

## **CITY COUNCIL MEETING – Monday, December 2, 2019**

Mayor Grenier called the Regular City Council Meeting to order at approximately 8:20 p.m. in the Council Chambers.

### **Public Hearing**

Mayor Grenier opened the Public Hearing at 8:20 pm for Resolution 2019-29 Appropriating City Capital Projects. There were no public comments. Mayor Grenier closed the Public Hearing at 8:20 pm.

Mayor Grenier opened the Public Hearing at 8:20 pm for Resolution 2019-30 John Deere Standardization. There were no public comments. Mayor Grenier closed the Public Hearing at 8:21 pm.

Mayor Grenier opened the Public Hearing at 8:21 pm for Resolution 2019-31 Sewer Fund Loader. There were no public comments. Mayor Grenier closed the Public Hearing at 8:21 pm.

### **Regular Meeting**

**a.** Pledge of Allegiance

**b.** Roll Call

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

Absent: None

Also present: James Wheeler, Susan Tremblay, Shelli Fortin, Julie King, Scott Losier, Louise Valliere, Jamie Welch, Gina Welch, and Barbara Tetreault, Berlin Daily Sun.

**c.** Councilor Remillard moved, with a second by Councilor Otis, to accept the minutes of the November 18, 2019 Regular Meeting and Work Session. So moved, the motion carried.

### **Disbursements:**

Disbursement Summary Draft #1852 start date 11/19/2019 end date 12/02/2019 for a total cash disbursement of \$2,725,583.82. Councilor Theberge moved with a second by Councilor Berthiaume 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.

### **UNFINISHED BUSINESS**

1. Council Committee Reports - There were no Council Committee reports.
2. Resolution 2019-29 Appropriating City Capital Projects (tabled 11/18/2019)

In the Year of Our Lord Two Thousand Nineteen

**A RESOLUTION** re-appropriating One Hundred Twelve Thousand, Six Hundred Sixty-Five Dollars and Forty-Two Cents (\$112,665.42) from FY20 CI-PW Street and Sidewalk Replacement Account 01-480-962-0011 to FY20 CI-PW Equipment Replacement Account 01-480-962-0004 and additionally re-appropriating One Hundred Thirty Thousand, Four Hundred Eighteen Dollars (\$130,418.00) from FY20 CI-PW Street and Sidewalk Replacement Account 01-480-962-0011 to FY20 School Department Salaries Account 01-460-100-0000 and School Department Fringe Benefits/Fixed Expenses Account 01-460-200-0000.

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

Whereas, the City is in need of replacing two Salt Trucks with Wings and Plows and three Loaders with Wings and Plows; and

Whereas, the loader purchase was not anticipated in the FY20 Budget Planning, and

Whereas, two of the loaders will be funded through the General Fund and one loader will be funded through the Sewer Fund (by separate resolution); and

Whereas, the FY20 Budget includes the following Public Works Equipment Related line items:

01-480-962-0004	FY FY20 CI-PW Equipment Replacement	\$190,000.00
01-480-962-0019	FY20 CI-PW Loader Refurbish	\$45,000.00
01-495-995-1205	FY19 CI-PW Loader Refurbish	\$45,000.00
01-495-995-1203	FY19 CI-PW Equipment Replacement	\$54,699.00
	Totaling	\$334,699.00

Whereas, the City will incur the following capital expenses for Public Works Equipment:

1 Sidewalk Tractor Payment	-\$28,027.97
1 Ford F550	-\$54,699.00
1 Loader Transmission Payment	-\$28,797.36
2 Salt Trucks	-\$200,800.00
Wings & Plows (for 2 Salt Trucks)	-\$71,254.00
2 Loaders Payment No. 1	-\$63,786.09
Totaling	-\$447,364.42

Whereas, the net difference between the above appropriations and expenses is \$112,665.42 and by re-appropriating this amount to CI-PW Equipment Replacement Account 01-480-962-0004 the total of all appropriations for Public Works Equipment will be \$447,364.42 and this total shall be expended on the items listed in this Resolution; and

Whereas, the School Department is in need of additional funding for an administrator position and a school nurse position totaling \$130,418.00 with \$78,936.00 being re-appropriated to Salaries and \$51,483.00 being re-appropriated to Fringe Benefits/Fixed Expenses; and

Whereas, the resulting new totals for Account 01-460-100-0000 Salaries and 01-460-200-0000 Fringe Benefits/Fixed Expenses will be \$9,963,485.00 and \$5,050,375.00 respectively.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Berlin, NH that \$112,665.42 is hereby re-appropriated from FY20 CI-PW Street and Sidewalk Replacement Account 01-480-962-0011 to FY20 CI-PW Equipment Replacement Account 01-480-962-0004 and \$130,418.00 is re-appropriated from FY20 CI-PW Street and Sidewalk Replacement Account 01-480-962-0011 to FY20 School Department Salaries Account 01-460-100-0000 and Fringe Benefits/Fixed Expenses Account 01-460-200-0000.

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

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

Councilor Higbee moved, with a second by Councilor Morgan, to read Resolution 2019-29 by short title for a second time. So moved, the motion carried.

Councilor Higbee moved, with a second by Councilor Morgan, to read Resolution 2019-29 by short title for a third time. So moved, the motion carried.

Councilor Higbee moved, with a second by Councilor Morgan, that Resolution 2019-29 be passed. A roll call vote was taken. Councilor Higbee - Yes, Councilor Rozek – Yes, Councilor Berthiaume – Yes, Councilor Theberge – Yes, Councilor Remillard – Yes, Councilor Otis – Yes, Councilor Morgan Allain – Yes, Councilor Gentili – Yes, Mayor Grenier – Yes. The motion passed.

**3. Resolution 2019-30 John Deere Standardization (tabled 11/18/2019)**

In the Year of Our Lord Two Thousand Nineteen

**A RESOLUTION** formalizing the City's intent to standardize the procurement and use of John Deere Loaders for the purpose of plowing snow and other Public Works Dept. functions.

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

Whereas, the City standardize on John Deere Loaders in 2003 for reasons including but not limited to:

The benefits of standardizing include the following:

- Standardized stocking of parts
- Standardized maintenance activities
- Attachment interchangeability between loaders
- Operator familiarity with all pieces of equipment
- Automated Differential Locking System, and

Whereas, the City views the benefits of standardization on John Deere Loaders to be in the best overall interest of the City; and

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Berlin, NH that the procurement and use of John Deere Loaders for the purpose of snow and ice removal, underground utility maintenance and other Public Works Dept. related functions is in the best interest of the City.

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

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

Councilor Berthiaume moved, with a second by Councilor Higbee, to read Resolution 2019-30 by short title for a second time. So moved, the motion carried.

Councilor Berthiaume moved, with a second by Councilor Higbee, to read Resolution 2019-30 by short title for a third time. So moved, the motion carried.

Councilor Berthiaume moved, with a second by Councilor Higbee, that Resolution 2019-30 be passed. So moved, the motion passed.

**4. Resolution 2019-31 Sewer Fund Loader**

In the Year of Our Lord Two Thousand Nineteen

**A RESOLUTION** appropriating Thirty One Thousand, Eight Hundred Ninety-Three Dollars and Four Cents (\$31,893.04) from the Sewer User Undesignated Fund Balance to pay the annual lease payment for one of three new John Deere Loaders that will be operated by the Public Works Department.

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

Whereas, the City is in need of replacing three loaders with wings and plows, which was not anticipated in the FY20 Budget Planning; and

Whereas, two of the loaders will be funded through the General Fund (by separate resolution) and one loader will be funded through the Sewer Fund; and

Whereas, the annual lease payment for one loader is \$31,893.04.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Berlin, NH that Thirty One Thousand, Eight Hundred Ninety-Three Dollars and Four Cents (\$31,893.04) is hereby appropriated from the Sewer User Undesignated Fund Balance to pay the lease payment for one of three new John Deere Loaders that will be operated by the Public Works Department.

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

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

Councilor Berthiaume moved, with a second by Councilor Higbee, to read Resolution 2019-31 by short title for a second time. So moved, the motion carried.

Councilor Berthiaume moved, with a second by Councilor Higbee, to read Resolution 2019-31 by short title for a third time. So moved, the motion carried.

Councilor Berthiaume moved, with a second by Councilor Higbee, that Resolution 2019-31 be passed. A roll call vote was taken. Councilor Higbee - Yes, Councilor Rozek – Yes, Councilor Berthiaume – Yes, Councilor Theberge – Yes, Councilor Remillard – Yes, Councilor Otis – Yes, Councilor Morgan Allain – Yes, Councilor Gentili – Yes, Mayor Grenier – Yes. The motion passed.

**NEW BUSINESS**

**5.** Resolution 2019-32 Authorizing Application to Assistance to Firefighters Grant for the Replacement of Self-Contained Breathing Apparatus (SCBA) (1<sup>st</sup> read)

Councilor Theberge moved, with a second by Councilor Morgan to table the Resolution and schedule a public hearing for December 16, 2019. So moved, the motion carried.

Councilor Rozek noted that the acronym for Self-Contained Breathing Apparatus was typed incorrectly. This will be corrected.

**6.** Resolution 2019-33 Authorizing Application to FEMA Emergency Management Performance Grant for a Mobile Repeater (1<sup>st</sup> read)

Councilor Berthiaume moved, with a second by Councilor Higbee to table the Resolution and schedule a public hearing for December 16, 2019. So moved, the motion carried.

**7.** Resolution 2019-34 Authorizing Application to Assistance to Firefighters Grant for Replacement of Engine 3 (1<sup>st</sup> read)

Councilor Higbee moved, with a second by Councilor Morgan to table the Resolution and schedule a public hearing for December 16, 2019. So moved, the motion carried.

**8. City Manager's Report**

1. Pam Laflamme was elected to the NHMA Board of Directors for a three year term beginning January 1, 2020. The Board manages the business and affairs of the NHMA and sets NHMA policy.
2. Denise Jensen retired from the Library with her last day being November 27th. Denise had a 24 year career with the Library, and had been the Director since July of 2002. We wish Denise a happy and healthy retirement. Candidates have been interviewed for the position and a new Head Librarian should be in place soon.
3. At their meeting of November 21st, the AVRDD voted to reduce tipping fees for municipalities from \$67 per ton to \$60 per ton. This should result in an approximate savings to the City of approximately \$25,000 annual for MSW and \$8,500 for sanitary sludge.
4. NHDES did a field review of the Dummer Yard Landfill facility on November 21, 2019. They were accompanied by Jon Goodreau and Ben Hall. NHDES is reviewing the facility and closure operations.
5. A follow up life safety and health inspection will occur at 469 Hillsboro Street within the next several days.
6. We have been notified that 2 of the 3 new loaders are currently being shipped to the Nortrax facility in Pembroke where they will be met by Craig personnel for plow and wing installation.

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

**9. Mayor's Report**

- a. Mayor Grenier thanked the Chamber of Commerce for a job well done on the Parade of Lights.
- b. Mayor Grenier advised the Council that the public hearing for the FY20 Coos County Budget will be at the county nursing home in West Stewartstown on Saturday at 10:00 am.

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

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

**5. Council Comments –**

Councilor Morgan asked about the meeting schedule during the holidays. Mayor Grenier advised there will be no meeting on December 30, and a meeting will be held on December 23 unless there is nothing pressing.

**6. Adjournment**

At approximately 8:46 p.m. Councilor Rozek moved with a second by Councilor Berthiaume 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.