

## **PUBLIC HEARING – August 21, 2017**

Mayor Grenier opened the duly scheduled and advertised Public Hearing at approximately 7:43 p.m. to hear comments on the following subject matters:

Resolution 2017-12 appropriating \$208,984.00 of School Department unexpended funds to Capital Projects FY18 Unappropriated Fund Balance in FY18 budget.

Mayor Grenier asked for comments from the public; with none presented, the public hearing on the subject matter above closed at 7:44 p.m.

Resolution 2017-13 carrying over \$1,243,033.17 of Capital Appropriations from the Fiscal Year ending June 30, 2017 which are not yet expended to Fiscal Year 2018.

Mayor Grenier asked for comments from the public; with none presented, the public hearing on the subject matter above closed at 7:45 p.m.

Resolution 2017-14 carrying over \$147,258.64 of Grant Funds from the year ended June 30, 2017 which are not yet expended to Fiscal Year 2018

Mayor Grenier asked for comments from the public; with none presented, the public hearing on the subject matter above closed at 7:45 p.m.

## **CITY COUNCIL MEETING – Monday, August 21, 2017**

Mayor Grenier called the Regular City Council Meeting to order at approximately 7:46 p.m. in the City Hall Council Chambers. The pledge of allegiance to the flag preceded roll call. Present: Councilors Otis, Gentili, Higbee, Remillard, Rozek, Nelson, Theberge and Morgan Allain. Also present: James Wheeler, Edith Tucker

### **Minutes, Previous Meeting**

Councilor Remillard moved with a second by Councilor Otis to accept the minutes of the August 7<sup>th</sup> Regular Meeting/Work Session. So moved, the motion carried.

### **Disbursements:**

Disbursement Summary Draft #1796 start date 08/08/2017 end date 08/21/2017 for a total cash disbursement of \$1,181,734.76. Councilor Theberge moved with a second by Councilor Nelson to accept the disbursement summary and pay all bills as recommended by the Committee on Accounts/Claims. So moved, the motion carried.

### **PUBLIC COMMENTS – There were none.**

### **UNFINISHED BUSINESS**

1. Council Committee Reports – There were none.
2. Resolution 2017-12 Appropriating \$208,984.00 to School Capital Projects (Tabled 8/7/2017)

In the Year of Our Lord Two Thousand Seventeen

A RESOLUTION appropriating \$208,984.00 of School Department unexpended funds to Capital Projects to be completed in FY18 from Unappropriated Fund Balance in the FY18 budget.

**Resolved by the City Council of the City of Berlin as Follows:**

Whereas, the School Department has unexpended funds from the FY17 budget in the amount of \$353,393.00 and revenues exceeding their budget in the amount of \$44,961.00, for a total general fund surplus of \$398,354.00; and

Whereas, there are several unfunded capital projects at the schools; and

Whereas, the School Board proposes distributing \$208,984.00 to fund the following capital items:

Project	Cost
Paving Marston School Parking Lot and Basketball Court	\$ 34,534.00
Mobile Column Lift for Bus Garage	\$ 41,000.00
Hillside Elementary Tile Floor Replacement	\$ 10,000.00
Berlin Middle School Locker Room Renovations	\$ 40,000.00
Total Summer 2017	\$ 125,534.00
Resurfacing Berlin High School Running Track	\$ 61,650.00
Additional CI Roof Replacement Marston School (01-461-400-0003)	\$ 21,800.00
Total Summer 2018	\$ 83,450.00
<b>Total to Capital Projects in FY18</b>	<b>\$ 208,984.00</b>

Whereas, \$189,370.00 of the \$398,354.00 will remain in UFB.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Berlin, NH that \$208,984.00 is hereby appropriated from UFB to the School Department to fund capital projects in the FY18 Budget and that the funds will be used exclusively for the projects above in accordance with the City Charter.

This Resolution shall be in full force and effect from and after passage.

Councilor Remillard moved with a second by Councilor Otis to remove the resolution from the table at this time. So moved, the motion carried.

Councilor Remillard moved with a second by Councilor Otis to have the resolution read a second time by title only. So moved, the motion carried.

Councilor Remillard moved with a second by Councilor Otis to have the resolution read a third time by title only. So moved, the motion carried.

Councilor Remillard moved with a second by Councilor Otis to pass the resolution. So moved, the motion carried.

**3. Resolution 2017-13 Carry-Over Capital Funds \$1,243,033.17 (tabled 8/7/2017)**

A RESOLUTION carrying over One Million, Two Hundred Forty-Three Thousand, Thirty-Three Dollars and Seventeen Cents (\$1,243,033.17) of Capital Appropriations from the Fiscal Year ending June 30, 2017 which are not yet expended to Fiscal Year 2018.

**Resolved by the City Council of the City of Berlin as Follows:**

That the following capital appropriation funds be carried over as described below:

From Account #	FY17 Carry Over Request to FY18	Request	City Manager	Total
	Purpose		Recommendation	
	<b>Carryover Requests from Capital Improvements to Segregated Funds</b>			
01-461-400-0003	Schools Roof Replacement Marston School	\$44,500.00	\$44,500.00	\$44,500.00
01-461-400-0002	School Masonry Work	\$10,000.00	\$10,000.00	\$10,000.00
01-461-400-0000	Middle School Gym and Masonry	\$19,660.00	\$19,660.00	\$19,660.00
01-480-910-0003	Downtown Improvements	\$22,141.51	\$0.00	\$0.00
01-480-913-0002	Sidewalk Replacement	\$25,000.00	\$0.00	\$0.00
01-480-913-0003	Retaining Wall Repair/Replacement	\$40,000.00	\$0.00	\$0.00
01-480-913-0004	Street Rehabilitation	\$5,917.41	\$5,917.41	\$5,917.41
01-480-932-0030	PD Bathroom & Prisoner Entrance Door	\$2,429.49	\$2,429.49	\$2,429.49
01-480-962-0004	PWD Equipment Replacement	\$19,477.00	\$19,477.00	\$19,477.00
01-480-962-0008	PW Fuel Distribution System Replacement	\$25,000.00	\$0.00	\$0.00
01-480-962-0016	PWD Drain Line Replacement	\$2,421.06	\$0.00	\$0.00
01-480-963-0031	Recreation Equipment	\$15,000.00	\$15,000.00	\$15,000.00
01-480-963-0032	Recreation Building Repairs	\$9,829.75	\$9,829.75	\$9,829.75
01-480-963-0034	Skate Park	\$25,000.00	\$25,000.00	\$25,000.00
01-480-963-0035	Friendship Park	\$4,000.00	\$0.00	\$0.00
01-480-963-0036	Recreation Soccer Goals	\$6,142.00	\$6,142.00	\$6,142.00
01-480-964-0008	Health Department Addition	\$8,200.00	\$8,200.00	\$8,200.00
	<i>Above item to be added to City Hall Repairs</i>			
01-480-965-0002	IT Initiative CISCO	\$6,396.04	\$6,396.04	\$6,396.04
	<i>Above item to be added to City Hall Repairs</i>			
01-480-975-0000	Library Building Improvements	\$12,678.89	\$12,678.89	\$12,678.89
	<b>Total Capital Improvements</b>	<b>\$303,793.15</b>	<b>\$185,230.58</b>	<b>\$185,230.58</b>

From Account #	FY17 Carry Over Request to FY18 Purpose	Request	City Manager Recommendation	Total
01-495-995-0105	Moving Downtown Forward	\$ 49,845.61	\$45,000.00	\$45,000.00
01-495-995-0200	Bridge Inspection Repairs	\$ 26,866.00	\$0.00	\$0.00
01-495-995-0403	Public Works Garage	\$ 27,039.70	\$7,039.20	\$7,039.20
01-495-995-0502	Library Exterior Paint	\$ 7,186.57	\$7,186.57	\$7,186.57
01-495-995-0708	Recreation Equipment	\$ 35,000.00	\$35,000.00	\$35,000.00
01-495-995-0716	Skate Park	\$ 25,000.00	\$25,000.00	\$25,000.00
01-495-995-0911	PD Phone System	\$ 20,000.00	\$20,000.00	\$20,000.00
01-495-995-0912	PD Recording System	\$ 13,600.00	\$13,600.00	\$13,600.00
01-495-995-1001	City Hall Repairs	\$ 3,209.82	\$3,209.82	\$3,209.82
01-495-995-1313	FD Repair Program	\$ 3,390.15	\$3,390.15	\$3,390.15
01-495-995-1315	FD Emergency UTV	\$ 1,129.66	\$1,129.66	\$1,129.66
01-495-995-2204	Assessor City/Utility Valuation	\$ 3,167.00	\$3,167.00	\$3,167.00
	<i>Above item to be added to City Hall Repairs</i>			
01-495-995-2501	PW Fuel Distribution System	\$ 166,400.00	\$0.00	\$0.00
01-495-995-2503	Retaining Wall Repair	\$ 55,796.66	\$20,000.00	\$20,000.00
01-495-995-2605	Sidewalk Replacement	\$ 28,545.08	\$28,545.08	\$28,545.08
01-495-995-3503	Library Outside Brickwork	\$ 12,981.68	\$12,981.68	\$12,981.68
	<b>Total Carryover Capital Funds (Segregated) Requests from FY2017</b>	<b>\$479,157.93</b>	<b>\$225,249.16</b>	<b>\$225,249.16</b>
	<b>Total Carryover Capital Improvements and Segregated Funds FY2017</b>	<b>\$782,951.08</b>	<b>\$410,479.74</b>	<b>\$410,479.74</b>
	<b>Sewer Fund</b>			
60-480-438-0026	Replacement Cost Reserve	\$ 397,663.49	\$397,663.49	\$397,663.49
60-495-995-0101	Sanitary Line Replacement	\$ 16,064.28	\$16,064.28	\$16,064.28
60-495-995-0105	Short Lived Asset Reserve	\$ 349,849.14	\$349,849.14	\$349,849.14
	<i>Above item to be added to Replacement Cost Reserve</i>			
60-495-995-0106	SF Long Term CSO Plan	\$ 68,976.52	\$68,976.52	\$68,976.52
	<b>Total Sewer (Fund 60) Carryover Requests</b>	<b>\$832,553.43</b>	<b>\$832,553.43</b>	<b>\$832,553.43</b>
	<b>Total Carryover Capital Improvement Funds Requested from FY 2017 (All Funds)</b>	<b>\$1,615,504.51</b>	<b>\$1,243,033.17</b>	<b>\$1,243,033.17</b>

This Resolution shall be in full force and effect from and after passage.

Councilor Nelson moved with a second by Councilor Morgan Allain to remove the resolution from the table at this time. So moved, the motion carried.

Councilor Nelson moved with a second by Councilor Morgan Allain to have the resolution read a second time by title only. So moved, the motion carried.

Councilor Nelson moved with a second by Councilor Morgan Allain to have the resolution read a third time by title only. So moved, the motion carried.

Councilor Nelson moved with a second by Councilor Morgan Allain to pass the resolution. So moved, the motion carried.

#### 4. Resolution 2017-14 Carry-Over Grants \$147,258.64 (tabled 8/7/2017)

A RESOLUTION carrying over One Hundred Forty-Seven Thousand, Two Hundred Fifty-Eight Dollars and Sixty-Four Cents (\$147,258.64) of Grant Funds from the year ended June 30, 2017 which are not yet expended to Fiscal Year 2018.

#### **Resolved by the City Council of the City of Berlin as Follows:**

That the following grant funds for the year ended June 30, 2017 be carried over to FY18 as described below:

Rev Acct #	Description	Grant Amount Received	2017 Expense	Grant Funds Re-Appropriated	Totals By Fund
	FUND 10				
10-305-239-0000	School Grants/Donations	25,253.19	21,212.37	4,040.82	
10-305-240-0000	AV Roy Grant	15,128.40	13,870.35	1,258.05	
10-309-201-0000	Berlin City Dealership	12,495.70	8,018.04	4,477.66	
10-382-301-0000	NHCF Grant	961.36	-	961.36	
10-383-301-0000	NC Health Consortium	39,337.81	26,859.76	12,478.05	
Total Revenue Deferrals FD 10 - School Grants					23,215.94
	Health Dept.				
30-361-604-0017	Hazard Mitigation Grant	154.83	-	154.83	
30-361-604-0019	Public Health Community Initiative	2,661.64	-	2,661.64	
30-361-604-0020	NC Health Consortium Pandemic Planning	831.44	-	831.44	
30-361-604-0021	Pandemic Acute Care Center Supplies	9,850.00	-	9,850.00	
30-361-604-0022	Heal NH Grant	2,201.13	178.35	2,022.78	
30-361-604-0024	Home Care Association	205.95		205.95	
30-361-604-0026	Harvard Pilgrim Healthy Food Grant	2,646.40	-	2,646.40	
					18,373.04
	Other City Departments				
30-366-603-0001	Better Buildings-EECBG	689.02	-	689.02	
30-366-603-6012	NH Charitable FND Leadership Program	3,615.80	-	3,615.80	
30-366-603-6017	NH Charitable FND Mt. Forist Parking Lot	14,000.00		14,000.00	
30-366-603-6018	NH Charitable FND Skate Park	75,000.00		75,000.00	
30-368-601-0001	Rec Dept - Attitash Donation	8,964.31	1,970.00	6,994.31	
30-368-601-0002	Rec Dept - Babe Ruth Grant from CCB	1,424.38	-	1,424.38	
30-368-601-0004	Recreation Donations	1,982.32	969.18	1,013.14	
30-369-605-0002	Community Field Imp Berlin Biomass	2,933.01	-	2,933.01	
					105,669.66
30-209-202-0000	Total Revenue Deferrals Fund 30 - Grant Fund				124,042.70
Total Grant Funds Deferred					147,258.64

Councilor Remillard moved with a second by Councilor Otis to remove the resolution from the table at this time. So moved, the motion carried.

Councilor Remillard moved with a second by Councilor Morgan Allain to have the resolution read a second time by title only. So moved, the motion carried.

Councilor Remillard moved with a second by Councilor Otis to have the resolution read a third time by title only. So moved, the motion carried.

Councilor Remillard moved with a second by Councilor Otis to pass the resolution. So moved, the motion carried.

## NEW BUSINESS

### 5. Resolution 2017-15 Appropriating \$203,779.42 to Transportation Projects (1<sup>st</sup> read)

Councilor Nelson moved with a second by Councilor Theberge, to table this resolution and schedule a public hearing for September 5, 2017. So moved, the motion carried.

### 6. City Manager's Report

1. Recreation had another successful year with the USDA Food Program serving 1,397 lunches and 1,542 snacks at the six park sites during the month of July (Recreation Center, Friendship Park, Community/Central Park, Brookside Park and Project Youth's St. Barnabas & Hillside sites).

They also served cold cereal breakfast at playground sites thanks to a donation of four (80 ct.) cases of cereal from the Salvation Army. Hats off to Morgan Boucher, Noah Dumas and all the playground leaders that helped make this happen! The Playground Program ended Friday, August 11; (Project Youth ended August 4<sup>th</sup>).

2. There is a meeting of the House Science, Technology & Energy Committee to work on [HB 324](#), the bill that **would require municipalities to use the Department of Revenue Administration's values when assessing utility property**. This would impose a significant financial hardship on the City of Berlin and other communities. The committee retained the bill in the spring and must make a recommendation to the House by mid-November. The committee's first meeting is scheduled for **Wednesday, September 6, at 1:30 p.m.**, in LOB Room 304 in Concord.

The Assessing Standards Board has been receiving presentations from a variety of utility assessors and the DRA utility assessor over the last several months to gain a better understanding of the methods used in valuing utility properties. The most recent meeting held on the topic was this past Friday. House Member Richard Barry, Chairman of the S,T&E Committee, attended the meeting on Friday to get an understanding of the information the ASB is collecting. The next ASB meeting is scheduled for September 15<sup>th</sup>.

3. The Governor's advisory Commission on Intermodal Transportation (GACIT), announced their public meeting schedule to include a presentation of the 2019-2018 Ten Year Transportation Plan. The meeting for District 1, hosted by Councilor Joseph Kenney will be held Tuesday, September 19, 2017 at 2:00 PM in the City Hall Auditorium 168 Main Street, Berlin.
4. Attached is an article from the NH Union Leader about pod cars which reports that the idea could be tested in Berlin. The City has had no conversations with the transportation system company about a municipal trial of the system in Berlin. A private landowner has only conceptually talked to us about the potential use of the system on private property.
5. A report of municipal water use provided by the Berlin Water Works is attached.
6. The following are brief project updates:
  - The Rte. 16 project remains on schedule.
  - The RFQ for the Riverwalk project has been written, approved by NHDOT for review and is in the process of being published for responses. NHDOT is skeptical that we will be able to begin construction in 2018 due the LTAP program and permitting requirements, however, we are going work as aggressively as possible.
  - The RFP for the skate park remains in development pending test pits to be conducted on the site within the next week or so.
7. The City's auditors were here all of last week and will be here for a few days this week as they complete the on-site portion of the municipal audit.
8. Congresswoman Annie Kuster will hold a public meeting Wednesday, August 23 at City Hall from 6:00 to 7:00 p.m.

7. Mayor's Report – Mayor Grenier had nothing to report.

8. PUBLIC COMMENTS - There were none.

9. Council Comments – Councilor Higbee indicated that he attended a meeting at North Country Council. They reminded of a census of addresses which is an opportunity to do a more accurate job during the actual census. NCC can be contacted for additional information.

10. Adjournment

There being no further business before the Mayor and Council, Councilor Rozek moved with a second by Councilor Theberge to adjourn the regular meeting. So moved, the motion carried and Mayor Grenier declared the regular meeting adjourned at approximately 8:15 P.M.

A True Record, Attest:

Susan Tremblay  
Administrative Assistant