



City of Laconia
Special Events Technical Review Committee
Wednesday, April 7, 2021 - 12:00 PM
City Hall in the Armand A. Bolduc Council Chamber

4/7/2021 - Minutes

1. CALL TO ORDER

R. Mora called the meeting to order at 12:14 PM

2. ROLL CALL

Members present: Amy Lovisek, Parks & Recreation; Nicholas Schwarz, Water Department; Captain Mike Finogle, Laconia Police Department; Hilary Young, Licensing; Deputy Charlie Roffo, Laconia Fire Department; Krista Larsen, Department of Public Works

3. RECORDING SECRETARY

K. Santoro, Zoning Technician

4. STAFF IN ATTENDANCE

Rob Mora, Assistant Planner

R. Mora informed the committee of the parameters set forth by Council for this year's Motorcycle Week Applications. It was noted that these would be added to all the Notice's of Action (NOAs). The parameters are:

- Based on 2019 plans, sites/properties will be at approximately 50% capacity/number of vendors WITH 15 feet between vendor tents/setups.
- No Beer Tents
- No additional outdoor stages. Some one that has a full season outdoor license is okay.
- Additional outside seating areas/tents are okay, but no additional bars or bar areas. Liquor license needs to show the outdoor expansion approval. People eating or drinking need to be seated per latest COVID rules.
- Each vendor tent needs a sanitizing station. Out front/obvious.
- Each vendor's license needs to be obviously displayed (to help licensing confirm/monitor).
- Last minute applications not accepted. Must apply by deadline for June 2* meeting. We may need to schedule additional meetings on 3rd Wed of month. (*Deadline is May 21, 2021)

H. Young added two requirements from Licensing:

- Property owner must provide a list of vendors to the Licensing Clerk no later than June 1st. List must contain business name with contact information and location. Property owner must notify Licensing Clerk if they have any new vendors that are not on their approved list.
- Property owner must pick up approved Vendor Licenses from Licensing Clerk to distribute to Vendors upon their arrival and set up.

5. ACCEPTANCE OF MINUTES FROM PREVIOUS MEETINGS

5.1. March 3, 2021 Special Events Technical Review Committee Minutes (PDF)

The Committee reviewed the minutes from the March 3, 2021 Special Events Technical Review Committee meetings and they were accepted as presented.

6. CONTINUED PUBLIC HEARINGS, CONSIDERATION AND POSSIBLE VOTE Note: The Purpose Of This Agenda Section Is For The Board To Continue The Public Hearing For The Applicant And The Public To Provide Input. The Board May Also Deliberate The Application, Decide And Conduct A Final Vote At This Time.

7. PUBLIC HEARINGS, POSSIBLE CONSIDERATION AND VOTE Note: The Purpose Of This Agenda Section Is For The Board To Have A Presentation From The Applicant And Open A Public Hearing For The Public To Provide Input. The Board May Also Deliberate The Application, Decide And Conduct A Final Vote At This Time.

7.1. PL2021-0023MC 1089 Weirs Blvd Temporary Parking (PDF)

The Committee reviewed the application, it is the same as prior years.

N. Swartz noted that there are four backflow preventers that need to be tested prior to Motorcycle Week.

At 12:19 R. Mora opened the public hearing.

At 12:19 PM with no one to speak for or against the application, R. Mora closed the public hearing.

M. Finogle made a motion to approve application PL2021-0023MC 1089 Weirs Blvd Temporary parking with the same conditions as last year and to include the recommendations outlined at the beginning of the meeting.

C. Roffo seconded the motion.

All in favor.

7.2. PL2021-0028MC 45 Endicott St E Temporary Parking (PDF)

The Committee reviewed the application, it is the same as prior years.

At 12:20 R. Mora opened the public hearing.

At 12:20 PM with no one to speak for or against the application, R. Mora closed the public hearing.

M. Finogle made a motion to approve application PL2021-0028MC 45 Endicott St. East Temporary parking with the same conditions as last year and to include the recommendations outlined at the beginning of the meeting.

C. Roffo seconded the motion.

All in favor.

7.3. PL2021-0029SE Wake The Lake (PDF)

Applicant Anthony Santagate outlined the application for Wake the Lake. He explained that it would be from Tower St. to Foster St. Social distancing and masks will be required. There will be no dancing and they will try to prevent groups from congregating.

C. Roffo asked if the applicant had permission from the new owners of 21 Weeks Street to use the stairs on their property as an emergency exit. A. Santagate has not spoken with them yet but will be. C. Roffo also noted that there is proposed construction at the corner of Foster St. He recommended speaking with the owners to coordinate. C. Roffo also reminded the applicant to find his clickers (clicker counters) prior to the start of the event.

It was suggested to close Lakeside Ave earlier in the day to allow for setup and inspection, and, if needed, correction of any issues prior to the start of the event.

At 12:28 R. Mora opened the public hearing.

At 12:28 PM with no one to speak for or against the application, R. Mora closed the public hearing.

R. Mora made a motion to approve application PL2021-0029SE Wake the Lake with the same conditions as last year and to include the recommendations outlined at the beginning of the meeting.

K. Larsen seconded the motion.

All in favor.

7.4. PL2021-0032SE Winni Derby (PDF)

The Committee reviewed the application, it is the same as prior years. No Temporary Traffic Order is needed as they are only using parking spaces to set up weigh station for the derby.

At 12:29 R. Mora opened the public hearing.

At 12:29 PM with no one to speak for or against the application, R. Mora closed the public hearing.

M. Finogle made a motion to approve application PL2021-0032SE Winni Derby with the same conditions as last year and to include the recommendations outlined at the beginning of the meeting.

N. Schwarz seconded the motion.

All in favor.

7.5. PL2021-0033MC Weirs Action Committee Temp Parking (PDF)

The Committee reviewed the application, it is the same as in past years. It was noted that the portopotty vendor will not be allowed to collect money as in 2019 when tables were set up in front of the group of portopotties.

At 12:32 R. Mora opened the public hearing.

At 12:32 PM with no one to speak for or against the application, R. Mora closed the public hearing.

M. Finogle made a motion to approve application PL2021-0033MC Endicott Rock Park Temporary parking with the same conditions as last year and to include the recommendations outlined at the beginning of the meeting.

C. Roffo seconded the motion.

All in favor.

7.6. PL2021-0034MC 88-132 Lakeside Ave Vendors (PDF)

The Committee reviewed the new plan showing the separation between the vendors. N. Schwarz noted that there are three backflow preventers that will need to be tested prior to Motorcycle Week.

At 12:34 R. Mora opened the public hearing.

At 12:34 PM with no one to speak for or against the application, R. Mora closed the public hearing.

N. Schwartz made a motion to approve application PL2021-0034MC 88-132 Lakeside Ave Vendors with the same conditions as last year and to include the recommendations outlined at the beginning of the meeting.

M. Finogle seconded the motion.

All in favor.

7.7. PL2021-0035MC 240-260 Lakeside Ave Vendors (PDF)

The Committee reviewed the new plan showing the separation between the vendors. N. Schwarz noted that there are three backflow preventers that will need to be tested prior to Motorcycle Week.

The Committee discussed the placement of the six-foot aisle in the middle of Vendor #2 which leads to Vendor #3. The applicant explained that he tried to maintain the required separation. The committee requested that the aisle be moved to the left (wall) side as a condition of approval.

At 12:39 R. Mora opened the public hearing.

At 12:39 PM with no one to speak for or against the application, R. Mora closed the public hearing.

R. Mora made a motion to approve application PL2021-0035MC 240-260 Lakeside Ave Vendors with the same conditions as last year, the condition to move the aisle on Vendor #2 and to include the recommendations outlined at the beginning of the meeting.

K. Larsen seconded the motion.

All in favor.

7.8. PL2021-0036MC 54 Lakeside Ave Application (PDF)

R. Mora noted that he had reached out to the applicant regarding the separation of vendors but had not received a response.

R. Mora made a motion to continue application PL2021-0036MC 54 Lakeside Ave to the May 5, 2021 meeting.

C. Roffo seconded the motion.

All in favor.

8. OTHER BUSINESS

9. ADJOURNMENT

At 12:40 PM C. Roffo made a motion to adjourn the meeting.

K. Larsen seconded the motion.

All in favor.

DRAFT