

## **City Council Work Session**

**August 21, 2023**

Present were: Mayor Grenier, Councilors Robert Theberge, Higbee, Morency and Roland Theberge. Councilors Berthiaume, Morgan, Remillard and Eastman were absent.

Others present: City Manager Phillip L. Warren Jr., Dir. Of Strat. Initiatives and Asst. City Mgr. Pamela Laflamme, City Clerk Shelli Fortin, Finance Director Holly Larsen, Deputy Chief Nathan Roy, Robert Cone and Lisa Connell, Berlin Daily Sun.

Mayor Grenier opened up the meeting at 6:34 p.m. He requested to add an item to the regular meeting agenda under new business, Mayor's report, item 4c. for a resignation letter from Michael Caron for the Berlin Water Works Commission. Councilor Higbee moved to add Michael Caron's resignation letter to the Mayor's report under item 4c. Councilor Robert Theberge seconded and the motion carried with all in favor.

### **Tax Deeding**

Ms. Larsen distributed a list of properties that are up for deeding to Council. There are 27 properties on the list. She commented the owners of the three highlighted properties have been approved by NHAF. We will be receiving checks for those. Mr. Warren recommended to Council they issue deed waivers for 30 days for the three properties (Items 1441, 2334, 2335) and also waive the deeds for the seven properties (items 2349, 2350, 2351, 2860, 3701, 3708, 3711) waived in past years due to contamination issues on the properties. She advised Tax deeds will be issued August 23, 2023. Councilor Morency moved to waive the tax deeds for items 2349, 2350, 2351, 2860, 3701, 3708, 3711 and extend the deed date for 30 days for items 1441, 2334 & 2335. Councilor Higbee seconded and the motion carried by all in favor.

### **Private Road Name Approval**

Ms. Laflamme advised Council they approve all private road names as done in the past. There is a house being built about 700 feet back off of Western Avenue. State 911 have requested that we name it as a private road instead of a driveway. She is proposing a name of Overlook Road. Councilor Morency moved to approve the private road name of Overlook Road which is off Western Avenue. Councilor Higbee seconded and the motion carried with all in favor.

### **Vote for Final Acceptance/Closeout for the Riverwalk Project**

Ms. Laflamme advised paperwork is currently being done to close out the project and one of the forms that needs to be signed needs to state that at a meeting of the City Council on Monday August 21, 2023, the Council took a vote to accept the construction project as complete. Mr. Warren advised the project was inspected and closed out. Any anomalies found from this point forward get handled in the warranty which is for one year. Councilor Higbee moved to accept the Riverwalk project as complete. Councilor Morency seconded and the motion carried with all in favor.

At 6:59 p.m., there being no further business in Work Session, Mayor Grenier recessed before moving on to the Regular Meeting.

Respectfully Submitted,  
Danielle Rioux  
Executive Assistant

\*Minutes are unofficial until they have been accepted by the City Council by motion.