

# Memo

**To:** Berlin City Council  
**From:** Jim Wheeler, City Manager  
**Date:** 3/16/2020  
**Re:** City Manager's Report

1. The Spring Lecture Series will be presented at the White Mountains Community College with the next presentation "A Girl on a Mountain: Tales from the Trail Program" on March 25th beginning at 6:00 p.m. A flyer with programming for April 15th and May 6th is attached.
2. ANNUAL CITY OF BERLIN VOLUNTEER RECOGNITION AWARD: The Berlin Volunteer Award will be given during April, national Volunteer Month, to volunteers who have served the municipality of Berlin. Applications are available at the Berlin Recreation Department, 672 First Avenue, Berlin. Deadline to submit nominations is Friday, March 20th. Awards will be given in the following categories:  
  
Recreation/Sports - Volunteer who supports activities in Recreation, School, or other sponsored leisure event.  
  
Humanities/Arts - Volunteer who supports humanities and arts in the community such as Public Library or Schools' Arts and Music programs.  
  
Education - Volunteer in support of Berlin Public Schools  
  
Government - Volunteer on a city board or other function of the government of the city.  
  
Grounds & Special Outdoor Projects - Volunteer who assists in the care for city property, infrastructure, mowing, painting, gardens, etc.
3. The 2020 EASTER EGGSTRAVAGANZA on April 4<sup>th</sup> and the Rabies Clinic on April 25th will likely be postponed. We will get this information out to the public soon.
4. The NH Division of Forests and Lands reported that the timber sale at the Northern NH Correctional Facility in Berlin is complete. Their letter summarizing the timber is attached. A copy of the letter went to the DRA and to the Board of Assessors.
5. Attached is the SAG amortization schedule for the SAG grant approved by Governor and Council on January 22, 2020: C-890 Phase 1 I&I Reduction Contract 3. The fiscal year 2020 payment will arrive on or about March 1, 2020. The 2020-2021 operating budget established an appropriation to pay the 2020 and 2021 state contribution for this grant. The appropriation for subsequent years will be requested for the DES operating budget on a biennial basis.

6. Work on Phase 2 of the I&I Project continues. A letter went out to about 30 residences on the east side asking for a temporary construction easement so that connections that allow clean water to go into the sanitary sewer system can be replaced at the City's expense. We expect to complete the work in the Spring/Summer of 2020.
7. We had three properties out for bid: 532 Burgess; Land on Corbin Street and buildings at 84 Corbin Street which must be demolished. There were no bids for the Burgess Street house. The winning bidder on both Corbin Street properties was Jun Jun Law-as who bid \$4,500 on the land and \$11,125.00 on 84 Corbin.
8. PWD, and BEMS Statistics for February are attached; PD Statistics for January are attached.



# Strong Women

1920 → 2020

## then & NOW



## Spring 2020 Series

All events on Wednesdays at 6 pm  
at White Mountains Community College



March 4: *Votes for Women: A History of the Suffrage Movement* program  
With Liz Tentarelli



March 25: *A Girl On a Mountain: Tales From the Trail* program  
With Marena Harris



April 15: *Voting Down the Rose: Florence Brooks Whitehouse and Maine's Fight for Woman Suffrage*  
program & book signing  
With Author Anne Gass



May 6: *Strong Female Characters*  
program & book signing  
With Author J.L. McCreedy

### Event Sponsors



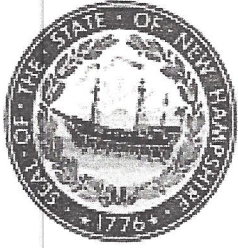
2020 Riverside Dr., Berlin, NH  
603-342-3087

Berlin Public Library  
Gorham Public Library

Refreshments will be served



NEW HAMPSHIRE  
humanities



STATE OF NEW HAMPSHIRE  
DEPARTMENT of NATURAL and CULTURAL RESOURCES  
Division of Forests and Lands

172 PEMBROKE ROAD CONCORD, NEW HAMPSHIRE 03301  
PHONE: 271-2214 FAX: 271-6488 WWW.NHDFL.ORG

February 24, 2020

James A Wheeler, City Manager  
168 Main Street  
Berlin, NH 03570

Dear Mr. Wheeler:

The P3-417 timber sale at the Northern New Hampshire Correctional Facility in Berlin, New Hampshire has been completed to our satisfaction. I am providing you with the final volumes by species as reported to us by the purchaser, Timberwolf Logging LLC.

Please note that the timber scale summary reflects only those species, products and units agreed to in our Contract with the Purchaser. Scale slips for individual species may have been combined, and units of measure may have been converted to the units of measure agreed upon in the contract. I have enclosed a copy of the cover page, Section V. SCALING, and Exhibit A, TIMBER INCLUDED, PRICE from the TIMBER SALE CONTRACT AND AGREEMENT for your reference. The Timber Scale Summary is as follows:

Species/Product	Volume	Species/Product	Volume
White Pine Sawlogs	2.490 Mbf	Hardwood Pallet	0.435 Mbf
Spruce/Fir Sawlogs	19.740 Mbf		
Red Maple Sawlogs	0.030 Mbf	Hardwood Roundwood	154.86 Tons
Paper Birch Sawlogs	2.040 Mbf	Softwood Pulp	0.00 Tons
Other Hardwood Sawlogs	0.035 Mbf	Mixedwood Chips	1,309.70 Tons

I am preparing to close out this timber sale. If you have any questions, or if I can be of any assistance, please contact me at (603) 271-2214. Thank you.

Sincerely,

William Guinn, Administrator  
Forest Management Bureau

Enclosure

cc: Jason Huter, Forest Ranger  
Rick Evans, Timber Tax Appraiser, DRA



**Exhibit A.****STIPULATIONS SPECIFIC TO THIS TIMBER SALE CONTRACT AND AGREEMENT****I. TIMBER INCLUDED, PRICE**

A. The State sells to the Purchaser, and the Purchaser hereby buys from the State, all trees within an area delineated by pink survey flagging found upon 18 acres more or less of land belonging to the State, being a portion of the Department of Corrections Northern New Hampshire Correctional Facility in the city of Berlin, New Hampshire for and in consideration of the following prices:

PRICE	UNIT	SPECIES	PRODUCT
\$5.00	MBF	White Pine.	Sawlogs
\$5.00	MBF	Spruce/Fir	Sawlogs
\$5.00	MBF	Red Maple	Sawlogs
\$5.00	MBF	Paper Birch	Sawlogs
\$5.00	MBF	Other Hardwood	Sawlogs
\$5.00	MBF	Hardwood	Pallet
\$0.05	Tons	Hardwood	Roundwood
\$0.05	Tons	Softwood	Pulp
\$0.05	Tons	Mixedwood	Chips

B. The total estimated volume of marked trees is approximately 64,240 board feet and 879 tons consisting of:

Species	Product	<u>Unit 1</u>	Totals
		(bd ft)	(bd ft)
White Pine	Sawlogs	6,100	6,100
Spruce/Fir	Sawlogs	51,700	51,700
Red Maple	Sawlogs	3,500	3,500
Paper Birch	Sawlogs	2,590	2,590
Other Hardwood	Sawlogs	100	100
Hardwood	Pallet	250	250
		(tons)	(tons)
Hardwood	Roundwood	190	190
Softwood	Pulp	145	145
Mixedwood	Chips	544	544

**II. METHOD OF PAYMENT**

A. The Purchaser's initial deposit of \$1,000.00 submitted with the bid and a second deposit of \$4,000.00 submitted by the Purchaser prior to the start of any operations shall be held together through the contract period as a performance bond, and subsequently returned to the Purchaser upon satisfactory fulfillment of the contract obligations, less any damages or penalties assessed. Both bond deposits must be in the form of a CERTIFIED OR CASHIER'S check.

B. This will be a per unit sale. Payment for stumpage shall be required in advance of cutting on the basis of bid price per unit of product.



## Timber Tax Bond Notice for Timber Sales on State Lands

Dear Town Official,

When an Intent-to-Cut is filed for a timber sale on State land, RSA 79:3-a requires municipalities to collect a timber tax bond from the purchaser of the stumpage if they do not own land within the town the timber is being harvested from. This is your responsibility. To assist municipalities, the Division of Forests and Lands routinely provides to towns in which a state timber sale occurs a letter specifying the purchaser, prices, species, products and volumes of products estimated to be harvested from the timber sale once the bid has been awarded and prior to the start of the harvest.

*79:1 II-a Owner means:*

*(3) Any person who has purchased stumpage and cutting rights on public lands.*

*79:3-a Land Ownership. –*

*I. Until an owner has furnished a bond or other security to the town, no owner shall cut or cause to be cut growing wood and timber if such owner:*

*(a) Does not own land in the town where he intends to cut.*

*(b) Ceases to own land in the town where he is cutting after filing an intent to cut.*

*And*

*79:10-a Bond Required. –*

*I. The assessing officials shall, within 30 days of the receipt of the notice of intent to cut pursuant to RSA 79:10, or within 15 days of written notification of a change in ownership from the owner pursuant to RSA 79:3-a, II, notify in writing the owner filing such notice of the amount and conditions of any bond or other security which they deem necessary to secure the payment of the yield tax due from the operation described in the notice of intent to cut.*

*II. No owner required to furnish bond or other security in accordance with RSA 79:3-a shall commence to cut or continue to cut until such owner has posted the bond or other security. No owner who owns land in the town where the owner intends to cut shall be required to post a bond or other security as a condition to cut, unless the owner is delinquent on town timber taxes or property taxes.*

*III. Any owner who commences a cutting operation or who continues a cutting operation without first furnishing a bond or other securities as deemed necessary by the assessing officials shall be guilty of a misdemeanor.*

*If you have any questions please contact:*

Questions about the timber sale: Will Guinn - Administrator, Forest Management Bureau, NH Division of Forests and Lands, 172 Pembroke Road, Concord, NH 03301. Tel. 271-2645, e-mail [William.Guinn@dnr.nh.gov](mailto:William.Guinn@dnr.nh.gov).

Questions about timber tax: Rick Evans - Timber Appraiser, NH Department of Revenue Administration, 109 Pleasant St. Concord, NH 03301. Tel. 230-5952, e-mail [Rick.Evans@dra.nh.gov](mailto:Rick.Evans@dra.nh.gov).



STATE OF NEW HAMPSHIRE  
DEPARTMENT OF NATURAL AND CULTURAL RESOURCES  
DIVISION OF FORESTS AND LANDS  
CONCORD, NEW HAMPSHIRE 03301

**TIMBER SALE CONTRACT AND AGREEMENT**

**THIS CONTRACT AND AGREEMENT**, made this 17<sup>th</sup> day of October, 2019 by and between the State of New Hampshire by Brad W. Simpkins, Director of the Division of Forests and Lands, Division of said State; and Timberwolf Logging LLC, P.O. Box 455, Littleton, New Hampshire 03561, hereinafter called the Purchaser.

**WITNESSETH**, that in consideration of the mutual promises and undertakings hereinafter set forth, the parties agree as follows:

**I. TIMBER INCLUDED, PRICE** (SEE EXHIBIT A FOR ANY ADDITIONAL TERMS OR CONDITIONS OF THE TIMBER SALE CONTRACT AND AGREEMENT).

- A. See Exhibit A (I. TIMBER INCLUDED, PRICE) for products and prices.
- B. See Exhibit A (I. TIMBER INCLUDED, PRICE) for estimated volumes of marked trees.
- C. These volumes are not guaranteed. The information provided by the State is not intended to be a substitute for independent verification by the Bidder.

**II. METHOD OF PAYMENT** (SEE EXHIBIT A FOR ANY ADDITIONAL TERMS OR CONDITIONS OF THE TIMBER SALE CONTRACT AND AGREEMENT).

- A. See Exhibit A (II. METHOD OF PAYMENT) for performance bond.
- B. See Exhibit A (II. METHOD OF PAYMENT) for basis of stumpage payments.
- C. See Exhibit A (II. METHOD OF PAYMENT) for initial advance stumpage payment.
- D. See Exhibit A (II. METHOD OF PAYMENT) for additional stumpage payments.
- E. See Exhibit A (II. METHOD OF PAYMENT) for payment mailing instructions.

**III. PERIOD OF CONTRACT; OPERATION** (SEE EXHIBIT A FOR ANY ADDITIONAL TERMS OR CONDITIONS OF THE TIMBER SALE CONTRACT AND AGREEMENT).

- A. See Exhibit A (III. PERIOD OF CONTRACT; OPERATION) for the period of the contract.

January 22, 2020

City of Berlin

STATE AID GRANT C-890  
Phase 1 I&I Reduction - Contract 3

Final State Aid Grant Amortization Schedule

Fiscal Year	Principal	Interest	Total
2020	\$31,095.00	\$0.00	\$31,095.00 *
2021	\$31,095.00	\$0.00	\$31,095.00 *
2022	\$31,095.00	\$0.00	\$31,095.00 *
2023	\$31,095.00	\$0.00	\$31,095.00 *
2024	\$31,095.00	\$0.00	\$31,095.00 *
Total	<u>\$155,475.00</u>	<u>\$0.00</u>	<u>\$155,475.00</u>

Payment Due - March

\* Includes Lump Sum Payments



**84 Corbin Street Map 114/Lot 57  
Thursday, March 12, 2020 – 2:00 p.m.**

Pam Laflamme		
Jim Wheeler		
Sue Tremblay		

[illegible]

**Corbin Street Map 114/Lot 56**  
**Thursday, March 12, 2020 – 2:00 p.m.**

Pam Laflamme	
Jim Wheeler	
Sue Tremblay	

[illegible]



[illegible]

City Owned Property Service Requests									
	64	53	51	58	14	11	3		
City Hall									
Recreation Dept.	18	20	20	16	8	3	5		
Library	9	9	5	5	2	2	0		
Fire Dept.	7	9	7	5	1	1	0		
Schools	7	8	5	8	0	0	0		
Parks/Fields/Other City owned	68	76	70	48	2	0	2		

[illegible]

# 2020 BEMS Call Log SUMMARY

	Calls	Emergency	Non E.	LD	ND	NT	Gorham	Milan
January	108	77	10	12	75	21	2	2
February	142	98	22	18	102	22	1	1
March								
April								
May								
June								
July								
August								
September								
October								
November								
December								

	250	175	32	30	177	43	3	3
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2015	1748
2016	1721
2017	1771
2018	1787
2019	1884

Calls=Total number

Emergency= Calls that require a trip to the Emergency room, or another hospital

Non Emergency= Calls that require a patient to be brought from the local hospital home, or to a local nursing facility.

LD= Long Distance transport

ND= Normal distance transport

NT= No transport, a non billable call, either refusal of care, cancellation, no patient, ect.

Gorham and Milan calls represent a responded call from that community.



Berlin Police Department  
March 2020 Commissioner's Meeting  
**- January 2020 Activity Report -**

	January 2020	Year To Date 1/1 - 1/31/2019	Year To Date 1/1 - 1/31/2020	Difference %
Total Calls for Service	1649	1906	1649	-13.48%
Milan Calls for Service	96	81	96	18.52%
Milan Calls (Officer Initiated)	44	36	44	22.22%
Total Arrests	80	53	80	50.94%
Protective Custody Arrests	11	2	11	450.00%
Felonies	17	12	17	41.67%
Misdemeanors	59	74	59	-20.27%
Thefts	5	28	5	-82.14%
Burglaries	1	2	1	-50.00%
Vandalism/Criminal Mischief	0	6	0	-100.00%
Criminal Threatening	11	9	11	22.22%
Sexual Assaults	0	5	0	-100.00%
Assaults	7	9	7	-22.22%
Domestic Violence Incidents	18	20	18	-10.00%
Verbal Arguments	3	7	3	-57.14%
Restraining/Stalking Orders	8	18	8	-55.56%
Drug Complaints	19	18	19	5.56%
Suspected Overdose	1	2	1	-50.00%
Involuntary Emergency Admission (IEA)	6	10	6	-40.00%
Motor Vehicle Stops	216	177	216	22.03%
Motor Vehicle Violations	24	35	24	-31.43%
Motor Vehicle Warnings	216	133	216	62.41%
OHRV Complaints	4	5	4	-20.00%
OHRV Stops	0	3	0	-100.00%
OHRV Accidents	1	2	1	-50.00%
DWI Violations	4	4	4	0.00%
Accidents	14	31	14	-54.84%
Accidents Within an Intersection	10	14	10	-28.57%
Parking Tickets	30	38	30	-21.05%
Dog Complaints	18	31	18	-41.94%
Animal Complaints (other)	4	5	4	-20.00%
Assists to other Berlin Departments	27	54	27	-50.00%
Assist to Berlin Ambulance	46	72	46	-36.11%
Assists to Gorham PD	1	8	1	-87.50%
Assists from Gorham PD	4	2	4	100.00%
Juvenile Incidents	8	12	8	-33.33%
Juvenile Arrests	5	1	5	400.00%
<b>Officers issued 30 parking ticket for the following reason:</b>				
Winter Parking Ban - 1st Offense	22			
Winter Parking Ban - 2nd Offense	6			
Winter Parking Ban - 3rd Offense	1			
Driveway	1			
<b>Locations of Intersection Related Accidents:</b>				
Blanchard St & Hillside Ave	1			
Carl St & Madison Ave	1			
Coolidge St & Second Ave	1			
Glen Ave & Hutchins St	1			
Main St & Pleasant St	1			
Mason St & Pleasant St	1			
Muzzy Hill Rd & W Milan Rd (Milan)	1			
Noury St & Riverside Dr	1			
Riverside Dr & Tamarack Ln	1			
Third Ave & Wight St	1			

j.cloutier 02/18/2020