

CITY OF LACONIA - CITY COUNCIL MEETING
August 24, 2026 - 7:00 pm
City Hall - Armand A. Bolduc City Council Chamber

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**
8. **CONSENT & ACTION ITEMS**
9. **CITIZEN COMMENTS FOR MATTERS NOT ON THE AGENDA**
10. **INTERVIEWS**
11. **NOMINATIONS, APPOINTMENTS & ELECTIONS**
12. **COMMUNICATIONS**
13. **PUBLIC HEARINGS**
14. **PRESENTATIONS**

Proclamation - Deputy Chief Louis Loutrel

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 (Councilors Soucy, Hoffman, VACANT)**
- 17.B. **PUBLIC SAFETY (Councilors Soucy, Haynes and Conant)**
- 17.C. **GOVERNMENT OPERATIONS & ORDINANCES (Councilors Hoffman, Conant, VACANT)**
 - 17.C.i. **Regulation of Short Term Residential Rental Businesses**
 - 17.C.ii. **Performance Zoning**

17.D. LAND & BUILDINGS (Councilors Hildreth, Conant, VACANT)

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 (Councilors Haynes, Soucy, VACANT)

17.F. APPOINTMENTS (Councilors Conant, Haynes, VACANT)

18. LIAISON REPORTS

19. CITIZENS REQUESTS TO COMMENT ON CURRENT AGENDA ITEMS

20. CITY MANAGER'S REPORT

20.A. Project Updates Report

Documents:

[LACONIA PROJECT UPDATES AUGUST 2026.PDF](#)

20.B. Monthly Economic Development Report

Documents:

[MONTHLY ECONOMIC DEVELOPMENT REPORT AUGUST 2026.PDF](#)

21. NEW BUSINESS

21.A. TTO 2026-12 - Belknap Mill Sock Hop

Documents:

[STAFF REPORT - TTO 2026-12 - BELKNAP MILL SOCIETY - SOCK HOP
IN ROTARY PARK.PDF](#)
[TTO 2026-12 BELKNAP MILL SOCK HOP.PDF](#)
[MAP - SOCK HOP.PDF](#)

21.B. Request City Council support of the transition of ownership and management of the Winnepesaukee River Basin Program (WRBP) from NH Department of Environmental Services (NHDES) to a separate regional wastewater authority

Documents:

[STAFF REPORT - WRBP TRANSITION.PDF](#)

21.C. Resolution 2026-14 - Request for authorization to use an amount up to \$112,000 from the Capital Reserve Fund for School Construction and/or Renovation for the replacement of two boilers at the HUOT facility

Documents:

[STAFF REPORT - RES 2026-14 - REPLACEMENT OF TWO BOILERS AT
THE HUOT FACILITY.PDF](#)

21.D. Resolution 2026-13 - Relative to authorizing acceptance of an award in the amount of \$86,500.00 from the Department of Safety Homeland Security Grant Program for the purchase of pole cameras with solar panels and accessories for the Laconia Police Department

Documents:

STAFF REPORT - RES 2026-13, HOMELAND SECURITY GRANT - POLE
CAMERA DEVICE PROJECT.PDF
RES-2026-13 - HOMELAND SECURITY - POLE CAMERAS.PDF
FY2026 HOMELAND SECURITY GRANT PROJECT- (POD) POLICE
OBSERVATION DEVICES.PDF

21.E. Resolution 2026-11 - Request to declare a section of Prescott Avenue and all of Paugus Avenue as emergency lanes

Documents:

STAFF REPORT - RES 2026-11 - PRESCOTT AVENUE AND PAUGUS
AVENUE AS EMERGENCY LANES.PDF
RES-2026-11 EMERGENCY LANES PRESCOTT PAUGUS AVE AUGUST
26 (002).PDF

21.F. Temporary Traffic Order 2026-11 - City of Laconia September 11th 25th Anniversary Ceremony

Documents:

STAFF REPORT - TTO 2026-11 - SEPTEMBER 11 ANNIVERSARY
CEREMONY.PDF
TTO 2026-11 - SEPTEMBER 11TH CEREMONY.PDF

22. UNFINISHED BUSINESS

22.A. Community Events Committee Discussion

Documents:

STAFF REPORT - COMMUNITY EVENTS COMMITTEE DISCUSSION.PDF
CITY OF LACONIA COMMUNITY EVENTS COMMITTEE PURPOSE AND
MISSION STATEMENT.PDF

23. FUTURE AGENDA ITEMS

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 City Clerk Katie Gargano, 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 PROJECT UPDATES – AUGUST, 2026

LACONIA ROAD PROJECTS

Current: : In conjunction with water work being done on River Street, DPW will soon after reclaim and resurface River Street and Jewett Street.

This Fall, Tower Street, from Warner to Endicott, will be resurfaced along with Warner Street.

Additionally, DPW is currently estimating over 10 different road projects to see what fits best in the budget.

Communication Plan: Letters will go to residents on those streets in the spring road program once the plan has been completed.

Previous: In conjunction with water work being done on River Street, DPW will soon after reclaim and resurface River Street and Jewett Street.

This Fall, Tower Street, from Warner to Endicott, will be resurfaced along with Warner street.

Additionally, DPW is currently estimating over 10 different road projects to see what fits best in the budget.

CENTENARY AVENUE BRIDGE

Current: DPW, HEB and NHDOT are awaiting 3rd party design review by Patriot Rail.

Communication Plan: The next meeting will occur in May at the earliest when summer residents have returned to the area. At this meeting Public Works and the consultant will present the results of the preliminary engineering.

Previous: DPW, HEB and NHDOT are awaiting 3rd party design review by Patriot Rail.

MILL STREET PEDESTRIAN BRIDGE

Current: No new updates.

Communication Plan: Public Works is managing this project using NHDOT's locally managed project process. The preliminary engineering phase is complete, Public Works will schedule another public information meeting to present the project's proposed alternatives.

Previous: No new updates.

HILLIARD ROAD CULVERT CROSSING

Current: The new estimated project total is \$1,653,882. Of that, the City's share is \$165,388.

Communication Plan: Public Works is managing this project using NHDOT's locally managed project process. Therefore, the study phase will include a public information meeting to seek feedback on the project. Once the study phase is complete, Public Works will schedule another public information meeting to present the proposed alternatives of the project to the public.

Previous: The new estimated project total is \$1,653,882. Of that, the City's share is \$165,388.

WEIRS BLVD / US ROUTE 3 BRIDGE

Current: The Notice to Proceed has been signed by all parties. The project is moving forward on schedule.

Communication Plan: All temporary construction easements have been obtained.

Previous: Three bids were received on July 10th and NHDOT is in the process of reviewing bids with the intention to award / give a notice to proceed by July 31st.

The project total is now \$1,809,112. A portion of that is non-participating being \$197,465 (100% City). Which leaves the balance of \$1,611,647 that is an 80/20 split between NHDOT/City.

The City's share of the project is now \$322,329 (participating) + \$197,465 (non-par) for a total of \$519,794. Of that City total, a local development is responsible for 1/3 of the City's share (\$173,264), therefore the City's net share of the project is \$346,529.

The contractor (Weaver Brothers) will mobilize on site during the first week of September. Weirs Blvd will be closed during the fall duration of the project starting on Tuesday September 8th.

ELM STREET TRANSPORTATION ALTERNATIVE PROJECT

Current:

Communication Plan: This project is currently scheduled for 2028 NHDOT funding.

Previous: DPW, HEB and NHDOT will be having a project update meeting this summer.

OPECHEE LOOP

Current: DPW, HEB and NHDOT will be having a project update meeting this summer.

Communication Plan: Public Works will work with the area's business owners to minimize impact to their businesses.

Previous: Laconia DPW and Allan Beetle (WOW Trail) met with HEB to discuss options of completing the Opechee Loop. It is likely that an NBRC Grant Pre-App will be submitted in August to complete the loop.

While the Lakeport Connector has been delayed due to unforeseen issues with vintage underground drainage, the project will be substantially complete by Summer's end.

Paugus Properties, the WOW Trail, Laconia Parks & Recreation and DPW will meet soon after that to discuss how to furnish and landscape the area.

LACONIA DOWNTOWN TIF DISTRICT

Current: Currently working with the Engineering firm to update to incorporate the requested security cameras.

Previous: No new updates.

LACONIA LAKEPORT TIF DISTRICT

Current: No new updates.

Previous: No new updates.

WEIRS TIF DISTRICT

Current: Weirs TIF had a meeting on July 29th concerning the bandstand. Staff is working on an updated Staff Report and with the City Manager on bringing that proposal back to City Council.

Previous: No new updates.

WINNIPESAUKEE RIVER BASIN PROJECT

Current: The member communities Managers, Administrators and Commissioners met on July 30th on the effort to obtain legislative approval to the transition of the WRBP to a regional wastewater authority. The Chair of the Advisory Board provided the member communities with proposed motions to confirm their governing bodies support the transition and will engage with their State Representatives and Senators to cosponsor the legislation necessary to execute the transition. The Advisory Board is working with their attorney to complete draft legislation to transition the Program to the proposed Authority. The plan is to have a draft available in late October and finalize any changes to the draft to submit any amendments in February 2027.

Previous: The Governor signed SB592 creating the Study Commission and authorizing the hiring of a Director of the WRBP. The Advisory Board anticipates the 1st meeting of the Study Commission will be held mid to late August. Their work must be completed by Nov 1, 2026. The Advisory Board selected Mark Borrin, Chair Bay District, to the Commission. The Mayor's nominee, to be selected, can be from any of the member communities. The Advisory Board is in the final stages of hiring the law firm that assisted the Board in its previous efforts to create a separate municipal wastewater authority. A July 22nd meeting with the DES Commissioner and his staff confirmed their support for transitioning to a separate municipal wastewater authority and helped them understand the Advisory Board's expectations on the necessary interim improvements to the Program's management.

SEWER COLLECTION SYSTEM

Current: The Sewer Extension on White Oaks Road will be completed by Labor Day. A sewer force main bypass is being installed at the Langley Brook sewer pump station. The next round of the SSF's lining program is being developed to perform this fall and next spring.

Communication Plan: DPW will be making direct contact with all property owners in the project area to coordinate connecting the houses to the City sewer system if their building is within 250 feet of a City sewer main and they are not eligible for a waiver.

Previous: The Sewer Extension on White Oaks Road will be completed by Labor Day. A sewer force main bypass is being installed at the Langley Brook sewer pump station. The next round of the SSF's lining program is being developed to perform this fall and next spring.

WEIRS BEACH RESTORATION

Current: We did receive 2 bids for this project. One came back without a dollar figure for the job and the other came back too high for the job. We have put it back out to bid as of the week of July 27th.

Area Impacted: Weirs Beach

Communication Plan: This project will be done in the off season to keep the impacts low. The local newspaper will be notified, as well as the newspapers in northern Massachusetts. This will help spread the word to those who use the area the most.

Previous: This project has been rebid.

LACONIA MASTER PLAN UPDATE

Current: The next Master Plan Steering Committee meeting will be on August 27th at 6 PM in Council Chambers.

We will be sending out an invite to all boards and City Council for a presentation to all boards on September 24th at 6 PM in Council Chambers.

Previous: No new updates.

LACONIA STATE SCHOOL UPDATE

Current: The City Manager will provide an update at the September 14, 2026 City Council meeting.

MONTHLY ECONOMIC DEVELOPMENT REPORT

AUGUST, 2026

Laconia's Unemployment Rate

Geography	June 2026	May 2026	June 2025
Laconia	2.3%	2.5%	2.9%
Belknap County	2.1%	2.4%	2.7%
Concord	2.2%	2.3%	2.8%
Manchester	2.6%	2.8%	3.3%
State of NH	2.5%	2.6%	3.0%

Covered Employment and Wages State of New Hampshire - Fourth Quarter 2025

NAICS Code	Industry Title	Quarterly Establishments	Employment				Average Weekly Wage
			October	November	December	Quarterly Average	
11	Agriculture, Forestry, Fishing and Hunting	268	2,468	2,068	1,955	2,164	\$1,140
21	Mining, Quarrying, and Oil and Gas Extraction	53	499	493	475	489	\$1,905
23	Construction	4,838	32,895	32,749	32,019	32,554	\$2,011
31	Manufacturing	1,911	67,007	67,153	67,459	67,206	\$1,922
102	Service-Providing Industries	48,582	502,130	499,792	502,616	501,513	\$1,643
22	Utilities	106	1,972	1,976	1,979	1,976	\$2,640
42	Wholesale Trade	4,775	28,717	28,507	28,545	28,590	\$2,707
44	Retail Trade	5,297	88,549	90,006	90,842	89,799	\$935
48	Transportation and Warehousing	922	16,071	16,289	16,766	16,375	\$1,344
51	Information	1,362	10,815	10,836	10,794	10,815	\$2,893
52	Finance and Insurance	2,659	25,402	25,493	25,516	25,470	\$3,024
53	Real Estate and Rental and Leasing	1,427	7,389	7,268	7,317	7,325	\$1,678
54	Professional, Scientific, and Technical Services	10,849	48,979	49,000	48,904	48,961	\$3,053
55	Management of Companies and Enterprises	976	10,862	10,884	11,086	10,944	\$2,516
56	Administrative/Support and Waste Management/Remediation Services	5,209	39,700	39,390	38,641	39,244	\$1,667
61	Educational Services	1,068	21,861	21,956	21,815	21,877	\$1,411
62	Health Care and Social Assistance	4,321	100,734	101,094	101,340	101,056	\$1,607
71	Arts, Entertainment, and Recreation	902	16,001	14,372	16,016	15,463	\$719
72	Accommodation and Food Services	3,694	60,274	57,783	58,217	58,758	\$640
81	Other Services (Except Public Administration)	4,102	22,176	22,178	22,081	22,145	\$1,110
99	Unclassified Establishments	913	2,628	2,760	2,757	2,715	\$2,064
	Total Government	2,003	85,259	85,267	86,144	85,557	\$1,361

Data Source: Quarterly Census of Employment and Wages (QCEW). Data represent workers covered by unemployment insurance.

CPI-U 12 Month Percent Change

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual	HALF1	HALF2
2006	4.0	3.6	3.4	3.5	4.2	4.3	4.1	3.8	2.1	1.3	2.0	2.5	3.2	3.8	2.6
2007	2.1	2.4	2.8	2.6	2.7	2.7	2.4	2.0	2.8	3.5	4.3	4.1	2.8	2.5	3.1
2008	4.3	4.0	4.0	3.9	4.2	5.0	5.6	5.4	4.9	3.7	1.1	0.1	3.8	4.2	3.4
2009	0.0	0.2	-0.4	-0.7	-1.3	-1.4	-2.1	-1.5	-1.3	-0.2	1.8	2.7	-0.4	-0.6	-0.1
2010	2.6	2.1	2.3	2.2	2.0	1.1	1.2	1.1	1.1	1.2	1.1	1.5	1.6	2.1	1.2
2011	1.6	2.1	2.7	3.2	3.6	3.6	3.6	3.8	3.9	3.5	3.4	3.0	3.2	2.8	3.5
2012	2.9	2.9	2.7	2.3	1.7	1.7	1.4	1.7	2.0	2.2	1.8	1.7	2.1	2.3	1.8
2013	1.6	2.0	1.5	1.1	1.4	1.8	2.0	1.5	1.2	1.0	1.2	1.5	1.5	1.5	1.4
2014	1.6	1.1	1.5	2.0	2.1	2.1	2.0	1.7	1.7	1.7	1.3	0.8	1.6	1.7	1.5
2015	-0.1	0.0	-0.1	-0.2	0.0	0.1	0.2	0.2	0.0	0.2	0.5	0.7	0.1	-0.1	0.3
2016	1.4	1.0	0.9	1.1	1.0	1.0	0.8	1.1	1.5	1.6	1.7	2.1	1.3	1.1	1.5
2017	2.5	2.7	2.4	2.2	1.9	1.6	1.7	1.9	2.2	2.0	2.2	2.1	2.1	2.2	2.0
2018	2.1	2.2	2.4	2.5	2.8	2.9	2.9	2.7	2.3	2.5	2.2	1.9	2.5	2.5	2.4
2019	1.6	1.5	1.9	2.0	1.8	1.6	1.8	1.7	1.7	1.8	2.1	2.3	1.8	1.7	1.9
2020	2.5	2.3	1.5	0.3	0.1	0.6	1.0	1.3	1.4	1.2	1.2	1.4	1.2	1.2	1.2
2021	1.4	1.7	2.6	4.2	5.0	5.4	5.4	5.3	5.4	6.2	6.8	7.0	4.7	3.4	6.0
2022	7.5	7.9	8.5	8.3	8.6	9.1	8.5	8.3	8.2	7.7	7.1	6.5	8.0	8.3	7.7
2023	6.4	6.0	5.0	4.9	4.0	3.0	3.2	3.7	3.7	3.2	3.1	3.4	4.1%	4.8	3.4
2024	3.1	3.2	3.5	3.4	3.3	3.0	2.9	2.5	2.4	2.6	2.7	2.9	2.96	3.25	2.67
2025	3.0	2.8	2.4	2.3	2.4	2.7	2.7	2.9	3.0	N/A	2.7	2.7	2.69	2.60	2.80
2026	2.4	2.4	3.3	3.8	4.2	3.5	3.4							3.26	

Annualized Year To Date: 3.28%

**LACONIA CITY COUNCIL AGENDA
AUGUST 24, 2026**

**STAFF REPORT
AGENDA ITEM 21.A.
TEMPORARY TRAFFIC ORDER 2026-12, BELKNAP MILL SOCK HOP
REQUEST TO RESERVE PARKING ASSOCIATED WITH THE EVENT**

Discussion: This year's "Sock Hop in Rotary Park" will be held on Friday, September 11, 2026. In connection with the event the Belknap Mill has requested reserving parking spaces on Beacon Street East and in a portion of the City Hall parking lot as shown on the attached map and as detailed in TTO 2026-12.

Please note that in conjunction with reserving a portion of the City Hall parking lot, the designated Veterans parking space, the 15 minute spaces and the handicapped spaces shall be made available for the public's use with temporary signs provided by the Department of Public Works.

The Belknap Mill was asked to notify business owners who might be affected by the closure of the parking spaces requested to be reserved.

The "Sock Hop in Rotary Park" will close out the Arts in the Park summer series and will include an outdoor movie, a classic car show, food vendors, and a live band. The parking spaces on Beacon St. East and in a portion of the City Hall parking lot are necessary to accommodate the vintage vehicles.

The Belknap Mill is also requesting that the Social District be extended into Rotary Park and a portion of the City Hall parking lot for this event. As the outdoor movie that will be shown as part of the event will not end until 10:30 pm, the request to extend the Social District will also extend the Social District hours for the entire district until 10:30 pm. Please see the black line on the attached map that shows the approximate area of the extended Social District boundary.

If approved by the City Council, expansion of the Social District and hours will be sent to the State Liquor Commission for their final review.

Fiscal Impact:

Staff Recommendation:

This report submitted by: Kirk Beattie, City Manager

Proposed motion:

"I move to approve Temporary Traffic Order 2026-12 relating to the request by The Belknap Mill to reserve parking spaces in connection with the "Sock Hop in Rotary Park"; to extend the Social District to include Rotary Park and a portion of the City Hall parking lot for the date of the event, and to extend the Social District hours from 9:00 pm to 10:30 pm for Rotary Park and a portion of the City Hall parking lot, as well as the entire Social District for the date of the event, as requested."



**TEMPORARY TRAFFIC ORDER
2026-12
BELKNAP MILL'S REQUEST TO RESERVE PARKING IN CONNECTION WITH
THE "SOCK HOP IN ROTARY PARK" ON SEPTEMBER 11, 2026**

According to the provisions of Chapter 221, Section 53 of the Laconia City Ordinances, the City Council hereby adopts the following Temporary Traffic Order for Friday, September 11, 2026, as shown below:

1. On Friday, September 11, 2026, beginning at 3:00 pm and ending at 10:30 pm, the parking spaces on Beacon Street East shown in red on the attached map shall be reserved for the event by the use of cones and/or barricades provided by the Department of Public Works.
2. On Friday, September 11, 2026, beginning at 4:30 pm and ending at 10:30 pm, the portion of the City Hall parking lot shown in green on the attached map shall be reserved for the event by the use of cones and/or barricades provided by the Department of Public Works.

However, the designated Veterans parking space, the 15 minute spaces and the handicapped spaces in this portion of the parking lot shall be made available for parking by the use of temporary signs provided by the Department of Public Works.

3. All cones and/or barricades shall be placed in the reserved parking spaces by the event organizers no earlier than 3:00 pm for the Beacon St. East parking spaces and 4:30 pm in the City Hall parking lot. Cones and/or barricades shall be removed by the event organizers at the conclusion of the event and placed in a central location for subsequent pickup by the Department of Public Works.
4. All event materials, exhibits, vehicles and refuse shall be removed from the reserved areas at the conclusion of the event on Friday, September 11, 2026.
5. A certificate of liability insurance naming the City of Laconia as an additional insured in an amount not less than \$1 million dollars shall be provided to the City prior to the event.

Adopted by the Laconia City Council this ____ day of ____, 2026.

Katie Gargano, City Clerk

Issued this ____ day of ____, 2026

Kirk Beattie, City Manager

Black line indicates expanded Social District boundaries



****** The Veterans space, 15 min spaces & handicapped spaces in this lot are to be left open for the public.***

Spots reserved from 4:30pm-10:30 pm for car show

Spots Reserved from 3 pm to 10:30 pm



LACONIA CITY COUNCIL AGENDA
AUGUST 24, 2026

STAFF REPORT
AGENDA ITEM 21.B.
REQUEST CITY COUNCIL SUPPORT OF THE TRANSITION OF
OWNERSHIP AND MANAGEMENT OF THE WINNIPESAUKEE RIVER
BASIN PROGRAM (WRBP) FROM NH DEPARTMENT OF
ENVIRONMENTAL SERVICES (NHDES) TO A SEPARATE REGIONAL
WASTEWATER AUTHORITY

Discussion: The Winnepesaukee River Basin Program (WRBP) Advisory Board recommends that all the member communities support the transition of ownership and management of the Winnepesaukee River Basin Program from NHDES to a separate regional wastewater authority.

The Board worked with NHDES to have the Legislature and Governor approve a bill to create a study commission to evaluate whether the WRBP should continue to be owned and operated by the state or whether ownership and/or operational control should be transferred to an alternative authority. The Commission must complete its work and provide a report by October 31st.

The Board makes this recommendation based on the following.

The Board's 2025 audit determined that the Program wasted ratepayer dollars. The following are two of the most significant examples:

- The Program's solids handling project at the 60% design review was determined to be unconstructible by the Program's consultant in 2023. The Program had spent \$665K when the consultant determined the project was determined to be unconstructible. The State has not resolved the issue with the Consultant reimbursing the Program all or some its fee as of this date.
- Asset management system implementation started in 2016 but was not completed and is mostly not useable. The program has spent \$1.19 million to date and is estimating that they will be spending another \$1 million to complete the setup of the system.

These two issues as well as other issues resulted in a letter of concern to the NHDES Commissioner in November 2025 which led to the January 2026 Member Community meeting with NH DES Commissioner.

Since then:

- Management of the program has not improved.

- DES on August 10, 2026 provided an interim correction plan to operate and design/execute projects while it works on resolving problems with the Program's management.
- NHDES supported the effort to have the Legislature approve the formation of the Study Commission on transitioning the Program to a regional wastewater authority.

The Advisory Board at their July 15, 2026 meeting did not support a project to upgrade the Program's SCADA system as the Board did not believe that the Program's management team had the ability to manage this project. Additionally, the contract for the project was \$2.515 million and the WRBP had only programmed \$1.24 million. The WRBP management team did not address how they were going to fund the project within the Program's capital improvement budget at the time they submitted the request to the Advisory Board.

The Advisory Board Chair and Vice Chair met with Commissioner Scott and his senior leadership on July 22, 2026. During the meeting Commissioner Scott stated that he supports the transition of the program to a regional authority for the following reasons.

- NHDES are regulators not operators.
- Recognized that the State personnel system limits their ability to hire and retain employees with the necessary skills to manage and operate the system.

In summary, the Program's plans do not reflect the ratepayers' ability to fund those plans.

- Despite frequent requests by the Advisory Board, the WRBP cannot articulate a financially sustainable plan for operating and maintaining the system. Communities have seen double digit annual increases in WRBP billings since FY22. More of the same is expected in the coming years. The current level of planning and execution by WRBP management does not reflect the ratepayers' ability to finance the Program.
- The WRBP has not implemented a coherent and cost-effective asset management strategy. Thus, they cannot deliver a comprehensive capital improvements program.
- When they are executing projects, they do not achieve successful outcomes resulting in wasteful spending.

The WRBP Advisory Board and City Staff recommend that the City Council support the effort to transition of the WRBP to a separate regional wastewater authority. The City Manager supports transitioning the WRBP from NHDES to a regional wastewater authority.

Fiscal Impact: Based on an earlier study, the WRBP Advisory Board's analysis is that the transition will slow the growth in costs associated with operating and maintaining the Program's system.

Recommendation: The WRBP Advisory Board and City Staff recommend that the City Council support the effort to transition of the WRBP to a separate regional wastewater authority. The City Manager supports this recommendation.

Report Submitted by: Wesley B. Anderson, Project manager and Chair, WRBP Advisory Board.

Proposed Motions:

"I move that the City Council support the transition of the Winnepesaukee River Basin Program from the NH Department of Environmental Services to regional wastewater authority owned and managed by the member communities."

"I move that the City Council authorize Councilmembers, the City Manager and City Staff, to support the transition with any of the Laconia State Representatives and Senators, and when it is under consideration by the Study Commission, the Legislature and the Governor."

**LACONIA CITY COUNCIL AGENDA
AUGUST 24, 2026**

**STAFF REPORT
AGENDA ITEM 21.C.
RESOLUTION 2026-14 – REQUEST FOR AUTHORIZATION TO USE
AN AMOUNT UP TO \$112,000.00 FROM THE CAPITAL RESERVE FUND
FOR SCHOOL CONSTRUCTION AND/OR RENOVATION FOR THE
REPLACEMENT OF TWO BOILERS AT THE HUOT FACILITY**

Discussion: The Laconia School District is requesting to use up to \$112,000.00 from the Capital Reserve Fund for School Construction and/or Renovation for the replacement of two boilers at the HUOT facility.

The existing boilers were installed in 2012 as part of the original construction project. Recently, one of the boilers failed. Both the company that installed the boilers and the manufacturer are no longer in business, making replacement parts unavailable. As a result, replacement of both boilers is the most practical and reliable long-term solution to ensure continued operation of the facility.

Please note that the Trustees of the Trust Funds require a City Council Public Hearing and vote prior to their consideration of this request.

Fiscal Impact: Approval of this request will reduce the Capital Reserve Fund for School Construction and/or Renovation amount available by \$112,000, leaving a balance of \$302,032.32.

Staff Recommendation: Staff recommends that the City Council schedule a public hearing on this matter for the meeting of September 14, 2026.

This report submitted by: Dawn Cilley, Business Administrator, Laconia School District

Proposed motions:

“I move to waive a reading of Resolution 2026-14 in its entirety and to read by title only.”

“I move a first reading of Resolution 2026-14 relative to a request to use up to \$112,000 from the Capital Reserve Fund for School Construction and/or Renovation to purchase two replacement boilers at the HUOT facility.”

“I move to schedule a Public Hearing on September 14, 2026 during the regular City Council meeting to gather public input prior to any action being taken.”

RESOLUTION

CITY OF LACONIA

RES-2026-14

In the Year of Our Lord two thousand and twenty-six

A RESOLUTION TO USE UP TO \$112,000 FROM THE CAPITAL RESERVE FUND FOR SCHOOL CONSTRUCTION AND/OR RENOVATION FOR THE REPLACEMENT OF TWO BOILERS AT THE HUOT FACILITY

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

WHEREAS, the Laconia School District seeks to replace two boilers at the HUOT facility; and

WHEREAS, funds available through the Capital Reserve Fund for School Construction and/or Renovation are sufficient to cover this cost; and,

WHEREAS, approval of this request will help provide the most practical and reliable long-term solution to ensure continued operation of the HUOT facility; and

NOW THEREFORE, BE IT RESOLVED that the City Council hereby votes to raise and appropriate up to One Hundred Twelve Thousand Dollars (\$112,000) to purchase two replacement boilers for the HUOT facility, with funding provided from the Capital Reserve Fund for School Construction and/or Renovation.

This Resolution shall take effect upon its passage.

Mike Bordes, Mayor

Passed and approved this ____ day of _____ 2026

Katie Gargano, City Clerk

**LACONIA CITY COUNCIL AGENDA
AUGUST 24, 2026**

**STAFF REPORT
AGENDA ITEM 21.D.
RESOLUTION 2026-13 - RELATIVE TO AUTHORIZING ACCEPTANCE OF
AN AWARD IN THE AMOUNT OF \$86,500.00 FROM THE DEPARTMENT
OF SAFETY HOMELAND SECURITY GRANT PROGRAM FOR
THE PURCHASE OF POLE CAMERAS WITH SOLAR PANELS AND
ACCESSORIES FOR THE LACONIA POLICE DEPARTMENT**

Discussion: The City has applied to the New Hampshire Department of Safety for grant funding in the amount of \$216,250.00 to purchase ten (10) pole cameras with solar panels and accessories. to purchase SWAT/SOU equipment through the Homeland Security Grant Program. The City was awarded \$86,500.00.

In view of the decrease in the amount of grant funds requested and the amount received, the Police Department will be reaching out to Valorence – Covert Law Enforcement to obtain a new quote for the cameras and equipment.

The pole cameras will be operational year-round and provide surveillance support to assist the Police Department in targeting high crime areas and large scale events. This capability would also provide direct support to the Laconia Fire Department and other first responders during critical or emergency incidents.

Fiscal Impact: There is no local match requirement.

Staff Recommendation: Staff recommends approval of this grant acceptance, and to schedule a Public Hearing at the September 14, 2026 City Council meeting.

This report submitted by: Lieutenant Gary Hubbard, Laconia Police Department

Proposed motions:

"I move to waive a reading of Resolution 2026-13 in its entirety and to read by title only."

"I move a first reading of Resolution 2026-13 relative to acceptance of an award in the amount of \$86,500.00 from the Department of Homeland Security Grant Program for the purchase of pole cameras for the Laconia Police Department."

"I move to schedule a Public Hearing on September 14, 2026 during the regular City Council meeting to gather public input prior to any action being taken."

RESOLUTION

CITY OF LACONIA

RES-2026-13

In the Year of Our Lord two thousand and twenty-six

A RESOLUTION RELATIVE TO AUTHORIZING ACCEPTANCE OF AN AWARD IN THE AMOUNT OF \$86,500.00 FROM THE DEPARTMENT OF SAFETY HOMELAND SECURITY GRANT PROGRAM FOR THE PURCHASE OF POLE CAMERAS WITH SOLAR PANELS AND ACCESSORIES FOR THE LACONIA POLICE DEPARTMENT

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

WHEREAS, the Laconia City Charter, Section 5:06, requires the Council to designate the source of any money appropriated after the budget is adopted; and

WHEREAS, on occasion grants will be made available to the City for various projects or areas of interest that are beneficial to the City and its residents; and

WHEREAS, the City has been given application for a Homeland Security Grant for the purchase of pole cameras with solar panels and accessories for the Laconia Police Department in the amount of \$86,500.00;

NOW THEREFORE, the City Manager is hereby authorized, on behalf of the City, to accept and expend donations in the amount of \$86,500.00 from a Homeland Security Grant for the purchase of pole cameras with solar panels and accessories for the Laconia Police Department. The City Council further authorizes the establishment of a separate account(s) for a distinctly stated, public purpose that is not foreign to the City or incompatible with the objective of its organization. The City Manager shall be the designated agent of the Council to carry out the objectives set forth herein, and to sign all documents related to this grant.

This Resolution shall take effect after two readings and upon its passage.

Mike Bordes, Mayor

Passed and approved this ____ day of _____, 2026

Katie Gargano, City Clerk

State of New Hampshire

ROBERT L. QUINN
COMMISSIONER OF SAFETY



EDDIE EDWARDS
STEVEN R. LAVOIE
ASSISTANT COMMISSIONERS

DEPARTMENT OF SAFETY

James H. Hayes Safety Building, 33 Hazen Drive, Concord, NH 03305

Tel: (603) 223-3889

Speech/Hearing Impaired

TDD Access Relay NH 1-800-735-2964

June 24, 2026

From: Robert Quinn, Commissioner

To: NH First Responder Agencies

Re: **PROSPECTIVE Federal Fiscal Year 2026 Homeland Security LOCAL competitive grant process**

I am pleased to announce prospective funding opportunity in anticipation of the availability of the Federal FY 2026 Homeland Security Grant (HSGP) issued by the US Department of Homeland Security (DHS) / Federal Emergency Management Agency (FEMA). Funds will likely be available by early fall of 2026. Final project funding will be approved by DHS, on a project-by-project basis, after a State recommendation. Governor Ayotte and I wish to allocate grants in strict alignment with grant guidance to ensure investments are eligible and most beneficial to the goals of the national program and the NH grantees. FY 2026 HSGP continues to play an important role in the implementation of the National Preparedness System (NPS) by supporting the building, sustainment, and delivery of core capabilities essential to achieving the National Preparedness Goal (NPG) of a secure and resilient Nation. FY 2026 HSGP is anticipated to provide funds to eligible entities to support state, local, tribal, and territorial efforts to prevent terrorism and other catastrophic events and to prepare the Nation for the threats and hazards that pose the greatest risk to the security of the United States.

The objective is to facilitate an integrated, all-of-Nation, risk-informed, capabilities-based approach to preparedness. Using the Core Capabilities, the anticipated focus of the FY 2026 Grant Program is:

- Terrorism preparedness, prevention and recovery strategy for these grants. Given the evolving threat landscape, DHS/FEMA is continuously evaluating the national risk profile and setting priorities that help ensure appropriate allocation of scarce security dollars. The eight priority areas that attract the most concern are:
 1. Enhancing the protection of soft targets and crowded places
 2. Supporting Homeland Security Task Forces and fusion centers;
 3. Enhancing and integrating cybersecurity resiliency
 4. Enhancing election security;
 5. Border Crisis Response and Enforcement Support (New)
- Grantees are encouraged to utilize grant funding to maintain and sustain current critical core capabilities through proposed investments that will support the applicant's efforts to:
 1. Promote cooperation between local and federal partners to support DHS/ICE 287(g) program
 2. Prevent a threatened or an actual act of terrorism;
 3. Prepare for all hazards and threats, while explaining the nexus to terrorism preparedness;
 4. Protect citizens, residents, visitors, and assets against the greatest threats and hazards, relating to acts of terrorism; and/or
 5. Respond quickly and equitably to save lives, protect property and the environment, and meet basic human needs in the aftermath of an act of terrorism or other catastrophic incidents;
 6. New capabilities that are built using Homeland Security Grant funding must be deployable if needed to *support regional and national efforts*. All capabilities being built or sustained must have a clear linkage to the core capabilities in the National Preparedness Goal.

You will find information about the Homeland Security Grant to include the FY 2026 application form link and more on our website page: [Grants - Homeland Security Grants, NH DOS](#) (use 2026 Homeland Security Grant link) **Competitive applications for FY 2026 are DUE AT 4:00 p.m. on 7/10/2026. Please follow the instructions on the application for submission via the on-line form.** Please contact Grant Administrator, Kelly Chapman at 603-271-7663 if you have additional questions.

POD Pole Camera Integration Project

Grant Application Narrative Sections

Project Cost: 216,250

Describe your scope of work in 100 words or less.

Procure ten (10) Valorence Snitch Pole Cams with Solar Panels and accessories for real-time video surveillance in high crime locations, during critical/emergency incidents, for overwatch during major events like Laconia Motorcycle Week and Pumpkinfest, monitoring and assessment of crowds for criminal activity and of critical infrastructure, emergency situational awareness, and disaster relief and aid efforts in security measures using real-time decision-making capabilities.

What Emergency Support Function which is part of the State EOC does your Agency Support? Public Safety and Security

UEI: GQFMQLRNBA69

Please select your project's investment category:

Enhancing the protection of soft targets and crowded place

Identify the Core Capability your project supports.

Intelligence and Information Sharing
On-scene Security and Protection
Operational Communications
Situational Assessment

Explain how your project supports the Core Capability you chose above.

This project supports the following FEMA Core Capabilities: (1) Intelligence and Information Sharing, (2) On-scene Security and Protection, (3) Operational Communications, and (4) Situational Assessment. Police mobile pole cameras are used by law enforcement to provide real-time situational awareness during high-risk operations such as barricaded suspect incidents, warrant service, or hostage rescues. They allow officers to coordinate actions from a safe distance, integrate with other tactical units, and maintain situational awareness while minimizing risk. This directly supports the identified FEMA Core Capabilities by enabling seamless communication and integration between officers, units, and command. Pole cameras will also enable the Laconia Police Department (LPD) to protect residents, visitors, and assets against threats and hazards, while also providing timely, accurate, and actionable information with all decision makers to enhance response efforts and protect residents, visitors, and assets against threats and hazards, including mitigating loss of life and property.

How does this investment support terrorism preparedness to include prevention or threatened acts of terrorism? Cite real life examples.

Mobile police pole cameras, which are portable surveillance cameras, can be mounted on extendable masts attached to trailers, vehicles, or temporary poles. As part of the LPD's broader emergency management and intelligence strategy, they will be used to support terrorism preparedness. Their role is primarily to improve situational awareness, deter hostile activity, document incidents, and assist coordinated emergency response. Mobile cameras can provide information that helps the LPD and other emergency responders detect suspicious activity, respond more effectively to threats, and investigate incidents afterward. Moreover, portable surveillance cameras support prevention, protection, and response by providing real-time video during planned events and emergencies.

The LPD expects that having visible cameras will discourage hostile criminal behavior, including acts of terrorism. The ability to reposition them to locations with elevated risk, such as Bike Week and Pumpkinfest, will lend to prevention and deterrence. Recorded video can also help identify suspicious pre-operational activities before an attack occurs. These cameras would allow LPD to monitor unusual behavior such as: unattended packages, unauthorized entry into restricted areas, suspicious vehicles, and crowd disturbances that could indicate a developing threat. Additionally, video provides the LPD and partners with better information before deploying officers to make informed decisions. In the event of an attack or other mass-casualty event, the elevated pole cameras can: show responder access routes, identify crowd movement, locate injured persons, identify hazards, and coordinate emergency management. They can also assist in investigations by identifying suspects, establishing timelines, preserving evidence, and supporting criminal prosecutions.

How does this investment support closing capability gaps or sustaining capabilities identified in the community's THIRA/SPR process?

This project supports closing the identified gaps and/or sustaining capabilities in the following areas through the procurement and implementation of new equipment and technology: (1) Operational Communications and Coordination – Portable pole cameras will feed real-time video to Laconia emergency operations centers, incident/mobile command posts, dispatch centers, and Laconia partner agencies, improving shared situational awareness. (2) Intelligence and Information Sharing – Portable pole cameras will enable the LPD to collect and disseminate visual intelligence across the LPD and with the LFD, EMS, and other emergency management systems. (3) Situational Assessment - Provide continuous live video of incidents, large scale planned events like Bike Week, disaster areas, or critical infrastructure without requiring LPD personnel and other partners to remain in hazardous locations. (4) On-scene Security and Protection - Monitor evacuation routes, shelters, staging areas, critical infrastructure, or crime scenes with fewer LPD officers dedicated to static observation. (5) Infrastructure Systems – LPD

can observe transportation corridors, utilities, and public facilities during disasters or recovery operations.

How does this investment support other regional, and community partners in efforts to prevent, prepare for, protect against, and respond to acts of terrorism, to meet its target capabilities, support the national security mission of DHS and other federal agencies, and to otherwise reduce the overall risk to the high-risk urban area, the State, or the Nation?

Mobile police pole cameras directly support the DHS mission to secure the Nation against terrorism, targeted violence, cyber and physical threats, natural disasters, and other hazards by providing rapidly deployable, real-time surveillance capabilities that improve situational awareness and operational decision-making. Local law enforcement are often the first to detect and respond to emerging threats, enhancing our surveillance and situational awareness capabilities strengthens the Nation's overall preparedness and supports a whole-community approach to homeland security. They also support the missions of the FBI, FEMA, CISA, and USDOJ by supporting coordinated operations.

This new capability would enhance our prevention, protection, response, and recovery capabilities through the rapid deployment of persistent, real-time surveillance. Mobile pole cameras will enable the LPD to 1) Protect critical infrastructure through continuous observation and early detection of suspicious activity. 2) Enhance security at planned large scale events, public gatherings, and other soft targets that may be vulnerable to terrorism or mass casualty incidents. 3) Improve force protection by reducing the need for LPD officers to maintain static security posts in potentially hazardous locations. 4) Support intelligence-led policing by collecting actionable visual information that can be shared with local, state, and federal partners. 5) Strengthen regional interoperability by integrating live video into emergency operations centers, dispatch centers, the LPD mobile command vehicle, and multi-agency command structures. These capabilities reduce operational risk to the State of New Hampshire by increasing the ability to detect and respond to criminal activity, terrorism-related threats, and all-hazards incidents while providing scalable resources that support regional and national preparedness objectives.

How does this investment prepare for all hazards and threats, while explaining the nexus to terrorism preparedness?

Mobile police pole camera systems are all-hazards resources that enhance preparedness for a wide range of incidents, including acts of terrorism, targeted violence, natural disasters, hazardous materials incidents, civil disturbances, large public gatherings, critical infrastructure emergencies, and major criminal investigations. Their rapid deployment capability allows law enforcement and emergency management personnel to establish real-time visual surveillance wherever fixed camera infrastructure is unavailable or insufficient.

The nexus to terrorism preparedness lies in the systems' ability to strengthen prevention and protection capabilities before, during, and after a terrorist incident. Mobile pole cameras provide persistent monitoring of potential targets, including government facilities, transportation infrastructure, utility systems, large scale public events, and other soft targets that may be vulnerable to attack. They enable early identification of suspicious activities, support protective security operations, improve threat detection, and provide incident commanders with a common operating picture to facilitate coordinated decision-making.

During heightened threat conditions or special security events, the cameras would expand the LPD's ability to monitor access points, crowd movement, critical infrastructure, and high-risk locations while reducing the need to assign officers to fixed observation posts. This serves as a force multiplier, allowing agencies to allocate personnel more effectively to prevention, interdiction, and rapid response activities. Should a terrorist attack occur, mobile pole cameras support consequence management by providing continuous situational awareness, documenting incident progression, assisting with evacuation and perimeter security, improving coordination among responding agencies, and capturing evidentiary video for investigative and prosecutorial purposes.

How does this investment protect citizens, residents, visitors, and assets against the greatest threats and hazards relating to acts of terrorism; and/or respond quickly to save lives, protect property and the environment, and meet basic human needs in the aftermath of an act of terrorism or other catastrophic incident?

Mobile police pole cameras enhance the ability of law enforcement to protect citizens, residents, visitors, critical infrastructure, and public assets from acts of terrorism and other catastrophic incidents by providing rapidly deployable, elevated, real-time video surveillance. These systems strengthen terrorism prevention efforts by monitoring government facilities, transportation corridors, utilities, public venues, special events, and other potential targets for suspicious activity, unauthorized access, and emerging threats. Their visible presence also serves as a deterrent while supporting intelligence gathering, evidence collection, and coordinated information sharing with local, state, and federal partners.

During a terrorist incident or other major emergency, mobile pole cameras provide incident commanders with a continuous common operating picture that improves situational awareness and supports timely, informed decision-making. Live video enables responders to assess evolving conditions, establish secure perimeters, monitor crowd movement, identify hazards, coordinate evacuations, and safely deploy personnel and resources. As a force multiplier, the systems reduce the need for officers to staff fixed observation posts, allowing personnel to focus on lifesaving response, public safety, traffic control, and incident stabilization.

In the aftermath of an act of terrorism or catastrophic incident, mobile pole cameras support response and recovery operations by monitoring evacuation routes, shelters, points of distribution, damaged infrastructure, and restricted areas. They help protect property, identify

secondary hazards, improve responder safety, document incident conditions, and support damage assessments and criminal investigations. Recorded video also provides valuable evidence for prosecution and after-action reviews.

Explain any previous grant experience your agency has had. Include a list of funding and projects from NH DOS, US DHS, or US DOJ over the last three years.

The Laconia Police Department has successfully implemented federal, state, and local grants over many years to support the city of Laconia and surrounding towns. The most recent awards in FY25 are from NH Homeland Security Grant Program. Over the last three years, the LPD has received the following grants:

*NH Department of Safety, Homeland Security Grant: FY25 (\$133, 542)

*NH Department of Safety, Homeland Security Grant: FY25 (\$55,000)

*US Department of Justice, COPS Technology and Equipment Grant: FY24 (\$77,000)

*US Department of Justice, COPS Technology and Equipment Program Grant: FY23 (\$200,000)

*US Department of Agriculture, Rural Development Grant: FY23 (\$96,250)

*US Department of Justice, COPS Hiring Grant: FY22 (\$125,000)

*US Department of Justice De-Escalation Grant: FY21 (\$200,000)

Management Milestones:

Example from FY25 Tethered Drones Grant below- used the same milestones for this grant just updated the dates and info.

SECTION V: Management

Management Milestones

Milestone Number	Milestone Name	Start Date	End Date
1	Project out for competitive bid	10/02/2025	10/16/2025
2	Select & notify company of successful bid	10/16/2025	10/31/2025
3	Purchase & receipt of tethered drones	10/31/2025	05/01/2026
4	Policy development for use, deployment, and maintenance	10/31/2025	06/05/2026
5	Training conducted for LPD and partners	05/25/2026	05/25/2027
6	Deployment of portable tethered drone and mobile command center with mounted tethered drone	06/01/2026	06/01/2027

Extra language that I couldn't fit due to # characters allowed: As force multipliers, mobile pole cameras would allow the LPD to monitor multiple locations simultaneously, increasing operational effectiveness and contributing to the security and resilience of communities across our state and the Nation.

Laconia is the largest law enforcement agency north of the capital and serves as the secondary EOC for the City. LPD Dispatch Center provides 24-hour emergency dispatch services for the city, and is the primary backup dispatch and mutual aid department for the Gilford, Belmont, and Meredith Police Departments. Laconia is a major year-round tourist and seasonal population destination. Every June Laconia hosts the third largest motorcycle rally in the United States held in conjunction with one of the largest motorcycle racing events of the year, the Loudon Classic, drawing spectators from all over the world and sees between 100,000 and 200,000 motorcycle enthusiasts on an average year. This event also draws members of outlaw motorcycle gangs in addition to the resident chapter of Hells Angels, the Nomads, thereby increasing potential risks of terrorism not only for Laconia, but for the entire region. Additionally, Laconia hosts Pumpkinfest annually in October which draws tourists from across the state.

LACONIA POLICE DEPARTMENT

City of Laconia, New Hampshire



MATTHEW J. CANFIELD
Chief of Police



POLICE COMMISSION

Douglas A. Whittum
Chairman

Frank R. Mello, Jr.
Clerk

Scott R. Davis
Commissioner

New Hampshire Department of Safety

Grants Management Bureau

Application Signature Page

Note: POLICE OBSERVATION DEVICE (POD)
POLE CAMERA INTEGRATION PROJECT
Insert Date of Signatures

Kirk Beattie Date: 7/9/26

KIRK BEATTIE, City Manger
City of Laconia, NH

Signature of Authorizing Official per RSA 23:1, 31:95-b or RSA 37:6

Insert Name of Authorizing Official per RSA 23:1, 31:95-b or RSA 37:6

Allan L. Graton Date: 07.09.2026 (NOTE: UNAVAILABLE FOR SIGNATURE.)

Allan L. Graton, Captain
City of Laconia, NH – Police Department

Signature of Project Director or Point of Contact

Insert Name of Project Director or Point of Contact

Gary A. Hubbard Date: 07.09.2026

Gary A. Hubbard, Lieutenant
City of Laconia, NH – Police Department

Signature of Financial Officer

Insert Name of Financial Officer



July 8, 2026

NH Department of Safety, State Homeland Security
James H. Hayes Safety Building
33 Hazen Drive
Concord, NH 03305

**RE: 2026 NH Department of Safety, State Homeland Security Competitive Grant Program
ALN#97.067**

Please consider this letter as our support of the Laconia Police Department's (LPD) 2026 State Homeland Security Competitive Grant Program application for a ***Police Observation Device (POD) Pole Camera Integration Project***. The procurement of ten (10) Snitch Pole Cams with solar panels, which are a remotely operated and managed surveillance system with rapid deployment, would provide (1) real-time video surveillance in high crime locations and during critical/emergency incidents resultant from terrorist attacks or natural disasters, (2) overwatch (security) during major events like Laconia Motorcycle Week, (3) monitoring and assessment of crowds for criminal activity and of critical infrastructure, (4) emergency situational awareness, and (5) disaster relief and aid efforts in security measures using real-time decision making capabilities.

This project will provide a new capability enabling the city of Laconia to meet the identified gaps and areas for improvement identified in the State's Stakeholder Preparedness Report and individual Emergency Operations Plans related to (1) Intelligence and Information Sharing, (2) Situational Assessment, and (3) Operational Communications. As an example, the LPD and LFD have been on the frontlines of preparing for and responding to threat situations resulting from large scale events, such as Laconia Motorcycle Week. The pole cameras would be operational year-round and provide surveillance support to assist the LPD in targeting high crime areas and large-scale events that draw hundreds of thousands of spectators to our city. Additionally, this capability would provide support to all city partners, including the Laconia Fire Department and other Emergency First Responders during critical/emergency incidents resultant from terrorist attacks or natural disasters.

Your consideration of this request for funding is greatly appreciated.

Sincerely,

Kirk Beattie, City Manager
City of Laconia

LACONIA FIRE DEPARTMENT

848 North Main Street
Laconia, New Hampshire 03246
603.524.6881 FAX: 603.524.0437

Headquarters
848 North Main Street

Weirs Beach
11 Lucerne Avenue

Timothy Joubert
Chief of Department

Jason D. Ellingson
Assistant Chief

Deputy Chief
Louis P. Loutrel
Scott Lewandowski
www.Laconianh.gov/fire

July 9, 2026

NH Department of Safety, State Homeland Security
James H. Hayes Safety Building
33 Hazen Drive
Concord, NH 03305

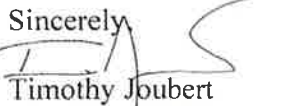
**RE: 2026 NH Department of Safety, State Homeland Security Competitive Grant Program
ALN#97.067**

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This capability would enhance information and intelligence sharing capabilities during terrorist attacks or natural disasters and would allow police, fire, and emergency responders to access real-time information, data, and intelligence. The LPD works hand-in-hand with the Laconia Fire Department (LFD) and is available at any time, day or night, to provide support during emergencies.

This project will provide a new capability enabling the city of Laconia to meet the identified gaps and areas for improvement identified in the State's Stakeholder Preparedness Report and individual Emergency Operations Plans related to (1) Intelligence and Information Sharing, (2) Situational Assessment, and (3) Operational Communications. As an example, the LPD and LFD have been on the frontlines of preparing for and responding to threat situations resulting from large scale events, such as Laconia Motorcycle Week. The pole cameras would be operational year-round and provide surveillance support to assist the LPD in targeting high crime areas and large-scale events that draw hundreds of thousands of spectators to our city. Additionally, this capability would provide direct support to the Laconia Fire Department and other Emergency First Responders during critical/emergency incidents resultant from terrorist attacks or natural disasters.

Your consideration of this request for funding is greatly appreciated.

Sincerely,

Timothy Joubert
Fire Chief/EMD

CITY OF LACONIA

Unique Entity ID GQFMQLRNBA69	CAGE / NCAGE 62CH5	Purpose of Registration Federal Assistance Awards Only
Registration Status Active Registration	Expiration Date Jun 1, 2027	
Physical Address 126 New Salem ST Laconia, New Hampshire 03246-3356 United States	Mailing Address 126 New Salem ST Laconia, New Hampshire 03246-3356 United States	

Business Information

Doing Business as (blank)	Division Name City Of Laconia	Division Number (blank)
Congressional District New Hampshire 01	State / Country of Incorporation (blank) / (blank)	URL (blank)

Registration Dates

Activation Date Jun 9, 2026	Submission Date Jun 1, 2026	Initial Registration Date Jul 14, 2010
---------------------------------------	---------------------------------------	--

Entity Dates

Entity Start Date Jan 1, 2000	Fiscal Year End Close Date Jun 30
---	---

Immediate Owner

CAGE (blank)	Legal Business Name (blank)
------------------------	---------------------------------------

Highest Level Owner

CAGE (blank)	Legal Business Name (blank)
------------------------	---------------------------------------

Executive Compensation

Registrants in the System for Award Management (SAM) respond to the Executive Compensation questions in accordance with Section 6202 of P.L. 110-252, amending the Federal Funding Accountability and Transparency Act (P.L. 109-282). This information is not displayed in SAM. It is sent to USAspending.gov for display in association with an eligible award. Maintaining an active registration in SAM demonstrates the registrant responded to the questions.

Proceedings Questions

Registrants in the System for Award Management (SAM.gov) respond to proceedings questions in accordance with FAR 52.209-7, FAR 52.209-9, or 2. C.F.R. 200 Appendix XII. Their responses are displayed in the responsibility/qualification section of SAM.gov. Maintaining an active registration in SAM.gov demonstrates the registrant responded to the proceedings questions.

Exclusion Summary

Active Exclusions Records?

No

SAM Search Authorization

I authorize my entity's non-sensitive information to be displayed in SAM public search results:

Yes

Entity Types

Business Types

Entity Structure U.S. Government Entity	Entity Type US Local Government	Organization Factors (blank)
Profit Structure (blank)		

Socio-Economic Types

Check the registrant's Reps & Certs, if present, under FAR 52.212-3 or FAR 52.219-1 to determine if the entity is an SBA-certified HUBZone small business concern. Additional small business information may be found in the SBA's Dynamic Small Business Search if the entity completed the SBA supplemental pages during registration.

Government Types

U.S. Local Government
City

Financial Information

Accepts Credit Card Payments
No

Debt Subject To Offset
No

EFT Indicator
0000

CAGE Code
62CH5

Points of Contact

Electronic Business

👤
Allan L Graton, Captain

126 New Salem Street
Laconia, New Hampshire 03246
United States

Government Business

👤
Allan L Graton, Captain

126 New Salem Street
Laconia, New Hampshire 03246
United States

Past Performance

👤
Matthew J Canfield, Chief

126 New Salem Street
Laconia, New Hampshire 03246
United States

Service Classifications

NAICS Codes

Primary

NAICS Codes

NAICS Title

Disaster Response

This entity does not appear in the disaster response registry.

NIMS Compliance Questionnaire 2024
Welcome to the New Hampshire Homeland Security and Emergency Management NIMS Survey

Demographics

Organization Name: City of Laconia, New Hampshire

Organization Staffing Size:: 48 Sworn Officers, Full and Part-Time Employees. 8 Dispatchers, Full and Part-Time Employees.

Organization Staffing reimbursement demographic - paid, volunteer, or mixed:: Mixed

Jurisdiction's Population Size:: 17,342

Physical Address: 126 New Salem St, Laconia, NH 03246-3356, United States

MAP

Name

As the person submitting this survey, enter your name here.

First: Gary

Last: Hubbard

Your Title or Rank: Lieutenant

Phone: (603) 524-5257

Email: ghubbard@laconiapdnh.gov

Jurisdiction Type: Police Department

What is the SAU number?:

Other:

NIMS ADOPTION

For more information regarding NIMS Compliance, please click [here](#).

More information on New Hampshire NIMS Compliance can be found [here](#).

Has the jurisdiction adopted the National Incident Management System (NIMS) to prevent, protect against, mitigate, respond to, and recover from incidents?: Yes

Does the jurisdiction have a designated point of contact or NIMS Coordinator to serve as the principal coordinator for the implementation of NIMS?: Yes

NIMS Coordinator

First: Timothy

Last: Joubert

Title or Rank: City of Laconia, NH - Fire Chief

Email: TJoubert@laconianh.gov

Phone Number: (603) 524-6881

Address: 848 N Main St, Laconia, NH 03246-2603, United States

MAP

Is your jurisdiction currently an EMPG awardee or applicant?: No

Has your jurisdiction reviewed and revised the following types of plans to incorporate NIMS components, principles, and policies?

Emergency Operations Plan?: Yes

All Hazard Mitigation Plan: Yes

Integrated Preparedness Plan: Yes

Continuity of Operations Plan: Yes

Standard Operating Policies/Procedures/Guidelines for NIMS Implementation and utilization: Yes

Does the jurisdiction, develop, maintain, and implement mutual aid agreements (to include agreements with the private sector and nongovernmental organizations)?: Yes

Does the jurisdiction apply ICS as the standard approach to the on-scene command, control, and coordination of incidents?: Yes

Does the jurisdiction organize and manage EOCs and EOC teams consistent with pertinent NIMS guidance?: Yes

Does the jurisdiction utilize job aides or skillsets for the EOCs and EOC teams consistent with pertinent NIMS guidance?: Yes

Does the jurisdiction implement Joint Information Systems (JIS) for the dissemination of incident information to the public, incident personnel, traditional and social media, and other stakeholder(s)?: Yes

Does the jurisdiction implement Multi-Agency Coordination (MAC) Groups /Policy Groups during incidents to enable decision making among elected and appointed officials and support resource prioritization and allocation?: Yes

Can the jurisdiction enable interoperable and secure communications within and across jurisdictions and organizations?: Yes

What communication tools does your jurisdiction utilize?: Incident Command System, Mutual Aid or Assistance Agreements

Does the jurisdiction apply plain language and clear text communications standards (free from unnecessary acronyms or inside speak)?: Yes

Does the jurisdiction use the NIMS Resource Management Process during incidents (identify requirements, order and acquire, mobilize, track and report, demobilize, reimburse and restock)?: Yes

Does the jurisdiction identify and inventory deployable incident resources consistent with national NIMS resource typing definitions and job titles /position qualifications, available through the Resource Typing Library Tool?: Yes

Does the jurisdiction develop, maintain, and implement procedures for data collection, analysis, and dissemination to meet organizational needs for situational awareness?: Yes

What communication tool does your jurisdiction utilize?: Interoperable radios, and web based communication.

Does the jurisdiction utilize WebEOC or another documentation system for resource tracking and situational awareness?: Yes

Please list any tools, training, guidance, or support that would be helpful in further enhancing your jurisdiction's implementation of NIMS: Any equipment that would increase interoperable and compatible communications, technology, and information management.

NIMS TRAINING

Does the jurisdiction have a process to ensure that incident personnel receive pertinent NIMS training in alignment with the NIMS Training Program?: Yes

How do you track your staff NIMS training completions to ensure compliance?: Training Records.

Do you have a policy to ensure all employees complete required NIMS training?: Yes

What is the timeframe requirement for new employees to complete required NIMS training?: NH Police Academy Cert.

What percentage of your ICS staff has completed IS-100 and IS-700?: 90 percent.

Is there a reason why staff haven't completed the training? If so, please explain below. No reason.

What percentage of your ICS staff with leadership responsibilities has completed IS-100, IS-200, IS-700, and IS- 800?: Unknown but low percentage.

Is there a reason why staff haven't completed the training? If so, please explain below. In the process of ensuring the staff move forward with completing the required training.

What percentage of your ICS staff with leadership and supervisory responsibilities has completed IS-100, IS-200, IS-700, IS-800, ICS-300, and ICS-400?: Unknown but low percentage.

Is there a reason why staff haven't completed the training? If so, please explain below. In the process of ensuring the staff move forward with completing the required training.

What percentage of your EOC supporting staff has completed IS-100 and IS-700?: N/A

Is there a reason why staff haven't completed the training? If so, please explain below.

What percentage of your EOC staff with leadership responsibilities has completed IS-100, IS-700, IS- 800, and IS-2200?: N/A

Is there a reason why staff haven't completed the training? If so, please explain below.

What percentage of your EOC staff with leadership and supervisory responsibilities has completed IS-100, IS-700, IS-800, IS-2200, and E/L/K/G-2300?: N/A

Is there a reason why staff haven't completed the training? If so, please explain below.

What percentage of your PIO staff has completed IS.29.a, IS-100, and IS-700? If you have no PIO staff, please type N/A.: N/A

Is there a reason why staff haven't completed the training? If so, please explain below.

What percentage of your PIO staff with leadership responsibilities has completed IS-29.a, IS-100, IS-700, IS- 800, E/L/K0105 and IS-200 or IS-2200? If you have no PIO staff, please type N/A.: N/A

Is there a reason why staff haven't completed the training? If so, please explain below.

What percentage of your PIO staff with leadership and supervisory responsibilities has completed IS-29.a, IS-100, IS-700, IS- 800, E/L/K01105 and IS-200 or IS-2200, and E/L/K/G2300 of ICS-300?: N/A

Is there a reason why staff haven't completed the training? If so, please explain below.

What percentage of your Multiagency Coordination (MAC) Group consisting of your Senior Officials (Executives, Elected, or Appointed) has completed G0402?: N/A

Is there a reason why staff haven't completed the training? If so, please explain below.

Is there a plan to obtain Position Specific Training such as defined in the National Qualification System (NQS) for the deployable personnel?: No

National Qualification System (NQS)

Do you have Emergency Management Performance Grant (EMPG) funded assets available for Mutual Aid or Emergency Management Assistance Compact (EMAC) deployment?:

Has the jurisdiction adopted processes for the qualification, certification, and credentialing of incident personnel, in accordance with the NQS?:

What phase of NQS is your jurisdiction currently at?:

Does the jurisdiction use a resource management or qualification tool system to track the qualification, certification and credentialing of incident workforce personnel?:

What tracking tools are you using to track the qualification, certification and credentialing of incident workforce personnel?:

Exercises

Does the jurisdiction conduct exercises in accordance with the Homeland Security Exercise and Evaluation Program (HSEEP)?: Yes

How many exercises including Seminars, Workshops, Tabletop, Drill, Functional, and Full-Scale Exercises has your agency completed within the last calendar year?: 0

Did you produce an After-Action Report/Improvement Plan AAR/IP after each exercise Tabletop and above?: Yes

What percentage of the Action Items on your Improvement Plan are completed?: all

I confirm that the answers I provided are true to the best of my knowledge.: Gary A. Hubbard



FEMA

NIMS Implementation Objectives

for Local, State, Tribal, and Territorial Jurisdictions

2018 Update

The National Incident Management System (NIMS) provides stakeholders across the whole community with the shared vocabulary, systems, and processes to successfully deliver the capabilities described in the [National Preparedness System](#). NIMS helps prepare the nation for catastrophic disasters by uniting all incident personnel, from on-scene responders to individuals in Emergency Operations Centers (EOC) and senior officials, enabling them to meet challenges beyond the capacity of any single jurisdiction or organization.

This nationwide unity of effort hinges on a shared understanding of what NIMS implementation entails. The NIMS Implementation Objectives provide the baseline for that understanding.

The NIMS Implementation Objectives reflect the concepts and principles contained in NIMS and aim to promote consistency in NIMS implementation across the Nation. The NIMS Implementation Objectives clarify the NIMS implementation requirements in FEMA preparedness grant Notices of Funding Opportunity. As recipients and subrecipients of Federal preparedness (non-disaster) grant awards, jurisdictions and organizations must achieve, or be actively working to achieve, all of the NIMS Implementation Objectives.

In addition to the Implementation Objectives, the following chart outlines a vision for each NIMS component and example indicators for each objective. The visions outline the intended end state of the activities under that component. The indicators are examples of characteristics that are frequently associated with jurisdictions and organizations that have achieved the objective. They are not requirements criteria, nor are the indicators intended as a checklist for achieving the objectives. The indicators are a tool to assist jurisdictions and organizations in meeting the new Implementation Objectives.

NIMS Implementation Objectives		Example Indicators
General <i>Vision: Policies and processes are in place to support NIMS implementation</i>	1. Adopt the National Incident Management System (NIMS) throughout the jurisdiction or organization to prevent, protect against, mitigate, respond to, and recover from incidents.	A current and valid legal authority indicating that NIMS is the system of choice for the jurisdiction or organization.
	2. Designate and maintain a point of contact (POC) to serve as the principal coordinator for the implementation of NIMS.	Stakeholder notification including contact information for a current NIMS point of contact responsible for the overall coordination and development of NIMS-related activities and documents for the jurisdiction.
	3. Ensure that incident personnel receive pertinent NIMS training in alignment with the NIMS Training Program.	Official training guidance that specifies: • Which training courses incident personnel must take; • How long they have to complete the training after they join the jurisdiction or organization; and • Frequency of refresher training.
Resource Management <i>Vision: Consistent, interoperable identification, management, and sharing of incident resources</i>	4. Identify and inventory deployable incident resources consistent with national NIMS resource typing definitions and job titles/position qualifications, available through the Resource Typing Library Tool. (NIMS pages 6-7, http://www.fema.gov/resource-management-mutual-aid).	Up-to-date resource inventory (such as the Incident Resource Inventory System) that uses NIMS resource-typing definitions for all shareable or deployable resources.
	5. Adopt NIMS terminology for the qualification, certification, and credentialing of incident personnel. (NIMS page 8) <i>Developing or participating in a qualification, certification, and credentialing program that aligns with the National Qualification System (NQS) is recommended, but not required.</i>	Official guidance document specifying how incident personnel are qualified, certified, and credentialed consistent with NIMS terminology.
	6. Use the NIMS Resource Management Process during incidents (identify requirements, order and acquire, mobilize, track and report, demobilize, reimburse and restock). (NIMS page 12)	Current standard operating procedures align with the NIMS Resource Management Process. Exercise or real-world incident documentation indicating the appropriate use of NIMS Resource Management process and NIMS resource typing definitions.
	7. At the jurisdictional level, develop, maintain, and implement mutual aid agreements (to include agreements with the private sector and nongovernmental organizations).	Mutual aid agreements are up-to-date and in effect, covering neighboring jurisdictions, the private sector, and nongovernmental organizations.

NIMS Implementation Objectives		Example Indicators
Command and Coordination <i>Vision: Integrated decision making and unity of effort among all incident personnel</i>	8. Apply ICS as the standard approach to the on-scene command, control, and coordination of incidents.	Exercise or real-world incident documentation or after-action reports indicating consistent use of NIMS principles, procedures, and structures including the Incident Command System (ICS), Multiagency Coordination (MAC) Groups, and Joint Information Systems (JIS). Standard operating procedures and emergency operations plans that reflect NIMS guidance such as the NIMS Management Characteristics, ICS, MAC Groups, and JIS.
	9. Implement JIS for the dissemination of incident information to the public, incident personnel, traditional and social media, and other stakeholders.	
	10. Use MAC Groups/Policy Groups during incidents to enable decision making among elected and appointed officials and support resource prioritization and allocation.	
	11. Organize and manage EOCs and EOC teams consistent with pertinent NIMS guidance.	Emergency Operations Plans (EOP), Standard Operating Procedures (SOP), organizational charts, or training program materials reflecting NIMS EOC guidance.
Communications and Information Management <i>Vision: Information gets to who it needs to, when it needs to, and in a means they can understand.</i>	12. Apply plain language and clear text communications standards.	SOPs, standard operating guidelines, and training program materials direct the use of plain language and clear text for incident communications.
	13. Enable interoperable and secure communications within and across jurisdictions and organizations.	Exercise and/or real-world incident documentation and/or after action reports indicate that: • Communications and information systems are reliable and scalable and can function in any type of incident; • Communications systems are resilient and redundant; • Incident data, networks, and systems are appropriately protected and secure; • Appropriate communication guidance is incorporated into EOPs or supporting plans or annexes; and • Incident communications personnel have experience establishing and supporting interoperable communications.
	14. Develop, maintain, and implement procedures for data collection, analysis, and dissemination to meet organizational needs for situational awareness.	Exercise or real-world incident documentation indicate that incident personnel are collecting, analyzing, and disseminating situational awareness effectively and consistently with NIMS guidance. Data collection plans and SOPs align with NIMS guidance on information management and NIMS command and coordination structures.



State of New Hampshire

Department of Safety

Division of Fire Standards and Training & Emergency Medical Services
98 Smokey Bear Boulevard, Concord, New Hampshire
Mailing Address: 33 Hazen Drive, Concord, New Hampshire 03305-0002

Business: (603) 223-4200 Fax: (603) 271-1091



Robert L. Quinn
Commissioner

Justin A. Cutting
Director

NIMS Compliance: What training do I need?

"NIMS Compliance" is required only for those agencies/jurisdictions that wish to apply for any Federal preparedness grants (Homeland Security, Assistance to Firefighters Act, etc.) However, since ICS is used across the country by response agencies for just about all incidents, it is good training to have.

The Federal guidance for NIMS/ICS training has several recommendations, and they can often be confusing. Hopefully, this fact sheet can remove some of that confusion.

Who needs to take what?

All first responders, regardless of their discipline (police, fire, Ems, etc.), should take ICS 100, ICS 200 and IS 700 or their equivalent training. This provides the basic tools needed to understand and use ICS in the field. This training can be done online or in a classroom (with the exception of IS 700 which is only online).

Emergency Management Directors should also take IS 800 which is only available online.

When it comes to ICS 300 and ICS 400, these are advanced ICS courses which are designed for those people who could or would be in what are called Command & General Staff positions (Incident Commander, Operations Section Chief, etc.). In New Hampshire, the only folks who are **required** to take these classes are all fire chief officers (chief, assistant chief, deputy chief, etc.), police chiefs of departments with more than 50 members, county sheriffs and certain State Police.

Although anyone is eligible to take these advanced courses, and it would be beneficial for EOC/MACE staff to take them, there is no requirement to do so at this time.

This guidance is from the State only; if your agency or jurisdiction requires that you take this training, then follow that guidance.

Do Selectmen or Town Administrators need this training?

Not that much unless you are also a first responder in some fashion. You should, however, have an understanding of ICS because your employees (first responders) use it. There is a special program for you folks, though. It is short and to-the-point. It's called ICS 402 and it's an overview of ICS that lets you know what ICS is and how it works. If you are only an administrator, this course will satisfy NIMS compliance for grants.

I work in an EOC/MACE. What should I have?

You should have ICS 100 ICS 200 and IS 700 like all other responders. It would help you in your position to have ICS 300 and ICS 400 as well, but it is not required unless your specific plan calls for it.

I took the NFA ICS class or the NH PSTC ICS class. What does this count for?

If you completed the 16 hour ICS class from the National Fire Academy (H806) or the 16 hour NH Police Academy class (Critical Incident Management), you have the equivalent of ICS 100 and ICS 200.

2026 New Hampshire Competitive State Homeland Security Grant Application

version 1.0

Form Input

**Please note that this paper template is to be used for data gathering purposes only. This paper form will not be accepted by the agency.*

SECTION I: Applicant Information

Applicant Agency:

Project Name:

What is the total amount of your grant application?

Describe your scope of work in 100 words or less.

Please select your project's investment category

- | | |
|--|--|
| ☐ Operational Communications | ☐ Cyber Security |
| ☐ Protection of Soft Targets/Crowded Places | ☐ Information & Intelligence Sharing and Analysis |
| ☐ Combating Domestic Violence Extremism | ☐ Addressing WMDs/CBRNE |
| ☐ Enhancing Community preparedness and resilience | ☐ Enhancing election security |

Enter your agency's UEI number here.

Agency's UEI Number

As of April 4, 2022 the federal government has stopped using DUNS numbers. The DUNS number was replaced by a new, non-proprietary identifier that is provided by the System for Award Management (SAM.gov). This new identifier is called the Unique Entity Identifier (UEI), or the Entity ID. To find or request a Unique Entity Identifier (SAM), please visit <https://www.SAM.gov>

Does this application include mobile or portable radios?

- ☐ Yes ☐ No

Portable and Mobile Radios are not eligible in this round of competitive funding. Please do not apply for them.

NIMS Compliance Guidelines

FEMA NIMS Implementation Objectives:

https://www.fema.gov/sites/default/files/2020-07/fema_nims_implementation-objectives-20180530.pdf

FEMA NIMS Implementation and Training:

<https://www.fema.gov/sq/emergency-managers/nims/implementation-training>

NIMS

Additionally, the State of New Hampshire has developed NIMS Compliance guidelines which are as follows:

[State NIMS Compliance](#)

NIMS Compliance Letter

You may either complete and upload a copy of your NH Division of Homeland Security & Emergency Management's NIMS Implementation Survey

OR, you may upload a Letter of NIMS Compliance on your agency's letterhead attesting to your agency's compliance with the FEMA Implementation

SECTION II: Evidence and Recommendations

Is this grant application for a project which maintains or sustains a capability acquired with previous HSGP funds?

- ☐ i. Sustaining or maintaining a capability acquired with federal homeland security funding; ☐ ii. Sustaining or maintaining a capability acquired without federal homeland security funding
- ☐ iii. Developing or acquiring a new core capability.

Partnering Cities/Counties/Agencies:

Is this a continuation of a previous Homeland Security Grant Program project?

- ☐ Yes ☐ No

If this is a continuation of a previous project, what was the project year?

If this is a continuation of a previous project, what was the previous project name?

If this is a continuation of a previous project, what was the previous award amount?

Does the requested equipment replace any existing inventory? If so, list and describe.

Is this a construction project? If yes, describe.

Is this a communications grant?

- ☐ Yes ☐ No

If this is a communications grant, is this for Line A frequency coordination with Canada? If so, documentation must be submitted to GMB that insures that proper license permissions are under way with regard to Canadian coordination for frequency permissions re: Line A. Line A is an imaginary line within the US, approximately paralleling the US-Canadian border, north of which Commission coordination with the Canadian authorities in the assignment of frequencies is generally required. If this is not required, please be prepared to state this on your letterhead and have your Communications consultant co-sign that this is not required.

- ☐ N/A ☐ Yes
- ☐ No

If this is a communications grant, is this for FCC license modification? Note that FCC licenses are not eligible for reimbursement from the Homeland Security Grant Program.

- ☐ N/A ☐ Yes
- ☐ No

If this is a communications grant, is this:

- ☐ N/A ☐ Operable communications in a region.
- ☐ Interoperable communications in a region.

This project was a recommendation of:

- ☐ After Action Report (Exercise and/or Real World) ☐ NH IAC Infrastructure Analysis
- ☐ Local Emergency Operations Plan, Hazard Mitigation Plan, or Needs Assessment (THIRA/SPR) ☐ Other
- ☐ None

Supporting Documentation

You will need to upload documents illustrating the need your community faces. This may include relevant exercise or real world After Action Reports, NH Information & Analysis Center Infrastructure Analysis, your local Emergency Operations Plan, Hazard Mitigation Plan, or Needs Assessment.

This documentation must include the date of finding/event, corresponding agency information, and must follow industry best practices listed below:

CPG 101

<https://www.fema.gov/emergency-managers/national-preparedness-plan>

THIRA/SPR

<https://www.fema.gov/emergency-managers/risk-management/risk-capability-assessment>

HSEEP

<https://www.fema.gov/emergency-managers/national-preparedness/exercises/hseep>

SECTION III: Strategy

Per DHS/FEMA, proposed projects must support one or more FEMA Core Capabilities.

<https://www.fema.gov/emergency-managers/national-preparedness/mission-core-capabilities>

Identify which FEMA Core Capabilities your project supports and explain how.

Per DHS/FEMA, proposed projects must either:

A: Address gaps as identified in the most recent State Stakeholder Preparedness Report: and/or to include:

Enhancing the protection of soft targets and crowded places
Supporting Homeland Security Task Forces and fusion centers;
Enhancing and integrating cybersecurity resilience
Enhancing election security
Border Crisis Response and Enforcement Support
https://prd.blogs.nh.gov/dos/hsem/?page_id=6136

B: Address gaps as identified in the NH State Homeland Security Strategy.

https://www.dos.nh.gov/sites/g/files/ehbemt656/files/inline-documents/sonh/state_strategy2020.pdf

Identify how your project will address the State's Stakeholder Preparedness Report and/or the State Homeland Security Strategy described above and explain how.

Identify who benefits from this investment or project [fire or police department(s), one county, multiple counties, etc.] and describe how. Remember to attach letters of support from collaborating agencies in Section IX. Multi-jurisdiction applications receive priority.

How does this project support the overcoming of existing logistical, technological, legal, policy, and other impediments to collaborating, networking, sharing information, cooperating, and fostering a culture of national preparedness with federal, state, tribal, and local government.

Per DHS Guidance, all projects must assist in achieving target capabilities related to preventing, preparing for, protecting against, or responding to acts of terrorism. Funds must have a nexus to terrorism consistent with 6 U.S.C § 609. Describe how this project prevents or reduces the impact of a threatened or actual act of terrorism, including how it protects citizens, residents, visitors, and assets. List emergencies or incidents that brought this gap to light.

Does this project reduce vulnerabilities to State-listed critical infrastructure and soft targets? If yes, please describe.

Describe how this project will assist with the ability to respond quickly to save lives, protect property and the environment, and meet basic human needs in the aftermath of an act of terrorism or other catastrophic incident. What is the nexus to terrorism?

Describe the long-term approach to sustaining and maintaining the capabilities created or enhanced by this project using local funds. Note that inventory will be required to be updated to the Department of Safety every two years per DHS/FEMA.

Will this investment include DHS/FEMA approved training and/or HSEEP compliant exercise? If so, what and when.

SECTION IV: Budget

What is the total non-law enforcement amount being requested?

What is the total Law Enforcement amount being requested?

Provide any proposed direct local funds being obligated to this project.

Budget Work Sheet

Please coordinate the request with your equipment page and attach the AEL item description for each category of equipment requested.

If the AEL Equipment Category requested requires an EHP approval, you will be provided with specifics if the Grant Committee and DOS approve your grant application. This will then become part of your official grant file.

<https://www.fema.gov/grants/guidance-tools/authorized-equipment-list>

Primary Authorized Discipline Key

LE = Law Enforcement
EMS = Emergency Medical Service
EM = Emergency Management
FS = Fire Service
HZ = HazMat
PW = Public Works
HC = Health Care

Equipment Worksheet - MUST be completed. Quotes are not sufficient.

Name of Equipment or Planning Activity	Quantity	Cost Per Item	Total Cost	Core Capability Support	AEL Number	Primary Authorized Discipline
			Calculated			

Explain any previous grant experience your agency has had. Include a list of funding and projects from NH DOS, US DHS, or US DOJ over the last three years.

SECTION V: Management

Management Milestones

Milestone Number	Milestone Name	Start Date	End Date

SECTION VI: Terms & Conditions

Acknowledgement of 2025 DHS Terms and Conditions

☐ Yes ☐ No

SECTION VII: Interoperable Communications Data Collection

Does your organization adhere to the interoperable communications matrix and guidance as strongly encouraged by the Statewide Interoperability Executive Committee, excluding A through C which is locally controlled? This will not impact the scoring of your application for grant funds this year. However, future grant funds could be affected.

☐ Yes, our organization adheres to the interoperable communications matrix and guidelines as stated above. ☐ No, our organization does not adhere to the interoperable communications matrix and guidelines as stated above. We have made changes to the channels or other guidelines.

SECTION VIII: Signatures

Authorization Matrix

	Project Manager/Contact	Financial Officer	Authorizing Official per RSA (Per RSA 23:1; 31:95b or RSA 37:6) or applicable authority
Name:			
Title:			
Address:			
City, Zip			
Phone No.			
Email:			

Please download the Template Signature Page.

The link below labeled "Template Signature Page" will bring you to the Department of Safety's Grants web page. Please scroll down to the "Commonly Requested Resources" section and click on the "Signature Page for Grants Management Bureau Grant Applications" to download. Open the Template Signature Page, place on your agency's letterhead, sign, scan and upload.

[Template Signature Page](#)

SECTION IX: Attachments

Attachments Checklist

- | | |
|--|---|
| ☐ Signature Page | ☐ UEI number |
| ☐ Letter of NIMS Compliance | ☐ Letters of Support from local or partnering agencies |
| ☐ Documented assessments to support request | ☐ AEL Information Sheet(s) as required |
| ☐ Audit | |

Signature Upload

Upload the **Signature** Template on your own agency/municipality's letterhead.

Multiple attachments are not allowed. Please be aware that files exceeding 150 MB in size are not recommended. The following file types are accepted:

.doc,.docx,*.pdf,*.xls,*.xlsx,*.csv,*.jpg,*.jpeg,*.tif,*.tiff,*.png,*.DOC,*.DOCX,*.PDF,*.XLS,*.XLSX,*.CSV,*.JPG,*.JPEG,*.TIF,*.TIFF,*.PNG,*.txt,*.kmz,*.gif

Comment

Please upload documentation showing that your UEI number has been registered and is active.

Multiple attachments are not allowed. Please be aware that files exceeding 150 MB in size are not recommended. The following file types are accepted:

.doc,.docx,*.pdf,*.xls,*.xlsx,*.csv,*.jpg,*.jpeg,*.tif,*.tiff,*.png,*.DOC,*.DOCX,*.PDF,*.XLS,*.XLSX,*.CSV,*.JPG,*.JPEG,*.TIF,*.TIFF,*.PNG,*.txt,*.kmz,*.gif

Comment

Audit Attachment

Per 2 CFR 200 and subpart F, the organization must submit its most recent audit to be subject to risk assessment for fiscal practices and capabilities.

Multiple attachments are not allowed. Please be aware that files exceeding 150 MB in size are not recommended. The following file types are accepted:

.doc,.docx,*.pdf,*.xls,*.xlsx,*.csv,*.jpg,*.jpeg,*.tif,*.tiff,*.png,*.DOC,*.DOCX,*.PDF,*.XLS,*.XLSX,*.CSV,*.JPG,*.JPEG,*.TIF,*.TIFF,*.PNG,*.txt,*.kmz,*.gif

Comment

Letter of NIMS Compliance

Multiple attachments are not allowed. Please be aware that files exceeding 150 MB in size are not recommended. The following file types are accepted:

.doc,.docx,*.pdf,*.xls,*.xlsx,*.csv,*.jpg,*.jpeg,*.tif,*.tiff,*.png,*.DOC,*.DOCX,*.PDF,*.XLS,*.XLSX,*.CSV,*.JPG,*.JPEG,*.TIF,*.TIFF,*.PNG,*.txt,*.kmz,*.gif

Comment

Letters of Support from local or partnering agencies

Upload Letters of Support from local or partnering agencies

Multiple attachments are not allowed. Please be aware that files exceeding 150 MB in size are not recommended. The following file types are accepted: *.doc,*.docx,*.jpeg,*.jpg,*.pdf,*.png,*.ppt,*.pptx

Comment

Documented assessments to support request

Multiple attachments are not allowed. Please be aware that files exceeding 150 MB in size are not recommended. The following file types are accepted:
.doc,.docx,*.pdf,*.xls,*.xlsx,*.csv,*.jpg,*.jpeg,*.tif,*.tiff,*.png,*.DOC,*.DOCX,*.PDF,*.XLS,*.XLSX,*.CSV,*.JPG,*.JPEG,*.TIF,*.TIFF,*.PNG,*.bdt,*.kmz,*.gif

Comment

AEL Item Description Uploads

Upload the corresponding FEMA AEL descriptions for each item you are requesting.

Multiple attachments are not allowed. Please be aware that files exceeding 150 MB in size are not recommended. The following file types are accepted:
.doc,.docx,*.pdf,*.xls,*.xlsx,*.csv,*.jpg,*.jpeg,*.tif,*.tiff,*.png,*.DOC,*.DOCX,*.PDF,*.XLS,*.XLSX,*.CSV,*.JPG,*.JPEG,*.TIF,*.TIFF,*.PNG,*.bdt,*.kmz,*.gif

Comment

Additional Supporting Documents

Please upload any additional supporting documentation if applicable. If the uniqueness of your project has not been captured from the questions above and you would like to provide any additional relevant information, please insert additional narrative or labeled graphic attachments.

Additional Attachments

Multiple attachments are not allowed. Please be aware that files exceeding 150 MB in size are not recommended. The following file types are accepted:
.doc,.docx,*.pdf,*.xls,*.xlsx,*.csv,*.jpg,*.jpeg,*.tif,*.tiff,*.png,*.DOC,*.DOCX,*.PDF,*.XLS,*.XLSX,*.CSV,*.JPG,*.JPEG,*.TIF,*.TIFF,*.PNG,*.bdt,*.kmz,*.gif

Comment

VAL^{CL}ORENCE

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- 128GB on-board storage with upgrade options
- Minimum illumination (B/W) 0.02
- Minimum illumination (Color) 0.01
- 32x optical zoom, 12x digital zoom
- Lightfinder2.0 Technology
- Electronic image stabilization
- Operating temperature -22° to 122 °F
- High-performance router with multiple fail safes
- Included software for phone and desktop use
- Auto tracking 2
- Resolution 1080p HD 2MP 1920x1080
- Tilt Range 0° to 90°

AXIS Q SERIES CAMERA

- Tilt Range 20° to -90°
- Minimum illumination (B/W) 0.02
- Minimum illumination (Color) 0.06
- Operation temperature -58° to 122 °F
- * Infrared light 900 feet
- * Speed dry



Upgrade to
IR Flood
Light

POWER SYSTEMS

- Input AC: 90-260 V 0.17 A 50-60hz
- Input DC: 12 V 5A (Fused)
- Reverse polarity protection
- Short circuit protection
- Overload protection
- Over Voltage protection
- System wide over temperature



HOUSING

- Covert or High Visibility with flashing lights
- Weather resistant
- Removable protective enclosure for high visibility
- Secure & vandal resistant
- Dimensions: 13"X10X"9"
- Weight 18 lbs
- Aluminum
- Windows

ROUTER

- Peplink MAX BR1 mini 5G Router
- Works with all major cell carriers
- Dual-SIM card option (dual carriers)
- Optional dual modem
- External cellular antenna
- HTTP, HTTPS with SSL Certificate
- FirstNet Ready

SMART CONTROL SYSTEM

- Web interface to remotely manage system, including temperature and power
- Scheduled daily system hard restart
- Schedule standby to extend battery life
- System or individual component restart
- Email/SMS text notifications for temperature and low power alarms
- Key fob remote for failsafe restart
- Temperature controlled fan and overheat turn off protection
- Included software for phone and desktop
- 24/7 support with full manufacturer warranty
- Browser and software access
- Fan cooled & vented



SOLE SOURCE

To Whom It May Concern:

This letter is to confirm that the Snitch Pole Camera - with box style enclosure is a sole source/single manufactured product. The Snitch Pole Camera has been designed, and manufactured exclusively by Valorence, LLC (DBA: Covert Law Enforcement) in North Logan, Utah USA.

The Snitch Pole Camera has a pan-tilt-zoom IP camera housed in a unique covert weather resistant powder-coated aluminum enclosure, designed and manufactured by Valorence, LLC (DBA: Covert Law Enforcement). The Snitch Pole Camera enclosure allows the camera to have 250+ degree horizontal view. The system can be deployed in an overt manner in which the camera and purpose of the camera is obvious and well identified, or it can be deployed to appear as a utility box on a utility power pole, street light pole, or other deployed location. The Snitch Pole Camera is attached to the utility power pole, or other location, using the CLE (Covert Law Enforcement) Quick Mount Bracket.

Valorence, LLC equipment offers a unique combination of hardware and software which allows the various systems unique functioning capabilities. Including, but not limited to:

1. The Snitch Pole Camera preserves officer safety by significantly reducing any down time, and by limiting on-site officer interaction with the equipment. Officer interaction with the equipment can cause suspects to be suspicious of the investigation and can change criminal behavior to present more dangerous situation for the officers conducting the investigation, and witnesses that may be involved. The way the Snitch Pole Camera does this is through a unique and secreted software / hardware combination that is used to remotely monitor, control, and manage all aspects of the system, including individual components. This control module allows for the system to be managed and even fixed remotely, reducing officer danger and travel time. This hardware/software also protects against attempts against the system, extreme temperatures, access logins, battery status, shock detection, and daily system reboots. The control module also protects the equipment in extreme temperatures and allows the system to be reset and reconfigured using SMS text messaging, cellular data connection, Wi-Fi, or radio frequency remote switches.
2. 24/7 mission critical support and the unique hardware / software that is secreted by Valorence, LLC allows for end users to be trained remotely and allows them to remotely manage and maintain all aspects of the systems software, including firmware updates, setup daily programmed notifications (sms text and/or email), and cell phone access/review.
3. The Snitch Pole Camera uses specific connectors and interchangeable components to provide the best possible deployment for the large range of deployment environments, including options for specific external lighting with limited light frequencies that make the light invisible to the human eye. These components can be changed out and serviced by the end user under direction of Valorence, LLC to reduce turn around time on any returns or component failures.

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4. The Snitch Pole Camera weighs less than 20 lbs, has a protective built-in case with carry handle allowing the unit to easily be moved, stored, and deployed quickly. The Snitch Pole Camera can be deployed very quickly in a covert manner to avoid detection of law enforcement while deploying the unit or after deployment. When needed the Snitch Pole Camera can quickly transition to a high visibility surveillance system to identify law enforcement presence.
5. The Snitch Pole Camera has a CLE Quick Mount Bracket for rapid deployment. The CLE Quick Mount Bracket is designed, manufactured, sold and distributed by Valorence, LLC
6. The Snitch is compatible with Axon Evidence, Milestone, View Commander, and other video management Systems.

The configuration of the electrical components is maintained in secret by Valorence, LLC and is not replicated by any other private or public entity.

Please contact me directly with any questions regarding this statement or with any questions regarding our equipment or further clarification on any of these statements.

Regards,

Slade C. Gurr

Slade C. Gurr
Co-Founder



Valorence, LLC (DBA: Covert Law Enforcement)
Main: 1756 North 8150 West, Mendon, UT 84325
Mailing: 649 N 170 E, Smithfield, UT, 84335
Physical: 3002 North Main, North Logan, UT, 84341
888.621.5558 • www.valorence.com
• Est. 2010 • sales@valorence.com

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VALORENCE

EQUIPMENT QUOTE

PREPARED FOR:

Laconia Police Department -
New Hampshire

Captain Allan Graton



Items this packet contains:

- Quote(s)
- Other Available Products
- Product Details Pages
- Sole Source Letter
- W9



Mission Statement:

We produce and provide quality, reliable, and innovative technology that saves lives, promotes safety, and protects property, or facilitates mission-critical objectives for the end-users .

What our product can do for your organization:

Valorence, LLC works with Law Enforcement agencies around the United States and Canada. We provide Law Enforcement Agencies like Laconia Police Department - New Hampshire with innovative solutions that keep your communities safe, promote officer safety, and save time and money.

Procurement Powerhouse:

With over a decade worth of procurement experience, we know how to get it done. We are well versed in a wide variety of procurement vehicles:

- Federal / State / Local Requirements
- Federal GSA Contract Holder
- State Contracts
- Grants
- Local Third-Party Procurements
- Sole Source Justifications
- Request For Quote Proposals

About Us:

Valorence, LLC has been in business since 2010 and has provided surveillance solutions to law enforcement in some of the coldest, hottest and most humid areas in North America. Our team has several decades worth of law enforcement experience and surveillance implementation. We understand our clients and the important roll that quality reliable surveillance equipment plays in keeping you and your team safe. We designed each of our systems with simplicity and reliability in mind. Our innovative technology provides us the unique ability to provide the highest uptime in the industry. Each system we sale comes with one year of 24/7 Mission Critical Support so you have a peace of mind knowing that you can always get the help you need, when you need it.

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QUOTE

OPTION A:

- (10) Snitch Pole Cam 5G - Q-6358
- (10) 1TB Onboard Storage Upgrade
- (7) Street Light Power Tap
- (3) Solar Power Supply - HEATED
- (10) 4-Year Extended FULL Warranty

Note: All Advanced Covert Law Enforcement (CLE) Surveillance Systems come with a full one year manufacturer's warranty on all parts and labor. 1 year extension(s) of the Mission Critical Warranty and Support is an extension beyond that first year, and can be renewed up to 5 years. Secure Law Enforcement (SLE) items are excluded from this warranty structure.

Quote No.: QUOTE-PD 2809^A

Quote Date: **2026-06-29**

Exp. Date: 2026-09-27

or 3 Months from Issuance

Date, whichever is sooner.

Prepared for:

Laconia Police Department - New

Hampshire

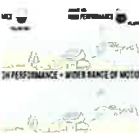
Laconia NH 03246

Name	Price	QTY	Subtotal
Snitch Cam - Q6358 / 4K / 5G	\$11,671.84	10	\$116,718.40
V1200-Q6358			
Overview: Remotely operated & managed surveillance system with rapid deploy, pole or vehicle mount surveillance options. The ability to deploy this system covertly, overtly, or in a high-visibility manner is one of the key features.			
CAMERA:			
• Axis Q6358-LE 4K PTZ Camera • 31X Optical Zoom			

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Name	Price	QTY	Subtotal
• Forensic WDR • Lightfinder 2.0 • Next Generation Analytics • Axis Zipstream with AV1, H.264, H.265 • 4K UHD • Tilt Range +20 to -90 • Guard tour • 12X Digital Zoom • Min illumination/ light sensitivity (color) 0.11 lux • Min illumination/ light sensitivity (B/W) 0.001 lux • Signed OS • Secure boot • Operating temperature -50 to 55 °C • Vandal rating IK10 • Autotracking 2 • Orientation aid • 256GB onboard storage Enclosure: • Industrial grade aluminum • Durable powder-coated gray exterior (other colors by request) • Quick deploy mounting bracket • Three (3) acrylic tinted windows with perforated vinyl decals • 225° field of view through 3 large windows • High-gain external 5G LTE antenna • Designed to accommodate harsh outdoor elements & environments (deserts, high altitudes, or oceanside locations) • Enclosure appears as standard power pole mounted electrical enclosure • Versatile deployment options such as on a power poles, streetlight poles, rooftops, residential or business windows, or vehicles Router: • Peplink MAX BR1 mini 5G LTE • FirstNet available public safety network certified • Networks Available: AT&T, Verizon, Sprint, Telstra, T-Mobile, U.S. Cellular, Bell, Rogers, TELUS, Vodafone. EE			

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Name	Price	QTY	Subtotal
- Optus Wi-Fi 802.11 a/b/g/n/ac. CLE Smart Control System: - Web interface to monitor system, including temperature and power - Scheduled daily system restart - Ability to schedule system standby to save battery - Email/SMS text notifications for alarms - Key fob remote restart failover - Restart system from web interface - Temperature controlled fan and overheat protection - High-temperature notifications and protective system shutdown Power: - Input AC: 90-260 V-AC, 50 watts .50-60Hz Input DC: 12 V-DC (5A Fused) (Powered from Mobile Power Supply, or Solar Power Supply) - Standard Protections: Reverse Polarity / short circuit/overload / over voltage / over temperature General Info: - Operating Temperature: -30 to 140 °F (-35 to 60 °C) - Storage Conditions: -40 to 70 °C (-40 to 158 °F). Items Included With Purchase: - Metal mounting bands - Lag bolt - Stripped 14 AWG power cable for linemen to connect to power line 20-foot 16 AWG AC power extension cord Components outlined that go end of life may be replaced with an equal or greater component. Power tap available upon request only.    			

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Name	Price	QTY	Subtotal
 1TB Onboard Storage A00000-1TB This is an upgrade of Storage for the Advanced Surveillance Systems with 1TB total internal storage. This will store approximately 4 weeks worth of recordings on a 1080P system, and approximately 3 days worth of recordings on a 4K system.	\$853.84	10	\$8,538.40
Street Light Power Tap A00000-SLP 20' AC Power Tap that plugs into the CNLINKO power plug. 	\$125.00	7	\$875.00
Solar Power Supply - 3800 Watts / Heated P2230-HTR LiFePo4 Mobile Power Supply with Solar Panel: • 300 Ah / 3600 Watts 12 Volt • Built in heater for cold climate charging • Metal battery enclosure with solar panel mountable on a power pole • Standard power cord plug-in for rapid charging (approximately 8 -12 hours) from 120V if used independently of the solar panel • 1 year warranty parts and labor • Approximately 85 pounds This power supply is capable of operating a standard Valorence Surveillance system for 5 - 7 days without any supplemental power, if using the solar panel the standard system run time varies between 4 weeks and indefinite.	\$6,741.58	3	\$20,224.74

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Name	Price	QTY	Subtotal
 Snitch Cam 4 Year Extended Full Warranty WV1100-4 All Advanced Covert Law Enforcement Surveillance Systems come with a full one year manufacturer's warranty on all parts and labor. This 4 year extension of the Mission Critical Warranty and Support warranties your Pole Camera for a total of 5 years. <u>Warranty Services</u> Basic Training • 9:00 AM to 5:00 PM (MST) phone assistance • New officer training • Assistance setting up preset positions • Verification of cell signal on router/modem, camera and the control module • Basic video retrieval support using native software Deployment Assistance Unlimited Email Support • 48 hour response and unlimited time for follow up via email or phone until the problem is solved or equipment is returned for full evaluation. Level 2 Phone Support • 9:00 - 5:00 PM (MST) • Remote troubleshooting to exhaustion. All components in the system will be remotely accessed, reviewed, updated and configured as much as possible. Troubleshooting of components and remote access will include but are not limited to the camera, router, control module, through use of data , SMS, RF and hard resets, including factory resets when necessary and available. • System changes like switching cellular carriers and assisting the agency's IT department with policy changes or security concerns. Software / Firmware / Operating System Updates	\$3,960.00	10	\$39,600.00

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Name	Price	QTY	Subtotal
- All cloud-based platforms that are accessible to Valorence are updated and current with software and firmware. 24/7 On Call Mission Critical Phone Support - If off hours support is needed a detailed message can be left and upon verification of Mission Critical Warranty and support we will call you back within 20 minutes - Repair and Triage Return (Priority 1) - Labor for the Replacement of all Components - Replacement Components - One-Way Return Shipping Only (Shipment into the repair facility is not included and It is the client's responsibility to ship the system in. Under some circumstances, Support may send a shipper but this is completely at the discretion of Valorence, LLC support staff). Not Covered - Theft / Damage due to negligence, natural disasters, Vandalism, or inadequate deployment. Valorence, LLC is not responsible for client cellular plan costs, overages, additional features, activations, cellular coverage, signal strength, data caps, usage, system overload, or network speeds. - Shipping into the facility for repair - May be covered under some circumstances but is at the sole discretion of the Valorence support team. Warranty Void - Tampering, disassembly, unauthorized reprogramming or reconfiguring After 5 years of coverage from the date of first delivery the warranty becomes limited and components and shipping are no longer covered. 			
Solar Power Supply 4 Year Extended Full Warranty WP2200-4 The Solar Power Supply comes with a full one year manufacturer's warranty on all parts and labor. This 4 year	\$2,970.00	3	\$8,910.00

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Name	Price	QTY	Subtotal
extension of the Mission Critical Warranty and Support. warranties the Solar Power Supply for a total of 5 years. <u>Warranty Services</u> Basic Training 9:00 AM to 5:00 PM (MST) phone assistance - New officer training Deployment Assistance Unlimited Email Support 48 hour response and unlimited time for follow up via email or phone until the problem is solved or equipment is returned for full evaluation. Level 2 Phone Support 9:00 - 5:00 PM (MST) - Remote troubleshooting to exhaustion. All components in the system will be remotely accessed, reviewed, updated and configured as much as possible. 24/7 On Call Mission Critical Phone Support - If off hours support is needed a detailed message can be left and upon verification of Mission Critical Warranty and support we will call you back within 20 minutes - Repair and Triage Return (Priority 1) - Labor for the Replacement of all Components - Replacement Components Not Covered - Theft / Damage due to negligence, natural disasters, Vandalism, or inadequate deployment. - One-Way Return Shipping Only (Shipment into the repair facility is not included and It is the client's responsibility to ship the system in. Under some circumstances, Support may send a shipper but this is completely at the discretion of Valorence, LLC support staff). Warranty Void			

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Name	Price	QTY	Subtotal
Tampering, disassembly, unauthorized reprogramming or reconfiguring After 5 years of coverage from the date of first delivery the warranty becomes limited and components and shipping are no longer covered. ntee Wari			
Large Freight S00000-LFR 	\$1,950.00	1	\$1,950.00

Section total \$196,816.54

Tax (EXEMPT) 0 %

Total \$196,816.54



Valorence, LLC (DBA: Covert Law Enforcement)

Mailing / Payment / Physical:

918 W 800 N Ste 111, Logan, UT 84321

888.621.5558

www.valorence.com

sales@valorence.com

Est. 2010

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Also Available

Product	Basic Description	Price Range
	Snitch Pole Camera Rapid deploy pole or vehicle mount surveillance solution. The ability to deploy this system covertly or in a high visibility manner is one of the key features.	\$8,400 ~ \$11,000
	Snitch Pole Cam IR Flood Light Provides a reliable covert IR lighting option. The IR Illuminator can be attached directly to the external DPM Pole Camera enclosure.	\$1,750
	Informer Pole Camera This surveillance system is designed to be deployed primarily in a covert manner on a power pole, on the side of building, with 120v AC, or from a vehicle with a mobile power supply.	\$7,899 ~ \$10,499
	Dispatcher Pole Camera See all angles at the same time with this high visibility 360° panoramic surveillance system. This camera is ideal for large gathering, city parks, street corners, or intersections.	\$8,575 ~ \$15,160
	The Handler Camera With a full power supply and vehicle mount kit the Handler Cam has everything needed to deploy from a vehicle for 5 - 6 days.	\$15,049 ~ \$16,394
	Narc Camera Four pinhole lens cameras can be permanently or semi permanently installed into an undercover vehicle, in a hotel room, or a drop vehicle for live surveillance. Add a microphone for active listening.	\$8,500 ~ \$14,350
	Lookout Camera A completely self sustained ground mount system that blends into any urban environment. Solar supplemented power will run this system for 6 - 30 days, or plug directly into power for unlimited deployments. The Lookout cam can be quickly deployed on any government easement, or deployed in a drop vehicle.	\$20,149 ~ \$28,700

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Product	Basic Description	Price Range
	Pole Mounted Solar Power Supply Harness the power of the sun for your covert and overt surveillance deployments. Get power to your system when the power company doesn't allow direct connect, or use as a back up during outages.	\$5,950 ~ \$6,750
	Mobile Power Supply Advanced battery technology powers our surveillance systems for multiple days. Daisey chain power supplies, for longer deployments, and know with a 10 year expected life span you're investing in the future.	\$4,500 ~ 5,300
	Vehicle Mount Kit Extend the versatility of our pole cameras, and ground mount system with the rapid deploy vehicle mount. By strategically placing the camera behind the vehicle window, targets can be monitored from any place you can park a vehicle.	\$450
	Onboard Storage Upgrade (512 GB – 8 TB) The onboard storage increases your camera's internal memory allowing you to capture and store more high resolution photos and videos without relying on external media.	\$300 ~ \$1,500
	Surveillance Trailer Camera Mount and Power Supply Strategically deploy your cameras in a high visibility manner. Officer presence is key to managing community events and crime reduction efforts. This system integrates solar panels, batteries, and a telescoping mast that send the message of safety and security.	\$55,000 ~ \$90,000
	Mission Critical Warranty & Support 24/7 Mission Critical Support Training Deployment Assistance Email Support Software / Firmware / Operating System Updates Trouble Shooting Repair and Triage Return (Priority 1) Parts & Labor	\$650 ~ \$8,650
	Recording Server Duplication of evidence and quick easy access is beneficial for some agencies. Having physical hardware is preferred for some clients and	\$5,500 ~ \$7,000+

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Product	Basic Description	Price Range
	reasons vary from ease of access to agency policy.	
	Cloud Storage For those agencies that want the benefits of having duplicated evidence and easy playback, but don't want the overhead of managing the hardware. There are multiple cloud based solutions with multiple options to meet specific needs.	\$750 ~ \$1,000 Yearly

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Client Testimonials



"Covert Law Enforcement has gone above and beyond time and time again! I have worked with a lot of companies and vendors and I can tell you now its not just me, its also our IT department that loves them just as much because Covert Law Enforcement always fix the issues we run into. When other vendors don't support their product or they simply referred us to our own IT department."

Detective John Pavia
Lynchburg Police Department - Virginia



"We requested a 360 degree camera solution that was reasonably priced but met all of our needs. Valorence worked with us very closely and designed a custom, compact and very well thought out camera system that exceeded our expectations. The quality and workmanship is second to none."

Detective Sergeant of Forensics Glenn Vandegrift
Bensalem Township Police Department - New Jersey



"We have been working with Covert Law Enforcement surveillance systems for years now, and know them to be extremely reliable and effective. We have found it a great tactical advantage to deploying the surveillance systems prior to our search warrant execution. The intel gathered by using the surveillance systems is invaluable for case prosecution and Officer safety."

Sgt. Brooks Davis
Cache Rich Drug Task Force - Utah



"I believe that as a Captain over the investigations division, it is imperative to provide my detectives with the tools they need to succeed and keep the community safe. We purchased our first system in 2010, and over the last several years we have purchased several more because each division has found a need to use them. They have been used on everything from metal thefts, and drug investigations, to a child predator, and homicide investigations. As an administrator, I also get an overview of the various investigations that are being conducted."

Captain Tyson Budge
Logan City Police Department - Utah



"The staff has been phenomenal to work with. Anytime I had a question, or issue, the response was immediate and on point. Thus far, this camera has been, by far, the best camera system we have ever utilized in our investigative actions. It is user friendly, and has more than met our expectations to date."

Deputy Shafter Baker
Noble County Sheriff's Office - Indiana

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Client Testimonials



"From the customer service to product deployment and training, Covert Law Enforcement has proven to be top notch in every way. The mini pole cam has assisted in countless investigations the past year and I anticipate on many more the next several years as well. The ease of maneuverability, simplicity in operation and extremely covert nature of the product make it a must have for any LE agency serious about making an impact in community safety. The covert pole cams assist us the most. We are looking to purchase additional ones in the future."

Sergeant Josh May

Chattanooga Police Department, Tennessee



"When the cameras are deployed in area's of interest we are successful in capturing video of major crimes like shootings, robberies and homicides, just about every single time that they are deployed. That's how beneficial this technology can be to Law Enforcement and to the community we work for. There was one homicide of a young child that we arrested 13 people on, specifically because we had the cameras in use. We never would have gotten there without this technology."

Sergeant George Miller

US Marshal Violent Offender Task Force - Lake Charles, Louisiana



"We have worked with Valorence for years. As our community has grown we have had more need for the mobile surveillance that they provide us with. We have been able to use the surveillance cameras to solve a large variety of criminal investigations ranging from homicides and human trafficking on down to drugs and trespassing."

Investigator Brandon Hazelwood

Frederick County Sheriffs Office - Virginia



Covert Law Enforcement has provided a tremendous tool for us to utilize for investigations and most recently for surveillance during the Boston Marathon. While setting these cameras up for the Marathon, there was a technical issue that I had encountered and the support team quickly remedied the situation, immediately responded via email when it was fixed and also offered additional support via telephone to be sure everything was online. We are up and running more smoothly than ever."

Lieutenant Howard

Natick Police Department - Massachusetts

"Covert Law Enforcement has provided my agency with the tools we need to complete major investigations on multiple occasions. They have been extremely helpful with the rare issues that arrive when their devices are deployed in the field. I would recommend them to any agency looking to increase their effectiveness and efficiency when handling modern day crime."

Detective Bobinger

VALERENCE



Charleston Police Department - West Virginia



Quote Acceptance:

Quote #: QUOTE-PD 2809 Option:

Laconia Police Department - New Hampshire
Laconia NH 03246

At Valorence, LLC, we strive to ensure clarity and fairness in our payment processes while accommodating the unique nature of our built-to-order surveillance equipment. This policy outlines the payment terms and conditions as well as high-level terms and conditions to maintain a transparent and effective business relationship with our clients. Detailed terms and conditions can be found on our websites at www.valorence.com and www.covertlawenforcement.com.

- **Quotes:** Quotes are valid only through date listed and all documents provided by Valorence, LLC remain property of Valorence, LLC and shall not be used or disclosed to any third party without prior written consent. This document expires on: 2026-09-27
- **Placing an Order:** Our products are build-to-order. We require a signed copy of the quote with the associated new order information filled out before we can put the order into the build queue.
- **Order Shipment:** A valid purchase order or a minimum 50% payment is needed before dispatching your order. Exceptions can be made for special procurement processes with prior agreement.
- **Invoice Issuance:** Invoices are Net 30 and will be issued at the time of order placement. Due to the requirement for cellular service activation, which is not always immediate and is dependent upon the client, we invoice at the time of order, not delivery. Payment is expected Net 30 from the time of the order.
- **Payment Period:** Please note that not all equipment can be manufactured within the initial two weeks, and certain components may extend production lead times to several months. Some agencies adhere to a payment policy of net 30 days following delivery. We understand that this may conflict with the agency's procurement policies so we will refrain from applying late fees until 45 days post-delivery, however, we will issue the original invoice and send regular reminders starting from the order date, not the delivery date.
- **Remittance:** Please remit the check or money order to:

Valorence, LLC
918 W 700 N
Logan, UT
84321

ACH
Business Name: Valorence, LLC
Bank: Wells Fargo
Routing Number: 121000248
Account Number: 1405583053

- **Cellular Service Activation:**

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- Cellular activation and functionality of the cellular service are the sole responsibility of the agency unless otherwise stated. Valorence, LLC is not liable for cellular coverage, signal strength, data caps, usage, system overload, or network speed
 - Equipment can be used with limited features without cellular service. The inability of the client to acquire proper static IP cellular service is not a valid reason for return.
 - Failure to get proper cellular service does not negate the purchase order.
 - If the cellular service is not activated within two weeks of the order, Valorence reserves the right to ship the product without activation, or in part depending on the circumstances.
 - In cases where the product shipped without cellular service, the equipment may need to be returned to Valorence for cellular troubleshooting or programming. If this is the case, the client will bear all associated shipping fees and/or setup fees, as this is not covered under the warranty.
 - The inability of the client to acquire proper static IP cellular service is not considered to be a reason for the return of CLE products and can not be returned on this basis.
-
- **Late Payment Fees:** Late payment fees, amounting to 3% of the invoice total per month, will be assessed starting 45 days from the delivery date.
 - **Credit Card Fees:** All Credit Card Orders have a 3% credit card processing fee.
 - **Tax-Exemption:** Valorence, LLC assumes Federal, State, and Local government agencies are tax-exempt unless otherwise specified. Clients must identify tax requirements at the quote stage. Failure to do so means the client is responsible for paying any applicable taxes. Clients should provide their tax exemption certificate to Valorence, LLC. If a client is not tax-exempt, they must inform us promptly for the invoice to be adjusted with the relevant taxes
 - **Warranty:** Products manufactured by Valorence, LLC come with a one-year manufacturer warranty. Additional years may be purchased separately at the time of original purchase. An automated invoice will be sent just prior to the warranty expiring along with any other annual subscriptions on the invoice. It is the client's responsibility to make sure the warranty is up to date. Unauthorized or intentional tampering with settings or components will void the warranty. If the product is not under warranty and experiences a malfunction the client is responsible for all shipping, hardware, and hourly rates for labor, including time troubleshooting issues on the phone or via email. Warranty excludes neglect, abuse, theft, negligence, accidental damage or the dismantling of components.
 - **Product:** Valorence, LLC does not deploy, or install surveillance equipment. We provide a finished product that is shipped to the end user who is responsible for the deployment in their unique use cases.
 - **Packing:** Keep the original packaging for your equipment. For repairs, return the equipment in its original packaging. Valorence, LLC is not responsible for damage to items returned without this packaging, and clients will be charged for any such damages.
 - **GSA:** Unless specifically identified as a GSA Item they are not on the GSA Contract. GSA Pricing is inclusive of the IFF.



- **Follow-up:** The Client agrees to product satisfaction follow-up from Valorence, LLC or a third party if needed via phone or email.

Valorence, LLC is committed to providing quality, reliable, and innovative technology solutions. This payment policy is designed to ensure a smooth and fair transaction process for all our clients while allowing us to set proper budgetary expectations internally.

NEW PURCHASE and SETUP INFORMATION:

End User / Owner Agency if different from Purchasing Agency:

State: Quote: QUOTE-PD 2809

Sales Rep: Is this a GSA or State Contract Sale?

Total Price of Sale: Purchase Order Number If Available:

Shipping Address:

Critical Dates Associated with Sale (delivery/billing/etc...)

Accounts Payable Email Address:

Billing Address:

Quote issued to: Allan Graton Contact Email: agraton@laconiapdnh.gov

End User

Name: Title: Email:

Phone Number:

IF APPLICABLE:

Cell Service Provider:

Cell Service Point of Contact (who will be working to set up the Cell Service)?

Cell Service Point of Contact email: and phone number:

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Special Instructions / Term Exceptions:

I have read the payment terms listed on this quote and understand the expectations. I know that the full list of Terms and conditions are listed on the websites www.valorence.com and www.CovertLawEnforcement.com and will reference those for further detail if needed.

Allan Graton
Captain Laconia Police Department - New
Hampshire
OR
Authorized Representative of the aforementioned
Organization.

AGREED TO AND ACCEPTED:



Valorence, LLC (DBA: Covert Law Enforcement)
Mailing / Payment / Physical:
918 W 800 N Ste 111, Logan, UT 84321
888.621.5558
www.valorence.com
sales@valorence.com
Est. 2010

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**LACONIA CITY COUNCIL AGENDA
AUGUST 24, 2026**

**STAFF REPORT
AGENDA ITEM 21.E.
RESOLUTION 2026-11 - REQUEST TO DECLARE A SECTION
OF PRESCOTT AVENUE AND ALL OF PAUGUS AVENUE AS
EMERGENCY LANES**

Discussion: At the July 27, City Council meeting, Council directed staff to prepare a Resolution to declare Prescott and Paugus Avenues as emergency lanes without an expiration date.

The 1927 plan for the development has Prescott Ave as a loop with one end intersecting Weirs Blvd at 644 Weirs Blvd and the other end intersecting Weirs Blvd at 738 Weirs Blvd (Stonecrest Condominium complex). The City has never maintained the section that starts at 112 Prescott Ave and goes to Weirs Blvd through the Stonecrest Condominium complex. A few condominium residents have told me over the years they do not want their section to become a public road.

Public Works has been treating a section of Prescott Avenue and Paugus Avenue as emergency lanes for an undetermined period. The section of Prescott Ave that the City has been treating as an emergency lane is the section from the intersection with Weirs Blvd adjacent to 644 Weirs Blvd to the end of pavement adjacent to 102 Prescott Ave.

The City Council:

- Cannot declare a private road an emergency lane without the permission of the abutting landowners. Permission can be withdrawn at any time by any of the abutting property owners (RSA 239:59-a). The City Council can terminate the declaration at any time.
- Must “determine that there is a public need to declare these roads as emergency lanes and that it is supported by a public interest and is not for the private benefit of the abutters on that road.” An example is keeping a lane passable for emergency vehicles.

If declared an emergency lane, the City may expend funds to remove brush, repair culverts or do other work “deemed necessary to render such a way passable by firefighting equipment and rescue or other emergency vehicles.” (RSA 239:59-a)

The City Council can declare the road as either an emergency lane or winter only emergency lane.

- An emergency lane declaration allows Public Works to maintain the road to minimize damage to emergency vehicles during all seasons.
- A winter only emergency lane allows Public Works to plow and treat the roads so that emergency vehicles can access the area in the winter.
- The abutting landowners are responsible for all other maintenance under either option.

Declaring a road an emergency lane does not change its status. It is still a private road.

During the City Council deliberation process the City Council must determine if Prescott and Paugus Avenues:

- Will be an an emergency lane or winter only emergency lane.

Fiscal Impact: The cost to maintain these roads will be funded from the winter and highway maintenance budget. Public Works has been treating a portion of Prescott Ave and Paugus Ave as an emergency lane during the process to resolve the issue with the City providing maintenance services to private roads.

Recommendations: The City Manager recommends the City Council determine that a section of Prescott Avenue and Paugus Avenue be declared as emergency lanes with no identified expiration date.

Report Submitted by: Wesley B. Anderson, Project Manager.

Proposed Motions:

"I move to schedule a public hearing on September 14, 2026 on Resolution 2026-11 declaring a section of Prescott Avenue and Paugus Avenue as emergency lanes with no identified expiration date."

CITY OF LACONIA

In the Year of Our Lord two thousand and twenty-six

**A RESOLUTION ESTABLISHING PRESCOTT AVENUE AND PAUGUS AVENUE AS
EMERGENCY LANES UNDER RSA 231:59-A**

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

WHEREAS, the Laconia City Council has recognized the need to designate portions of roads as emergency lanes because of the public need for keeping such lanes passable by emergency vehicles is supported by an identified public welfare and safety interest which surpasses or differs from any private benefits to landowners abutting each lane; and

WHEREAS, a properly noticed public hearing was held on September 14, 2026 and

WHEREAS, notice was mailed to all persons known to have a legal interest in each way on August 25, 2026 by certified mail and has satisfied the requirement to notify within 10 days of the noticed public hearing; and

WHEREAS, this action shall not be construed to create any duty or liability on the part of any municipality toward any person or property; and

WHEREAS, no landowner or any other person shall be entitled to damages by virtue of the creation of emergency lanes, or failure to create them, or the maintenance of them, or the failure to maintain them, and no person shall be deemed to have any right to rely on such maintenance; and

WHEREAS, the City Council is taking this action to give to protect City vehicles responding to emergencies. The emergency lane declaration will not expire except by action of the City Council or if an abutting property owner denies permission (RSA 239:59-a).

WHEREAS, as this action shall not be deemed to alter the classification or legal status of any highway or private way, or to limit or restrict the authority of the City to regulate the use of class VI highways pursuant to such statutes as RSA 41:11, RSA 236:9--13, and RSA 674:41, or to authorize any person to pass over any private way when permission has been denied.

NOW THEREFORE, BE IT RESOLVED that the City Council hereby designates the following streets, ways or portions thereof as emergency lanes as permitted by RSA 231:59-a:

Prescott Avenue from intersection with Weirs Blvd adjacent to 644 Weirs Blvd to
end of pavement adjacent to 102 Prescott Ave.
Paugus Avenue

This Resolution shall take effect upon its passage.

Mike Bordes, Mayor

Passed and approved this ____ day of _____, 2026.

Katie Gargano, City Clerk

**LACONIA CITY COUNCIL AGENDA
AUGUST 10, 2026**

**STAFF REPORT
AGENDA ITEM 21.F.
TEMPORARY TRAFFIC ORDER 2026-11 – CITY OF LACONIA
SEPTEMBER 11TH 25TH ANNIVERSARY CEREMONY**

Discussion: On September 11, 2026, the City of Laconia will host a ceremony to commemorate the 25th anniversary of the September 11, 2001 terrorist attacks.

The event will be held inside the Colonial Theatre from 8:30 AM to 10:00 AM with doors opening at 8:15 AM.

As part of the event, organizers are requesting approval of the attached Temporary Traffic Order which will allow Main Street, from just beyond Hanover Street to Church Street, to be closed to traffic from 7 AM to 11 AM. The closure will allow emergency vehicles to be on display, and for attendees to congregate.

Main Street and Beacon Street East parking lots are not affected.

Fiscal Impact: None

Staff Recommendation: City Manager recommends approval of the TTO.

This report submitted by: Kirk Beattie, City Manager

Proposed motion:

“I move to approve Temporary Traffic Order 2026-11, City of Laconia September 11th 25th Anniversary Ceremony, as presented.”



TEMPORARY TRAFFIC ORDER 2026-11
CITY OF LACONIA SEPTEMBER 11TH 25TH ANNIVERSARY CEREMONY

According to the provisions of Chapter 221, Section 52 of the Laconia City Ordinances, the Laconia City Council hereby adopts the following Temporary Traffic Control Order:

1. This order shall become effective on Friday, September 11, 2026 beginning at 7:00 AM and ending on September 11, 2026 at 11AM.
2. Main Street shall be closed to vehicular traffic beginning at its intersection with Hanover Street and ending at its intersection with Church Street for the display of emergency vehicles for the City of Laconia September 11th 25th Anniversary Memorial Ceremony from 7:00 AM until 11:00 AM by the use of cones and/or barricades provided by the Department of Public Works.
3. Main Street shall be closed to large truck traffic beginning at its intersection with Beacon Street and ending at its intersection with Pleasant Street to prevent tractor trailer trucks and other oversized vehicles from accessing Main Street to make a sharp right turn onto Hanover Street from 7:00 AM to 11:00 AM by the use of electronic sign boards provided by the Department of Public Works or Laconia Police Department.
4. A temporary "No Left Turn" sign will be placed from 7:00 AM to 11:00 AM on Beacon Street East at its intersection with Hanover Street. The use of cones and/or barricades provided by the Department of Public Works will be used to close the westbound lane on Hanover Street from Beacon Street East.
5. The Police Department will place a digital sign at the beginning of Main Street to alert drivers of the closure of the street for the event and detour drivers through Beacon Street East.
7. All cones and/or barricades shall be placed in the reserved areas by the event organizers no earlier than 6:00 AM on September 11, 2026, removed from the parking spots by 11:00 AM and placed in a central location for subsequent pickup by the Department of Public Works.
8. Provisions shall be made by the event organizers for the containment and removal of all refuse and event materials in the designated area generated by the event.

This order shall expire at 11:00 AM on the day of the event.

Approved by the Laconia City Council this ____ day of _____, 2026.

Katie Gargano, City Clerk

Issued this ____ day of _____, 2026

Kirk Beattie, City Manager

**LACONIA CITY COUNCIL AGENDA
AUGUST 24, 2026**

**STAFF REPORT
AGENDA ITEM 22.A.
COMMUNITY EVENTS COMMITTEE DISCUSSION**

Discussion: During the July 13, 2026 City Council meeting, there was consensus of the Council for the City Manager to draft a Purpose and Mission Statement for a Community Events Committee. At the July 27, 2026 meeting the Council was presented with a draft Purpose and Mission Statement. A motion was approved to table this discussion until this evening's meeting.

A draft document is attached.

An ad will be published in the Laconia Daily Sun to solicit letters of interest from individuals who own property, reside, or own/manage/represent a business within the City. The deadline for submission is September 14, 2026.

Fiscal Impact: None

Staff Recommendation: City Manager recommends the City Council table this agenda item to the September 28, 2026 meeting for discussion of the proposed document.

This report submitted by: Kirk Beattie, City Manager

Proposed motion:

"I move to take this agenda item off the table."

"I move to table this agenda item to the September 28, 2026 City Council meeting."

City of Laconia Community Events Committee (CEC)

Purpose

The purpose of this policy is to establish the City of Laconia Community Events Committee (CEC) as an advisory and coordinating body to support, promote, and enhance community events throughout the City.

Mission

The Community Events Committee shall encourage, develop, coordinate, and support community events that celebrate Laconia's unique character, strengthen community connections, promote tourism and economic activity, and create opportunities for residents and visitors to gather, participate, and enjoy the City's public spaces and resources.

Authority

The CEC is formed by the Laconia City Council as a Special Ad Hoc Citizen Advisory Committee and shall not possess independent policymaking or spending authority except as authorized through the City's budget process, ordinances, policies, or specific Council action.

The committee will sunset at the end of each calendar year, unless extended by council vote for a specific time period, or for a specific purpose.

Objectives

The Committee shall:

1. Promote and support community-wide events and celebrations.
2. Encourage event collaboration among City departments, civic organizations, businesses, schools, and nonprofit organizations.
3. Assist in identifying event sponsorship, partnership, and volunteer opportunities.
4. Support tourism and economic development initiatives through community events.

Membership

Membership of the committee shall be made up of no more than no more than 9 members

Per the City Council; Rules of Procedure, Rule 24 (K), the Mayor shall appoint all committee members and shall appoint the Chair.

Per City Council Rules of Procedure, Rule 24 (K) (2). Qualifications for membership are people who own property, reside, or own/manage/represent a business within the City of Laconia. The majority of the committee must be Laconia residents.

The City Manager shall appoint a City Staff member(s) to the committee as his/her liaison(s).

Meetings

1. The Committee shall meet at least quarterly and may meet more frequently as needed.
2. Meetings shall comply with applicable New Hampshire Right-to-Know laws.*
3. A majority of appointed members shall constitute a quorum.
4. Recommendations shall be approved by a majority of members present.

*City Manager or designee shall meet with committee during their first meeting to discuss Right-to-Know laws and meeting compliance requirements.

Responsibilities

- Coordinate with Laconia Parks and Recreation on Independence Day events, specifically parade
- Offer City assistance to Celebrate Laconia for Holiday parade
- Potential involvement with The Laconia Multicultural Festival
- Involvement/coordination of other events as appropriate
- The purpose of the committee does not replace and is not part of the City's Special Event Review Committee.
- Laconia Pumpkinfest and Laconia Motorcycle Week are not directly included in the committee's scope of work.