

## **City Council Work Session**

### **March 6, 2017**

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

Others present Community Development Director Pamela Laflamme, Knights of Columbus Grand Knight Don Huot, Superintendent of Schools Corinne Cascadden, Finance Director Patty Chase, and Barbara Tetreault *Berlin Daily Sun*.

Mayor Grenier opened the meeting at 6:30 p.m.

#### **Baby Safe Haven - Knights of Columbus White Mountain Council**

Mr. Don Huot reported that the Knights of Columbus is a Catholic fraternal society that provides financial aid to families and supports charitable causes. Nationally, 70 infants were abandoned in various unsafe places. The Knights are facilitating the creation of "Safe Havens" in public buildings that are staffed 24 hours per day so that an unwanted baby can be dropped off without questions.

NH RSA 132-A outlines a method for dropping off an infant that is no more than 7 days old at a church, hospital, fire station, ambulance or police station. The Safe Haven assumes the care of the infant until DHHS is called in. There is no funding for this program; however the K of C will pay for signage. They are asking for the Council's permission to post the signs on the appropriate public buildings.

Mayor Grenier clarified the ambulance service owns their building and they would need to be contacted about permission. Mayor Grenier confirmed that there is no liability or cost for the city to implement this program. Councilor Higbee asked if there will be training. Councilor Theberge noted that he will work with the Fire Department to establish a protocol. Councilor Nelson stated that the firehouse could be without staff if the department is responding to a call and confirmed that would be addressed in the protocol.

Councilor Theberge moved to support implementing the "Safe Haven" program and installing signs at the Police Department; signs may be installed at the Fire Department subject to establishing a protocol. Councilor Remillard seconded the motion and all voted in favor. Ms. Laflamme clarified that the K of C will provide the signs and Public Works will install. Councilor Theberge also noted that the Safe Haven Program is open to all and there are no refusals.

#### **Drug Free Communities Grant**

Ms. Laflamme explained that a Community Coalition to combat the Opioid epidemic was formed in November of 2015 and they organized a community meeting called, "Facing Heroin." A resource assessment of the community was done and in November there was a forum in Gorham about root causes. Marijuana and alcohol were identified as root substances.

There is an opportunity for a 5 year national grant for \$125,000.00 per year to have a dedicated staff person focused on prevention factors. The City will be required to have match with in-kind services or cash. The grant requires the support of the Council.

Councilor Rozek moved to apply for the grant; Councilor Higbee seconded and discussion followed.

Councilor Rozek asked if a current employee could be hired through the grant. Ms. Laflamme indicated that if the person had the proper qualifications, they could be considered. Councilor Nelson commented that at the end of five years, the City would own the unemployment claim. Ms. Laflamme added that at the end of five years, the City could apply for another five. Mayor Grenier proposed that we apply for the grant and if we get it, a determination of whether there is someone who qualifies could be made. He noted that the person hired would have to be dynamic to make a difference.

In the vote that followed, all voted in favor of the motion to apply for the grant.

### **Submission of the 2018 Municipal Budget**

Budget binders were distributed to the Council. Ms. Chase reported that the increase in the tax rate is proposed at \$4.59 per thousand. That was achieved by using \$500,000 from unappropriated fund balance and \$190,000 from the fuel distribution appropriation. Mayor Grenier commented that the City Manager will have a submittal memo at a later meeting to show the effects on the budget. Councilor Otis estimated that \$1.6 million would have to be cut to have no tax increase. Councilor Rozek stated that he will not be able to support the proposed increase. Mayor Grenier emphasized that we need every dollar from the State; they continue to walk away from what they owe the municipalities.

### **Non-Public Session**

At 7:15 p.m. Councilor Theberge moved with a second from Councilor Higbee to go into non-public session per RSA 91-A:3 li(d) Land Matters. So moved, the motion carried unanimously by roll call.

Ms. Laflamme reported that the AVH Board of Directors voted to donate land for an easement to straighten a portion of Hutchins Street at the former Morris Company

At 7:30 p.m. Councilor Rozek moved to come out of non-public session; Councilor Theberge seconded and the motion carried unanimously by roll call.

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

Mayor Grenier opened the duly scheduled and advertised Public Hearing at approximately 7:33 pm to hear comments on the following subject matters:

Resolution 2017-04 regarding standardization on the manufacturer of fire alarm system components for the City of Berlin

There being no one wishing to speak for or against the subject matter at this time, Mayor Grenier declared the Public Hearing portion of the meeting closed at approximately 7:33 p.m.

### **CITY COUNCIL MEETING – Monday, March 6, 2017**

Mayor Grenier called the Regular City Council Meeting to order at approximately 7:34 p.m. in the City Hall Council Chambers. The pledge of allegiance to the flag preceded roll call. Present: Councilors Remillard, Otis, Gentili, Higbee, Rozek, Nelson and Theberge. Councilor Morgan Allain was absent. Also present: Pamela Laflamme, and Barbara Tetreault.

### **Minutes, Previous Meeting**

Councilor Remillard moved with a second by Councilor Otis to accept the minutes of the February 20 Work Session and Regular Meeting, and February 27 Work Session. So moved, the motion carried.

### **Disbursements:**

Disbursement Summary Draft #1784 start date 2/18/2017 end date 3/6/2017 for a total cash disbursement of \$1,239,702.34. Councilor Theberge moved with a second by Councilor Nelson 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 none

### **UNFINISHED BUSINESS**

1. Council Committee Reports – there were no reports.
2. Resolution 2017-04 Regarding Standardization on the Manufacturer of Fire Alarm System Components for the City Of Berlin

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

Whereas the City of Berlin has a policy of competitive purchasing practices wherever practicable; and  
Whereas the purchasing policy recognizes that in some cases, there is a need for standardization on the purchase of some specialized items; and

Whereas the City of Berlin operates and maintains a municipal fire alarm system, and

Whereas, the City from time to time, is required to upgrade and maintain such system, and

Whereas, the fire alarm system is a critical life safety system which requires a high level of reliability, and

Whereas, such reliability is ensured by standardizing on the manufacturer of the system components so that the system functions as intended.

Now therefore be it resolved by the City Council of the City of Berlin, NH, that the City will standardize on the manufacturer of fire alarm system components, as needed to ensure reliability, with the

understanding that reasonable effort will be made in the purchase of such equipment to obtain competitive pricing.

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

Councilor Nelson moved with a second by Councilor Higbee to remove the resolution from the table at this time. So moved, the motion carried.

Councilor Nelson moved with a second by Councilor Remillard to have the resolution read a second time by title only. So moved, the motion carried.

Councilor Nelson moved with a second by Councilor Higbee to have the resolution read a third time by title only. So moved, the motion carried.

Councilor Nelson moved with a second by Councilor Higbee to pass the resolution. So moved the motion carried and Mayor Grenier declared the resolution now passed.

3. City Manager's Report – no report

4. Mayor's Report

- a. Planning Board Appointments – Mayor Grenier appointed Greg Estrella to a three year term as a Regular member of the Planning Board with term to end 4/30/2020; and Lori Langlois to a three year term as a Regular Member of the Planning Board with term to end 4/30/2020. Councilor Rozek moved to affirm Mayor Grenier's appointments as proposed; Councilor Higbee seconded and the motion carried.

5. Public Comments – there were no comments.

6. Council Comments – there were no comments.

7. Adjournment

Councilor Rozek moved with a second from Council Nelson to adjourn the meeting at this time. So moved, the motion carried. The meeting ended at 7:40 p.m.

Respectfully Submitted,  
Susan Tremblay  
Administrative Assistant