

City Council Work Session
July 17, 2017

Present were: Mayor Grenier, Councilors Otis, Gentili, Morgan Allain, Higbee, Otis, Rozek and Theberge; Councilors Remillard was absent.

Others present: City Manager Jim Wheeler, School Business Administrator Bryan Lamirande, Police Chief Pete Morency, Assistant Chief Dan Buteau, City Clerk Elaine Riendeau, Barbara Tetreault *Berlin Daily Sun*

Mayor Grenier opened the meeting at 6:30 p.m.

Mayor Grenier announced that the I & I contract has yet to be reviewed by DES and will therefore be removed from the agenda. Councilor Rozek so moved; Councilor Morgan Allain seconded and the motion carried.

School Surplus Update

Bryan Lamirande reported that the schools have big projects to work on. He presented the Council with a spreadsheet that shows the year end surplus of revenue and expenditures with the total surplus coming to \$398,354. There are several projects that need to be done including a roof replacement at Marston School for \$21,800; paving the Marston School parking lot and basketball court for \$34,534; \$20,000 for Hillside Elementary Tile Floor replacement; \$40,000 for Middle School locker room renovations; \$61,650.00 to resurface the High School running track and \$41,000 for a mobile column lift for the bus garage.

Mayor Grenier stated that he supports funding the capital projects and acknowledged that the City will still receive \$189,370. Councilor Rozek questioned the mobile columns for the bus garage and Mr. Lamirande indicated that this will allow the mechanic to get underneath a bus safely. Councilor Rozek asked how spending \$41,000 would improve bus maintenance. Mr. Lamirande noted that the equipment allows safer and better access to the bus; however of all of these, it is the least priority. Councilor Rozek suggested choosing better materials for the locker rooms so that the work would last longer. Mayor Grenier asked for a resolution for the next meeting to have its final approval the third week in August.

Mayor Grenier asked for a straw poll in which all Councilors agreed to support the capital projects and the proposed funding plan which will not affect the tax rate. Mr. Lamirande noted that Ms. Cascadden wanted to convey that she does not want to continue to operate this way.

PWD Open Position at Parks & Rec

Mr. Perreault reported that there is a funded position at Rec and Parks that has become open. Mr. Wheeler added that the City has 36 parks and this position supports maintenance of the parks. Councilor Higbee moved to hire the position; Councilor Nelson seconded and the motion carried.

Councilor Nelson made the point that she is not seeing the inmates out as much as last year. Mr. Perreault explained that the number of eligible inmates fluctuates and this summer it is down; however

the program will now be run year round. The crew has done mowing on Hutchins Street and Glen Avenue.

Engineering Contract for Utility Mapping Services

Mr. Wheeler noted that the proposed contract with Wright Pierce is to continue mapping on the west side of the city. The City needs to have the mapping to comply with state maintenance standards. The contract is for a maximum of \$40,000. Mr. Perreault also noted that the evaluation of all structures needs to be done every 5 years and this will do a Level 1 of all the structures. Councilor Rozek suggested that when the study is done, it should be shared with Bill Hounsell so that he could seek funding. Councilor Rozek moved to authorize the City Manager to enter into an agreement with Wright Pierce for up to \$40,000 to finalize utility mapping services; Councilor Morgan Allain seconded and the motion carried.

AVH Land Donation

Mr. Wheeler stated that to finalize the AVH land donation, the Council will have to consider a motion in public. The minor boundary line adjustment has been completed.

Councilor Rozek moved that the City Manager is authorized to accept on the City Council's behalf, a donation of 2,400 square feet of land from Androscoggin Valley Hospital as shown on York Land Services, LLC plat No. 17-034 titled "Minor Boundary Line Adjustment Between Land of Androscoggin Valley Hospital, Tax Map 135, Parcel 37, and City of Berlin, Hutchins Street and Bridge Street, Berlin, New Hampshire" dated July 6, 2017, to be recorded at the Coos County Registry of Deeds and the City Manager is authorized to execute any documents which may be necessary to accept the donation; Councilor Higbee seconded and the motion carried with all in favor.

Councilor Theberge confirmed that there are no conditions for the land donation. He asked when the project will be done and Mr. Wheeler noted that it will depend on funding.

Councilor Rozek reported that the State is using a different pavement mix on intersections with heavy truck traffic and the City should consider using the better quality material at its busy intersections.

Board of Assessor's Memo to Council

Mr. Wheeler referred to a memo from the Board of Assessors who reviewed the variety of veteran tax credits available for veterans at the Council's request. They looked at what other communities allocate for tax credits and analyzed the condition of the City. The BOA's recommendation is that the City remain with the current credits as they are in line and reasonable with what we should offer. Mayor Grenier added that many communities that have adopted the maximum credits have home values that are much higher than Berlin's.

Councilor Rozek moved to accept the recommendation of the Board of Assessors as proposed; Councilor Theberge seconded and the motion carried. Mayor Grenier indicated that the data should be reviewed next year. He asked that a letter be sent to Mr. Pelletier.

Other

There were no items under other or in non-public.

There being no further business in Work Session, Mayor Grenier moved on to the Regular Meeting at 7:15 p.m.

Respectfully Submitted,
Susan Tremblay
Administrative Assistant