

Memo

To: Berlin City Council
From: Jim Wheeler, City Manager
Date: 05-16-2016
Re: City Manager's Report

1. On Wednesday May 18th, beginning at 6:00 p.m. in the Berlin High School Cafeteria, the Stand Up Androscoggin Valley Coalition, will host a free event inviting residents of the Androscoggin Valley to help identify all the activities and assets that already exist in our region. An activity expo will follow in the Berlin High School gymnasium to conclude the event.
2. Chief Trull reported that the new Fire Dept. UTV vehicle was used to respond and fight a forest fire on Mt. Jasper on 4/30/16. The removable pump was used to pump water from a nearby pond and the fire was contained to less than 1 acre. See attached report from Chief Trull.
3. WREN has approached the Berlin Public Library with an offer of a partnership. The maker studio on Main Street will be available for Library patrons on Saturdays. Anyone with a Berlin Library card will be allowed to use the studio for free on Saturdays.
4. Alison Kelsey was hired as the new Recreation Assistant and Randy Fauteux will soon start in the Public Works Department as a laborer. We wish them well as they join us in public service.
5. Bids for # 2 Fuel Oil will be received tomorrow and awarded by the next day. We are hoping that favorable pricing will alleviate some of the budget stress.
6. We received the Wetlands and non-site specific permit for the Route 16 Project on May 9, 2016.
7. Given that there is an estimated cost of \$120,000 to remove old fire alarm line and install new fire alarm line on the Rte. 16 project we are currently looking at converting the system, in the Rte. 16 zone, to a modern wireless system. We hope that this will save us on capital cost and we fully expect that it will save us on long term maintenance cost. The Council will be provided more information when it is available.
8. City employees participated in a safety training conducted by Lieutenant Timothy Godin of the Berlin PD. The training was staggered over two days to allow as many employees to attend as possible. Lt. Godin trained employees on ways to react in threatening situations. Thanks to Debbie Patrick for organizing the training and to Tim Godin for conducting such a professional presentation.

9. The annual Day of Caring was held on Friday May 13th. Thanks to the many organizations and volunteers who contributed. Attached is a message of thanks from Local 1088 President Roland Berthiaume noting the significant contributions made by many participants who worked at Heritage Park. His message truly captures the spirit of cooperation and caring that the day is all about.
10. The Proposed Budget was published in Saturday's Berlin Daily Sun; it will also appear in tomorrow's Daily Sun. A copy of the proposed budget is attached.
11. The Police Department's statistics as reported to the Police Commission at their May meeting is attached.

Susan Tremblay

To: Jim Wheeler
Subject: RE: Forest Fire Mt. Jasper

-----Original Message-----

From: Chief Randall Trull
Sent: Sunday, May 01, 2016 8:01 PM
To: Jim Wheeler <jwheeler@berlinnh.gov>
Subject: Forest Fire Mt. Jasper

Good evening Jim,

On 04/30/2016 at 05:55:00 the Berlin Fire Department was dispatched to Mt. Jasper near top alongside the trail by the vernal pool. /Berlin, NH 03570. The location is a Forest, timberland, woodland. The incident was determined to be a (n) Forest, woods or wildland fire. Approximately one acre burned and the cause is undetermined. Thirteen firefighters responded to this incident and no injuries reported at the time of this incident. We were able to utilize the new UTV which made this job a lot easier by transporting equipment and water directly to the base of the fire. The firefighters did an excellent job localizing this fire keeping it from spreading further into forest lands. Keeping to one acre was an excellent job.

06:10:00 arrived on scene.

The following actions were performed on scene:
Extinguishment by fire service personnel

Units responding were:

Unit ATV responded.
Unit CAR 2 responded.
Unit PUP1 responded.
Unit TAN1 responded.
Unit UTV responded.

11:05:00 all units back in service.

Chief Randall Trull
City of Berlin Fire Department

From: Roland Berthiaume <romik175@hotmail.com>
Date: May 13, 2016 at 11:12:32 PM EDT
To: James Wheeler <jwheeler@berlinnh.gov>
Subject: Heritage park

Hi Jim

I just wanted to take a minute to inform you of the recent Day of Caring event at Heritage Park. This Friday the Berlin Fire Fighters Local 1088 participated in the day of caring, our project for the day was to repair the amphitheater area, we removed all the wood benches so they could be cleaned and stained by other volunteers. Then removed all the weeds and grass that has grown in the walk ways, we aligned all the granite slabs that had been moved by the frost over the years, and finally we installed ledge pack for the walking surface. The Fire Fighter have been participating In a day of caring type event every year for at least the last ten years.

Also as a member of the Heritage Park operations committee I want to take a minute to let you know the Fire Fighters were not the only group to make this Day of Caring a great event. I don't think I could possible include everyone that participated in the event Friday. But I would like thank Mike Perrault for his efforts in making this day successful, the Public works department removed the old wood bridge and set a base for the new bridge to be built on, this and several other small projects by PWD and Parks & Recreation made this day very successful. They did a great job.

Then the Berlin High School building trades students attended the Day of Caring event and built a fence at the south end of the park to replace one that was in disrepair. Mr. Lambert and his students did a great job, and I feel the student should be proud of being part of giving back to the community.

Also as I mentioned I can't possibly recognize all then great people that volunteered at the event Friday. But I would like to mention the crew from Capone Iron Northwood's, they really showed some community pride in the rebuilding of the wood bridge. Steve Kinney and his crew will sleep good tonight. A Big thanks to Capone Iron. They are truly a community partner.

Thanks Roland Berthiaume

**CITY OF BERLIN
2017 PROPOSED BUDGET**

A public hearing on the proposed fiscal year 2017 budget will be held on Wednesday, May 25, 2016 at 6:30 pm in the City Hall Auditorium. The hearing will be conducted by the Mayor and Council in accordance with the City Charter. The following is the proposed budget summary:

Account #	Description	2016 Budget	2017 Proposed Budget
01-401	MAYOR AND CITY COUNCIL Total	64,748	59,820
01-402	ADMINISTRATION Total	1,135,556	1,138,570
01-403	ELECTIONS Total	16,912	16,712
01-404	CITY HALL AND OTHER BUILDINGS Total	55,164	56,136
01-405	SPECIAL FUNDS Total	260	260
01-406	PROPERTY AND LIABILITY INS Total	134,516	93,489
01-407	COUNTY TAX Total	1,553,959	1,553,959
01-408	CENTRAL SERVICES Total	265,000	265,000
01-409	DISCOUNTS/ ABATEMENTS/DEEDED P Total	100,746	-
01-410	PERSONNEL BENEFITS Total	354,022	322,640
01-411	CONTINGENCY Total	9,600	9,600
01-412	OUTSIDE AGENCIES Total	67,166	70,582
01-413	CEMETERY Total	12,711	12,961
01-416	IT DEPARTMENT Total	131,850	132,750
	TOTAL GENERAL GOVERNMENT	3,902,210	3,732,480
01-420	POLICE DEPARTMENT Total	2,992,470	3,073,790
01-421	FIRE DEPARTMENT Total	2,034,453	1,920,966
01-422	STREET LIGHTING Total	145,200	145,200
01-423	AMBULANCE SERVICE Total	323,000	329,000
01-424	SPECIAL PUBLIC SAFETY Total	90,800	90,800
	TOTAL PUBLIC SAFETY	5,585,923	5,559,756
01-425	HOUSING DIVISION/HR Total	93,697	43,100
	TOTAL HOUSING DIVISION	93,697	43,100
01-430	PUBLIC WORKS Total	1,875,726	1,904,305
01-431	ENGINEERING Total	-	-
01-436	SOLID /PW Total	838,186	814,985
	TOTAL PUBLIC WORKS	2,713,912	2,719,291
01-440	HEALTH DEPARTMENT Total	533,442	571,756
01-441	WELFARE Total	116,463	112,207
01-449	PARKS Total	310,590	264,239
01-450	RECREATION DEPARTMENT Total	128,058	136,970
01-451	LIBRARY Total	187,756	193,145
	TOTAL COMMUNITY SERVICES	1,276,310	1,278,316
01-470	DEBT SERVICE Total	783,085	557,891
01-480	CAPITAL IMPROVEMENT PROJECTS Total	721,900	470,342
	TOTAL DEBT AND CAPITAL	1,504,985	1,028,233
	TOTAL CITY GENERAL FUND	15,077,036	14,361,176
01-460	SCHOOL OPERATING BUDGET Total	17,823,718	17,984,343
01-461	SCHOOL CAPITAL IMPROVMENTS Total	411,011	121,000
	TOTAL SCHOOL GENERAL FUND	18,234,729	18,105,343
01-407	COUNTY TAX	1,553,959	1,553,959
01-414	TRANSFER OUT	37,851	14,369
	TOTAL CITY AND SCHOOL GENERAL FUND	33,349,616	32,480,888
	OTHER CITY FUNDS		
10	SCHOOL EDUCATION GRANTS	2,491,546	2,741,656
11	SCHOOL FOOD SERVICES	661,990	661,990
19	RECREATION ACTIVITY FUND	35,700	35,700
21	BERLIN INDUSTRIAL DEVELOPMENT	181,184	181,184
30	FUND 30 GRANT FUNDS	1,644,929	82,500
59	CDBG	451,307	
60-432,470,480	SEWER FUND w/ Capitl and Debt Service	3,306,114	3,143,782
63-437	CATES HILL LANDFILL	7,180	7,180
65-434,480	BERLIN AIRRPORT FUND w/ Capital	215,675	175,963
	TOTAL ALL OTHER FUNDS	8,995,624.00	7,029,954.00
	TOTAL CITY BUDGET - ALL FUNDS	\$42,345,240.00	\$39,510,842.00

Berlin Police Department
May 2016 Commissioner's Meeting
- March 2016 Activity Report -

	February 2016	Year To Date 2015	Year to Date 2016	Difference %
Total Calls for Service	1529	4103	4404	7.34%
Milan Calls for Service	58	151	144	-4.64%
Total Arrests	63	165	174	5.45%
Protective Custody Arrests	5	18	16	-11.11%
Felonies	17	48	55	14.58%
Misdemeanors	65	206	209	1.46%
Thefts	26	54	66	22.22%
Burglaries	4	7	21	200.00%
Vandalism/Criminal Mischief	5	28	31	10.71%
Criminal Threatening	7	20	42	110.00%
Sexual Assaults	2	11	14	27.27%
Assaults	13	18	25	38.89%
Domestic Violence Incidents	11	49	47	-4.08%
Verbal Arguments	6	13	21	61.54%
Restraining/Stalking Orders	10	20	26	30.00%
Motor Vehicle Stops	177	525	468	-10.86%
Motor Vehicle Violations	19	34	61	79.41%
Motor Vehicle Warnings	150	431	363	-15.78%
DWI Violations	3	7	6	-14.29%
Accidents	13	55	36	-34.55%
Accidents Within an Intersection	3	23	12	-47.83%
Parking Tickets	86	79	172	117.72%
Dog Complaints	42	52	96	84.62%
Animal Complaints (other)	5	23	24	4.35%
Assists to other Berlin Departments	48	193	133	-31.09%
Assist to Berlin Ambulance	70	260	198	-23.85%
Assists to Gorham PD	9	25	23	-8.00%
Assists from Gorham PD	3	6	12	100.00%
Juvenile Incidents	23	34	40	17.65%
Juvenile Arrests	6	8	13	62.50%
Officers issued 86 parking ticket for the following reasons:				
Winter Parking - 1st Offense	72			
Winter Parking - 2nd Offense	12			
Winter Parking - 3rd Offense	2			