

## **CITY COUNCIL MEETING – Monday, August 1, 2022**

### **Public Hearing**

Mayor Grenier opened the Public Hearing at 8:00 pm for Resolution 2022-26 Lincoln Avenue Yield Intersection. There were no public comments. Mayor Grenier closed the Public Hearing at 8:00 pm.

### **Regular Meeting**

Mayor Grenier called the Regular City Council Meeting to order at approximately 8:00 pm.

#### **a. Pledge of Allegiance**

#### **b. Roll Call**

Present: Mayor Grenier, Councilors Morgan, Eastman, Higbee, Robert Theberge, Roland Theberge, Berthiaume, and Morency

Absent: Councilor Remillard

Also present: City Manager Phillip Warren, Jr, Community Development Director Pamela Laflamme, City Clerk Shelli Fortin, Lori Korzen, Steven Korzen, Jan Zicha, and Paul Robitaille, Berlin Daily Sun.

**c.** Councilor Berthiaume moved, with a second by Councilor Morgan, to accept the minutes of the July 18, 2022 Regular Meeting and Work Session. So moved, the motion passed.

### **Disbursements:**

Disbursement Summary Draft #1918 start date 07/19/2022 end date 08/01/2022 for a total cash disbursement of \$1,469,299.89. Councilor Berthiaume moved with a second by Councilor Higbee to accept the disbursement summary and pay all bills as recommended by the Committee on Accounts/Claims. So moved, the motion passed.

### **PUBLIC COMMENTS**

There were no public comments.

### **UNFINISHED BUSINESS**

#### **1. Council Committee Reports**

There were no Council committee reports.

#### **2. Resolution 2022-26 Lincoln Avenue Yield Intersection (tabled 7/18/2022)**

In the Year of Our Lord Two Thousand Twenty-Two

**A RESOLUTION** amending the City of Berlin's Ordinances, specifically Section 15-34 – Yield Intersections, to include a yield intersection on Lincoln Avenue at Portland Street

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

Whereas, the Traffic and Safety Committee received a request to add the aforementioned yield intersection and the committee endorsed such a change at its July 11, 2022 meeting

Whereas, pursuant to the City of Berlin's Code of Ordinances Sec. 15-34 – Yield Intersections are amended by resolution.

NOW THEREFORE BE IT RESOLVED

That City Council of the City of Berlin hereby amends the City of Berlin's Ordinances, specifically Section 15-34 – Yield Intersections, to include a yield intersection on Lincoln Avenue at Portland Street

This Resolution shall be in full force and effect upon passage.

Councilor Berthiaume moved, with a second by Councilor Higbee, to remove this item from the table. So moved, the motion carried.

Councilor Berthiaume moved, with a second by Councilor Higbee, to read Resolution 2022-26 by short title for a second time. So moved, the motion carried.

Councilor Berthiaume moved, with a second by Councilor Higbee, to read Resolution 2022-26 by short title for a third time. So moved, the motion carried.

Councilor Berthiaume moved, with a second by Councilor Higbee, that Resolution 2022-26 be passed. So moved, the motion passed.

## **NEW BUSINESS**

### **1. Resolution 2022-27 Feeding of Geese et al Prohibited Ordinance (1<sup>st</sup> read)**

Councilor Higbee moved, with a second by Councilor Berthiaume, to table the Resolution and schedule a public hearing for August 15, 2022. So moved, the motion carried.

### **2. Resolution 2022-28 Primex CAP Agreement (1<sup>st</sup> read)**

Mayor Grenier requested that the City Manager schedule a time for Primex to present an overview to the Council on the City's workmen's compensation claims sometime this fall. City Manager Warren advised he will schedule this.

Councilor Berthiaume moved, with a second by Councilor Higbee, to table the Resolution and schedule a public hearing for August 15, 2022. So moved, the motion carried.

### **3. Resolution 2022-29 DPW Trailer Mounted Camera System Purchase (1<sup>st</sup> read)**

Councilor Higbee moved, with a second by Councilor Berthiaume, to table the Resolution and schedule a public hearing for August 15, 2022. So moved, the motion carried.

### **4. City Manager's Report**

1. The sidewalk tractor bid opening was on July 20<sup>th</sup>. Only one bid was received from Equipment East.
2. The City received information relating to the Bridge Aid and Additional Highway Block Grant funds – Berlin will receive \$520,325 in Bridge Aid and \$194,875 in Additional Highway Block Grant Aid.
3. The City has been advised that the State Revolving Fund grant recently applied for is 11<sup>th</sup> in the funding order – this application was to continue I&I work on the sewer system. The total amount of this phase is \$1.3mm of which \$390,000 will be forgiven upon completion.
4. Riverwalk is on schedule and proceeding well – no major issues have been encountered. The only holdup will be for some items that were ordered and have some lead time.
5. Line painting is now scheduled for August 4.
6. Attached please find the BWW – Municipal Water Usage from April 1, 2022 to July 1, 2022 (August 2022 Billing Quarter).
7. The leachate processing agreement between the City and AVRRD requires a 10-year renewal and discussion. A meeting was held with Sharon Gauthier from AVRRD to discuss same. Initial review shows that there are few issues needing addressing or adjustment. One item needing study by both parties is the handling and processing of PFAS and PFOA that is in the leachate.
8. The Chamber has requested assistance (as it has in the past) from the City to facilitate the "Journey to Jericho" jamboree – all assistance items have been scheduled and or performed as of this report.
9. A new internal policy addressing the use of the city credit card has been enacted. The goal of this policy is to ensure that financial internal controls are maintained.

Mayor Grenier asked about the credit card policy, and asked if this was something the auditor suggested. City Manager Warren advised they had not, he noticed no policy was in place and instituted one. Mr. Warren advised that Vachon Clukay will be here in September to begin work for the annual audit.

Councilor Robert Theberge asked if a public hearing would be needed for the additional block grant funds. City Manager Warren advised a hearing is needed only if they are unanticipated funds. Mr. Warren will confirm this.

Councilor Berthiaume moved, with a second by Councilor Higbee, to accept the City Manager's Report and place it on file. So moved, the motion passed.

## 5. Mayor's Report

### a. BHS Homecoming Parade Request

Dear Mr. Warren and Ms. Fortin,

The Berlin High School Backers are writing to request permission to hold the annual BHS Homecoming Parade and Bonfire on Friday September 30, 2022, beginning at 5:00pm as part of the 2022 BHS Homecoming festivities.

We are requesting permission to utilize the same parade route as in the past. The parade would begin at the 12<sup>th</sup> Street Bridge and proceed south down Main Street to Iceland Street across from the Northern Forest Heritage Park. This is the same route that we used in previous years and is an established route that all city departments are familiar with.

We ask that the route be closed from 5:00pm to 8:00pm from the start of staging to the end of the parade. We understand if the lower part of this route needs to remain open until 6:00 to accommodate local businesses. This would allow for parade participants to safely prepare for the parade, line up with the floats and proceed down Main Street. The actual parade would start at 7:00pm. The parade would end with the annual bonfire event at Northern Forest Heritage Park. As in past years, we ask that the corner of Norway Street to Iceland Street and the southern end of Norway Street from Brown School to the corner of Iceland Street be labeled "no parking" to accommodate the redirected traffic.

As part of the planning process we will be meeting with the city departments coordinating this event. Please feel free to let me know if I have forgotten anything, and please let us know of any restrictions due to Covid.

Thank you for your time and consideration of our request. We appreciate your continued support of the BHS Backers and the students of Berlin High School. Please let us know if you have any questions or concerns by calling me, Becky, at [603-723-9833](tel:603-723-9833) or by sending an e-mail to the Backers at [berlinbackers@gmail.com](mailto:berlinbackers@gmail.com).

We look forward to hearing from you.

Sincerely,  
Rebecca Woodward, President  
BHS Backer's  
2021-2022

Councilor Berthiaume moved, with a second from Councilor Higbee, to approve the Homecoming Parade request from the BHS Backers for September 30, 2022, and to send a copy of the request to the Police Department. So moved, the motion carried.

### b. Request from Family Resource Center

To Whom It May Concern,

I am writing this letter to kindly request use of the lawn space located next to Maureen's Boutique on Main Street on August 12, 2022 from 4:00PM-7:00PM. The Strength to Succeed Program from the Family Resource Center is looking to host a First Responders Event in order to collaborate on strengthening our community. It is an opportunity

to be in a relaxed environment, get to know one another, & for First Responders to gain an understanding of how our program can support individuals experiencing substance use/misuse challenges. Our program will be providing food & gift bags to the First Responders to show our appreciation for the work that they do.

Please feel free to reach out to me with any further questions. Thank you for taking the time to consider this request.

Sincerely,

Ashlie Micucci, MS

Associate Director of Reunification & Recovery

The Family Resource Center

Councilor Berthiaume moved, with a second from Councilor Morency, to approve the request from the Family Resource Center for the First Responders Event on August 12, 2022.

Councilor Roland Theberge asked if this would interfere with disc golf, and was advised by Mayor Grenier that it would not.

So moved, the motion carried.

**6. Public Comments**

There were no public comments.

**7. Council Comments**

There were no Council comments.

**5. Adjournment**

On a motion by Councilor Roland Theberge, seconded by Councilor Remillard, the Council voted to adjourn the meeting at 8:24 pm. So moved, the motion carried.

A True Record, Attest:

Shelli Fortin  
City Clerk

Note: Minutes are unofficial until they have been accepted by the Council by motion.