

## **CITY COUNCIL MEETING – Monday, March 2, 2020**

Mayor Grenier called the Regular City Council Meeting to order at approximately 7:48 p.m. in the Council Chambers.

### **Public Hearing**

Mayor Grenier opened the Public Hearing at 7:48 pm for Ordinance 2020-02 Amending Fire Inspection Fees. There were no public comments. Mayor Grenier closed the Public Hearing at 7:48 pm.

### **Regular Meeting**

**a.** Pledge of Allegiance

**b.** Roll Call

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

Absent: None

Also present: James Wheeler, Susan Tremblay, Deputy Chief Daniel Buteau, Shelli Fortin, Richard Laflamme, Gina Welch, Jamie Welch, Jan Zicha, and Barbara Tetreault, Berlin Daily Sun.

**c.** Councilor Remillard moved, with a second by Councilor Otis, to accept the minutes of the February 17, 2020 Regular Meeting and Work Session, and the February 24, 2020 Work Session. So moved, the motion carried.

### **Disbursements:**

Disbursement Summary Draft #1858 start date 02/15/2020 end date 03/02/2020 for a total cash disbursement of \$1,564,681.33. 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 –**

Richard Laflamme of 128 Jasper Street stated that at one of the last sessions someone was allowed to speak longer than 5 minutes and wondered why. Laflamme also stated that he sent a registered letter to City Manager Wheeler asking what he was doing to reduce taxes and has not received a response.

Jan Zicha of 255 Pleasant Street stated that it is an interesting idea to use steam from the Biomass plant for heat and that it would be economical to hook up to it.

### **UNFINISHED BUSINESS**

1. Ordinance 2020-02 Amending Fire Inspection Fees (tabled 2/17/2020)

In the year of our Lord Two Thousand Twenty

**AN ORDINANCE** amending the CODE OF ORDINANCES, Chapter 6. Fire, ARTICLE III, Standards, Division 5, Fees and Charges.

**Be it ordained by the City Council of the City of Berlin, as follows:**

The CODE OF ORDINANCES, Chapter 6. Fire, ARTICLE III, Standards, Division 5, Fees and Charges is hereby amended by including a specific fire inspection fee for L.P Gas Tank Changeovers of \$10.00, changing the L.P Gas Installation fee from \$75.00 to \$30.00, and changing the fee for LP Gas tank re-inspections from \$45.00 to \$10.00.

Sec. 6-141. Fees charged by the Fire Department for specific services shall be as follows:

### **FIRE INSPECTION AND FALSE ALARM FEES**

Oil Burner (residential)	\$30.00
Oil Burner (commercial)	165.00
Propane Furnace (residential)	\$30.00
Propane Furnace (commercial)	150.00
Underground Storage Tank (up to 500 gal.)	37.50
Underground Storage Tank (>500 gal.)	150.00
L.P. Gas Installation	\$30.00
L.P. Gas Tank Changeover	\$10.00
Place of Assembly	45.00
Family Day Care Homes (1-6 children)	41.25
Group Day Care Homes (7-12 children)	60.00
Day Care Centers (13+ children)	82.50
Foster Care Inspection	41.25
New Construction	75.00
Industrial	150.00
Multi-Family	112.50
Re-Inspection fee for LP Gas	\$10.00 per occurrence
Re-inspection fee all but LP Gas	45.00 per occurrence
False Alarm (second occurrence within Cal. Year)	150.00
False Alarm ( subsequent occurrence within Cal. Year)	300.00

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

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 amend Ordinance 2020-02 in accordance with Ordinance 2020-02-R-1. Charges for LP Gas Installation will be changed from \$75 to \$30, LP Gas Changeover to \$10, and LP Re-inspection Fee to \$10. So moved, the motion carried.

Councilor Remillard moved, with a second by Councilor Otis, to read Ordinance 2020-02 by short title for a second time. So moved, the motion carried.

Councilor Remillard moved, with a second by Councilor Otis, to read Ordinance 2020-02 by short title for a third time. So moved, the motion carried.

Councilor Remillard moved, with a second by Councilor Otis, that Ordinance 2020-02 as amended be passed. So moved, the motion passed.

## 2. Council Committee Reports

There were no Council committee reports.

## NEW BUSINESS

### 3. Resolution 2020-05 Authorizing Grant Application from NH Department of Safety Opioid Abuse Reduction Initiative (1<sup>st</sup> read)

Councilor Berthiaume moved, with a second by Councilor Morgan to table the Resolution and schedule a public hearing for March 16, 2020. So moved, the motion carried.

### 4. Resolution 2020-06 Authorizing Grant Application from Homeland Security for ILO Program (1<sup>st</sup> read)

Councilor Higbee moved, with a second by Councilor Morgan to table the Resolution and schedule a public hearing for March 16, 2020. So moved, the motion carried.

**5. Resolution 2020-07 Authorizing Grant Application from NHDOJ for Byrne JAG (1<sup>st</sup> read)**

Councilor Remillard moved, with a second by Councilor Otis to table the Resolution and schedule a public hearing for March 16, 2020. So moved, the motion carried.

**6. Resolution 2020-08 Authorizing Grant Application from NH Highway Safety Agency for Highway Safety Projects (1<sup>st</sup> read)**

Councilor Berthiaume moved, with a second by Councilor Higbee to table the Resolution and schedule a public hearing for March 16, 2020. So moved, the motion carried.

**7. Resolution 2020-09 Authorizing Grant Application from Fish & Game for OHRV Patrols (1<sup>st</sup> read)**

Councilor Remillard moved, with a second by Councilor Otis to table the Resolution and schedule a public hearing for March 16, 2020. So moved, the motion carried.

**8. City Manager's Report**

1. The Division of Motor Vehicles has entered into a lease agreement for 5,500 square feet of office space. The space is located in Gorham and the lease runs through October 31, 2024.
2. NHMA will be holding FREE workshops for both veteran and new municipal officials and employees of NHMA member municipalities. Presented by NHMA's Legal Services attorneys, these workshops will include topics such as the Right-to-Know Law, ethics and conflicts, running effective meetings, town governance, municipal roads, budget and finance and more. Councilor Higbee has signed up for the May 28<sup>th</sup> session in Sugar Hill.

**DATES & LOCATIONS 9:00 a.m. - 4:00 p.m.**

April 7 - Concord (NHMA)

April 21 - Newington (Town Hall)

May 19 - Peterborough (Community Center)

May 28 - Sugar Hill (Meeting House)

3. BEMS has submitted their annual report for 2019. They report an increase of 97 calls which is approximately a 5% increase over 2018. The full report is attached.
4. The Jericho Warming Hut had great visitor ship during the 2019 summer. Guestbook comments about the warming hut and Jericho ATV trails were very positive. Visitors who signed the guest book were from 40 different states and 7 countries. Visitors to the park are estimated to be in the range of 23,000 for the 2019 summer season. The 2019 Summer Season Visitor Analysis is attached.
5. DOT has informed us that Jericho Lake Road is tentatively scheduled for a full width ¾" paver shim from Route 110 to the ATV Park parking area during the upcoming construction season.
6. Like everyone else, we are monitoring the spread of the coronavirus. To date, the conventional best advice seems to be to take the same steps as one would to avoid or minimize the effect of the common flu, including getting vaccinated. There is more information on the website of the North Country Health Consortium at: <http://www.nchcnh.org/news.php>.
7. PWD 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 Morgan asked if the DMV will be leasing the same space they are currently in and City Manager Wheeler advised they will be.

So moved, the motion carried.

## 6. Mayor's Report

a. Mayor Grenier advised that he received a letter from Brian Valerino requesting to serve on the Planning Board. Also, a letter was received from Pamela Laflamme in reference to Planning and Zoning Board appointments.

Dear Mayor Grenier,

Please accept this letter of intent from me to serve on the Berlin Planning Board. I am very interested in the position, and I hope that if I am selected to serve in that capacity, I will have a positive effect in the community. I strongly feel that the City of Berlin is headed in the right direction, and I would like to be part of that success. I thank you for your consideration in this matter.

Respectfully,  
Brian L. Valerino

Mayor Grenier & City Council:

During the month of April, terms for Planning Board and Zoning Board members need to be renewed. Both board recently reviewed expiring terms of the membership. The following Planning Board members all wish to continue serving on the board for new three year terms:

- **Lori Langlois** – Three-year to run from May 2020 until April 30, 2023, regular board member.
- **Richard Cassidy** – Three-year term to run from May 2020 until April 30, 2023, alternate board member.
- **Lane Strahan** – Three-year term to run from May 2020 until April 30, 2023, regular board member.

**Lise Barrette** is our new ex-officio voting member to the Planning Board appointed as the City Manager's designee per state statute. The Council does need to affirm this appointment. Lise would be starting at the March meeting.

Both Aline Boucher and Greg Estrella have stepped down from the Planning Board effective immediately. Both Aline and Greg have been long standing members of the board and their insights and input will be missed by staff and board members.

Mr. Estrella was also part of the Zoning Board and has stepped down from that board as well. **Tiffany Hale** who is currently an alternate with the board has agreed to step up and fill Greg's unexpired term. We'd like you to appoint her as a regular member for a term to start immediately and to run until **April 30, 2022 as a regular member**.

**Chair Dana Hoyt** would like to serve another term, his current term is up in April of this year, so he would serve as a regular member of the ZBA for a three-year term to run from **May 2020 until April 30, 2023**.

**Henry Boucher's** term is expiring with the ZBA and he too would like to serve another term. He would also serve as a regular member for a three-year term to run **May 2020 until April 30, 2023**.

We thank you for your consideration.

Sincerely,

Pamela Laflamme  
Community Development Director

Councilor Rozek moved, with a second from Councilor Berthiaume to accept the Mayor's recommended appointments to the Planning Board: Lori Langlois and Lane Strahan, with three-year terms as regular board members to expire in April of 2023, Lise Barrette, as an ex-officio voting member with an ongoing term, Brian Valerino, as a board member until April 30, 2022, and Richard Cassidy as an alternate board member to expire in April of 2023. So moved, the motion carried.

Councilor Rozek moved, with a second from Councilor Berthiaume to accept the Mayor's recommended appointments to the Zoning Board: Dana Hoyt and Henry Boucher, as a regular members for three-year terms to expire April 30, 2023, and Tiffany Hale to fill an unexpired term as a regular member to expire in April of 2022. So moved, the motion carried.

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.

## **7. PUBLIC COMMENTS**

Richard Laflamme of 128 Jasper Street stated that he hopes those who attend the Right-to-Know training listen well, as he has lots of questions to be answered.

Gina Welch of 102 Church Street suggested that the policy for public comments be included on the back of the agendas at the meetings.

## **8. Council Comments**

There were no council comments.

## **9. Adjournment**

At approximately 8:21 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.