

PUBLIC HEARING – AUGUST 1, 2016

Mayor Grenier opened the duly scheduled and advertised Public Hearing at approximately 7:40 pm to hear comments on the following subject matters:

-Resolution 2016-18 Appropriate \$145,000 to the Middle School Gym Floor Capital Improvement Project - No Comments

-Resolution 2016-19 Amendment to Resolution 2016-12 R-1 adopted June 20, 2016 to Show 2016 Proposed Budget and to clarify the County Tax Line in the 2017 Adopted Budget - No Comments

-Resolution 2016-20 Adopting the City of Berlin, Hazard Mitigation Plan Update 2016 - No Comments

There being no one wishing to speak for or against the subject matters at this time, Mayor Grenier declared the Public Hearing portion of the meeting closed at approximately 7:42 p.m.

CITY COUNCIL MEETING – Monday, August 1, 2016

Mayor Grenier called the Regular City Council Meeting to order at approximately 7:42 p.m. in the City Hall Council Chambers. The pledge of allegiance to the flag preceded roll call. Present: Councilors Otis, Morgan Allain, Gentili, Higbee, Rozek, Nelson and Theberge. Councilor Remillard was absent. Also present: James Wheeler, Susan Tremblay and Barbara Tetreault.

Minutes, Previous Meeting

Councilor Theberge moved with a second by Councilor Rozek to accept the minutes of the July 18th Regular Meeting/Work Session. So moved, the motion carried.

Disbursements:

Disbursement Summary Draft #1770 start date 7/19/2016 end date 8/1/2016 for a total cash disbursement of \$1,076,097.26. Councilor Nelson moved with a second by Councilor Morgan Allain 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 – None
2. Resolution 2016-18 Appropriate \$145,000 to the Middle School Gym Floor Capital Improvement Project (Tabled 7/18/2016)

A RESOLUTION appropriating \$145,000.00 to the Middle School Gym Floor Capital Improvement Project from Unappropriated Fund Balance in the FY17 budget.

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

Whereas, replacement of the Berlin Middle School gymnasium floor was a budgeted Capital Improvement Project in the FY16 budget; and

Whereas, as the work got underway, unforeseen structural issues including a compromised concrete subfloor, and deteriorated cast iron drain line under the floor were found; and

Whereas, the Middle School has developed a sink hole in front of the entrance door; and

Whereas, underdrainage around the building is sloped toward the building rather than away from it; and

Whereas, additional funding is needed to address the unexpected issues including preparation of the concrete in the building for the new hardwood gymnasium floor, repair of the masonry damaged on the outside of the gym and replacement of the sunken walkway with hot top.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Berlin, NH that \$145,000.00 is hereby appropriated to the School Department Middle School Gym Floor Capital Improvement Project (01-461-400-0000) in the FY17 Budget and that the funds will be used exclusively for the project in accordance with the City Charter.

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. Since this needs a 2/3 vote, Mayor Grenier called for a roll call. Roll call resulted in unanimous affirmative votes including Mayor Grenier who declared the resolution now passed.

3. Resolution 2016-19 Amendment to Resolution 2016-12 R-1 adopted June 20, 2016 to Show 2016 Proposed Budget and to clarify the County Tax Line in the 2017 Adopted Budget (Tabled 7/18/2016)

A RESOLUTION amending Resolution 2016-12 R-1 adopted June 20, 2016 to show the 2016 Proposed Budget and to clarify the County Tax line item in the 2017 adopted budget

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

That the following budget be re-adopted and accordingly, the sum of Thirty-Nine Million, Six Hundred Twenty-Five Thousand, Eight Hundred Forty-Two Dollars **(\$39,625,842.00)** be appropriated to defray the expenses of Berlin's City Government for the period of July 1, 2016 through June 30, 2017, less expected revenues, with the balance to be raised by taxation on real estate of the municipality

Account Number	Description	FY 2016	FY 2107
		Proposed	Proposed
		Budget	Budget
01-401	MAYOR AND CITY COUNCIL Total	64,748	59,820
01-402	ADMINISTRATION Total	1,135,556	1,138,570
01-403	ELECTIONS Total	16,912	16,712
01-404	CITY HALL AND OTHER BUILDINGS Total	55,164	56,136
01-405	SPECIAL FUNDS Total	260	260
01-406	PROPERTY AND LIABILITY INS Total	134,516	93,489
01-408	CENTRAL SERVICES Total	265,000	265,000
01-410	PERSONNEL BENEFITS Total	349,022	322,640
01-411	CONTINGENCY Total	9,600	9,600
01-412	OUTSIDE AGENCIES Total	67,166	70,582
01-413	CEMETERY Total	12,711	12,961
01-416	IT DEPARTMENT Total	131,850	132,750
	TOTAL GENERAL GOVERNMENT	2,242,505	2,178,521
01-420	POLICE DEPARTMENT Total	2,992,470	3,073,790
01-421	FIRE DEPARTMENT Total	2,034,453	1,920,966
01-422	STREET LIGHTING Total	145,200	145,200
01-423	AMBULANCE SERVICE Total	323,000	329,000
01-424	SPECIAL PUBLIC SAFETY Total	90,800	90,800
	TOTAL PUBLIC SAFETY	5,585,923	5,559,756
01-425	HOUSING DIVISION/HR Total	93,697	43,100
	TOTAL HOUSING DIVISION	93,697	43,100
01-430	PUBLIC WORKS Total	1,875,726	1,904,305
01-431	ENGINEERING Total	-	-
01-436	SOLID /PW Total	838,186	814,985
	TOTAL PUBLIC WORKS	2,713,912	2,719,291

01-440	HEALTH DEPARTMENT Total	533,442	571,756
01-441	WELFARE Total	116,463	112,207
01-449	PARKS Total	310,590	264,239
01-450	RECREATION DEPARTMENT Total	128,058	136,970
01-451	LIBRARY Total	187,756	193,145
	TOTAL COMMUNITY SERVICES	1,276,309	1,278,316
01-470	DEBT SERVICE Total	783,085	557,891
01-480	CAPITAL IMPROVEMENT PROJECTS Total	547,900	495,342
	TOTAL DEBT AND CAPITAL	1,330,985	1,053,233
	TOTAL CITY GENERAL FUND	13,243,331	12,832,217
01-460	SCHOOL OPERATING BUDGET Total	17,823,718	17,984,343
01-461	SCHOOL CAPITAL IMPROVMENTS Total	308,200	211,000
	TOTAL SCHOOL GENERAL FUND	18,131,918	18,195,343
01-407	COUNTY TAX	1,689,241	1,553,959
01-414	TRANSFER OUT	37,851	14,369
	TOTAL CITY AND SCHOOL GENERAL FUND	33,102,341	32,595,888
	OTHER CITY FUNDS		
10	SCHOOL EDUCATION GRANTS	2,452,389	2,741,656
11	SCHOOL FOOD SERVICES	661,990	661,990
19	RECREATION ACTIVITY FUND	35,700	35,700
21	BERLIN INDUSTRIAL DEVELOPMENT	181,184	181,184
30	FUND 30 GRANT FUNDS	97,500	82,500
59	CDBG	498,380	
60-432,470,480	SEWER FUND w/ Capital and Debt Service	3,090,051	3,143,782
63-437	CATES HILL LANDFILL	7,180	7,180
65-434,480	BERLIN AIRPORT FUND w/ Capital	215,674	175,963
	TOTAL ALL OTHER FUNDS	7,240,048.00	7,029,954.45
	TOTAL CITY BUDGET - ALL FUNDS	40,342,388	39,625,842

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

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

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

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

Councilor Nelson moved with a second by Councilor Higbee to pass the resolution. So moved the motion carried and Mayor Grenier declared the resolution now passed.

4. Resolution 2016-20 Adopting the City of Berlin, Hazard Mitigation Plan Update 2016 (Tabled 7/18/2016)

A RESOLUTION adopting the City of Berlin Hazard Mitigation Plan Update 2016.

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

WHEREAS the City of Berlin has historically experienced severe damage from natural hazards and it continues to be vulnerable to the effects of those natural hazards profiled in this plan, resulting in loss of property and life, economic hardship and threats to public health and safety; and

WHEREAS the City of Berlin has developed and received conditional approval from the Federal Emergency Management Agency (FEMA) for its Hazard Mitigation Plan Update 2016 under the requirements of 44 CFR 201.6; and

WHEREAS public and committee meetings were held between April 8, 2015 and August 5, 2015 regarding the development and review of the Hazard Mitigation Plan Update 2016; and

WHEREAS the Plan specifically addresses hazard mitigation strategies and Plan maintenance procedure for the City of Berlin; and

WHEREAS the Plan recommends several hazard mitigation actions/projects that will provide mitigation for specific natural hazards that impact the City of Berlin with the effect of protecting people and property from loss associated with those hazards; and

WHEREAS adoption of this Plan will make the City of Berlin eligible for funding to alleviate the impacts of future hazards.

NOW THEREFORE BE IT RESOLVED by the City Council:

1. The Plan is hereby adopted as an official plan of the City of Berlin;
2. The respective officials identified in the mitigation strategy of the Plan are hereby directed to pursue implementation of the recommended actions assigned to them;
3. Future revisions and Plan maintenance required by 44 CFR 201.6 and FEMA are hereby adopted as a part of this resolution for a period of five (5) years from the date of this resolution;
4. An annual report of the progress of the implementation elements of the Plan shall be presented to the City Council by the Emergency Management Director.

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

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

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

Councilor Higbee moved with a second by Councilor Nelson to pass the resolution. So moved the motion carried and Mayor Grenier declared the resolution now passed.

NEW BUSINESS

5. Resolution 2016-21 Authorizing and Application to NHDOT Transportation Alternatives Program for a Grant in an amount up to Eight Hundred Thousand Dollars (\$800,000) (1st Read)

Councilor Higbee moved with a second by Councilor Theberge to table the resolution and schedule a public hearing on August 15. So moved, the motion carried.

6. Communication Harvest Christian Fellowship – Partial Street Closure

Harvest Christian Fellowship
Pastor Robert Haynes
Dear Mayor and City Council,

I'm writing this letter to request for a portion of Cole Street be allowed to be closed to traffic on the evening of September 14th 2016 (Wednesday) so that the area churches could conduct an outreach and meal to bless the community and welcome anyone who has moved to the area in the last year. What you may not be aware is that in September our church will be celebrating 20 years in our community and we would like to use this to bless the community back for its support. This meal will be free to the public (the churches will cover the cost for the food) and I believe that we will have a wonderful opportunity to meet with owners of area businesses, people who are new to the area, visitors, city officials, and life- long residents. We are anticipating between 750 and 1,500 people to come to this event. We have spoken with the Salvation Army and will be using their parking lot (adjacent to Cole Street) as the place where we will be grilling.

We are also inviting you and Mayor and City Council to come and share some words prior to the meal and eat with us as we celebrate together. We would like to close the road from 5pm till 8pm on that day.

If you have any questions, please feel free to contact me and I would be more than happy to come to any meeting and discuss the logistics of the event. I look forward to hearing from you.

Pastor, Robert Haynes

Councilor Nelson asked if the Police Department is aware of this event and if they approve of the street closure, noting that Cole Street is a major route for access across the river. Councilor Theberge stated that there are city parking lots available at this time of the day. Mayor Grenier explained that this is a wonderful event for the City and the Council should be encouraging this event.

Councilor Nelson moved with a second by Councilor Higbee to approve the closure of Cole Street between the hours of 5:00 pm and 8:00 pm on September 14, subject to review by the Police Department. So moved, the motion carried.

7. Communication RiverFire 5K Run – RESPONSE

July 28, 2016

Mayor and City Council
City of Berlin
168 Main Street
Berlin, NH 03570

Dear Mayor Grenier and City Council Members:

Coos County Family Health Services (CCFHS) respectfully requests the City of Berlin's approval and support to conduct a 5K Race/Walk to be held in conjunction with this year's RiverFire celebration.

In this fourth year of the event, which benefits our RESPONSE to Sexual and Domestic Violence program, we anticipate between 300 to 400 people will participate. The event is intended to be fun, welcoming to both runners and walkers, family-friendly, and is part of our organization's larger effort to promote a culture of health and well-being in the Berlin-Gorham region.

As in past years, we anticipate holding the event during the afternoon of the day that the RiverFire celebration will occur (Saturday, October 15, 2016). Registration would begin at 1 pm, the race

would start at 2 pm and, based upon past experience, the last participant would finish at about 3 pm. A map of the proposed race route is enclosed.

If approved, CCFHS will provide a certificate of insurance for the event. We are open to any suggestions that you may have about how to best offer the event, and are willing to entertain any questions that you may have.

Thank you for your consideration.

Sincerely,

Ken Gordon
Chief Executive Officer

Councilor Higbee expressed concern about this year's event because of the construction work being completed on Route 16. City Manager Wheeler stated that when the request was received, it did not include a copy of the map outlining the proposed race route. He will request a copy of the map and review the logistics. Councilor Nelson stated that the cost of the police coverage needs to be borne by Coos County Family Health Services.

Councilor Nelson moved with a second by Councilor Rozek to allow Coos County Family Health Services sponsor a 5k race during the RiverFire Celebration, subject to review by the City Manager and Police Chief. So moved, the motion carried.

8. Communication Chamber of Commerce – Street Closure Jericho ATV Festival

Berlin City Hall
Attn: City Clerk
168 Main Street
Berlin, NH 03570

Dear City Clerk:

In preparation for the "Friday Night Block Party" to be held as part of the Jericho ATV Festival, we are writing you to request that Main Street be closed to "non-ATV" traffic from 3PM to 10PM on Friday August 5, 2016.

Thank you for your partnership with this event! Please let me know if you have any questions.

Sincerely,

Diana Nelson
Androscoggin Valley Chamber of Commerce
Board of Director

Councilor Theberge moved with a second by Councilor Morgan Allain to allow Main Street to be closed to non-ATV traffic from 3 pm to 10 pm on Friday, August 5th. So moved, the motion carried. Councilor Nelson abstained from this matter.

9. City Manager's Report

1. The City's auditors will be on site beginning September 12th through September 16th to conduct the audit on fiscal year 2016. The report should be completed sometime in March.

2. HEB, the Engineers of Record for the Berlin Airport, have been working on an Airport Improvement Program grant to replace the 100 Low Lead fuel tank at the Berlin Airport. The Jet Fuel tank system was replaced in the last grant round. HEB has submitted the 95% design documents to the NHDOT and once they receive comments, bidding activities will begin. Once the project is bid, a grant application with finite numbers is submitted to the NHDOT Department of Aeronautics for 95% funding.
3. Community members are invited to participate in structured workshops to identify places and areas of beauty, use, history, and tradition that are within ten miles of the proposed Northern Pass transmission corridor that may be affected by the NP Project. Peter C.L. Roth of the New Hampshire Office of the Attorney General, acting as Counsel for the Public, represents the interests of the public in the Site Evaluation Committee (SEC) proceeding to review the application of the Northern Pass transmission project (NP Project). Mr. Roth has engaged experts to provide evidence on the NP Project's potential impacts on the State's scenic, historic and cultural resources. The SEC must consider these impacts in assessing proposed energy projects. **The meeting will be held Wednesday, August 3, 2016, at 6:00 p.m. at the Lancaster Town Hall Auditorium, 25 Main Street, Town of Lancaster.**
4. BIDPA put out an RFP for the development of a road on the property they purchased on East Milan Road as well as management services for dry camping during the RZR event in September. A copy of the request for proposals is attached.
5. On July 12, 2016, City Clerk Elaine Riendeau spoke with Pastor John Holt regarding the Community Bible Academy allowing the City to use 593 Sullivan Street as a polling location for elections. John Holt is the new Church's new Pastor. Elaine reviewed Mr. Santy's security concerns as outlined in his February 18, 2016 letter to the City, and Pastor John stated that he is willing to allow the City to continue using the first floor as a polling location. He stated that he can secure the classroom area from the polling location. Therefore, at this time the polling locations for elections remain as the Rec Center, St. Anne's Hall and Community Bible Academy.
6. Floor policies for the 2017-2018 NHMA Legislative Policy Conference are due by August 12th. If anyone has an issue that would merit legislative action, this would be the time to submit it for inclusion. NHMA's policy proposals will come to the Council for their recommended action prior to the September 23rd Policy Conference. Tom McCue is the City's representative at the conference.
7. There will be Storytelling and a Free Book Giveaway on Wednesday, August 10 at 1:00 p.m. at the Berlin Recreation Center. The Children's Literacy Foundation (CLIF) will be giving away two books per child in attendance to take home and keep.
8. NHMA put out the "Final Legislative Bulletin" on July 29th which summarizes new laws that have an effect on municipalities throughout the State. The bulletin is at <https://www.nhmunicipal.org/Resources/LegislativeBulletin/116>
9. The Public Works Activity Report is attached.

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

10. Mayor's Report
 - 10.a. NH Rail Transit Authority Advisory Board Appointment

Mayor Grenier stated that he would like to propose the appointment of Representative Robert Theberge to the NH Rail Transit Authority Advisory Board to represent the interests of the City of Berlin. This position will have no time limit.

Councilor Rozek moved with a second by Councilor Otis to accept the Mayor's appointment of Representative Roberge Theberge to the NH Rail Transit Authority Advisory Board and to further authorize the City Manager to send a letter confirming his appointment. So moved, the motion carried.

11. PUBLIC COMMENTS – There were none

12. Council Comments

Councilor Gentili stated on Friday, August 5th at 12:00 pm there will be a ribbon cutting ceremony at the new Hope for Recovery Center. He believes that Senator Ayotte may be present at the ceremony.

Councilor Rozek stated that the Public Safety Committee met today at 4:30 pm and have planned the next meeting for September 19th at 5:30 pm. He will present the Mayor and Council the Committee's findings at the August 15, 2016 meeting.

Councilor Rozek thanked all those working the ATV Festival. Councilor Nelson stated the Chamber estimates that this year's event will be the biggest to date. Councilor Morgan Allain asked if there will be any dry camping available at the Festival. Councilor Nelson said that there are a few sites being rented.

13. Adjournment

There being no further business before the Mayor and Council, Councilor Rozek moved with a second by Councilor Nelson to adjourn the regular meeting. So moved, the motion carried and Mayor Grenier declared the regular meeting adjourned at approximately 8:16 P.M.

A True Record, Attest:
Elaine Riendeau
City Clerk