

## **City Council Work Session April 20, 2026**

Present were: Mayor Cone, Councilors Korzen, Morency, Valerino, Higbee, Qualls, Theberge and Plourde. Councilor Lavertu was absent.

Others present: City Manager Phillip L. Warren Jr., Dir. Of Strat. Initiatives and Asst. City Mgr. Pamela Laflamme, City Clerk Shelli Fortin, Finance Director Holly Larsen, Chief of Police Jeff Lemoine, Deputy Chief of Police Nathan Roy, SAU3 District Educational Services Administrator Tammy Fauteux, SAU3 Business Administrator Evan Arsenault, Lisa Connell, Berlin Daily Sun and Members of the Public.

Mayor Cone opened the meeting at 6:32 p.m.

### **Council Works on the Proposed Budget**

City Manager Warren distributed tax rate calculation [documents](#) to the Mayor and Council. He explained the first sheet represents the budget as it was presented with no changes. It includes the amounts from last year's MS-1 form which are the values. This brings the current tax rate of \$33.60 to \$38.53, which is a \$4.93 increase. The second sheet has adjustments which are for discussion purposes only as he doesn't have clear directions on where to cut. The adjustments include a \$475,000 reduction to the paving budget, an increase of \$150,000 in EMS revenues and forecasting the utility values at 100%. This brings the current tax rate of \$33.60 to \$35.64, which is a \$2.04 increase.

Mayor Cone advised the presented increase is unacceptable. There are over 2 million dollars in capital improvements which he feels can't keep getting negated. He discussed the importance of moving forward with capital improvements. He suggested looking at the unfilled positions, which there are three at the public works dept., two at the fire dept. and two at the police dept. He is not sure what is open at the school dept. and is leaving it to Tammy and Evan to advise what is reasonable on their end. He feels this is a fair distance, description and direction to give to the City Manager instead of negating the capital improvements.

Councilor Korzen advised he took the liberty to put together some numbers. He distributed a [document](#) which included his suggested changes and questions he has. The suggested changes result in an overall budget reduction of \$3,952,016.36. He created this document by looking at past years' budgets. Mr. Warren advised he could get the majority of the answers to the questions for the next budget work session which is scheduled for April 27<sup>th</sup>. Councilor Theberge asked about the library updates. Mr. Warren advised the issues at the library are not structural, they are cosmetic issues. Engineers have looked at the library and confirmed this. Councilor Theberge stated he thinks it's an insult to the Carnegie Foundation letting the library fall apart. Councilor Morency commented that the Police Commission sets the numbers of officers not the Council. It will be important to understand the reasons behind these numbers before recommendations are made. Mayor Cone mentioned that most of the increase in the presented FY27 budget is for salaries and benefits. You would get the most gain looking at unfilled positions which wouldn't take away services.

Councilor Plourde asked if there are any other areas where funds would be available besides capital improvements. Mr. Warren responded no as the main fund we've used in the past was the unexpended fund balance. We no longer have an unexpended fund balance. There is currently less than \$200,000 in the unexpended fund balance and there should be between 1.5 to 2 million dollars in there. The revenues are tapped out; we need to look at expenditures. Mr. Warren advised he would put numbers together for the next budget work session in response to this evening's suggestions and will advise how it affects each department directly. Councilor Korzen advised the suggested numbers he provided are for dept. heads to use and make work in their budgets. Councilor Higbee commented he appreciates the work done and is looking forward to the additional information that will be discussed at the next budget work session before making any decisions. Mr. Warren commented that this is the direction he and the staff needed to move forward. Councilor Theberge asked if the dept. heads would be present at the next budget work session. Mr. Warren responded that the dept. heads affected will be here.

### **Tax Deferrals**

Mr. Warren presented tax deferrals for:  
-671 Western Avenue (Map 118 Lot 68)  
-196 Glen Avenue (Map 117 Lot 50)  
-1372 Napert Street (Map 134 Lot 16)  
-10 Clarendon Street (Map 137 Lot 46)  
-25 Wentworth Avenue (Map 114 Lot 27)

He advised that Monica Hurley, Assessing Agent, recommends approving the tax deferrals as presented. Councilor Korzen moved to approve the tax deferrals as presented. Councilor Theberge seconded, and the motion carried with majority in favor. Councilor Morency abstained.

### **Abatement Recommendation**

Mr. Warren discussed the following abatement recommendation received from Ms. Monica Hurley, Assessing Agent:

**167 East Mason Street (Map 130 Lot 381)** Ms. Hurley recommends approving the abatement application for the 2025 tax year and reducing the assessment from \$129,400 to \$94,000, as the property was classified as a restaurant but upon entering, it is now the owner's residence. The inspector noted the interior is in very poor condition and there is no access to the second floor as it is cluttered with junk and debris. The overall condition was adjusted to "very poor". Councilor Plourde moved to approve the property abatement as presented. Councilor Higbee seconded, and the motion carried with all in favor.

### **Gravel Tax Warrant**

Mr. Warren presented a gravel tax warrant for Albert & Mary Guay in the amount of \$158.36. Councilor Valerino moved to issue the gravel tax warrant as presented. Councilor Morency seconded, and the motion carried with all in favor.

### **Non-Public Session**

At 7:12 p.m., Councilor Higbee moved with a second from Councilor Theberge to enter into Non-Public Session per RSA 91-A:3 II; (d) Consideration of the acquisition, sale, or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community. So, moved, the motion carried unanimously by roll call.

A real estate proposal was discussed. No votes were taken.

At 7:23p.m., Councilor Korzen moved to come out of non-public session. Councilor Morency seconded, and the motion carried unanimously by roll call.

At 7:24 p.m., there being no further business in Work Session, Mayor Cone recessed before moving on to the Regular Meeting.

Respectfully Submitted,  
Danielle Rioux  
Executive Assistant

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

## **CITY COUNCIL MEETING – Monday, April 20, 2026**

### **Public Hearing**

Mayor Cone opened the Public Hearing on Resolution 2026-04 SRF Authorization at 7:33 pm. There were no public comments. The hearing was closed at 7:34 pm.

Mayor Cone opened the Public Hearing on Resolution 2026-05 Electric School Bus School at 7:34 pm.

Richard King, of 107 Jericho Road, advised he was not in favor of an electric school bus, citing concerns for performance in cold weather and fire safety.

Clarence Sawyer, of 20 Haskell Street, spoke in support of the electric school bus. Mr. Sawyer stated that he owns an electric vehicle and had no issues this past winter in the cold. Mr. Sawyer noted that a lot of the information available on electric vehicles is outdated.

Thomas Sutton, Berlin Public Schools Transportation Director, shared a packet with information about the electric bus with the Council. Mr. Sutton advised that the bus will be purchased from Thomas Built Buses, which is a reputable company that has been in business for over a century. Mr. Sutton advised that the cost to the City will be just under \$19,000, and this includes the charger. A diesel bus would cost the City between \$130,000 and \$140,000. Mr. Sutton reviewed the warranty and noted that any warranty work can be done by WC Cressey & Son in Gorham. Mr. Sutton noted that the bus can be charged between the morning and afternoon bus runs. Mr. Sutton noted that he is very comfortable with safety for the students. The electric bus will replace the 2009 bus, which does not currently meet the school's needs and will eventually not pass inspection.

Councilor Korzen thanked Mr. Sutton for providing the Council with detailed information. Councilor Korzen noted that this will be a savings for taxpayers and will give the City an opportunity to try an electric vehicle.

Councilor Theberge asked if the school needed an electric bus, and Mr. Sutton advised that they do need a bus. Mr. Sutton noted that not purchasing an additional bus would impact how many field trips and sporting events they could do.

Councilor Morency asked about the life expectancy of an electric bus versus a diesel bus, and Mr. Sutton advised that the State recommends buses be replaced every 10 years. The school already has three that are over 10 years old.

Clarence Sawyer noted that with rising fuel costs, there may be cost savings long term with an electric bus.

Autie Hamilton, IT Director for Berlin Public Schools, noted that the battery has an 8-year or 175,000-mile warranty. Mr. Hamilton also noted that Lisbon has the same bus. Mr. Hamilton advised that the equivalent cost for the electricity is about \$2.50-\$3.75 per gallon, depending on usage.

Thomas Sutton advised that the electric bus recharges the battery when braking.

The hearing was closed at 7:57 pm.

Mayor Cone opened the Public Hearing on Resolution 2026-06 Diesel Truck School at 7:57 pm.

Richard King, of 107 Jericho Road, asked if the school had a need for a dump truck, as both public works and water works have them. Mr. King suggested that the School look for one from a surplus sale.

The hearing was closed at 7:59 pm.

### **Regular Meeting**

Mayor Cone called the Regular City Council Meeting to order at approximately 7:59 pm.

**a. Pledge of Allegiance**

**b. Roll Call**

Present: Mayor Cone, Councilors Qualls, Higbee, Plourde, Morency, Valerino, Korzen, and Theberge

Absent: Councilor Lavertu

Also present: City Manager Philip Warren, Jr., Director of Strategic Initiatives/Assistant City Manager Pamela Laflamme, Finance Director Holly Larsen, City Clerk Shelli Fortin, District Educational Services Administrator Tammy Fauteux, Business Administrator Evan Arsenault, Transportation Director Thomas Sutton, IT Director Autie Hamilton, Police Chief Jeff Lemoine, Deputy Police Chief Nathan Roy, Richard King, Clarence Sawyer, Christian Judson, Paul Guerin, Lisa Connell, Berlin Daily Sun and other members of the public.

c. Councilor Theberge moved, with a second by Councilor Valerino, to accept the minutes of the April 6, 2026, Regular Meeting and Work Session, and the April 13, 2026, Budget Work Session. So moved, the motion passed.

**Disbursements:**

Disbursement Summary Draft #2007 with a start date of 04/07/2026 and an end date of 04/20/2026 for a total cash disbursement of \$747,755.45. Councilor Theberge moved, with a second by Councilor Korzen, to accept the disbursement summary and pay all bills as recommended by the Committee on Accounts/Claims. So moved, the motion passed.

**PUBLIC COMMENTS**

Paul Guerin, of 583 Burgess Street, thanked the Council and Mayor for considering the taxpayers while discussing the budget. Mr. Guerin asked if the City Manager had time to also oversee the Public Works Department, or if he relies on supervisors. Mr. Guerin questioned the number of vehicles registered to the Police Department and asked if they needed that many. Mr. Guerin noted that those working for the City are taking money but not generating revenue. Mr. Guerin stated that times are tough, and that there must be places to cut without affecting services. Mr. Guerin stated that the Council needs to consider taxpayers, who don't have money for increases in taxes, along with food, electricity, and gas. Mr. Guerin noted that some employees receive a clothing allowance and get a car to take home, which he has never had with his job. Mr. Guerin suggested that the budget process is a numbers game, and they are not getting the full story. Mr. Guerin asked what they can do to afford to live and still manage the City.

Andre Bergeron, of Second Avenue, suggested that the Police Department should turn off the cruisers when not in use.

Richard King, 107 Jericho Road, asked how many secretaries and assistants are at the School Department, as he feels there is an overabundance. Mr. King stated that some school districts have a cost per pupil that is less than Berlin's cost. Mr. King noted that if Berlin had management that lived in the City, they might find ways to cut the budget. Mr. King stated that Berlin does not need a \$4 tax increase.

Clarence Sawyer, of 20 Haskell Street, stated that he appreciates the idea of cutting open and vacant positions from the budget. Mr. Sawyer noted that he agreed with the Councilor who expressed concern over the Library, as this is a treasured institution, and needs capital improvements such as a roof and repairs at Kelley Park.

Richard King suggested that the City should sell vacant lots to abutting property owners to generate tax revenue. Mr. King also suggested that the City look into alternative energy.

**UNFINISHED BUSINESS**

**1. Council Committee Reports**

Councilor Morency advised that the Traffic Safety Committee met today and approved a request from the First Baptist Church to add one handicap parking space.

**2. Resolution 2026-04 SRF Authorization (tabled 04/06/2026)**

In the Year of Our Lord Two Thousand Twenty-Six

A RESOLUTION authorizing the application filing, accepting, borrowing, raising, appropriation and expenditure of an estimated \$1,235,000.00 of Clean Water State Revolving Loan (SRF) Funds for improvements to the Watson Street Combines Sewer Outflow Infrastructure

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

WHEREAS, the City, through consideration of the nature of its sewer system needs, hereby determines that the aforementioned project is desirable and in the public interest, and to that end it is necessary to apply for assistance from the Clean Water State Revolving Fund; and

WHEREAS, the Applicant has examined and duly considered the provisions of RSA 486:14; RSA 485-H or RSA 485-F and the New Hampshire Code of Administrative Rules noted above, which relate to loans from the State of New Hampshire and deems it to be in the public interest to file a loan application and to authorize other actions in connection therewith;

NOW, THEREFORE, BE IT RESOLVED by the City Council as follows:

1. That the person holding the position of City Manager currently held by Phillip Warren, Jr. is hereby designated as the Authorized Representative of the Applicant for the purpose of filing an application for a loan in accordance with New Hampshire Code of Administrative Rules noted above, furnishing such information, data, documents and disbursements pertaining to the applicant for a loan as may be required; and otherwise to act as the authorized representative of the Applicant in connection with the loan application.
2. That the Applicant agrees to repay the loan as stipulated in the loan agreement.
3. That a certified copy of this resolution be included as part of the application to be submitted for a loan.
4. That persons holding the following position(s) at the time of loan execution are authorized to sign the loan agreement binding the Applicant to the terms and conditions of the loan.  
Phillip Warren, City Manager
5. That the Applicant agrees to make provisions for assuming proper and efficient operation and maintenance of the facilities after completion of the construction thereof.

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

Councilor Higbee moved, with a second from Councilor Morency, to remove Resolution 2026-04 from the table. So moved, the motion carried.

Councilor Higbee moved, with a second from Councilor Morency, to read Resolution 2026-04 for a second time. So moved, the motion carried.

Councilor Higbee moved, with a second from Councilor Morency, to read Resolution 2026-04 for a third time. So moved the motion carried.

Councilor Higbee moved, with a second from Councilor Morency, to pass Resolution 2026-04.

Councilor Korzen asked if this was loan or a grant, and City Manager Warren advised it is both. This is a loan that may come with some or all loan forgiveness depending on state funding. Mr. Warren advised that this will not affect the tax rate, as it will be paid with sewer revenue.

So moved, the motion carried.

### 3. Resolution 2026-05 Electric School Bus (tabled 04/06/2026)

In the Year of Our Lord Two Thousand Twenty-Six

A **RESOLUTION** authorizing the receipt of a NH Department of Environmental Services (NHDES) grant for the replacement of a Berlin Public Schools - City of Berlin School Bus.

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

WHEREAS, the New Hampshire Department of Environmental Services (NHDES) has approved grant to replace one diesel school bus with one electric school bus and associated charging infrastructure; and

WHEREAS, the Governor and Executive Council approved this grant on March 25, 2026, with an effective completion date of September 30, 2027; and

WHEREAS, under the terms of the agreement, NHDES will reimburse the City of Berlin an amount not to exceed \$365,922 or 95% of eligible project costs, whichever is less; and

WHEREAS, the City of Berlin is responsible for the remaining 5% match (\$19,259 based on the maximum grant award), which will be funded through the Capital Improvement Program in Fiscal Year 2026-2027.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Berlin, NH, that the City Manager is authorized to receive all grant funds from the NH Department of Environmental Services in an amount not to exceed \$365,922.

BE IT FURTHER RESOLVED that the City Manager is authorized to do all things necessary to effectuate the grant.

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

Councilor Higbee moved, with a second from Councilor Morency, to remove Resolution 2026-05 from the table. So moved, the motion carried.

Councilor Higbee moved, with a second from Councilor Morency, to read Resolution 2026-05 for a second time. So moved, the motion carried.

Councilor Higbee moved, with a second from Councilor Morency, to read Resolution 2026-05 for a third time. So moved the motion carried.

Councilor Higbee moved, with a second from Councilor Morency, to pass Resolution 2026-05.

Councilor Korzen again thanked Mr. Sutton for the information he provided, as this makes it easier for the Council to do their job.

So moved, the motion carried.

#### 4. Resolution 2026-06 Diesel Truck School (tabled 04/06/2026)

In the Year of Our Lord Two Thousand Twenty-Six

A **RESOLUTION** authorizing the receipt of a NH Department of Environmental Services (NHDES) grant for the replacement of a Berlin Public Schools - City of Berlin diesel plow truck.

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

WHEREAS, the New Hampshire Department of Environmental Services (NHDES) has approved a grant to replace one diesel dump truck; and

WHEREAS, the Governor and Executive Council approved this grant on March 25, 2026, with an effective completion date of September 30, 2027; and

WHEREAS, under the terms of the agreement, NHDES will reimburse the Berlin Public Schools - City of Berlin an amount not to exceed **\$73,003** or **80% of eligible project costs**, whichever is less, for the replacement of said diesel plow truck; and

WHEREAS, the City of Berlin is responsible for the remaining 20% match (\$18,251 based on the maximum grant award), which will be funded through the Capital Improvement Program in Fiscal Year 2026-2027.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Berlin, NH, that the City Manager is authorized to receive all grant funds from the NH Department of Environmental Services in an amount not to exceed \$73,003.

BE IT FURTHER RESOLVED that the City Manager is authorized to do all things necessary to effectuate the grant.

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

Councilor Higbee moved, with a second from Councilor Morency, to remove Resolution 2026-06 from the table. So moved, the motion carried.

Councilor Higbee moved, with a second from Councilor Morency, to read Resolution 2026-06 for a second time. So moved, the motion carried.

Councilor Higbee moved, with a second from Councilor Morency, to read Resolution 2026-06 for a third time. So moved the motion carried.

Councilor Higbee moved, with a second from Councilor Morency, to pass Resolution 2026-06.

Councilor Korzen clarified that this is a plow truck, not a dump truck, as the school does their own plowing.

So moved, the motion carried.

## **NEW BUSINESS**

Councilor Valerino moved, with a second by Councilor Korzen, to allow the City Clerk to read Resolutions 2026-07 through 2026-11, and Ordinance 2026-01, by short title to save time. So moved, the motion carried.

### **1. Resolution 2026-07 ILO PD (1<sup>st</sup> read)**

Councilor Valerino moved, with a second by Councilor Korzen, to table the Resolution and schedule a public hearing for May 4, 2026. So moved, the motion carried.

### **2. Resolution 2026-08 F&G OHRV PD (1<sup>st</sup> read)**

Councilor Valerino moved, with a second by Councilor Korzen, to table the Resolution and schedule a public hearing for May 4, 2026. So moved, the motion carried.

### **3. Resolution 2026-09 Highway Safety PD (1<sup>st</sup> read)**

Councilor Valerino moved, with a second by Councilor Korzen, to table the Resolution and schedule a public hearing for May 4, 2026. So moved, the motion carried.

### **4. Resolution 2026-10 US Forest Service PD (1<sup>st</sup> read)**

Councilor Valerino moved, with a second by Councilor Korzen, to table the Resolution and schedule a public hearing for May 4, 2026. So moved, the motion carried.

### **5. Resolution 2026-11 NH Opioid Abatement Fund PD (1<sup>st</sup> read)**

Councilor Valerino moved, with a second by Councilor Korzen, to table the Resolution and schedule a public hearing for May 4, 2026. So moved, the motion carried.

### **6. Ordinance 2026-01 Amend Chapter 10-5 Section 10.5 – 55 Offenses and Misc. Prov. (1<sup>st</sup> read)**

Councilor Valerino moved, with a second by Councilor Korzen, to table the Ordinance and schedule a public hearing for May 4, 2026. So moved, the motion carried.

### **7. City Manager's Report**

1. Per City Ordinance Sec. 15-81, City's parking ban was lifted 4/1/26. During the month of April, the Police Chief is authorized to prohibit parking on City streets between the hours of midnight and 7:00 AM if required for snow plowing and removal operations.

2. Attached is the February 2026 Activity Report for the Police Department.
3. Attached is the March 2026 Real Estate Transfer Report.
4. Attached is the March 2026 Fire Department Activity Report
5. Attached is the March 2026 EMS activity report.
6. Attached is a picture of the location in Dead River Park that I would recommend as a location for the Snowshoe Club monument. If there is no objection it will be installed here consistent with an earlier discussion.
7. Street sweeping has commenced. In a couple of weeks, we will commence crosswalk and parking space line painting.
8. Winter cleanup, damage repair and pothole repair is ongoing. Paving plants will be opening soon which will allow for better repairs.
9. The federal prison reached out last week to ensure the City's continued participation in the inmate work program. It was affirmed that we did want to continue in this program which provides inmates to assist with tasks such as roadside cleanup and trimming, cemetery maintenance and general maintenance.
10. The Easter program at the Recreation Center was well attended. They are now gearing up for the summer camp program. The Recreation Commission is working on the framework for the camp.

Councilor Valerino moved, with a second by Councilor Morency, to accept the City Manager's report as presented and place it on file. So moved, the motion carried.

City Manager Warren asked if any Councilors were opposed to the Snowshoe Club monument being placed in Dead River Park, and none were.

## 8. Mayor's Report

- a. Letter from Gerald Perreault re: Pickleball

DATE: 3/27/2026

TO: The Members of the Berlin City Council  
168 Main Street Berlin, NH 03570

Subject: Request for Cost-Effective Expansion of Pickleball Facilities (Horne Field & Glen Ave Courts)

Dear City Council Members,

I am writing to respectfully request the addition of pickleball court lines to the city's existing tennis courts at Horne Field to accommodate the growing popularity of pickleball in our community.

Primary Request: Multi-Use Courts at Horne Field

Adding pickleball lines to the existing tennis courts is a cost-effective way to create a multi-use facility that will benefit residents of all ages.

- The Horne Field courts are currently used by the high school tennis team during their season but rarely see usage outside of the spring. Dual-lining the courts will significantly increase usage and offer more options and flexibility to court users.
- The New Hampshire Interscholastic Athletic Association (NHIAA) does not have specific rules or policies that prohibit painting permanent pickleball lines on high school tennis courts. Decisions regarding court markings are made at the local level, and we note that other fields are already used for dual sports like Field Hockey and Soccer using differing lines.
- This solution is far more affordable than building new pickleball-specific courts.
- I have contacted the company that put the lines on the Horne Field courts; his estimate was approximately \$750 to add Pickleball lines to each court. (Jeff Zangla, Vermont Tennis Court Surfacing, St Johnsbury VT).
- Historically, when local residents would use the Horne Field Courts, we cared for them. We routinely would remove all the pine needles with leaf blowers, clean trash, and ensure that it was left in a respectable condition.
-

## Secondary Request: Need to Update Glen Ave Courts

If adding lines to Horne Field is not immediately possible, we strongly ask that the current pickleball courts on Glen Ave be updated and improved.

- **Dilapidated and Unsafe Conditions:** The Glen Ave courts are currently in dilapidated condition, including cracks on pavement (with grass/weeds), peeling and cracked driveway sealant, improperly installed net posts, and overall unsafe conditions due to improper black surfacing.
- **Poor First Impression:** Given that these courts are one of the first things visitors see when driving into Berlin, their current conditions do not make a good impression. We have had visitors make negative comments about the conditions of the lower Main Street courts.
- **Increase Capacity:** If properly re-done, there is enough space on the court for an additional third pickleball court. A third court would be beneficial due to the consistent number of people who show up to play throughout the summer and the growing popularity of the sport.

### Why Pickleball is a Valuable Investment

Supporting pickleball is a valuable investment in our community's health and recreational offerings.

- **Fastest Growing and Most Accessible Sport:** Pickleball is the fastest-growing sport in the United States. It is less physically demanding than tennis, making it more accessible to a wide range of ages and fitness levels, from beginner to advanced (our club group ranges from 15 to 70 years old and is growing each year).
- **Economic Opportunity:** Investing in pickleball brings economic opportunity. I know several players who regularly drive to outlying areas to play (Bethel, Glen, & North Conway), and these players spend money on food and entertainment in other areas. Updating the courts would attract more visitors to play in BERLIN and potentially generate more revenue for businesses.

Lisa D. Connell wrote, in the Berlin Sun's November 13th edition, about the Berlin Downtown Improvement Project. We believe these changes to the Glen Court would be consistent with the goals of that endeavor.

I urge you to consider adding pickleball lines to our tennis courts and/or updating the Glen Ave courts. I would be happy to discuss this request further and invite you to join us for some games during our group's hours.

Thank you for your time and consideration,

Sincerely,

Gerald Perreault  
44 Rheims St.  
Berlin, NH 03570

City Manager Warren read an email from BHS Athletic Director Craig Melanson:

**From:** Craig Melanson <[cmelanson@sau3.org](mailto:cmelanson@sau3.org)>  
**Sent:** Thursday, April 16, 2026 1:13 PM  
**To:** Phil Warren <[pwarren@berlinnh.gov](mailto:pwarren@berlinnh.gov)>  
**Cc:** Andy Rancloes <[arancloes@sau3.org](mailto:arancloes@sau3.org)>  
**Subject:** Horne's Tennis Courts

Dear Phil,

Regarding the tennis courts at Horne's Field, while dual-marking for pickleball is not our preference given the years spent advocating for high school tennis facilities, with the understanding that these are public courts, we agree that the pickleball lines must not overshadow the tennis lines. The color light gray would be acceptable. We also acknowledge that NHIAA regulations currently allow pickleball and tennis lines to coexist on the same courts.

However, I have serious concerns regarding court maintenance. Last year, duct tape was used to mark lines on the new courts, which caused significant damage. Initially, no one claimed responsibility until a police investigation was initiated. Given that it has taken years to secure these new courts, it is vital that all users immediately report any damages.

I also recommend that while the BHS tennis season is in session, the high school team takes precedence over any club usage, consistent with the policy for our city baseball and softball fields.

Additionally that the standalone court not have pickleball lines. Because this court is typically used by more advanced players, the ball travels at a higher speed. Having fewer lines will make it easier for players to make accurate calls.

I also included the photos of the cracks in the court below.

Thank you,  
**Craig Melanson**  
*Director of Athletics*

City Manager Warren advised that he contacted the company that would add the lines, and it would cost \$750 per court. Mr. Warren noted that the surfacing at the Glen Avenue courts is the best they can do at this time. Resurfacing the courts would cost about \$20,000 based on last year's price for asphalt, which will most likely increase. Mr. Warren advised that Tony Valliere, Chair of the Recreation Committee, has suggested monitoring the Horne Field area, considering the money that was spent on the courts.

Councilor Korzen stated that he would like to think about the request. Councilor Korzen asked about the backboard for the courts at Horne Field, and if that was being replaced. City Manager Warren advised they are still working on that.

The Council decided to add this item to the Work Session for May 4, 2026, to discuss the request.

b. Prom Grand March Request

**From:** Jeff M. Lemoine <[jlemoine@berlinnhpd.gov](mailto:jlemoine@berlinnhpd.gov)>  
**Sent:** Thursday, April 9, 2026 9:52 AM  
**To:** Pamela Laflamme <[plaflamme@berlinnh.gov](mailto:plaflamme@berlinnh.gov)>  
**Cc:** Ronald Lemoine <[rlemoine@berlinnh.gov](mailto:rlemoine@berlinnh.gov)>; Phil Warren <[pwarren@berlinnh.gov](mailto:pwarren@berlinnh.gov)>; Hollie S. Dube <[hdube@berlinnhpd.gov](mailto:hdube@berlinnhpd.gov)>  
**Subject:** Prom Grand March

Pam,

Good morning. The school reached out through Hollie Dube. The prom is on May 16th. They would like temporary No Parking signs from Heritage park north to the walking bridge. I'm waiting on an answer if it's both sides or just the east side of the street.

The march will line up on the bridge and then walk the river walk to Heritage Park.

Is the temporary no parking on May16th something that has to go to council? And I cc'd Ron because the parking signs would not be something we would put out. We can certainly turn them for Public Works Saturday morning to be helpful though.

Jeff Lemoine  
Chief of Police  
Berlin Police Department  
135 Green St.  
Berlin, NH 03570

Councilor Korzen moved, with a second by Councilor Valerino, to approve the school's request to hold the grand march on the Riverwalk on May 16, 2026, as presented. So moved, the motion carried.

c. Strive Fitness 5k Event Request

Hello members of the council,

My name is Haden Poulin. I am a 20 year old small business owner here in Berlin, NH. Me and my good friend Brian Perry, an Exercise Science student at the University of New Hampshire, have recently started a fitness coaching business. With that, we thought it would be a great opportunity to host a 5k race to get our brand some exposure as well as benefit the American Cancer Association, with recent finding that Brian's grandfather has been diagnosed with an aggressive form of lung cancer. We would like to host the event this summer on July 18th. The event will open at 11am for registration, the race will start at 12pm, and the event will end at 3pm. We plan to rent out the Heritage Park for the day in order to have vendors and music to make it more of an event rather than just a race. Our race will start there using the river walk and side of the road to race to Ace Hardware on E Milan Rd and then return on the same route on the opposite side of the road until the riverwalk is met again. Additionally, we plan to have police officers present at every road crossing. All event participants will sign waivers at/upon registration. Our only question is whether we will need the event insured. Thank you for taking the time to read our proposal!

Best Regards,

Haden Poulin & Brian Perry

Chief Lemoine advised that this would be the same route as the Riverfire 5k, however the street is shut down for that event. Chief Lemoine advised that three detail officers would be needed to cover the intersections where runners would cross the street. Chief Lemoine advised he is not opposed to the event; however, logistics will need to be worked out. Mr. Poulin and Mr. Perry were advised to meet with the Police Department to discuss details, and to attend the meeting on May 4, 2026, for a Council decision.

Councilor Korzen asked if it would have to be detail officers, or if it could be volunteers, and Chief Lemoine advised there would have to be detail officers. Chief Lemoine advised that they only have two officers on most shifts, so they would have to call in officers to work overtime for the race.

d. Proclamation – Arbor Day and Earth Week

*Arbor Day and Earth Week Proclamation*

**Whereas**, the City of Berlin has long referred to itself as being the “City That Trees Built” and has history rooted in the natural resources of our community and is part of the Tree City USA program for 2025; and

**Whereas**, the City has placed a strong focus on the appearance of our community and the trees in our City beautify our community; and

**Whereas**, trees are renewable resources, which provide enjoyment to all residents in our community, and we need to continue our commitment of maintaining these resources for future generations.

**Whereas**, our elementary school will celebrate Earth Week with many activities including a visit to the Service Credit Union Heritage Park and the City’s Riverwalk.

Now Therefore, I, Robert Cone, Mayor of the City of Berlin do proclaim that the City celebrated both

*Arbor Day and Earth Week in the City of Berlin*

**Further**, I urge all residents to recognize and acknowledge the importance of our trees, public parks, and forests and support our efforts to take care of them.

e. Planning Board Appointments

Mayor Cone & City Council:

April is the month in which both Planning Board memberships turn over. We hope you will consider making the following reappointments to each board.

- Lori Langlois - Three-year term to run until April 30, 2029, regular board member of the Planning Board.
- Cassie Mason – Three-term to run until April 30, 2029, regular board member of the Planning Board.
- Micah Bachner- Three-year term to run until April 30, 2029, regular board member of the Planning Board.

All three members are willing to serve another term, and the board would like to see all three of them continue in their roles with the Planning Board.

We thank you all for your consideration.

Sincerely,

Pamela E. Laflamme  
Director of Strategic Initiatives

Councilor Theberge asked if these positions were advertised, as other members of the public may be interested in participating. Councilor Theberge also asked who the “we” was in the letter, and was advised it was the Planning Board. Director of Strategic Initiatives Pamela Laflamme advised that all three members are already on the Board, but their terms have expired. All three expressed an interest at the last meeting in continuing, which the Board supported.

Councilor Morency moved, with a second by Councilor Higbee, to accept the Mayor’s nominations for reappointment of Lori Langlois, Cassie Mason, and Micah Bachner as regular members of the Planning Board with terms to expire on April 30, 2029. So moved, the motion carried.

Councilor Valerino moved, with a second by Councilor Higbee, to accept the Mayor’s report and place it on file. So moved, the motion carried.

## **9. Public Comments**

Richard King, of 107 Jericho Road, advised that it would be worthwhile to advertise for open positions on Boards for others who may be interested. Mr. King also stated that if the Biomass or Greenhouse stop paying their taxes, the City should file a tax lien and take the property to resell. Mr. King also noted that the Main Street Program has asked for money from the City, however they should not spend money to beautify Main Street before it is torn up. Pamela Laflamme advised that construction on Main Street would not begin until 2027.

## **10. Council Comments**

Councilor Morency noted that everybody has a right to speak, however there are a lot of comments with misinformation or inaccurate information.

Councilor Higbee asked where the information on the Resolutions and Ordinance that were read by short title will be available for residents to see them. City Manager Warren advised they will be available on the website attached to the agenda for this meeting and the May 4, 2026, meeting. They are also available at the Clerk’s office.

Councilor Valerino noted that he lives across the street from Horne Field, is not bothered at all by pickleball, and enjoys seeing the courts used. Councilor Valerino also thanked public works for their swift removal of the stumps.

Councilor Korzen asked that the proposed ordinance be compared to the old ordinance at the next meeting, so that the changes are clear.

Councilor Theberge apologized to the City Manager, noted that he did not realize that the Biomass payment was two payments of \$400,000 each.

**11. Adjournment**

On a motion by Councilor Plourde, seconded by Councilor Higbee, the Council voted to adjourn the meeting at 8:58 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.