

November 7, 2018
Planning Board

Present were: Regular Members Tom McCue, Lori Langlois, Greg Estrella, Richard Cassidy, Helene Rayborn, Naomi Levesque, Christina Lefebvre, Aline Boucher, Ex-Officio Member Lucie Remillard, and Ex-Officio Member Bryan Chevarie.

Alternate Member Lane Strahan was excused.

Others Present: Pamela Laflamme, Community Development Director; Michel Salek, Code Enforcement Officer.

Public Comments

None

Approval of October Minutes

Mr. Estrella made a motion to approve the minutes of the October 2, 2018 meeting as written. Ms. Rayborn seconded the motion. All in favor, the motion carried.

Project Updates

Welcome Sign – The font on the welcome sign will need to be tweaked as it is currently difficult to read. The project manager will be working with Nicoletti Memorials to rectify the shortcomings of the sign.

Skate Park – this project has been postponed until spring. The early onset of cold temperatures and snow necessitated that further construction be put on hold for the season. The Berlin project will be a priority for the Spohn Ranch's construction crew once it is deemed ready to restart.

Ten-Year Projects – The first of two of these projects is in regards to Route 16. Full reconstruction will be planned for the entire stretch of the road that is in the urban compact zone. It was noted that this is an aggressive goal but would be a wonderful task to accomplish.

The second project may be aided by funds from the State of New Hampshire. Extending the urban compact line on Route 110 would entail that the City be in charge of maintenance and plowing, but would be advantageous to the City in other ways. This would ensure that the road is in great condition when the City takes over maintenance duties for this stretch.

Heated Streets – The feasibility study is completed and will go to City Council in December. It appears that the project is financially feasible if it's part of a larger project focus on road reconstruction and utility upgrades. The City would likely look to acquire grant funds for such a scenario. Members of the group discussed the timing of grant application submission and the future of the Biomass facility and its impact on this project.

North Country Growers – The industrial greenhouse team has signed a purchase and sale amendment that lasts until May, 2019. They have now placed a non-refundable deposit on the land and seem to be moving forward in the process.

Driveway Permits – The new Public Works Director, Eric Grenier, will be joining the Planning Board at the December meeting and will be discussing the current regulations with the group. Potential alterations to the permitting process will also be reviewed.

Food Co-op – The City's food cooperative is now fully incorporated and doing business as Androscoggin Food Cooperative. The first Board of Directors meeting is on November 8th and other milestones such as opening their own bank account and the creation of their website and logo have transpired. A new project manager will be hired soon and they will begin selling memberships in 2019.

Other

The December meeting is gearing up to be a busy one with the annual capital improvement plan review, driveway permit discussion, and two site plan reviews.

The City of Berlin is looking for new Zoning Board of Adjustment members. Interested individuals should forward their intent to Ms. Laflamme.

Public Comments

None

Member Comments

Mr. McCue took a moment to acknowledge the passing of Ernie Allain, former Chair of the Planning Board. The group expressed their condolences to his family and friends. It was noted that Ernie did a lot of good for the City and he will be missed.

Planner Comments

There were no planner comments.

Adjournment

There being no further business to come before the Board, Ms. Remillard made a motion to adjourn, seconded by Ms. Boucher. All in favor, the motion carried. The meeting ended at 7:05 pm.

The next Planning Board meeting will be on Tuesday, December 4th, 2018.

Respectfully Submitted,
Bryan Chevarie