

**City Council Work Session**  
**April 3, 2017**

Present were: Mayor Grenier, Councilors Otis, Remillard, Gentili, Nelson, Morgan Allain, Theberge Higbee, and Rozek

Others present included: City Manager James Wheeler, Public Works Director Michael Perreault, City Clerk Elaine Riendeau, Community Development Director Pamela Laflamme, Finance Director Patty Chase, Waste Water Superintendent Henry Noel, and Barbara Tetreault *Berlin Daily Sun*.

Mayor Grenier opened the meeting at 6:33 p.m.

**Hiring Committee, Waste Water Treatment Plant Position**

Mr. Perreault reported that Henry Noel will be going out on leave and then retiring. At this time there is budgeted one additional person for e & l at the waste water treatment plant; however that position has not been filled. In order to achieve a smooth transition, it would be prudent to get someone on board. Mr. Noel indicated that the treatment plant currently has enough staff to do sludge dewatering and there is not enough time to do maintenance. Councilor Rozek stated that he wants to table the issue until there is a date certain for the retirement.

Councilor Higbee confirmed that there is a need even if Henry is still there. Councilor Theberge asked what the consequences of delaying the hire would be and Mr. Noel established that maintenance is not being done and at some point it could result in a critical issue that will have to be dealt with. Mayor Grenier clarified that this position is not calculated in the tax rate; it is strictly paid for with sewer funds. Mr. Wheeler indicated that the sewer rate will be on a Council agenda in the near future for approval. He suggested waiting to see if the rate is impacted by the position. Council conceded to the suggestion.

**Street/Road Name Proposals**

Ms. Laflamme reported that the proposed campground will be needing an address as they move forward with permitting. At this time, they are seeking a name for the primary drive and have proposed "Trailside Drive". Councilor Rozek moved to approve the street name only of Trailside Drive; Councilor Remillard seconded.

In discussion Mayor Grenier asked if the street will be built to city standards. Ms. Laflamme explained that the design was looked at by the Planning Board, Public Works, and Wright Pierce. The Planning Board granted some waivers to the City street standards. The motion was seconded by Councilor Remillard and the motion carried unanimously.

Another request for a street name is from Bob and Debbie Goddard. They have a property on Highland Park Avenue Extension where they plan to build a house. They are requesting "Goddard Hill Road" for the section of street. Councilor Rozek moved with a second from Councilor Morgan Allain to approve the street name only of "Goddard Hill Road". So moved, the motion carried unanimously.

**Proposal for City Hall Elevator**

Mr. Wheeler described the problems with the current stair lift at City Hall which is at least 30 years old. It is obsolete and there are no new replacement parts. A new stair lift would cost about \$60,000; another possibility is an elevator. At this time there is a CDBG planning grant for \$12,000 available to examine the options. In the 1980's there was a study that proposed taking one side of the City Hall stairwell and turning it into an elevator. An elevator on the outside of an existing three story building is estimated to cost \$486,000. Ms. Laflamme added that there would be no need for a match on a community facilities grant. Councilor Higbee also mentioned funding from the USDA who like to come in as the last dollars. Ms. Laflamme stated that the \$12,000 feasibility study would look at alternatives. There is a resolution on the agenda for first reading to make the application for the feasibility study.

**Mt. Forist Trailhead Proposal**

Ms. Laflamme explained that the City will receive a grant for trailhead development much like what was done at Mt. Jasper. Richard Tremaine wants to donate three parcels of land located at the base of Mt. Forist. The parcels are perfect for creating parking at the trailhead. Funding from the donor will be used to create the trailhead, install interpretive signage, and information about carry in carry out. There are resolutions to accept the \$14,000 grant and to accept the land donation from Mr. Tremaine. Councilor Theberge confirmed that the trails are on private property. Liability for the parking area will be the same as for any other city owned parking area. The parking area will accommodate 8 to 10 cars; however it will not be maintained in the winter.

**Non-Public Session**

Councilor Rozek moved with a second from Councilor Higbee to enter into non-public session per RSA 91-A:3(d) Land Matters. So moved, the motion carried unanimously by roll call.

Councilor Higbee moved to come out of non-public session; Councilor Rozek seconded and the motion carried.

Councilor Higbee moved with a second from Councilor Rozek to seal the minutes until land matters discussed are resolved as releasing them would render the action taken ineffective. So moved, the motion carried.

Councilor Theberge moved with a second from Council Higbee to go into non-meeting per RSA 91-A:2,1(b) Collective Bargaining. So moved, the motion carried unanimously by roll call.

Councilor Theberge moved with a second from Council Higbee to come out of non-meeting per RSA 91-A:2,1(b) Collective Bargaining

There being no further business in work session, Mayor Grenier moved on to the Regular Meeting.

Respectfully Submitted,  
Susan Tremblay  
Administrative Assistant