

## **CITY COUNCIL MEETING – Monday, December 17, 2018**

Mayor Grenier called the Regular City Council Meeting to order at approximately 7:20 p.m. in the Council Chambers.

### **Regular Meeting**

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

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

Present: Mayor Grenier, Councilors Otis, Morgan Allain, Gentili, Higbee, Rozek, and Theberge.

Absent: Councilors Remillard and Berthiaume

Also present: Jim Wheeler, Susan Tremblay, Pamela Laflamme, Shelli Fortin, and Barbara Tetreault, Berlin Daily Sun

c. Councilor Otis moved with a second by Councilor Morgan Allain to accept the minutes of the December 3, 2018 Work Session and Regular Meeting, and the December 10, 2018 Work Session. So moved, the motion carried.

### **Disbursements:**

There was no disbursement report available.

**PUBLIC COMMENTS** – There were none.

### **UNFINISHED BUSINESS**

1. Council Committee Reports – There were none.
2. Resolution 2018-28 Coos County Family Health CDBG \$500,000 (tabled 12/3/2018)  
Will be handled after the public hearing.

### **NEW BUSINESS**

3. Resolution 2019-01 Accepting up to \$250,000 Nellie Mae Grant for School Department (1<sup>st</sup> read)  
Councilor Otis moved, with a second by Councilor Morgan Allain to table the Resolution and schedule a public hearing for January 7, 2019. So moved, the motion carried.
4. Resolution 2019-02 Accepting \$5,000 from Domino's for Pothole Repair (1<sup>st</sup> read)  
Councilor Higbee moved, with a second by Councilor Morgan Allain to table the Resolution and schedule a public hearing for January 7, 2019. So moved, the motion carried.
5. City Manager's Report
  1. We received three bids for the Napert Pumping Station Control Panel Replacement project. They are as follows: Wilson Controls from Lee, NH, \$20,850; Electrical Installations from Scarborough, ME, \$34,000; and I&C Systems Engineering from Moultonborough, NH, \$38,488. We are currently contacting references and conducting other due diligence on the low bidder before finalizing an award.
  2. Hayley Lapointe, meteorologist at WMUR, was at the Berlin Public Library on Thursday, December 6, talking all things weather. There were 27 children and 39 adults who attended. Haley read Cloudy with a Chance of Meatballs by Judi Barrett. Each child left with a Yankee Weather Worm. She drove herself to this event without a camera crew so this visit will not air on TV, but she did ask to be invited back again!
  3. A Point of Dispensing set-up exercise is tentatively scheduled for 04/13/2019 at Berlin High School. The disaster preparedness exercise will involve setting up the school as a location for medication dispensing

and running through the dispensing process. The local authority engaged in the planning and execution of the event is the Fire Chief as the Emergency Management Director.

4. On December 24<sup>th</sup>, the Fire Department will be hosting a toy giveaway in conjunction with Recycled Percussion at the Fire Department from noon until 3:00 pm.
5. There will be a free class called "Stop the Bleed" at the Medallion Opera House, Wednesday, January 16<sup>th</sup> from 6:00-9:00 pm. Learn to recognize life-threatening bleeding and how to stop the bleed if someone is injured. The training is being organized by the North Country Health Consortium and the North Country Health Network. Anyone interested in attending can register at <http://bit.ly/BCON-Jan16>.
6. DOT has informed us that they will be doing signage improvement projects in communities in District 1 including Route 16 and Route 110 in Berlin. The project is intended to increase safety by updating all horizontal curve signs on state owned roadways (outside the urban compact) to meet federal standards. Signage will be updated in 2019 and 2020.
7. Attached is an article about **Pay as you Throw** trash programs in NH. This article was provided by Eric Grenier, Public Works Director, who is considering potential changes to our solid waste handling system. He will come before the Mayor and Council on a future date to present potential options.
8. The North Country Council Regional Planning Commission has announced that it is beginning the process of developing the 2020 Regional Transportation Plan. More information can be found at: <http://www.nccouncil.org/2020-regional-transportation-plan/>. When visiting the website you can subscribe to Regional Transportation Plan updates.
9. On December 11, 2018, US Transportation Secretary Elaine L. Chao announced \$1.5 billion in discretionary grant funding to 91 projects in 49 states and the District of Columbia. These projects fall under the BUILD transportation grant program for 2018 projects. The 2019 grant round has not yet been announced but with these awards, we expect we will hear soon. When it is announced, we expect to recommend an application for the 2019 round for the Downtown Snowmelt Project. The grant awards can be viewed at: <https://www.transportation.gov/briefing-room/us-transportation-secretary-elaine-l-chao-announces-15-billion-build-transportation>.
10. PWD Report is attached.
11. FD Report is attached.

Councilor Rozek moved with a second from Councilor Higbee to accept the City Manager's Report and place it on file.

Councilor Rozek asked if the low bidder for the Napert Pumping Station Control Panel Replacement project uses controls that can be serviced by any vendor and City Manager Wheeler advised that they do.

So moved, the motion carried.

Councilor Higbee moved with a second from Councilor Morgan Allain to recess the regular meeting for the public hearing on Resolution 2018-28. So moved, the motion carried.

## **PUBLIC HEARING**

Resolution 2018-28 Coos County Family Health CDBG  
(Informational packets available)

## **Mayor Grenier Opened the Public Hearing on Proposed Coos County Family Health Services Expansion at 7:33 pm**

Pamela Laflamme advised that the Community Development Block Grant funds are available to municipalities through the NH Community Development Finance Authority. Up to \$500,000 annually is available on a

competitive basis for public facility and housing projects, up to \$500,000 for economic development projects and up to \$500,000 for emergency activities. All projects must directly benefit low and moderate income persons. Up to \$12,000 per study is available for Planning Grants.

A proposed application to the Community Development Finance Authority for up to \$500,000 in Community Development Block Grant funds for an expansion of the Coos County Family Health Services facility at 133 Pleasant Street in Berlin. Coos County Family Health serves primarily low and moderate income persons.

This project conforms with Berlin's Housing and Community Development Plan's Goal of Continued Development of Medical Center and other Non-Profit Service Agencies – Assist Non-Profit services agencies in expansion, consolidation, and relocation efforts.

PUBLIC COMMENTS – There were no public comments.

**Mayor Grenier Closed the Public Hearing at 7:35 pm.**

**Mayor Grenier Opened the Public Hearing on the Residential Antidisplacement and Relocation Assistance Plan at 7:35 pm.**

Although this project does not involve any displacement or relocation of persons (or businesses), if the City were to undertake a CDBG project which involved displacement or relocation they would follow this plan. The plan outlines the measures they would take to find comparable, suitable housing for persons (or businesses) displaced or relocated.

PUBLIC COMMENT – There were no public comments.

**Mayor Grenier Closed the Public Hearing at 7:36 pm.**

Councilor Higbee moved with a second from Councilor Morgan Allain to adopt the Antidisplacement and Relocation Assistance Plan and approve the submittal of the Coos County Family Health Services Expansion CDBG application authorizing the City Manager to sign and submit the application, and upon approval of the CDBG application, authorizing the City Manager to execute any documents which may be necessary to effectuate the CDBG contract and any amendments thereto. So moved, the motion carried.

Councilor Morgan Allain moved with a second from Councilor Higbee to resume the regular meeting. So moved, the motion carried.

## **UNFINISHED BUSINESS**

### **2.     Resolution 2018-28 Coos County Family Health CDBG \$500,000 (tabled 12/3/18)**

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

Councilor Higbee moved, with a second by Councilor Theberge, to read Resolution 2018-28 by short title for a second time. So moved, the motion carried.

Councilor Higbee moved, with a second by Councilor Morgan Allain, to read Resolution 2018-28 for a third time by short title. So moved, the motion carried.

Councilor Higbee moved, with a second by Councilor Morgan Allain that Resolution 2018-28 be passed. There was no discussion. So moved, the motion passed.

## **NEW BUSINESS**

### **6.     Mayor's Report**

Mayor Grenier advised that last Wednesday at the Coos County Commissioner's meeting, they voted to approve a CDBG grant application for 121 Main Street in Berlin.

a. Appointment Housing Authority

Councilor Rozek moved with a second from Councilor Higbee to nominate Margaret McClellan to serve as Commissioner for the Berlin Housing Authority with a term to expire on December 31, 2023. So moved, the motion carried.

b. Proclamation

Mayor Grenier read and signed the Proclamation for Jeanne Charest, APRN.

**WHEREAS,** Jeanne Charest has served the children and families of Berlin and surrounding communities with Coos County Family Health Services for nearly 40 years; and

**WHEREAS,** Jeanne Charest, being one of the first Pediatric Nurse Practitioners in the State of New Hampshire, advocated for the recognition and advancement of Advanced Practice Registered Nurses; and

**WHEREAS,** Jeanne Charest served for several decades as the Clinical Coordinator for the North Country Neuromotor Program, a clinic for children and young adults with developmental disabilities which brought specialty pediatric services to our remote area; and

**WHEREAS,** Jeanne Charest consistently has taken time from her personal life to attend school meetings for the children in her care to advocate on their behalf, working closely with educators and administrators to ensure that children receive the educational services they are entitled to; and

**WHEREAS,** Jeanne Charest served on the New Hampshire Board of Nursing, the American Cancer Society Board of Directors, as a Clinical Instructor for APRN, Physician Assistant and Nursing Students; provided consultation and educational programs for the Tri-County Head Start Program; and was a member of the Board of Directors at Androscoggin Valley Hospital; and

**WHEREAS,** citizens are invited to honor Jeanne Charest at a reception at Coos County Family Health Services Administrative Office at 54 Willow Street in Berlin on Wednesday, December 19, 2018 from 4:00-6:00 pm.

**NOW, THEREFORE,** be it proclaimed that the Mayor and Council of the City of Berlin do hereby recognize and thank Jeanne Charest, APRN for her selfless dedication to her patients, and for exemplifying the skills, knowledge, and values of her profession as a model for all who will follow.

**NOW, THEREFORE,** I have hereunto set my hand and the seal of the Great City of Berlin, New Hampshire on this 17th of December in the year of our Lord, 2018.

7. PUBLIC COMMENTS – There were none.

8. Council Comments – Councilor Morgan Allain reminded the Council that there would be no Council Meetings on December 24, 2018 or December 31, 2018. Mayor Grenier advised a special meeting may be needed if the Board of Assessors make a decision concerning the property values.

**9. Adjournment**

At approximately 7:46 p.m. Councilor Rozek moved with a second by Councilor Higbee to adjourn the regular meeting. 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.