

Memo

To: Berlin City Council
From: Jim Wheeler, City Manager
Date: 02-15-2016
Re: City Manager's Report

1. After a thorough and competitive interview process I am pleased to announce that Elaine Riendeau will fill the position of City Clerk when it is vacated later this year. Elaine brings some very relevant experience as the Town of Gorham's Deputy Town Clerk, where she has gained a lot of experience working for the Town. In addition, she has some significant private sector experience as the past Owner and Operator of the Casablanca Cinema in Bethel, ME. She also worked on associated development work with the Town of Bethel. During the interview process it was obvious that she is committed to the area and enthusiastic about its continued growth and redefinition. We are currently working out the details of her start date to provide an overlap with Debbie Patrick before her retirement at the end of June.

Zachary Kenney has accepted an offer of employment as a Firefighter. He comes to us from Pittsburg, NH and is expected to begin work on February 22nd. The processes for a building inspector and housing coordinator are ongoing.

2. The Berlin Police Department was named the NH Retail Owners' Association 2016 Law Enforcement Partner of the Year. NH's Attorney General Joe Foster presented the award to the Berlin PD. The award recognizes outstanding members of the law enforcement community who have gone out of their way to help retailers and open the lines of communication between retailers and law enforcement.

The PD provides training for retailers on how to deal with aggressive and violent behavior from employees and consumers. They are available to do business walkthroughs and security talks. They share info with retailers on bad checks, fraud, robbery, counterfeits and thefts. In particular, they have advocated for ordinances designating the roads in the City as open to ATV's, giving ATV users access to businesses, thereby increasing sales.

3. There was an excellent voter turnout with an average of 61% city-wide for the February 9th Primary Election; a tally is attached. New Precinct 2 was extremely busy all day. People were very pleased with the new location and said it was well set up for the amount of foot traffic they had. Attendants only heard of one complaint the entire day. Attorneys representing the Bernie Sanders campaign as poll watchers engaged the City Clerk at the end of the day to let her know that they had sat in at each voting precinct and they were amazed at how well all precincts functioned. They said the voting process in Berlin was organized and that all election officials were great to work with. I would like to offer a big thank you to the City Clerk and all of the dedicated volunteers who work a very long day for the success of Berlin's elections.
4. Attached is a list of Public Works activities that we will report monthly. Service requests for 2015 totaled 762.
5. The FY18 Municipal budgeting process is well underway. Proposed department budgets have been submitted and compiled.
6. On the legislative front, the House Ways and Means Committee will conduct a hearing on HB 1198 regarding telecom pole valuations. The ASB is making recommendation relative to the valuing calculation. The City Attorney will be attending this hearing.

The reauthorization of NH's Medicaid Expansion bill HB 1696 was passed by the full house. It will be heard by the House Finance Committee on Wednesday February 17th. The program saves local welfare dollars.

The Governor's proposed 10 Year Transportation Plan (HB 2016) includes one project for Berlin: the Replacement of the Hillside Avenue Bridge over the Dead River at an estimated cost of \$659,451.

BERLIN PRESIDENTIAL PRIMARY ELECTION**FEBRUARY 9, 2016****BERLIN, NH**

	REG. VOTERS AS OF 1/30/16	VOTED @ POLLS	VOTED ABSENTEE	TOTAL VOTES CAST	TOTAL CITY PERCENTAGE
PRECINCT 1	1114	649	19	668	60%
PRECINCT 2	2725	1543	134	1677	62%
PRECINCT 4	1080	625	14	639	59%
TOTAL ALL PRECINCTS	4919	2817	167	2984	61%

**City of Berlin Public Works Department
January 2015 Activity Report**

	January 2016	Year to Date 2016	Year 2015
Total Service Requests	53	53	762
Administrative Service Requests	9	9	15
Cemetery burials	0	0	24
Maintenance:Bldg/Furniture repair, Fences/Railings/Walls, Lawns/Trees, Signs	8	8	153
Parks and Grounds			48
Refuse/Recycle/Yard Waste	10	10	58
Sanitary Sewer	3	3	76
Storm Drainage System	2	2	75
Streets and Highways: Repairs of curbs/sidewalks/streets, line painting, sweeping, sanding, sand barrels, paving and potholes	21	21	313

City Owned Property Service Requests			
City Hall	4	4	41
Recreation Dept.	0	0	4
Library	2	2	10
Fire Dept.	0	0	5
Schools	0	0	7
Bridges	0	0	2
Parks/Fields	1	1	23

2017 - 2026 Ten Year Plan

Pending Approval

1/14/2016

BERLIN (15792)

Route/Road HILLSIDE AVENUE

Category BRIDGES

Scope BRIDGE REPLACEMENT-HILLSIDE AVENUE OVER
DEAD RIVER-BR. #232/066

Strategy TIER 5

Phase	Year	Funding	Program	
Preliminary Engineering	2017	\$64,900	SAB *	
Right of Way	2017	\$5,000	SAB *	
Construction	2017	\$5,788	NON-PAR (other)	
Construction	2017	\$583,763	SAB *	
Total		\$659,451		
			Previous Funding	\$0
			Current TYP Funding	\$659,451
			Future Funding Required	\$0
			Total Project Cost	\$659,451

Comments None

BOSTON EXPRESS 5307 (68093M)

Route/Road VARIOUS

Category TRANSIT

Scope BOSTON EXPRESS
5307 PROGRAM
NH-90-X193

Strategy TIER 1

Phase	Year	Funding	Program	
Preliminary Engineering	2017	\$45,000	FTA5307	
Total		\$45,000		
			Previous Funding	\$90,000
			Current TYP Funding	\$45,000
			Future Funding Required	\$0
			Total Project Cost	\$135,000

Comments None