

City Council Work Session
November 27, 2017

Present were: Mayor Grenier, Councilors Higbee, Otis, Rozek, Theberge, Morgan Allain, Gentili, and Remillard; Councilor Nelson was absent.

Others present: City Manager Jim Wheeler, Superintendent of Schools Corinne Cascadden, School Business Administrator Bryan Lamirande, Public Works Director Mike Perreault, and Barbara Tetreault *Berlin Daily Sun*.

Mayor Grenier opened the meeting at 6:30 p.m. He requested the following additions to the agenda: School Access Road; Fire Department Equipment Issues; Invitation from Northway Bank/WMCC and a non-public session per RSA 91-A:3II (I) Consideration of legal advice provided by legal counsel, either in writing or orally, to one or more members of the public body, even where legal counsel is not present.

Councilor Rozek moved to add the items to the agenda; Councilor Higbee seconded and the motion carried.

School Access Road

Ms. Cascadden reported that the State has money available, on a first come, first served basis, for three different types of projects: security; life safety and reducing EF factor. The schools have had a CIP project to add road access and a secure entrance to the high school for several years. The lack of an access has been cited in recent fire inspections and homeland security inspections. The schools submitted a security grant for \$99,000 that would upgrade the whole system and they got word that the grant has been recommended for funding at 80% or \$79,200 which leaves \$19,800 as the 20% match. It has been confirmed that a grant from another source can be used for match.

Ms. Cascadden further informed the Council that the schools will apply for \$2 million of life safety infrastructure for a secure rear entrance, road access, and a secure front entrance. Interviews for an engineering firm have been completed and the project is being approached in a phased in manner. The engineering firm wants to do a wetlands delineation and survey so that the project will be ready to go if funded. If the survey and wetlands are not done now, it will have to wait until spring which may put the schools out of contention for funding. The Department of Education has informed that infrastructure will be funded at is 60% of the total cost. Adding an access road would be improving the safety of the building and the people that are in it.

Councilor Rozek stressed the importance of having the road continue to connect all around providing a 360° access around the school. Ms. Cascadden agreed saying that this would be a different phase of the long range plan. Mayor Grenier confirmed that the work would be in three phases. He added that a \$1.2 million project would result in a loan of \$670,000. The schools have been getting about \$50,000 to \$100,000 per year and this would earmark \$60,000 for the next ten years. Mayor Grenier emphasized that he wants everyone to go in with their eyes open. Ms. Cascadden stated that they are not ready to do the entire project at 60% funding; that is the reasoning for doing in phases. Ms. Cascadden stated that it is important to the timeline to get the surveys and wetlands delineation done. Mr. Lamirande estimated that it would cost approximately \$13,000, which is in the schools budget, for the survey and wetlands. If the funding looks promising, the critical date will not be missed. Mayor Grenier also

warned that there would be historic mitigation as this is in the area of Mt. Jasper and the State will make us do an historic delineation.

Ms. Cascadden reported that the grant application would be reviewed tomorrow and would either be recommended for funding; or sent back because of a need for more information or sent back denied.

Councilor Remillard moved to support the application process; Councilor Morgan Allain seconded and the motion carried.

Snow Policy

Mr. Perreault reported that the snow policy will incorporate recommendations from last year and a change having to do with plowing sidewalks in Traffic Safety. The plan still needs some updating on equipment. Mr. Perreault stated that there are 151 designated sand barrels and no others are added unless a change is made to the plan. The crews are about three weeks behind on filling barrels due to dealing with storm damage. Mr. Perreault estimated that there will be debris in the storm system that will ultimately cause problems. Councilor Gentili confirmed that barrels are for the public and not for personal residential use. Additional information will be on the website and on the city's Facebook page regarding winter preparation to include information on sand and salt availability and other tips.

There have been some changes made to plow routes. Due to the age of the equipment, PWD will have to change what pieces will be used. There will be night snow removal on upper Main Street. There is an extension of sidewalk plowing proposed by the Traffic Safety Committee on First Ave to include an additional 70 feet of plowing to the front of 502 First Avenue.

Councilor Rozek moved with a second from Councilor Remillard to accept the changes to the snow policy including sidewalk plowing for an additional 70 feet on First Ave to 502 First Ave. So moved, the motion carried. Councilor Rozek asked if there is going to be more enforcement where private land owners are plowing across Route 16. Mr. Perreault confirmed that a letter goes out to private plow owners and violators are cited.

Fire Department

Mr. Wheeler reported a problem with Engine 1 and it has been sent for service. Engine 2 has also developed a mechanical problem. Engine 3 is operational. The fire Department has spoken with Milan and they agreed to letting one of their engines come here. If there is an incident, it is available and if they have incident we would respond. Councilor Rozek asked if there is federal funding for a fire truck. He questioned if there would be more available if we were in a mutual aid agreement. Mr. Wheeler noted that we are very close to getting a new chief and he will be given the job. Councilor Gentili stated that it is best to have a capital improvement and replacement plan in place; it is very difficult to get grant money for fire apparatus.

Northway Invitation

Northway Bank and WMCC have put together a certificate program for financial services. They are having an event on November 30 at 4:00 p.m. at the college to acknowledge and Council members are invited to attend.

Other

Councilor Rozek mentioned that the 12th St intersection red light stops all four cars at the intersection and allows no one to go for a minute. Mr. Perreault stated that they are aware and it is a programming issue that should be dealt with shortly. All pedestrian crossing is supposed to be button activated.

Non Public Session

Councilor Rozek moved to enter into non-public session per RSA 91-A:3II (I) Consideration of legal advice provided by legal counsel, either in writing or orally, to one or more members of the public body, even where legal counsel is not present and RSA 91-A:3II (d) land matters; Councilor Morgan Allain seconded and the motion carried unanimously by roll call.

Councilor Rozek moved to come out of non-public session at 7:45; Councilor Theberge seconded and the motion carried.

Councilor Rozek moved to seal the minutes until the Mayor and City Manager deem it appropriate to release them as releasing them would make the action taken ineffective; Councilor Higbee seconded and the motion carried.

Councilor Rozek moved to adjourn; Councilor Theberge seconded and the motion carried. The meeting ended at 7:50 p.m.

Respectfully Submitted,
Susan Tremblay
Administrative Assistant

Minutes are unofficial until they have been accepted by the City Council by motion.