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**To:** Berlin City Council  
**From:** Jim Wheeler, City Manager  
**Date:** 12-19-2016  
**Re:** City Manager's Report

1. We welcome Tyler Carrigan to the Fire Department. He is one of the hires through the SAFER Grant and will be starting work on January 3rd, 2017
2. Demolitions are complete for 167 Willow Street, and 615 Fourth Avenue. There is still some cleanup work to be done at 290 Grafton Street and 630 Rockingham is next in this round of housing demolitions.
3. KRT, the City's assessing contractor, is doing some data collection in Berlin consisting of measuring and listing of a random selection of homes. They are expected to finish this week. This is part of their regular contract work for measuring and listing.
4. Kids from Kindergarten to Third Grade can register now for basketball which will be played on Saturdays beginning February 4th. The cost is \$35. Jim Couhie. A long time instructor, will lead the program.
5. The Finance Director and I have met with Department Heads to begin the FY2018 budget process. I will present a proposed budget schedule to the Council for consideration at an upcoming meeting.
6. Despite a weekend with a wide range of weather conditions including snow, rain, freezing temperatures and unseasonably warm temperatures the PWD worked around the clock to keep streets as passable as possible. Mother Nature seemed to throw everything at us she could muster up. Thank you to the employees of the PWD as well as the other departments who provide service in these challenging conditions.
7. Merry Christmas!