

E-911 Committee Meeting Minutes

August 8, 2023

Attending: (x=attended, a=absent)

George Kramlinger, Fire Chief (Ellen Spicer, Fire Secretary sitting in) x

Tim McLin, Police Chief x

Marty Pepin, City Councilor x

Paul Robidas, Stewarts Ambulance a

Michael Bobinsky, Public Works x

Amber Hall, City Engineer x

Courtney de Oliveira Valarese a

Members of the Public

Collin Francoeur, Applicant

The meeting was called to order at 1pm by Police Chief Tim McLin.

1) Approval of the Minutes from the meeting on May 18, 2023.

A motion was made by City Councilor, Marty Pepin. Motion was seconded by Public Works Director Michael Bobinsky, the motion carried unanimously.

2) Proposal to name two shared driveways off of Bernier Street as part of the Saint Theresa Terrace development.

Michael Bobinsky and Amber Hall gave a summary of the project and the reasoning behind the naming of the driveways. Each driveway will have two homes; they are shared driveways. There is not sufficient numbering space to assign Bernier Street addresses to these homes. Therefore, the driveways need to be named roads. Collin Francoeur, developer representative, gave a brief description of the project and indicated the road names presented were selected by the applicant for the Committee's consideration. Road #1 is the first road on the right to be named off of Bernier Street. The names for consideration were listed in order of preference: Golden Road, Tote Road, Bison Lane, Timber Lane. Road #2 is the second road on the right to be named off of Bernier Street. The names for consideration were listed in order of preference: Corso Drive, Clover Lane, Coburn Drive.

A motion was made to name Road #1 Golden Road by Public Works Director Michael Bobinsky. Motion was seconded by City Council, Marty Pepin, the motion carried unanimously.

A motion was made to name Road #2 Corso Drive by Public Works Director Michael Bobinsky. Motion was seconded by City Council, Marty Pepin, the motion carried unanimously.

Marty Pepin wanted confirmation that street signs would be installed and "Private Way" signs would be installed as well. Collin Francoeur confirmed they will be installed but asked the city to provide a template. Amber Hall indicated she will email him the details and template design.

Michael Bobinsky asked about the status of the temporary road name signs to be installed in the meantime until the road name is accepted by Council. Amber Hall indicated wooden or real estate signage with “Access Road #1” and “Access Road #2” labels would suffice. Also, Amber Hall asked that the lots be labeled with signs indicated map and lot number until formal addresses are assigned.

The final approval of the road names will occur in two readings at City Council.

3) Old Business

Marty Pepin inquired on the status of the Pleasant Street apartment address clarification. Amber Hall indicated she will follow up on this item.

4) New Business

Amber Hall indicated that the 271 & 289 High St subdivision will be coming forward with a road name request soon. Staff has asked the developer to submit recommended names for consideration. They anticipate starting construction soon. We will convene another meeting once they come forward with their request for road name assignment.

Motion was made to adjourn the meeting by Tim McLin, and seconded by Marty Pepin. Motion passed unanimously. Meeting adjourned at 1:37pm.