

## **CITY COUNCIL MEETING – Monday, February 18, 2019**

Mayor Grenier called the Regular City Council Meeting to order at approximately 7:17 p.m. in the Council Chambers.

### **Regular Meeting**

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

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

Present: Mayor Grenier, Councilors Remillard, Otis, Gentili, Higbee, Rozek, and Theberge

Absent: Councilors Morgan Allain and Berthiaume

Also present: Jim Wheeler, Shelli Fortin, Claire Stiles, Tiffany Hale, and Barbara Tetreault, Berlin Daily Sun

**c.** Councilor Remillard moved, with a second by Councilor Otis, to accept the minutes of the February 4, 2019 Regular Meeting and Work Session and February 11, 2019 Work Session. So moved, the motion carried.

### **Disbursements:**

Disbursement Summary Draft #1832 start date 02/02/2019 end date 02/18/2019 for a total cash disbursement of \$1,052,626.30. Councilor Theberge 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 carried.

**PUBLIC COMMENTS** – There were no public comments.

### **NEW BUSINESS**

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

1. BIDPA has chosen Camoin Associates of Saratoga Springs, NY to be their Economic Development and Marketing Strategy consultant in response to BIDPA's RFP for these services. As soon as a contract is formalized, Camoin expects to begin their work.
2. Jarad Vartanian and Bob Vachon of Vachon and Clukay will be attending the February 25, 2019 Work Session to present the FY18 audit.
3. Ancestry (Library edition) is now available to patrons of the Berlin Library to do genealogy. This program is not accessible remotely; however EBSCO, and Heritage Quest can be accessed from home computers. Login information can be obtained from the library.
4. At their meeting of February 7<sup>th</sup>, 2019, the Governor and Council re-appointed Mayor Grenier to the Assessing Standards Board. I will participate regularly as the Mayor's designee.
5. On Friday, March 1, 2019, the Berlin Police Department will begin using an Automated Attendant system on the PD's phone system. The Department purchased a new phone system in July 2018 to replace their outdated and failing system. The new system allows for better call quality and system dependability. In addition, the Automated Attendant will allow for quicker and more streamlined call handling. Beginning at 8:00 am on 3/1, upon calling the Berlin Police Department's primary line (603-752-3131), callers will receive an automated message instructing them to dial 0 if it is an emergency or they need to speak with the dispatcher. There will be other options for the prosecutor, records, administration, a dial by name directory, and an anonymous tip line. If a caller is unable to or doesn't choose one to dial, it will default to the dispatcher. The PD assures that emergency calls will continue to be answered in a timely manner.
6. Berlin Emergency Medical Services (BEMS) submitted their annual report which is attached for your review.
7. The Public Works Activity Report is attached.

8. PD Statistics are attached.

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

Councilor Remillard asked about the EMS study and if it was done. City Manager Wheeler advised that they just returned another draft with comments and expect the final draft within the next week.

So moved, the motion carried.

## **7. Mayor's Report**

The Mayor advised there was nothing to report.

**8. PUBLIC COMMENTS** – Tiffany Hale introduced herself to the Mayor and Council, as she is the new alternate member on the Zoning Board. Councilor Higbee advised the Council that Ms. Hale is familiar with the snowmelt system in Michigan. Ms. Hale commented that in looking over the snowmelt information available, it appears that the system will save money, provide convenience, and reduce liability for the city.

Councilor Rozek moved, with a second from Councilor Otis, to suspend the regular meeting to hold the scheduled Public Hearing.

## **Public Hearing**

Mayor Grenier opened the Public Hearing at 7:30 pm for Resolution 2019-04 Authorizing an Application to the NH Department of Safety for \$5,000.00 to Update the Emergency Operations Plan. There were no public comments. Mayor Grenier closed the public hearing at 7:31 pm.

Mayor Grenier opened the Public Hearing at 7:31 pm for Resolution 2019-05 Authorizing Funding for Sidewalk Tractor. There were no public comments. Mayor Grenier closed the Public Hearing at 7:31 pm.

Councilor Rozek moved, with a second from Councilor Otis, to resume the regular meeting.

## **UNFINISHED BUSINESS**

### **1. Resolution 2019-04 Authorizing an Application to the NH Department of Safety for \$5,000.00 to Update the Emergency Operations Plan (tabled 02/04/2019)**

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

Councilor Remillard moved, with a second by Councilor Otis, to read Resolution 2019-04 by short title for a second time. So moved, the motion carried.

Councilor Remillard moved, with a second by Councilor Otis, to read Resolution 2019-04 for a third time by short title. So moved, the motion carried.

Councilor Remillard moved, with a second by Councilor Otis, that Resolution 2019-04 be passed. So moved, the motion passed.

### **2. Resolution 2019-05 Authorizing Funding for Sidewalk Tractor (tabled 02/04/2019)**

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

Councilor Remillard moved, with a second by Councilor Otis, to read Resolution 2019-05 by short title for a second time. So moved, the motion carried.

Councilor Remillard moved, with a second by Councilor Otis, to read Resolution 2019-05 by short title for a third time. So moved, the motion carried.

Councilor Remillard moved, with a second by Councilor Otis, that Resolution 2019-05 be passed. There was no discussion. A roll call vote was taken. Councilor Higbee - Aye, Councilor Rozek – Aye, Councilor Theberge – Aye, Councilor Remillard –Aye, Councilor Otis – Aye, Councilor Gentili – Aye, Mayor Grenier – Aye. The motion passed.

**3.** Council Committee Reports – There were no council committee reports.

## **NEW BUSINESS**

**9.** Council Comments

Councilor Theberge advised that he received a complaint about pedestrians having to walk in the roadway on Mason Street and on the East Mason Street bridges due to snow machines. Councilor Theberge suggested using the old railroad tracks that start by Willow Street for the snow machines to travel through the city instead of the sidewalks. Mayor Grenier advised that this is part of the state trail system and that snow machines must yield the right-of-way to pedestrians. Changing the trail would require contacting the Trails Bureau. Councilor Higbee advised that the issue may be more due to the weather this year than the snow machines, and suggested that the sidewalk on the opposite side be kept well plowed for pedestrians. Councilor Gentili advised that if there is an alternative available, it should be looked into, but if it is not available, then the snow machine trail should stay as it is. Mayor Grenier suggested that the person making the complaint should write a letter to the Council.

**10.** Adjournment

At approximately 7:44 p.m. Councilor Rozek moved with a second by Councilor Theberge 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.