

CITY COUNCIL MEETING – Monday, July 3, 2023

Public Hearing

Mayor Grenier opened the Public Hearing at 6:39 pm for CDBG Brown Duplex.

An informational document was available for the public.

Director of Strategic Initiatives Pamela Laflamme advised that Community Development Block Grant funds are available to municipalities through the NH Community Development Finance Authority. Up to \$500,000 annually is available for Economic Development Projects, up to \$500,000 for Housing Projects, up to \$500,000 for Public Facility Projects, up to \$500,000 in Emergency Funds, up to \$25,000 per Planning Study grant. All projects must directly benefit a majority of low- and moderate-income persons.

This is a proposed Implementation Community Development Block Grant application to the Community Development Finance Authority for up to \$500,000 in Community Development Block Grant funds. The City will retain up to \$30,000 for administrative/labor compliance expenses and the remainder will be subgranted to Brown Duplex, LLC, for improvements to 18 Peavey Lane, a multifamily building in Berlin. Brown Duplex, LLC will use the funds to renovate the building into 4 units of primarily, 3, housing for residents from low- and moderate-income households.

This project conforms with Berlin's Housing and Community Development Plan's goals of: Encourage a varied stock of safe, sanitary, decent and affordable housing for persons of all age and income groups.

Mayor Grenier asked for public comments. There were no public comments.

Mayor Grenier closed the Public Hearing at 6:42 pm.

Mayor Grenier opened the Public Hearing at 6:42 pm for the Residential Antidisplacement and Relocation Assistance Plan.

Ms. Laflamme advised that this plan outlines measures, under the Uniform Relocation Act, required for CDBG projects that 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. This project does not anticipate displacement or relocation as the building is currently vacant.

Mayor Grenier asked for public comments. There were no public comments.

Mayor Grenier closed the Public Hearing at 6:43 pm.

Councilor Higbee moved, with a second by Councilor Morency, to approve the submittal of the CDBG application and vote to authorize the City Manager to sign and submit the CDBG application, and upon approval of the CDBG application, authorize 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 unanimously by roll call vote.

Councilor Higbee moved, with a second by Councilor Morency, to adopt the Antidisplacement and Relocation Assistance Plan. So moved, the motion carried unanimously by roll call vote.

Mayor Grenier opened the Public Hearing at 6:44 pm for Resolution 2023-28 NHDES Cybersecurity Grant. There were no public comments. Mayor Grenier closed the Public Hearing at 6:45 pm.

Regular Meeting

Mayor Grenier called the Regular City Council Meeting to order at approximately 6:45 pm.

a. Pledge of Allegiance

b. Roll Call

Present: Mayor Grenier, Councilors Robert Theberge, Higbee, Morency, and Roland Theberge.

Absent: Councilor Remillard, Morgan, Eastman, and Berthiaume

Also present: City Manager Phillip Warren, Jr., Director of Strategic Initiatives Pamela Laflamme, City Clerk Shelli Fortin, Kyle Lacasse, Bill White, Andre Bergeron, and Lisa Connell, Berlin Daily Sun.

c. Councilor Roland Theberge moved, with a second by Councilor Higbee, to accept the minutes of the June 19, 2023 Regular Meeting and Work Session. So moved, the motion passed.

Disbursements:

Disbursement Summary Draft #1940 with an end date of 07/03/2023 for a total cash disbursement of \$1,965,750.42. Councilor Roland 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 passed.

PUBLIC COMMENTS

There were no public comments.

UNFINISHED BUSINESS

1. Council Committee Reports

Councilor Morency advised that they will hold a Traffic Safety Committee meeting on July 17, 2023.

2. Resolution 2023-28 NHDES Cybersecurity Grant (tabled 6/19/2023)

In the Year of Our Lord Two Thousand Twenty-Three

A RESOLUTION authorizing an application to the NH Department of Environmental Services' Cybersecurity Improvement Grant Program in the approximate amount of \$50,000.00 for funds available to NHDES as part of their ARPA allocation to address cybersecurity improvements for Wastewater Treatment Facilities.

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

WHEREAS, the NH Department of Environmental Services has funds that have come to NHDES under a program in which Berlin qualifies for these funds and NHDES has Cybersecurity Improvement Grant funds to allocate to NH Wastewater Treatment facilities; and

WHEREAS, these funds will allow the City to begin to develop and implement improvements and controls to the Wastewater Treatment Facility to protect critical City's assets; and

WHEREAS, NHDES encouraged the City to apply for these funds and they are available with no match required.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Berlin, NH, that the City Manager is authorized to apply for and receive all grant funds from the NH Department of Environmental Services' Cybersecurity Improvement Grant Program in the approximate amount of \$50,000.00. Be it Further Resolved that the City Manager is authorized to do all things necessary to effectuate the grant and that, upon receipt of the grant, payment(s) shall be deposited with the City Treasurer.

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

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

Councilor Roland Theberge moved, with a second by Councilor Higbee, to read Resolution 2023-28 by short title for a second time. So moved, the motion carried.

Councilor Roland Theberge moved, with a second by Councilor Higbee, to read Resolution 2023-28 by short title for a third time. So moved, the motion carried.

Councilor Roland Theberge moved, with a second by Councilor Higbee, that Resolution 2023-28 be passed. So moved, the motion passed.

NEW BUSINESS

1. Ordinance 2023-06 Amend Chapter 2 (1st read)

Councilor Higbee moved, with a second by Councilor Roland Theberge, to table the Resolution and schedule a public hearing for July 17, 2023. So moved, the motion carried.

2. City Manager's Report

1. A meeting was held with All States Asphalt regarding the pavement improvement program. As was stated in the RSMS report, we are using pavement treatments that will increase the pavement condition index of roads while employing the appropriate treatment. What was discovered was that the roads scheduled for chip sealing are really not appropriate for that treatment, due to the urban, dense environment, the cast off of pea stone from the chip sealing and the condition of the road – an upgrade to asphalt rubber sealing will replace chip sealing. Some of these roads may require an initial shim asphalt treatment for integrity. Based on this new information an expanded paving bid will be going out shortly, which will include some of the shim treatments. The All States Asphalt work is consistent with NH DOT bid pricing and will not require additional procurement actions. At present the All States agreement is approximately \$344,000 – we have approximately \$275,000 remaining in FY 23 funds committed to this agreement and have \$475,000 available in the FY 24 budget. Once final paving bids are in a list of streets and treatments will be presented to the Council for its information – we are following the RSMS plan as presented with some adjustments.

Councilor Roland Theberge mentioned that the road work was already approved and City Manager Warren agreed, stating that this is just information for the Council so they are aware of what is going on.

City Manager Warren also noted that in reference to the Rainbow Gathering, the Mayor, City Manager, and Council do not have the authority to remove them from the City of Berlin. Second, the Governor does not have the authority to shut down the National Forest or to send the National Guard to remove them from the National Forest. Also, Mr. Warren advised that they cannot stop people at the line and ask them not to enter the city. This was in response to comments made on social media concerning the gathering.

City Manager Warren wished everyone a safe and Happy 4th of July holiday.

Councilor Roland Theberge asked about the lights at the Hutchins Street bridge and City Manager Warren advised they are still having trouble getting a saw to cut the groove. Mr. Warren advised another solution may be available, which would avoid having to put the wires in the road. Cameras on the traffic lights could be installed, that would trigger the lights to change. If this is possible, Mr. Warren advised he would come back to the Council for a reallocation of funds. If it is not, they will continue with the plan to put the wires in.

Councilor Higbee moved, with a second by Councilor Roland Theberge, to accept the City Manager's Report and place it on file.

Councilor Higbee asked about crosswalk painting, and City Manager Warren advised they have just switched staff to night shifts for this project, however it is weather dependent.

So moved, the motion passed.

3. Mayor's Report

- a. Letter from C. Thomas re: ATV Sign

From: James and Cass Thomas

Sent: Saturday, June 24, 2023 3:55 PM

To: Shelli Fortin <safortin@berlinnh.gov>

Subject: Re: Maps for ATV Trails

Sorry to bother you. I have a question that only city hall can answer.

Is it possible for an sign to be placed below the stop sign at East Mason Street and Rockingham Street that shows the ATV trail direction?

The riders get confused at the stop sign. Many turn right and have to turn around at the dead end.

If I am outside, I point in the direction of the ATV trail.

SSGT Catherine M. Thomas

Councilor Higbee moved, with a second by Councilor Morency, to respond to Ms. Thomas' request, and to remand the letter from Catherine Thomas to the Traffic Safety Committee for review and recommendation.

Councilor Roland Theberge asked why the riders get so confused, especially with GPS, and it was noted that the sign may be too small and there might be a better location for the sign. It was suggested that the ATV Club may also want to be involved in the discussion.

So moved, the motion carried.

4. Public Comments

There were no public comments.

5. Council Comments

Councilor Morency shared that the free summer meals for children are being served at Community Field on Hutchins Street Monday through Thursday until August 11. Friday's meals will be provided for pickup on Thursday.

Councilor Morency advised there will be a public meeting on July 19 at 6:00 pm at WMCC about the opioid resources available. Mayor Grenier advised he is in support of any resource to help the community deal with the devastation that opioids have caused in our community. Councilor Robert Theberge asked if this would be a panel discussion and Councilor Morency advised they will have speakers and it will be about 90 minutes long, there will also be a question and answer session for the community.

Councilor Robert Theberge asked about the Route 110 water and sewer project. City Manager Warren advised that as noted in the last City Manager's Report, they have received the report and plans from CMA. This will go through a staff review, so that they have a better picture of the work and the cost. City Manager Warren advised the work that CMA was asked to do is complete, as it was a feasibility study. Mayor Grenier noted that Phase 1 of the project would cost about \$9 million.

6. Adjournment

On a motion by Councilor Higbee, seconded by Councilor Morency, the Council voted to adjourn the meeting at 7:09 pm. 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.