landers (Lakes Region Tourism Association) - A. Landers explained that they promote in-state, out of state, and international tourism to the Lakes Region to encourage economic growth. The Lakes Region Tourism Association does support Laconia having the Motorcycle Week Event being held this June. Ms. Landers stated that retailers are now allowed at 100%, craft fairs are at 100%, and the State has done a wonderful job setting up safety guidelines for our restaurants and bars through the COVID pandemic.

20. **CITY MANAGER'S REPORT**

20.A. **Project Updates Report**

City Manager Myers reviewed the report.

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

City Manager Myers reviewed the report.

21. **NEW BUSINESS**

21.A. **Request to approve a tentative agreement between the City of Laconia and the SEA**

Councilor Soucy moved that the City Council approve the tentative agreement between the City of Laconia and the SEA for the period beginning July 1, 2021 and ending June 30, 2022, seconded by

Councilor Haynes,

Councilor Lipman asked the City Manager to review the cost item.

City Manager Myers reviewed the contract and who it encompasses. The total cost of the one year contract, including step increases, FICA, Medicare, Retirement and payroll is \$83,203.00.

Mayor Hosmer called the question.

City Clerk Hebert took a roll call vote:

Councilor Cheney YES

Councilor Soucy YES

Councilor Lipman YES

Councilor Haynes YES

Councilor Hamel YES

Councilor Felch YES;

the motion passed with all in favor.

21.B. **Request to approve a tentative agreement between Laconia School District and Educational Assistants of Laconia**

City Manager Myers stated the first year cost for salary, FICA, and retirement of the contract is \$59,302.

Councilor Felch moved that the City Council approve the tentative agreement between the Laconia School District and Educational Assistants of Laconia for the period beginning July 1, 2021 and ending June 30, 2024, seconded by Councilor Soucy;

Councilor Lipman asked for the second and third years costs.

City Manager Myers stated the estimate for the second year is \$78,676 and third year is \$78,950.

Mayor Hosmer called the question:

City Clerk Hebert took a roll call vote:

Councilor Cheney YES

Councilor Soucy YES

Councilor Lipman YES

Councilor Haynes YES

Councilor Hamel YES

Councilor Felch YES;

the motion passed with all in favor.

21.C. **Request to approve a tentative agreement between the City of Laconia and the AFSCME**

City Manager Myers briefed the Council on this one-year agreement, who it included, and the total cost of COLA, Retirement, FICA, and Medicare is \$25,074.

Councilor Felch moved that the City Council approve the tentative agreement between the City of Laconia and the AFSCME for the period beginning July 1, 2021 and ending June 30, 2022, seconded by Councilor Haynes;

City Clerk Hebert took a roll call vote:

Councilor Cheney YES

Councilor Soucy YES

Councilor Lipman YES

Councilor Haynes YES

Councilor Hamel YES

Councilor Felch YES;

the motion passed with all in favor.

21.D. **Request to appoint Marie Clark as Ward 2 Supervisor of the Checklist for a term expiring at the end of November 2021**

Councilor Soucy moved to appoint Marie Clark as Ward 2 Supervisor of the Checklist for a term expiring at the end of November 2021, seconded by Councilor Felch;

City Clerk Hebert took a roll call vote:

Councilor Cheney YES

Councilor Soucy YES

Councilor Lipman YES

Councilor Haynes YES

Councilor Hamel YES

Councilor Felch YES;

the motion passed with all in favor.

21.E. **Discussion on Laconia Motorcycle Week event**

Councilor Felch spoke of an email that he sent out to the other Councilors regarding the vaccinations and that the vaccine should be made available to all adults by the end of April. In Councilor Felch's

opinion, the Council should have the City Manager begin planning a normal Motorcycle Week event.

Councilor Lipman does agree that Motorcycle Week should be held on its June date. But the statistics are still not where they should be, especially with the new variants of the virus. Councilor Lipman also stated that kids will not be vaccinated by that date either. With respect to encouraging the large crowds, caution still needs to be exercised. Laconia does not want to be in a situation like Miami is in. The event can still happen but the large crowds need to be minimized. Councilor Lipman thinks the City should move forward with the June dates, and the bars and restaurants can run as normal, but the other large group settings should be minimized.

Councilor Hamel agrees with both Councilor Felch and Councilor Lipman. The event should happen in June but the vendors need to be limited. He agrees with one way traffic on Lakeside Avenue, and only half as many vendors on the Boardwalk. Councilor Hamel thinks the charity rides could happen. Councilor Hamel mentioned that some rallies are still being canceled or even moved to later dates. The City needs to do this responsibly. Councilor Hamel also mentioned that the financials need to be looked at as well.

Councilor Soucy would like to see the event happen but he would like decision held off until we hear from the City Manager.

Councilor Hamel thinks the City Manager needs some direction from the Council so his staff can plan appropriately.

Councilor Haynes supports having the Rally in June but with restrictions.

Councilor Cheney is in support of everything that has been said but if the Council limits the number of vendors, and things look even better as the event gets closer, then the City can open up to more vendors.

Mayor Hosmer's number one concern is public health. Our expectations are high that visitors will take personal responsibility with being safe. With welcoming so many people to our area, we also need to be concerned with our students, City workers, and our elderly population. Mayor Hosmer is also concerned with our local economy. How does the City properly balance the two? Mayor Hosmer is also in support with the June (12th through the 20th) dates but thinks limiting capacity is a good idea.

City Manager Myers reviewed what the Council would like. The event will happen in June but limit vendors. City Manager Myers said that prior years site plans can be looked at to see what vendor capacity makes the most sense. City Manager Myers thinks it doesn't make sense to authorize beer tents or the motorcycle week event stages right now unless they are at the local restaurants that have the year round entertainment licenses. Guidance needs to be given now to property owners for how many vendors will be allowed. The number of vendors can be bumped up at a later date rather than scaling back. The parking and traffic pattern decision does not need to be made tonight. The stand the City took last year was only allowing the capacity to which our brick and mortar venues would allowed through State orders. The City and private property owners can have a waiting list of vendors if the numbers can be increased or space opens up.

Mayor Hosmer explained it would be easier to scale up then scale down as permits would need to be pulled and refunds given. Mayor Hosmer also appreciates that this will help our local businesses economically.

Councilor Hamel suggests only allowing 50% of vendors and only brick and mortar establishments for entertainment and no beer tents.

Councilor Felch thinks it would be wiser to allow the outside beer tents rather than having people be inside. He said that business owners in Daytona Florida preferred the outside tents rather than inside dining. It is alot safer to be outside. Councilor Felch thinks by our next meeting we will see the

outcome of how Daytona ran their event.

Councilor Lipman explained we need to also follow State guidelines.

City Manager Myers explained that our local businesses could have tents to allow for additional dining space but not have additional bars set up within those tents. They would need to follow all of the State requirements. City Manager Myers explained if a business has a year round entertainment license for outdoors then those businesses would be good to go.

Councilor Hamel moved to authorize the City to allow the Motorcycle Week event on June 12th through June 20th, 2021, with the following guidelines:

1. 50% vendor capacity
2. No beer tents
3. No motorcycle week event stages
4. Allow Charity rides
5. Encourage brick and mortar establishments to have outdoor dining
6. Motorcycle Week Association to encourage social distancing, face masks, and hand sanitizing stations
7. Allow this item to be revisited to adjust numbers dependent on the COVID statistics;

seconded by Councilor Soucy;

City Clerk Hebert took a roll call vote:

Councilor Cheney YES

Councilor Soucy YES

Councilor Lipman YES

Councilor Haynes YES

Councilor Hamel YES

Councilor Felch YES (still thinks the event should run as normal);

the motion passed with all in favor.

Councilor Felch wanted to make sure that this includes all Charity Rides. It was confirmed that all rides will be allowed with proper social distancing.

22. UNFINISHED BUSINESS

- 22.A. **Second reading and approval of Resolution 2021-04, relative to the acceptance of the New Hampshire Department of Safety Homeland Security Grant in the amount of \$250,000 to fund a Command Vehicle for the Laconia Police Department**

Councilor Cheney moved to waive a reading of Resolution 2021-04 in its entirety and to read by title only, seconded by Councilor Haynes;

City Clerk Hebert took a roll call vote:

Councilor Cheney YES

Councilor Soucy YES

Councilor Lipman YES

Councilor Haynes YES

Councilor Hamel YES

Councilor Felch YES;

the motion passed with all in favor.

Councilor Felch moved a second reading of Resolution 2021-04, relative to the acceptance of the New Hampshire Department of Safety Homeland Security Grant in the amount of \$250,000 to fund a Command Vehicle for the Laconia Police Department, seconded by Councilor Cheney;

City Clerk Hebert took a roll call vote:

Councilor Cheney YES

Councilor Soucy YES

Councilor Lipman YES

Councilor Haynes YES

Councilor Hamel YES

Councilor Felch YES;

the motion passed with all in favor.

Councilor Cheney moved to approve Resolution 2021-04, relative to the acceptance of the New Hampshire Department of Safety Homeland Security Grant in the amount of \$250,000 to fund a Command Vehicle for the Laconia Police Department, seconded by Councilor Felch;

Councilor Lipman asked the City Manager about the cost of maintenance and insurance and that would have any material impact on our budget and the City Manager assured Councilor Lipman that it would not have any material impact.

Mayor Hosmer called the questioned.

City Clerk Hebert took a roll call vote:

Councilor Cheney YES

Councilor Soucy YES

Councilor Lipman YES

Councilor Haynes YES

Councilor Hamel YES

Councilor Felch YES;

the motion passed with all in favor.

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)**

When the Council returns from the non-public session it will only be to adjourn the regular meeting.

Councilor Cheney moved to go into a non-public meeting regarding 91:A:3, II (d) Consideration of the acquisition, sale, or lease of a 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, seconded by Councilor Hamel;

City Clerk Hebert took a roll call vote:

Councilor Cheney YES

Councilor Soucy YES

Councilor Lipman YES

Councilor Haynes YES

Councilor Hamel YES

Councilor Felch YES;

the motion passed with all in favor.

Councilor Haynes moved to seal the minutes for six months, seconded by Councilor Lipman;

A roll call vote was taken:

Councilor Cheney YES

Councilor Soucy YES

Councilor Lipman YES

Councilor Haynes YES

Councilor Hamel YES

Councilor Felch YES;

the motion passed with all in favor.

26. **ADJOURNMENT**

With no further business to come before the Council and hearing no objection, Mayor Hosmer adjourned the meeting at 9:53 pm.

Respectfully submitted

Cheryl Hebert, City Clerk

MINUTES OF THIS MEETING WERE APPROVED BY COUNCIL ON APRIL 12, 2021