City of Berlin

Memo

To: Mayor and Council

cc: Department Heads

From: Pat MacQueen

Date: July 6, 2009

Re: Manager's Report

BOP Signed Contract

We have received a signed contract dated June 26th, from the Bureau of Prisons for the sewer connection and improvement project. The amount of the contract that the BOP is willing to pay for is $8.5M. The project is quite a bit larger than this and we will have to either pare it down to the amount we have available or find additional sources of funding. We have been pursuing other sources of funding but certainly will also be looking at phasing the project to be sure that we don't build more than we have funding for.

Assessing Update

Letters went out on a random basis to a number of citizens from the City's assessing contractor, Avitar to schedule appointments for an interior review of properties. Citizens who received a letter like the attached are asked to call 752-5245 between Tuesday, July 7, 2009 and Friday July 10th 2009 between 8:30am to noon and 1pm to 4:30pm to arrange an appointment.

Part-time Employment Agreement

I have entered into a temporary part-time employment agreement with Blandine Shallow to provide Finance Director services to the City on a basis not to exceed 34 hours each week. The agreement makes clear that it is not a permanent fulltime position subject to the NHRS and that either party may terminate it at any time with 120 days notice to the other party. I have had quite a few conversations and some correspondence with the NHRS since April on this matter and on

some of the notices they have put out. From everything I can determine and everything they have relayed to me, it boils down to the requirement that the retired person work no more than 34 hours per week.

Rotary Park Boat Ramp Grant

We received an acknowledgement that the application for a boat launch at Rotary Park made it through the first step of the funding process; however we are waiting to hear if Congress allocates funding.

Letter of Intent

We have put in letters of intent which had to be in by July 1st, to North Country Council which is the starting point for the NH DOT for Transportation Enhancement funding for the Hutchins Street Project. The part of the project that would be eligible for this funding is about $400,000. Our request to Senator Shaheen's office for $1M toward this project is still under consideration by both the House and the Senate.

Fire Station Grant Application

Stimulus funding is now available for providing funds for the building of new fire stations or re-building existing fire stations. We will be applying this week for $5M in funding from this source to see if we can obtain funding to remodel and expand the existing fire station at the existing location. As you might imagine the competition for these funds among municipalities will be fierce and again you get points for being shovel ready which we are not. However, we have a lot of things going for us on this one as well and we intend to go after it.

Second Mill Site Tour

A second mill site tour was given on June 23rd. This time the tour went inside the boiler structure to view its inner workings as well as look at the grounds.

Library News

The Children's Summer Reading Program, "Summertime...and the Reading is Easy" is in full swing. This is a 6-week summer reading program that includes a Ranger visit, Fire Department tour, Guest readers, Clif Book presentation and closing party.

Ladder Cart. A gentleman from a Mass. Fire Department has reported that they have a ladder cart that belongs to Berlin New Hampshire sitting in their museum and they would like to return the ladder cart to Berlin New Hampshire. The Museum is closing and items are being returned to the original owners. We are looking for paperwork to prove the ladder cart is in fact the Berlin Fire Departments'.

The Future of Success

A forum on the future of success was held at WMCC last Wednesday evening hosted by the Androscoggin Valley Chamber of Commerce, the Conservation Fund, the Mahoosuc Initiative and the Appalachian Mountain Club. It reviewed the close to three million that has been received in grants by the Mahoosuc initiative to obtain easements over the Dillon land which makes up most of Success for the purpose of preserving the land from other types of development. One of the purposes of the forum was to take input from people who are familiar and have interest in Success. From my perspective, I think Berlin needs to explore whether there is any possibility of getting some type of link between Berlin and Sunday River which is only 8-10 miles away from Berlin as the crow flies.

Thunder in the Mountains and Car Rally

As the Council is aware from the presentation at the last work session, Thunder in the Mountains and New England Car Rally are both the weekend of July 18-19.

Source to the Sea

Each year the Androscoggin River Watershed Council sponsors a canoe trip down the Androscoggin River. Paddling events will be held along the river from Thursday, July 9th, through Sunday August 23rd from the source to the sea. Events are open to the public with one of these being at the Heritage Park on Saturday, August 8th. Attached is information on this canoe trip.

Cleveland Bridge Mowing

Kim Lambert who does much of the summer mowing around town volunteered to mow the Cleveland Bridge area for the 4th of July without charge. Cudos to Kim.

Building Permits Required.

We have put the following blurb on our web site and are trying to publicize it since many people are not aware when a building permit is required and when it is not.

Did you know that Building Permits are required for:

- *Swimming Pools over 24 inches deep*
- *Fences over 4 feet*
- *Siding*
- *Commercial Signs*

Building permits are also needed for the normal structural, plumbing, electrical or mechanical changes that people make to their homes and buildings. If in doubt contact the City Code Enforcement Officer, Joe Martin at 752-1630

AVRRDD Expansion

On June 25, 2009 the City was notified by the AVRRDD that they are seeking to expand the footprint of the Mt. Carberry landfill by 28 acres.

Legislative Matters

The State has adopted its budget pretty much along the lines we expected. The City is shorted approximately $1.1 M in funds it should have received in this State budget. We have already anticipated that in our budget. What we did not anticipate was the Governor's deferral of 20% State Aid Grant Funding (SAG) for wastewater treatment projects such as the BOP project. That will be harder to deal with.

Public Works/WWT Report

Attached

Manager Time Off and Time Keeping Attached

I will be leaving for Ohio on Wednesday and returning on Sunday. Pam Laflamme will be Acting Manager in my absence. My time keeping for the month is attached.

City of Berlin
168 Main Street
Berlin, NH 03570

00012700009100000001
MACQUEEN, PATRICK
129 DENMARK STREET
BERLIN, NH 03570

Dear Berlin Property Owner:

The City of Berlin has contracted Avitar Associates of New England, Inc. to perform a data verification process. Annually, a random sample of properties is chosen and the data is verified for accuracy. This process helps to maintain an accurate database, which when needed, will help maintain fair and equitable assessments.

At this point in time, a representative from Avitar has visited your property and measured the exterior of your property. Avitar is scheduling appointments for interior inspections. The purpose of the interior inspection is to determine the quality of the materials and craftsmanship used to construct your building and to determine the overall condition. Please call during the times specified below to set up a specific appointment (at a later date) to view the interior of your property. Also, please note this phone will only be answered during the specified dates and times to make an appointment.

Please call 603-752-5245 STARTING Tuesday, July 7, 2009, thru Friday, July 10, 2009, between 8:30 am to noon and 1:00 pm to 4:30 pm to arrange an appointment in the near future for an interior inspection of your property. Please have this notice available when you call.

Please keep in mind that the inspection of your property is very important for an accurate and equitable assessment. Please help us maintain an accurate database to ensure a fair and equitable assessment for you.

Thank you for your cooperation,
Avitar Associates of NE, Inc.
Contract Assessors for the City of Berlin

P.S. It is important to note the phone will be busy during the first day of calls. Please be patient when calling or try again on another day.

Pat MacQueen

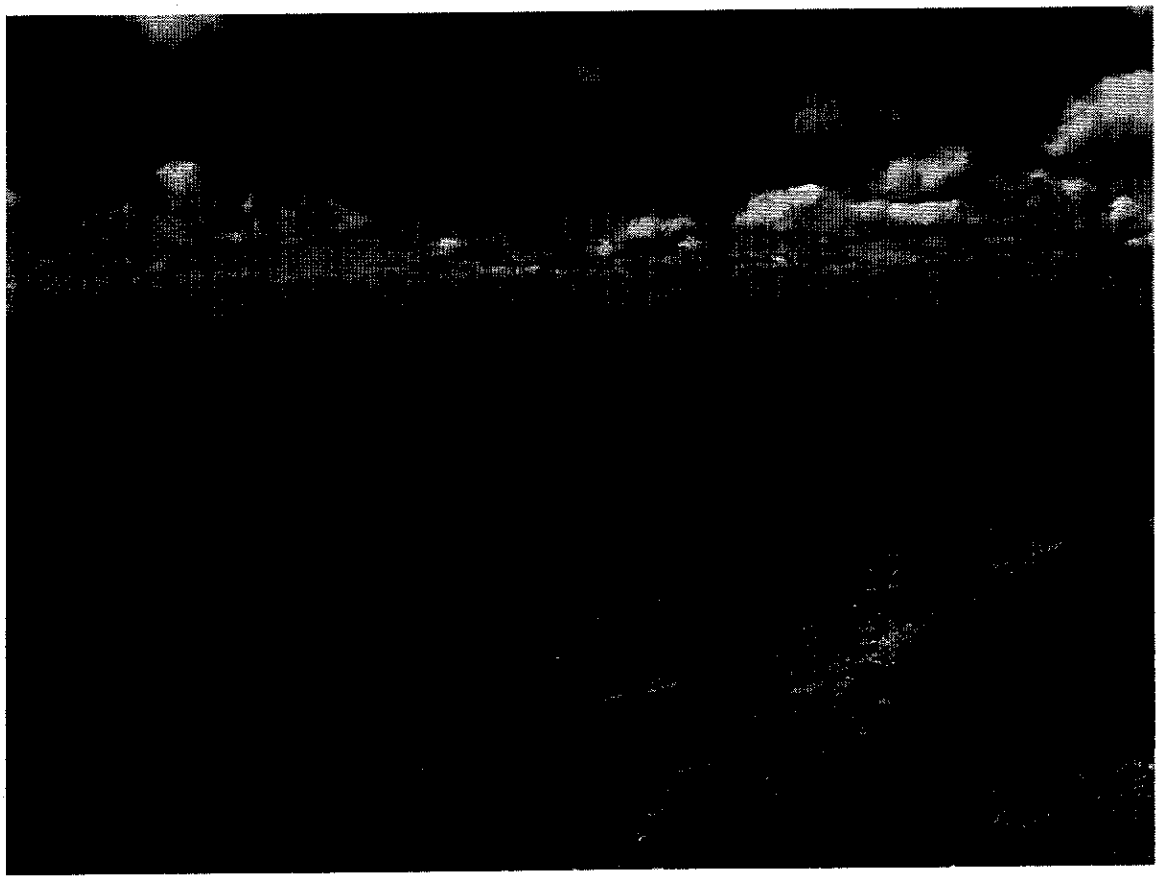
From: Bill York [byork@androscogginvalleychamber.com]

Sent: Tuesday, June 16, 2009 7:39 AM

To: Bill; Bill Jackson; Bronson; byork@androscogginvalleychamber.com; Carol; Chris; Denise Thibodeau; Diana; Dick; Dori; Gina Saladino; Heather; Jim; Jim; Joanne; Kelly; Larry; Lihi; Lucy; Mark; Martha; Pat MacQueen; Paul; Paul; Richard; Robbie; Sylvia; 'Tom'

Subject: The Future of Success Township Forum

Attachments: image001.png; oledata.mso



Community Forum on

The Future of Success Township

Hosted by the

Androscoggin Valley Chamber of Commerce
The Conservation Fund
Mahoosuc Initiative
Appalachian Mountain Club

Wednesday, July 1, 2009 from 6-9 pm
at the White Mountains Community College

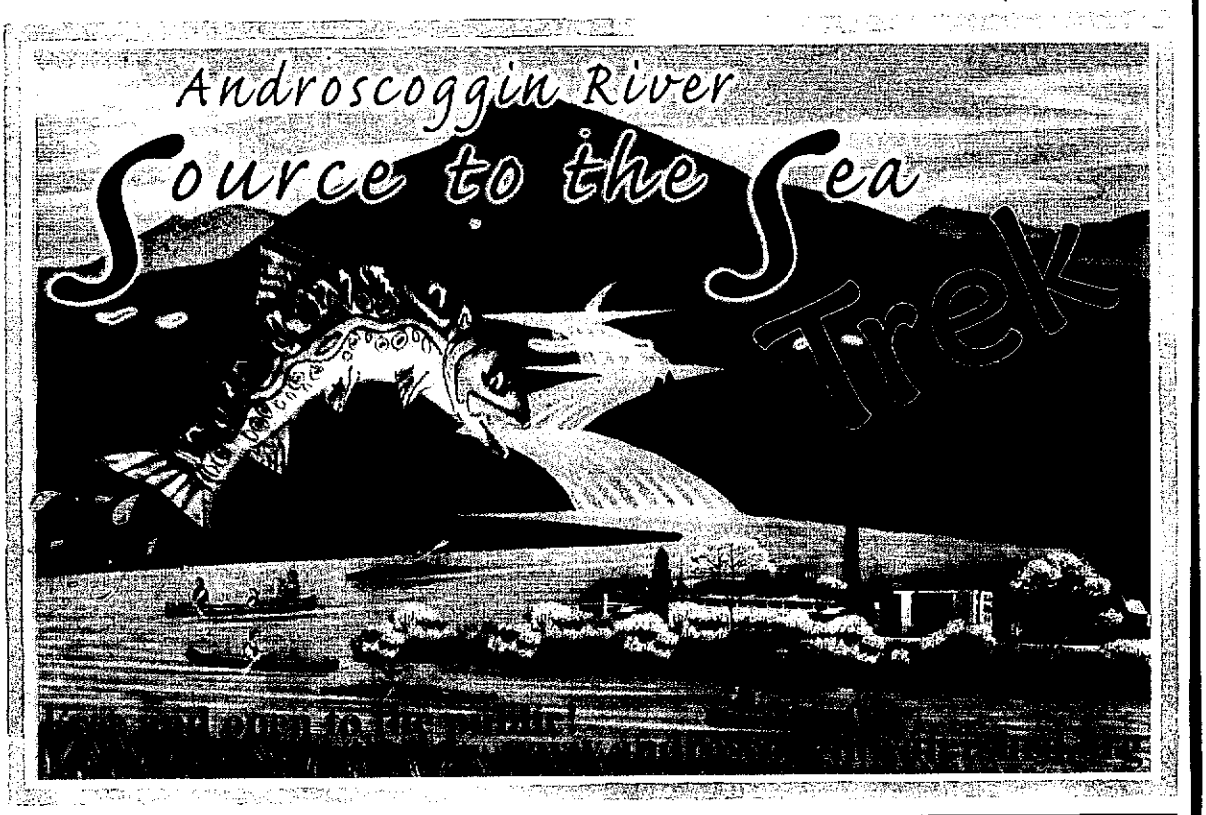
You are invited to join a conversation about what Success means to you, your community and the region and what your vision for this special area would be for the future.

The gathering will take place in the cafeteria where Pizza and Beverages will be served.
Please RSVP so we may provide adequate refreshments.

For additional information please respond to this email or contact:
Androscoggin Valley Chamber of Commerce
603-752-6060

Androscoggin River

Source to the Sea



JULY

Thursday, July 9, Shelburne to Gilead - NH Municipal Day
Friday, July 10, Gilead to Bethel - Maine Municipal Day
Saturday, July 11, Hanover to Rumford - Canoe Race & Onshore Festivities
Sunday, July 12, Bethel to Hanover - Maine Handicap Ski Paddling Day
Monday, July 13, Mexico to Dixfield - NewPage Day
Saturday, July 25, Gulf Island Pond Paddle &Androscoggin Land Trust Picnic
Sunday, July 26, Auburn - Roundtrip Paddle to Rancourt Preserve w/Androscoggin Land Trust (ALT)

207-527-2163
trek@androscogginrivershed.org

AUGUST

Friday, August 7,
Split Day - Morning Paddle: 13 Mile Woods to Pontook Dam
Evening Paddle: FULL MOON OWL PROWL - Umbagog National Wildlife Refuge to Errol
Saturday, August 8, Bofinger to Berlin - Northern Forest Heritage Park's River Day
Sunday, August 9, Errol to Seven Islands Bridge
Friday, August 14, Jay to Livermore Falls
Saturday, August 22, Great Falls Balloon Festival - **On Water Paddling Parade**. Get creative, decorate your boats; join the Balloon Fest festivities. Join the Androscoggin Land Trust for paddles prior to each Balloon Launch (www.androscoggin landtrust.org).
Sunday, August 23, Durham to Lisbon - Paddle and Walk

Thank You Sponsors

Maine Dept. of Environmental Protection
Brookfield Power / Campbell Environmental Group
EPI / Fraser Paper / NewPage Paper
Androscoggin Land Trust / AVCOG
Bethel Outdoor Adventure / LL Bean / Sunday River Ski Resort
True North Adventureware / Verso Paper

Androscoggin Valley

Regional Refuse Disposal District

June 25, 2009

VIA CERTIFIED MAIL/RETURN RECEIPT REQUESTED

NOTICE OF FILING TO ABUTTERS:

1. The Androscoggin Valley Regional Refuse Disposal District is in the process of applying for a 1A permit modification that would allow an increase in the footprint of the Mt. Carberry Landfill by 28 acres.

2. The facility is the Mt. Carberry landfill located in Success Township on Bean Brook Road, permit number DES-SW-88-029.

3. The current property owner is the Androscoggin Valley Regional Refuse Disposal District (AVRRDD) with offices located at 15 Mt. Forist St, PO Box 336, Berlin, New Hampshire 03570-0336, (603) 752-3342.

4. The operator of the Mt. Carberry Landfill is CIANBRO Corporation, PO Box 1000, Hunnewell Square, Pittsfield, ME, 04967 and they maintain an office at the Landfill.

5. The landfill will continue to accept waste from the Gorham operations of Fraser N.H. LLC and municipal waste from the Androscoggin Valley Regional Refuse Disposal District and other contracted towns and commercial customers. The landfill is a municipally owned commercial facility. The landfill currently is permitted to receive 305,500 cubic yards/year and has a life expectancy of 20+ years. If the modification request is granted, the facility could increase its capacity by approximately 3.8 million cubic yards, equivalent to 12 years of operation.

6. Once completed, the application for the 1A modification of the Mt. Carberry Landfill may be reviewed at 15 Mount Forist Street, Berlin, New Hampshire. The contact person is Sharon Gauthier, AVRRDD, 15 Mt. Forist St., Berlin, NH 03570 (603) 752-3342.

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PO Box 336, Berlin, NH 03570
Tel. (603) 752-3342
Fax (603) 752-4388

7. The individual who may be contacted at NHDES is:

   Paul Gildersleeve
   NHDES Waste Management Division
   P.O. Box 95, 29 Hazen Drive
   Concord, NH 03302-0095
   (603) 271-2935

8. We anticipate filing the application to modify the permit with NHDES on or before July 3, 2009.

9. Once the application is submitted, the NHDES will make a determination of completeness within 60 days of receipt. Once determined complete, the NHDES will undertake a technical review and determine whether the proposal meets all requirements of the Rules. The technical review process by the NHDES must be completed within 120 days of the receipt date of the complete application. In addition, the NHDES will hold a public hearing within the host municipality during the technical review process. Following the close of the technical review process and no earlier than 30 days after the hearing, the NHDES will make a final decision to issue or deny the requested modification.

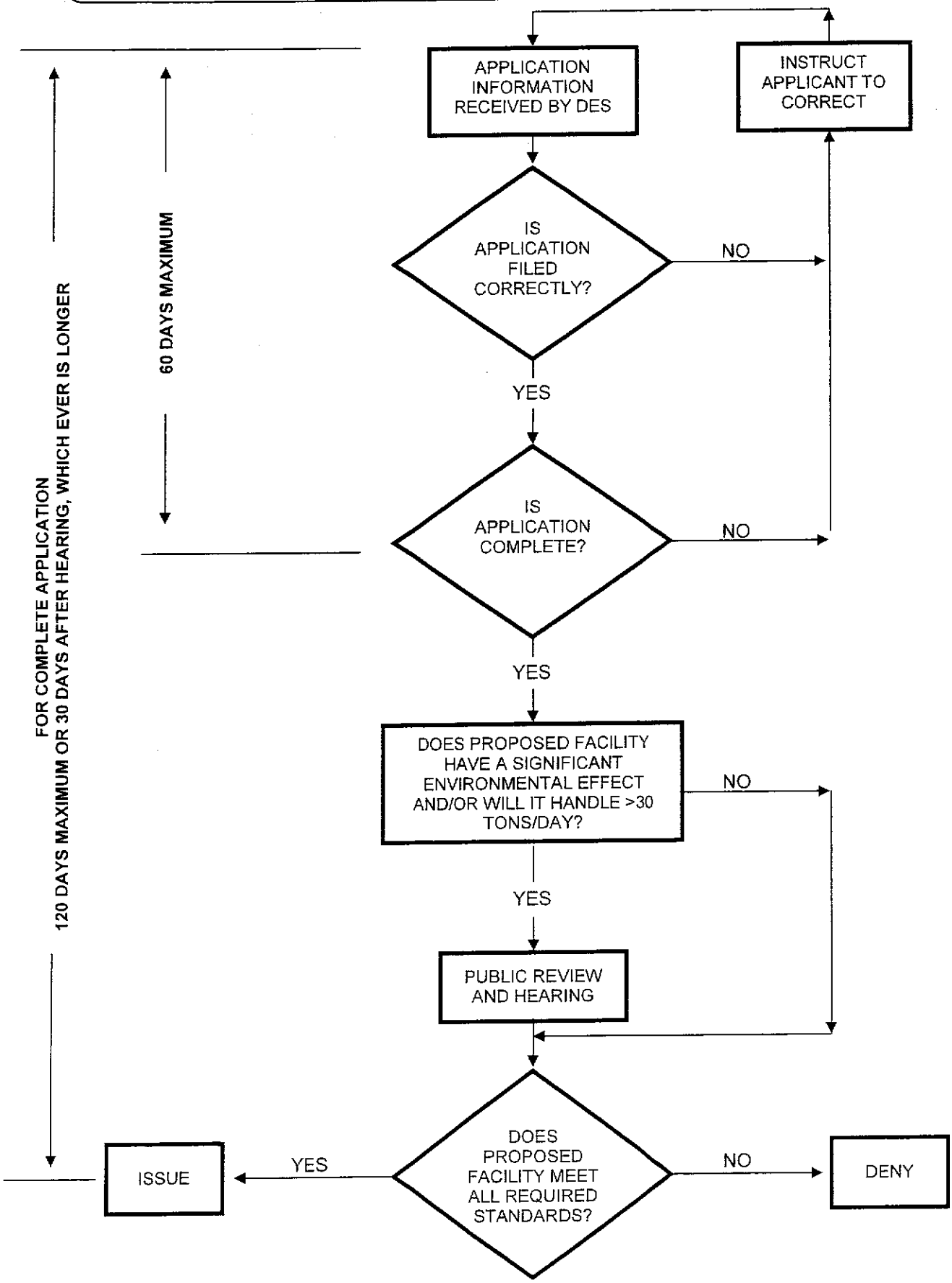
Sincerely,

Sharon E. Gauthier

Sharon E. Gauthier
Executive Director

Attachment: Standard permit application processing provisions as provided in parts Env-Wm 303-305 of the New Hampshire solid waste rules.

STANDARD PERMIT APPLICATION PROCESSING PROVISIONS AS PROVIDED IN PARTS Env-Wm 303 - 305 OF THE *NEW HAMPSHIRE SOLID WASTE RULES*



Public Works Dept. & Pollution Control
June Monthly Report

Safety:

1. Dicky Laflamme remains out on Workmen's Comp., had shoulder surgery. He has been out since November 17th, 2008.
2. No injuries this period.

People Development:

- I attended "Confined Space Entry" workshop June 3rd provided by Primex. Plan to develop workshop for our crew onsite to share new information and procedures.
- I attended a "Road Managers and Supervisors Workshop" put on by UNH T2 in Whitefield.
- June 9th Lucien Couture and I attended a "Safety Awareness Workshop" put on by Paradigm Liaison Services at the White Mountain Chalet which covered pipeline emergency response and damage prevention training.

Public Works Highlights and Projects:

- Public Works Garage 2nd egress installation is in progress.
- Received the two 2009 F150 4x4 Pick-ups
- The C.I.P. Engineering is almost completed by H. E. Bergeron for multiple projects we were hoping to get stimulus funds. We are also looking into Rural Development, Transportation Enhancement and State Bridge Program for funding.
  - Route 110 Sewer Extension
  - Hutchins Street Improvements
  - Hillside Bridge Replacement
  - 12th Street Bridge Repairs
  - Berlin Mills Bridge Repairs and Modifications
- Retaining wall on Guilmette Street collapse from wash out just behind the Old Notre Dame High School. Repaired the damaged area with interlocking blocks.
- Purchased a 2002 Ford 150 4x4 pick-up w/plow from NH Federal Surplus for $10,000. The vehicle was inspected by our mechanic to verify the condition. Vehicle is like new with 15,000 miles.
- Met with the Berlin Waterworks Dept. on the Memorial Field Pedestrian Bridge replacement June 10th on cost sharing. The Berlin Waterworks Dept. needs a bridge to access the South side of the Dead River for waterline replacement project and the current pedestrian bridge needs replacement is the reasoning on joining forces. The Berlin Waterworks Dept. will cover the cost of steel and fabrication for$8500 and the Public Works Dept. will cover the decking cost of approximately $1,400 for materials and $1,100 in labor. Bridge was completed w/e June 26.
- Public Works crew has been doing the paving for waterworks projects as force account work.
  - Wescott Street
  - School Street
  - Main Street
  - Willow Street
  - Cambridge Street
  - Willard Street
  - High Street
  - **Total of 196 tons of asphalt**.
- I attended the Utilities Meeting at NHDOT in Concord June 25th for Rte. 110 phase2. Looks like one of the major challenges will be storm drainage design with treatment. Not many options on locations for a treatment pond.

Sewer Crew Highlights and Issues:

- June 1st storm drain repairs from Spring Street Waterworks activity.
- Completed over a dozen catch basins and manhole repairs.

- Repaired service and mainline repetitive problem on Madison Avenue. The project executed from 10pm to 6am during low traffic period.
- Service repairs from Waterworks Project in the Westcott Street area.
- Temporary repair Enman Hill Rd. failed pipe and box culvert handling the brook through the neighborhood. Plan to execute repairs when flows decrease.
- Service repairs from Waterworks project on School Street.
- Service repairs from Waterworks project on Abenaki Lane.
- Storm line failure on Success & Main Streets. Another failed galvanized pipe repair from sewer separation project.
- Service repair at Blanchard Street structural failure in street.
- We had a plugged main line on Howard Street. We able to clear the pluggage with the sewer jet equipment.

Pollution Control Information Submitted by Henry Noel:

1. No accidents or incidents to report this month.

2. We had one violation of our Discharge Permit this month: e-coli count too high.

3. No outside Trainings this month.

4. Flows through the Plant were low, even though rainfall was high at 5.33" for the month. Took #1 Primary Clarifier offline and drained.

5. Received Acceptance Letter on Compliance Inspection Report at end of this month stating our responses and actions have been accepted.

6. At the start of the month we pulled out a lot of Distressed Material that we want to get rid of together; I haven't finished the list yet, but once done I'll publish it requesting quotes for the lot first, then selected components if that'll bring a better price.

7. We experienced a number of mishaps his month:

    a. a reversing Motor Starter on the Vulcan Screen/Wash Press failed and we had to replace it;

    b. VFD for the #3 Raw Sewage Pump blew when we exercised our backup generator, we've ordered a new (rebuilt) VFD;

    c. Cyclo gear TSP 1 making grinding noise so we opened it up replaced a bearing and a spider;

    d. Armory Pump Station Alarm failed to come in after PSNH replaced pole and transformers; called FairPoint to fix, which they did same day.

8. Power Products here to service and test 7 emergency diesel generators; ran extra tests on WSPS generator (looking for "transients" that might have blown #3 VFD) but found nothing obvious, so he changed setting on Automatic Transfer Switch to ease transfer. No problems found on any gensets, all OK.

9. Enernoc called in a test of their communications system on June 25 and it went ok.

10. Septic Haulers have slowed down considerably this month...

11. Two more State Inspectors came by:

    a. to look at Septic Tank modifications from Phase I rebuild;

    b. to check 2 Underground Storage Tanks for compliance; all OK.

12. #1 Centrifuge continues to run well, dewatering sludge 5 days a week. Andritz indicated #2 Centrifuges should be rebuilt week of 5/25, after which they would put it on their test stand; if it passes, they'd be shipping it up within one week. Received word from Andritz Separation on June 11 that they had found a crack in the Conveyor component while testing it; we authorized replacing the Conveyor with a new one, but that will delay delivery back to us up to 5 months and cost about $24,000.

13. Contractor representative for Bell came by to request disposal of approximately 60,000 gallons of Hydronic cleaning water for new heating system at FCI; exchanged information and told him we'd work with him, for 2 weeks after July 4th. May be more such cleanings in future.

14. Strong odor from Dummer Yard leachate line into Napert Village Pump Station; called George Carlson – NHDES –, and spoke with Tammie Lavoie – AVRRDD – who has one key to valve pit and who tested the air there; Tammie will help us get keys for access to valve pits and valve, to speak with Guy Cote – Sevee & Maher – about operation of Landfill leachate Valve.

15. Received word June 26 from BOP they have accepted City's proposal, signed documents and are mailing them out to us.

16. On June 30 went with Officer Stevens to 1 Watson Street to advise residents not to trespass on Pump Station grounds; our Maintenance man had discovered main breaker handle had been pulled down (but not enough to shut off power).

17. Working to close out the books for year-end, July 1.

Michael P. Perreault, Public Works Director

Week Ending			
1			
	1/10/2009	M	12.25
		T	7.5
		W	10.75
		T	10.5
		F	4
2			
	1/17/2009	S	1.5
		M	11
		T	11
		W	11
		T	9.75
		F	2
3			
	1/24/2009	M	9.75
		T	11
		W	10.5
		T	10
		F	1
4			
	1/31/2009	M	12
		T	8.5
		W	3
		T	10.5
		F	10.5
5			
	2/7/2009	M	11.5
		T	10.75
		W	10.75
		T	8.5
		F	7
6			
	2/14/2009	S	1
		T	13.5
		W	10
		T	12.25
		F	12.75
		S	5.75
7			
	2/21/2009	M	10.75
		T	10.25
		W	10.75
		T	11.5
		F	4
		S	3.75
8			
	2/28/2009	S	1.5
		M	6
		T	12
		W	9.5
		T	13
		F	9

Excess Hours Worked as of 1/6/08 ---	61.56
Hours -- reporting period	1181.25
Avg hrs/wk	45.43
Contracted Hours	1,040
Excess Hours Worked	141.25
Total Excess Hours Worked	202.81

Week Ending			
9			
	3/7/09	M	11.5
		T	10.5
		W	9.75
		T	5.5
		F	5
10			
	3/14/09	M	12
		T	9.75
		W	7.5
		T	12
		F	5
		S	3
11			
	3/21/09	M	11.75
		T	12.5
		W	10
		T	9.75
		F	0.5
12			
	3/28/09	M	9.5
		T	10.5
		W	9.75
		T	10
		F	0.5
13			
	4/4/09	M	11
		T	10.5
		W	10.25
		T	7.5
		F	4.5
14			
	4/11/09	M	12.25
		T	10.75
		W	9.25
		T	8
		S	0.5
15			
	4/18	M	11.5
		T	10
		W	10
		T	10.25
			6.5
16			
	4/25	M	11.5
		T	10.5
		W	10.25
		T	9
		F	4
17			
	5/2	M	11.25
		T	9.75
		W	10.5
		T	12.25
		F	3
18			
	5/9/09	S	
		M	11.5
		T	9.25
		W	9.5
		T	11.25
		F	1

Week Ending			
19			
	5/16/09	M	10.5
		T	7.75
		W	10
		T	8.5
		F	1
20			
	5/23/09	M	11.5
		T	10
		W	11
		T	10.75
21			
	5/30/09	MT	2.5
		T	10
		W	11.75
		T	9.5
		F	5.5
22			
	6/6/2009	S	3
		M	14.25
		T	10.25
		W	9.5
		T	8
		F	4.5
23			
	6/13/09	S	3.5
		M	11.5
		T	11
		W	11.5
		T	9.5
		F	6
24			
	6/20/2009	S	2
		M	11.75
		T	10.5
		W	10
		T	10.75
		F	2
25			
	6/27	S	2
		M	11
		T	8.75
		W	9
		T	8
		F	0.5
26			
	7/4/2009	S	1
		M	10.5
		T	9.25
		W	11.5
		T	8.75
		F	4
27			
	7/11/2009	M	
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		F	

Week Ending			
28			
	7/18/2009	M	
		T	
		W	
		T	
		F	
29			
	7/25/2009	M	
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30			
	8/1/2009	M	
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31			
	8/8/2009	M	
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32			
	8/15/09	S	
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33			
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34			
	8/29/09	M	
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37			
	9/19/09	S	
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Week Ending			
38			
	9/26/09	M	
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		W	
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39			
	10/3/09	M	
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		W	
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		F	
		S	
40			
	10/10/2009	M	
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41			
	10/17/09	M	
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42			
	10/24/2009	M	
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43			
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44			
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	11/21/09	M	
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Week Ending			
47			
	11/28/09	M	
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		W	
48			
	12/5/09	S	
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49			
	12/12/09	S	
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50			
	12/29/2009	W	
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51			
	12/26/09	S	
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52			
	1/2/2010	S	
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