

Memo

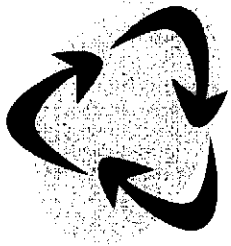
To: Berlin City Council
From: Jim Wheeler, City Manager
Date: 11-21-2016
Re: City Manager's Report

1. On October 19, 2016 the City received an abutter notice from the AVR RDD. They are in the process of applying for a permit modification for additional landfill capacity at Mt. Carberry. If approved, a vertical expansion within the existing landfill footprint would be created. The abutter notice is attached.
2. The total number of ballots cast in the November 8th election was 4065. This is a 74% turnout rate. We had 394 (8%) new voters register to vote. The AG's office inspected St. Anne's Hall and found everything in order. There were approximately 5 people from the Democratic Party that stayed at the polling locations inspecting the election proceedings. Wards 1 and 4 had some issues with the electronic ballot counting devices. Both locations were able to resolve them and get back up and running in a relatively short period of time.

As always, the City's election workers did a fantastic job at keeping things moving and organized. All locations had lines of people waiting for the polls to open. It was a busy day, but all in all went quite smoothly.

3. The City accepted sealed bids for the demolition and removal of debris at 630 Rockingham Street, 290 Grafton Street, 167 Willow Street, and 615 Fourth Avenue in two separate contracts. The low bid for demolishing the three buildings was Hammond Grinding of Canaan, NH at a cost of \$26,680.00. Cross Excavation of Bethel ME bid \$5,493.00 to demolish 615 Fourth Avenue. Work will begin on 167 Willow St. this week. The bid results are attached.
4. We received four bids for the purchase of a backhoe loader. The apparent low bidder is Northland JCB of Wilmington, MA. Bids are being reviewed to be sure that they meet the specifications. The bid results are attached.

5. In our efforts to identify and eliminate infiltration and inflow (I&I) from the Wastewater Collection System we will be undertaking a house-to-house inspection program to identify sources of I&I, which can come from foundation drains, roof drains, and/or sump pumps that may be connected to interior sanitary piping. Beginning on the week of October 3rd going on until the end of the year, an employee of the firm of Wright-Pierce Engineering and a City staff member will be inspecting homes on the East Side. The City would greatly appreciate the cooperation of citizens when the team arrives to perform their inspections. If you have any questions, please call (603) 752-4450.
6. On Thursday, November 17th the Waste Water Treatment Plant was without water due to a broken 6" water service line break. Berlin Water Works responded to repair the line as quickly as possible. Water was restored by 2:00 p.m. on Friday the 18th and the plant ran well all weekend. The facility has a backup plant water system that functioned as expected and allowed the Waste Water Treatment Plant to operate throughout the service line break period.
7. Tax bills were mailed last week and payments are due December 20th.
8. The Recreation Department received a generous donation of \$563.80 from the BHS Girls Soccer Team. A thank you letter from Terry Letarte to the editor of the Berlin Daily Sun is attached.
9. We welcome Missy Wedge to the Recreation Department. She will begin working as the Recreation Assistant and will be helping Terry with recreational programming.
10. A small group of City employees have been spreading Christmas spirit by working on a float for the Christmas Parade. Be sure to look for "Jingle Bells" at the parade to be held on Friday, November 25th at 7:00 p.m. in downtown Berlin. Thanks to those who helped put the float together and a special thanks to Lise Barrette from the Public Works and Parks Dept. for taking the lead in organizing the effort!!!
11. Patty Chase, recently completed an intensive leadership development program. The Primex³ Emerging Leaders Program is a dynamic 7-month professional development opportunity to develop the competencies needed to grow in leadership effectiveness. A cohort of 16 individuals with high leadership potential from the Primex³ membership, who were nominated and endorsed by their supervisors, were selected and participated in the program. Patty should be commended for her commitment to learning and leadership development. The City and the Citizens are the ultimate beneficiary.
12. The Public Works Activity Report for October is attached.
13. The Fire Department's Activity Report for September is attached.



CNI Report

Androscoggin Valley

Regional Refuse Disposal District

RECEIVED
OCT 19 2016

October 18, 2016

City Manager
City Hall, 168 Main Street
Berlin, NH 03570

VIA CERTIFIED MAIL RETURN RECEIPT REQUESTED

**RE: Androscoggin Valley Regional Refuse Disposal District,
Mt. Carberry Secure Landfill (DES-SW-88-029)
Notice to Abutters for Stage 12 Landfill Expansion
NHDES - Type I-A Permit Modification Application**

**Berlin Property: Map 116 - Lots 23 & 23.01; Map 117 - Lot 3; Map 132 - Lot 27;
Map 133 - Lot 78**

The Androscoggin Valley Regional Refuse Disposal District (the District) is in the process of applying for a Type I-A permit modification that would provide for additional landfill capacity in a vertical expansion of the Mt. Carberry Secure Landfill. Our records indicate you own land abutting the landfill site. This letter serves as notice to abutters of the filing of the application with the New Hampshire Department of Environmental Services (NHDES) as required in RSA 149-M and the New Hampshire Solid Waste Rules.

The Mt. Carberry Secure Landfill is located in Success township on Bean Brook Road and is accessed from Hutchins Street in Berlin, NH. The NHDES Standard Facility Permit for the landfill is number DES-SW-88-029. The Type I-A Permit Modification application is scheduled to be submitted to NHDES on or around October 20, 2016.

The modification, if approved, would allow for a vertical expansion within the existing landfill footprint, which is referred to as Stage 12. The landfill is a municipally-owned commercial facility accepting wastes from residents and businesses located in the District, New Hampshire and neighboring states plus the Gorham Paper and Tissue (GPT) mill. Stage 12 would be permitted to accept the same types of wastes as currently permitted, including municipal solid waste, wastes from the GPT paper mill, construction and demolition debris, asbestos containing materials, automobile shredder residue, treatment plant sludge and special wastes meeting NHDES requirements. Stage 12 does not involve any new landfill base area construction. All filling will be above the existing permitted grades within the existing landfill footprint. Operation of Stage 12 is anticipated to start as early as January 2022. Stage 12 would provide approximately 710,000 cubic yards of additional disposal capacity over an approximately 2.3 year operating period.

The applications can be reviewed during normal business hours at the District's offices at 15 Mt. Forist Street, Berlin, NH 03570, at the Coos County offices at 136 County Farm Road, West Stewartstown, NH 03597, and at NHDES located at 29 Hazen Drive, Concord, NH. The permit
PO Box 336, Berlin, NH 03570

Tel. (603) 752-3342

Fax (603) 752-4388

applicant, facility owner, and property owner is the District. The facility is operated under contract with the District by the Cianbro Corporation.

The New Hampshire Solid Waste Rules include specific procedures regarding the review and issuance or denial of permit modification applications. 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 NHDES must be completed within 120 days of the day the complete application is received. In addition, the NHDES will hold a public hearing in Berlin 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. Attached is a flow chart for a standard permit application, which is substantially the same as the process for a Type I-A permit modification.

The District's mailing address is 15 Mt. Forist Street, P.O. Box 336, Berlin, NH 03570. The contact person for the District is Ms. Sharon Gauthier, Executive Director, who can be reached at the District's office in Berlin or at 603-752-3342 or at sgauthier@avrrdd.org.

The contact person at NHDES is Mr. Paul Gildersleeve, NHDES Waste Management Division, P.O. Box 95, 29 Hazen Drive, Concord, NH 03302-0095 or at (603) 271-2935 or paul.gildersleeve@des.nh.gov.

Sincerely,

Androscoggin Valley Regional Refuse Disposal District



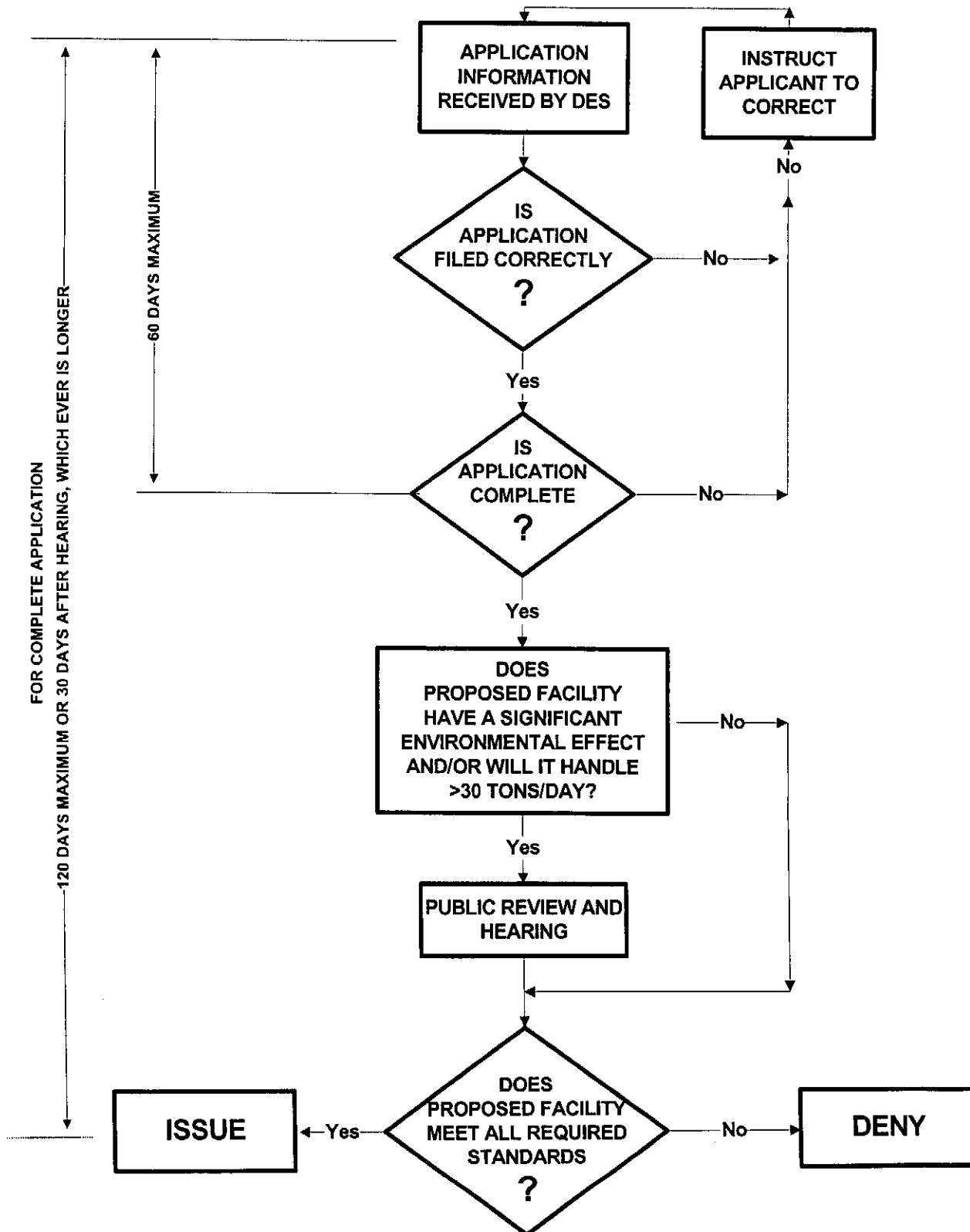
Sharon Gauthier
Executive Director

Enclosure: NHDES Application Flow Chart

cc w/o enc: Paul Gildersleeve, P.E., NHDES
Paul Schmidt, P.E. CMA Engineers



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



CITY OF BERLIN

Contract 2016-12

630 Rockingham, 290 Grafton, 167 Willow

Thursday, November 10, 2016 – 2:00 p.m.

Bid Opening Attendees – please sign in below:

Sarah Romanowski

Emma Curtis

Agenda Review
John Flanagan

John Nichols - Ray's Electric
Gregory
Andrew

BIDDER	Bid Amount	Date/Time	Other
Cross Excavation, Bethel, ME	27,537	10:30 a.m. 10/10	
Milan Excavating, Milan, NH	77,270	1:15 p.m. 10/10	
SSXcavating, Newport VT	61,100	1:35 p.m. 10/10	
Hammond Grinding, Canaan, NH	26,680	1:40 p.m. 10/10	
Lee T. Corrigan, Gorham, NH	49,655	1:40 p.m. 10/10	
Ray's Electric, Berlin	38,800	1:45 p.m. 10/10	

CITY OF BERLIN

Contract 2016-13

615 Fourth Avenue

Thursday, November 10, 2016 – 2:00 p.m.

Bid Opening Attendees – please sign in below:

Amanda Rao
Sarah Rouanor

Justin Hammond
Emma Curtis

Michael Rajallectue
[Signature]

BIDDER	Bid Amount	Date/Time	Other
Fortier & Associates, Berlin	\$6,151	8:27 a.m. 10/10	
Cross Excavation, Bethel, ME	\$5,493	10:30 a.m. 10/10	
Milan Excavating, Milan, NH	\$14,513	1:15 p.m. 10/10	
SSXcavating, Newport VT	\$10,220	1:35 p.m. 10/10	
Hammond Grinding, Canaan, NH	\$6,500	1:40 p.m. 10/10	
Lee T. Corrigan, Gorham, NH	\$9,050	1:40 p.m. 10/10	
Ray's Electric, Berlin	\$6,800	1:45 p.m. 10/10	

CITY OF BERLIN
Contract 2016-09 Purchase Backhoe Loader
Thursday, October 27, 2016 – 2:00 p.m.

Bid Opening Attendees -- please sign in below:

BIDDER	Bid Amount	Date/Time	Other
Beauregard Equipment, Concord	\$129,500.00	10/18 1:30 pm	
Milton Cat, Richmond VT	\$134,500.00	10/27 8:33 am	
Nortrax, Pembroke NH	\$133,000.00	10/27 11:00 am	
Northland JCB, Wilmington, MA	\$109,000.00	10/27 1:16 pm	



The Berlin Community Services Division
Recreation & Parks Department

First Avenue, Berlin NH 03570 (603) 752-2010, Fax 752-8588, TDD 752-1610, tletarte@berlinnh.gov

November 09, 2016

Letter to the Editor:

Thank you so very much to the BHS Girls Soccer Team for their recent donation of \$563.80 to the Berlin Recreation department.

Berlin Recreation strives to be all-inclusive regardless of athleticism or ability to pay. The soccer team's generosity will insure that many who struggle to pay even the most basic of program fees will be able to enjoy activities that many register for without hesitation. Having a few members of the team work with Berlin Recreation during the summer reinforced their desire to see all the children of the area remain active, regardless of their financial situation. Thank You BHS Girls Soccer for your foresight in seeing such a need and wanting to do something about it.

I commend the Berlin High School Girls Soccer League for their team spirit and compassion. Many will appreciate and benefit from their generous donation!

Sincerely,

Terry Letarte, Program Director
Berlin Recreation & Parks Department

**City of Berlin Public Works Department
2016 Activity Report**

	Dec 2016	Nov 2016	Oct 2016	Sept 2016	Aug 2016	July 2016	June 2016	May 2016	April 2016	Mar 2016	Feb 2016	Jan 2016	Year to Date 2016	Year 2015
Total Service Requests			70	88	88	77	81	82	69	80	61	53	749	762
Administrative Service Requests			4	1	7	6	8	9	5	6	7	9	62	15
Cemetery burials			2	0	3	1	3	0	1	2	3	0	15	24
Maintenance:Bldg/Furniture repair, Fences/Railings/Walls, Lawns/Trees, Signs														
Parks and Grounds			33	24	32	30	13	13	6	13	13	8	185	153
Refuse/Recycle/Yard Waste			6	14	9	4	4	11	13	4	7		72	48
Sanitary Sewer			4	4	6	5	6	8	5	3	5	10	56	58
Storm Drainage System			8	26	5	9	16	7	8	9	6	3	97	76
Streets and Highways: Repairs of curbs/sidewalks/streets, line painting, sweeping, sanding, sand barrels, paving and potholes			3	7	9	8	6	10	8	28	5	2	86	75
			10	12	17	14	25	24	23	15	15	21	176	313

City Owned Property Service Requests														
City Hall			3	9	5	10	3	5	3	6	6	4	54	41
Recreation Dept.			2	1	4	0	0	2	4	4	0	0	17	4
Library			1	1	0	0	0	0	0	0	0	2	4	10
Fire Dept.			2	1	1	0	1	0	0	2	0	0	7	5
Schools			0	0	1	0	2	1	1	0	0	0	5	7
Bridges			0	1	0	0	0	0	0	0	0	0	1	2
Parks/Fields/Other City owned			7	13	5	1	6	11	12	4	3	1	63	23

City of Berlin Fire Department

Incident Type Report

Alarm Date Between {09/01/2016} And {09/30/2016}

Incident	Alm Date	Time	Primary Action	Property Use
100 Fire, Other				
16-0000375-000	09/12/2016	15:50:00	86 Investigate	938 Graded and cared-for plots of lar
Incident Type Count:	1			Percent of All: 1.9%
131 Passenger vehicle fire				
16-0000380-000	09/15/2016	17:42:00	11 Extinguishment by fire	500 Service, business, Other
Incident Type Count:	1			Percent of All: 1.9%
140 Natural vegetation fire, Other				
16-0160372-000	09/10/2016	21:07:00	10 Fire control or extinguish	419 1 or 2 family dwelling
Incident Type Count:	1			Percent of All: 1.9%
141 Forest, woods or wildland fire				
16-0000365-000	09/06/2016	11:34:00	11 Extinguishment by fire	669 Forest, timberland, woodland
16-0000383-000	09/16/2016	13:20:00	10 Fire control or extinguish	919 Open, lawn or field
Incident Type Count:	2			Percent of All: 3.9%
142 Brush or brush-and-grass mixture fire				
16-0000368-000	09/07/2016	15:07:00	86 Investigate	419 1 or 2 family dwelling
16-0000385-000	09/18/2016	10:00:00	80 Information, investigation	419 1 or 2 family dwelling
Incident Type Count:	2			Percent of All: 3.9%
160 Special outside fire, Other				
16-0000396-000	09/23/2016	23:00:00	86 Investigate	569 Professional supplies, services
Incident Type Count:	1			Percent of All: 1.9%
311 Medical assist, assist EMS crew				
16-0000381-000	09/15/2016	23:29:00	70 Assistance, Other	419 1 or 2 family dwelling
16-0000382-000	09/16/2016	07:48:00	30 Emergency medical service	419 1 or 2 family dwelling
16-0000387-000	09/19/2016	09:23:00	73 Provide manpower	400 Residential, Other
16-0000397-000	09/24/2016	16:41:00	30 Emergency medical service	800es, public or special property, Other
Incident Type Count:	4			Percent of All: 7.8%
352 Extrication of victim(s) from vehicle				
16-0000366-000	09/06/2016	13:10:00	22 Rescue, remove from hazard	260 Street, Other

City of Berlin Fire Department

Incident Type Report

Alarm Date Between {09/01/2016} And {09/30/2016}

Incident	Alm Date	Time	Primary Action	Property Use
Incident Type Count:	1			Percent of All: 1.9%

381 Rescue or EMS standby

16-0000394-000	09/22/2016	00:04:00	92 Standby	331 Hospital - medical or psychiatric
16-0000404-000	09/27/2016	07:00:00	92 Standby	615 Electric-generating plant
16-0000405-000	09/27/2016	10:20:00	92 Standby	615 Electric-generating plant
16-0000407-000	09/27/2016	15:37:00	92 Standby	331 Hospital - medical or psychiatric

Incident Type Count:	4			Percent of All: 7.8%
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411 Gasoline or other flammable liquid spill

16-0000362-000	09/03/2016	19:33:00	44 Hazardous materials leak or containment	960 Street, Other
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Incident Type Count:	1			Percent of All: 1.9%
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412 Gas leak (natural gas or LPG)

16-0000376-000	09/14/2016	14:45:00	86 Investigate	331 Hospital - medical or psychiatric
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Incident Type Count:	1			Percent of All: 1.9%
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413 Oil or other combustible liquid spill

16-0000384-000	09/16/2016	20:44:00	45 Remove hazard	962 Residential street, road or resic
16-0000393-000	09/21/2016	23:18:00	45 Remove hazard	419 1 or 2 family dwelling

Incident Type Count:	2			Percent of All: 3.9%
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424 Carbon monoxide incident

16-0000361-000	09/01/2016	19:29:00	86 Investigate	419 1 or 2 family dwelling
16-0160367-000	09/07/2016	14:55:00	45 Remove hazard	419 1 or 2 family dwelling

Incident Type Count:	2			Percent of All: 3.9%
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444 Power line down

16-0000390-000	09/21/2016	15:32:00	45 Remove hazard	419 1 or 2 family dwelling
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Incident Type Count:	1			Percent of All: 1.9%
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460 Accident, potential accident, Other

16-0000371-000	09/10/2016	16:24:00	20 Search & rescue, Other	000M Property Use, MIXED
16-0000377-000	09/14/2016	18:35:00	86 Investigate	429 Multifamily dwelling
16-0000395-000	09/23/2016	17:30:00	22 Rescue, remove from hazard	960 Street, Other

City of Berlin Fire Department

Incident Type Report

Alarm Date Between {09/01/2016} And {09/30/2016}

Incident	Alm Date	Time	Primary Action	Property Use
Incident Type Count:	3			Percent of All: 5.8%

462 Aircraft standby

16-0000363-000	09/05/2016	14:36:00	92 Standby	331 Hospital - medical or psychiatric
16-0000370-000	09/09/2016	18:00:00	92 Standby	331 Hospital - medical or psychiatric
16-0000378-000	09/15/2016	13:19:00	92 Standby	331 Hospital - medical or psychiatric
16-0000398-000	09/24/2016	19:18:00	92 Standby	331 Hospital - medical or psychiatric
16-0000402-000	09/26/2016	10:12:00	92 Standby	331 Hospital - medical or psychiatric

Incident Type Count:	5			Percent of All: 9.8%
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463 Vehicle accident, general cleanup

16-0000379-000	09/15/2016	14:10:00	45 Remove hazard	400 Residential, Other
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Incident Type Count:	1			Percent of All: 1.9%
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500 Service Call, other

16-0000386-000	09/18/2016	10:34:00	85 Enforce codes	419 1 or 2 family dwelling
16-0000401-000	09/26/2016	09:00:00	63 Restore fire alarm system	539 Household goods, sales, repairs
16-0000410-000	09/30/2016	21:50:00	76 Provide water	900 Outside or special property, Other

Incident Type Count:	3			Percent of All: 5.8%
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510 Person in distress, Other

16-0000373-000	09/10/2016	22:05:00	34 Transport person	931 Open land or field
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Incident Type Count:	1			Percent of All: 1.9%
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511 Lock-out

16-0000360-000	09/01/2016	15:39:00	52 Forcible entry	419 1 or 2 family dwelling
16-0000399-000	09/25/2016	15:24:00	52 Forcible entry	419 1 or 2 family dwelling

Incident Type Count:	2			Percent of All: 3.9%
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520 Water problem, Other

16-0000392-000	09/21/2016	17:12:00	76 Provide water	960 Street, Other
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Incident Type Count:	1			Percent of All: 1.9%
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542 Animal rescue

16-0000409-000	09/30/2016	17:46:00	22 Rescue, remove from harm	946 Lake, river, stream
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City of Berlin Fire Department

Incident Type Report

Alarm Date Between {09/01/2016} And {09/30/2016}

Incident	Alm Date	Time	Primary Action	Property Use
<hr/>				
Incident Type Count:	1			Percent of All: 1.9%
<hr/>				
622 No Incident found on arrival at dispatch address				
16-0000364-000	09/05/2016	21:14:00	86 Investigate	963 Street or road in commercial area
Incident Type Count:	1			Percent of All: 1.9%
<hr/>				
651 Smoke scare, odor of smoke				
16-0000400-000	09/25/2016	23:44:00	86 Investigate	331 Hospital - medical or psychiatric
Incident Type Count:	1			Percent of All: 1.9%
<hr/>				
700 False alarm or false call, Other				
16-0000389-000	09/19/2016	15:00:00	86 Investigate	615 Electric-generating plant
Incident Type Count:	1			Percent of All: 1.9%
<hr/>				
711 Municipal alarm system, malicious false alarm				
16-0000403-000	09/27/2016	06:03:00	86 Investigate	215 High school/junior high school/mi
16-0000406-000	09/27/2016	15:18:00	63 Restore fire alarm system	High school/junior high school/mi
Incident Type Count:	2			Percent of All: 3.9%
<hr/>				
733 Smoke detector activation due to malfunction				
16-0000369-000	09/08/2016	16:57:00	60 Systems and services, 409	The Multifamily dwelling
Incident Type Count:	1			Percent of All: 1.9%
<hr/>				
734 Heat detector activation due to malfunction				
16-0000408-000	09/27/2016	16:10:00	63 Restore fire alarm system	High school/junior high school/mi
Incident Type Count:	1			Percent of All: 1.9%
<hr/>				
735 Alarm system sounded due to malfunction				
16-0000391-000	09/21/2016	16:53:00	86 Investigate	211 Preschool
Incident Type Count:	1			Percent of All: 1.9%
<hr/>				
743 Smoke detector activation, no fire - unintentional				
16-0000374-000	09/12/2016	03:04:00	63 Restore fire alarm system	340 Clinics, doctors offices, hemodia
16-0000388-000	09/19/2016	10:50:00	63 Restore fire alarm system	High school/junior high school/mi

City of Berlin Fire Department

Incident Type Report

Alarm Date Between {09/01/2016} And {09/30/2016}

Incident	Alm Date	Time	Primary Action	Property Use
Incident Type Count:	2			Percent of All: 3.9%

Total Incident Count: 51