

# Memo

**To:** Berlin City Council  
**From:** Jim Wheeler, City Manager  
**Date:** 07-05-2016  
**Re:** City Manager's Report

1. Bids for a fuel distribution system at the Public Works Garage were opened June 30. FPH Tank Installation & Service of Orleans Vermont was the apparent low bidder at \$199,500.

Bids were also opened for Septage Pump Replacement at the Waste Water Treatment facility. Cross Machine of Berlin was the apparent low bidder on that project at \$40,783.29. Copies of the bid sheets are attached.

2. A report of Public Works activity for June is attached.
3. Eversource notified the City of its plans to lower the water level above the Smith Hydro dam from September 12 to September 23 to perform routine maintenance of the canal and penstock.
4. The Police Department's activity report for May as reported to the Police Commission is attached.
5. Tomorrow at the T&C - the first two of four public meetings to discuss the preparations for Camp RZR coming to Jericho Mountain State Park in September. Team Jericho, which is comprised of members from the City of Berlin, Town of Gorham, Department of Resources and Economic Development-Bureau of Trails and the Androscoggin Valley Chamber of Commerce, will be hosting informational sessions for businesses and members of the public. The purpose of these sessions is to share facts about this exciting event and what we can all do to prepare. Sessions will be held in both Gorham and in Berlin with different time slots in hopes to accommodate everyone's busy workday.

Wednesday-July 6th - Town & Country Inn - 2:30pm & 6:00pm. Tuesday-July 12th-BJHS Auditorium - 2:30pm & 6:00pm. FMI - Androscoggin Valley Chamber of Commerce - 752.6060.

## Fuel Distribution

# PRELIMINARY BID CHECK LIST

[illegible]

## Septic Pumps

# PRELIMINARY BID CHECK LIST

[illegible]

**City of Berlin Public Works Department  
March 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							81	82	69	80	61	53	426	762
Administrative Service Requests							8	9	5	6	7	9	44	15
Cemetery burials							3	0	1	2	3	0	9	24
Maintenance: Bldg/Furniture repair, Fences/Railings/Walls, Lawns/Trees, Signs							13	13	6	13	13	8	66	153
Parks and Grounds							4	11	13	4	7		39	48
Refuse/Recycle/Yard Waste							6	8	5	3	5	10	37	58
Sanitary Sewer							16	7	8	9	6	3	49	76
Storm Drainage System							6	10	8	28	5	2	59	75
Streets and Highways: Repairs of curbs/sidewalks/streets, line painting, sweeping, sanding, sand barrels, paving and potholes							25	24	23	15	15	21	123	313

<b>City Owned Property Service Requests</b>														
City Hall							3	5	3	6	6	4	27	41
Recreation Dept.							0	2	4	4	0	0	10	4
Library							0	0	0	0	0	2	2	10
Fire Dept.							1	0	0	2	0	0	3	5
Schools							2	1	1	0	0	0	4	7
Bridges							0	0	0	0	0	0	0	2
Parks/Fields/Other City owned							6	11	12	4	3	1	37	23

July 1, 2016

D33613

Mr. James Wheeler  
City Manager  
City of Berlin  
168 Main Street  
Berlin, NH 03570

**RE: Notification of Drawdown for Smith Hydro FERC Project No. 2287**

Dear Mr. Wheeler,

Public Service Company of New Hampshire (PSNH) d/b/a Eversource is notifying you of our plans to lower the water level above the Smith Hydro dam on the Androscoggin River in Berlin, NH.

PSNH plans to drain the canal and lower the water level above Smith Hydro dam approximately seven (7) feet below normal from September 12, 2016 through September 23, 2016 in order to perform routine maintenance and conduct inspections of the canal and penstock. Water levels will be restored to normal upon completion of the work.

The resource agencies (New Hampshire Fish and Game Department, New Hampshire Department of Environmental Services and United States Fish and Wildlife Service) were notified of the planned drawdown on April 19, 2016 (email attached).

If you have any questions regarding this matter, please contact Mr. Curtis R. Mooney at 744-8855 Ext. 2 or [curtis.mooney@eversource.com](mailto:curtis.mooney@eversource.com).

Sincerely,

  
Michael Hitchko  
Hydro Manager

cc: Mr. James Gallagher - NHDES Water Division  
Mr. John Spain - FERC



## Eversource 2016 Planned Drawdowns and Canal Dewaterings

From: Curtis R. Mooney <HYDRO> <555-5841>

04/19/2016 08:47 AM

To: GREGG.COMSTOCK, carol.henderson, John\_Warner

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Good morning:

We plan on conducting the following drawdowns and canal dewaterings at Smith, Gorham and Garvins Falls during 2016:

### Smith

PSNH plans to drain the canal and lower the water level above the Smith Hydro dam approximately seven (7) feet below normal from September 11, 2016 through September 23, 2016 in order to perform routine maintenance and conduct inspections of the canal and penstock. Water levels will be restored to normal upon completion of the work.

### Gorham

PSNH plans to lower the water level above the Gorham Hydro dam approximately five (5) feet below normal from June 1, 2016 through September 30, 2016 in order to continue repairs to the timber crib dam and sill. Bypass flows will be maintained during the drawdown. Water levels will be restored to normal upon completion of the work.

### Garvins Falls

PSNH plans to drain the Garvins Falls canal from August 7, 2016 through August 26, 2016 in order to perform routine maintenance and conduct an inspection of the canal and trash racks. The impoundment will not be drawn down during this event.

We plan to file notifications with FERC 30 days in advance of the planned drawdowns and canal dewaterings. Please let me know if you have any questions.

Thanks,  
Curt

Curtis R. Mooney, M.S.  
Eversource Hydro Senior Engineering Specialist  
59 Ayers Island Road  
Bristol, NH 03222  
Office phone: (603) 744-8855 Ext. 2  
Cell phone: (603) 345-8531  
Fax: (603) 744-2766

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

	May 2016	Year To Date 2015	Year to Date 2016	Difference %
Total Calls for Service	1924	7040	7779	10.50%
Milan Calls for Service	50	285	256	-10.18%
Total Arrests	70	277	301	8.66%
Protective Custody Arrests	5	28	25	-10.71%
Felonies	8	78	84	7.69%
Misdemeanors	75	337	352	4.45%
Thefts	27	100	112	12.00%
Burglaries	1	17	29	70.59%
Vandalism/Criminal Mischief	22	65	73	12.31%
Criminal Threatening	20	37	70	89.19%
Sexual Assaults	2	20	16	-20.00%
Assaults	13	49	49	0.00%
Domestic Violence Incidents	17	99	72	-27.27%
Verbal Arguments	11	28	41	46.43%
Restraining/Stalking Orders	5	23	46	100.00%
Motor Vehicle Stops	515	1050	1215	15.71%
Motor Vehicle Violations	55	72	147	104.17%
Motor Vehicle Warnings	426	786	926	17.81%
DWI Violations	4	11	18	63.64%
Accidents	10	90	55	-38.89%
Accidents Within an Intersection	1	29	16	-44.83%
Parking Tickets	2	83	184	121.69%
Dog Complaints	33	124	152	22.58%
Animal Complaints (other)	33	51	72	41.18%
Assists to other Berlin Departments	37	259	210	-18.92%
Assist to Berlin Ambulance	86	416	370	-11.06%
Assists to Gorham PD	3	37	30	-18.92%
Assists from Gorham PD	4	13	20	53.85%
Juvenile Incidents	20	75	63	-16.00%
Juvenile Arrests	4	22	35	59.09%
<b>Officers issued 2 parking ticket for the following reasons:</b>				
Sidewalk	1			
Towing Area	1			



06/13/2016 – Full FAQs

Camp RZR New England – FAQs (in no particular order)

1. What is Camp RZR?
  - a. Camp RZR was created as a way for Polaris to say thank you to the side-x-side community. None of this would be possible without the enthusiasm and dedication of the ORV and side-x-side community. Camp RZR exists not only for you but because of you – so allow us to say thank you with free demo rides, kids events, prize giveaways and concerts.
2. Do I have to be a Polaris owner to attend?
  - a. No, this event is open to anyone and everyone who wants to attend regardless of brand loyalty.
3. What activities are happening at Camp RZR?
  - a. Free Polaris demo rides, concerts (talent to be announced soon), ride activities (to be announced soon), fireworks and much more!
4. What are the hours of Camp RZR?
  - a. Camp RZR is open: Friday 9am-9pm and Saturday 9am-9pm
5. Where should I park?
  - a. Once parking areas have been confirmed we will share a map with these locations. Continue to check back.
6. How much do tickets cost?
  - a. Event tickets are \$10 for the entire weekend.
7. Where should we stay?
  - a. There are multiple lodging options in and around the Berlin / Gorham area. Please go to <http://www.androscogginvalleychamber.com/campprzr/> for more details.
8. Where do I buy my tickets?
  - a. You can purchase tickets at [www.campprzr.com](http://www.campprzr.com).
9. If I purchased my ticket online – what do I do next?
  - a. When you arrive to the event, you must check in at one of our registration points and receive your wristband for the weekend (registration locations to be announced soon). You must bring a photo ID and your ticket purchase confirmation in order to check in at the event.



10. Is this a family friendly event?
  - a. Yes! We offer activities for adults and kids at Camp *RZR*.
11. Where can I get more information about new Polaris products?
  - a. Polaris marketing and engineering staff will be on site to answer any questions you might have while you are at Camp *RZR*. For more before you come please visit [www.polaris.com](http://www.polaris.com) and [www.camprzr.com](http://www.camprzr.com).
12. Will you have competitive events?
  - a. Yes, details to be announced soon.
13. What if I just want to come for the concert?
  - a. For anyone attending the concert only – please park at any of our designated parking lots and use the free shuttle service to get you to the event area.
14. What are the lost and found policies?
  - a. If you find an item please bring it to our info booth (see map for location).
  - b. If you have lost something please check with our info booth to see if anyone has turned it in.
  - c. If you find a lost item please give it to any of our Polaris Camp *RZR* staff (they will be wearing red shirts).
  - d. Any remaining lost items after the event will be given to the AVC to be held for 15 days and then discarded.
15. What if I lose my wristband?
  - a. You can show a valid ID at any of our registration points to receive a replacement wristband.
16. Can I pre-register?
  - a. Yes, please go to [www.camprzr.com](http://www.camprzr.com) to purchase your tickets. When you arrive at the event your ticket will be scanned and you will receive a wristband that you need to wear for the entire weekend.
17. How do I register for the grand prize giveaway?
  - a. Anyone over 18 years of age that registers for the event is automatically entered into the grand prize drawing.
18. I am coming from out of state, what passes do I need to ride the trails?
  - a. Everyone riding at Jericho Mountain State Park needs to have his or her machine(s) registered in the state of NH. Please visit <http://www.wildlife.state.nh.us/ohrv/registration.html> for a complete list of registration stations in NH. .
  - b. Absolute Powersports, 461 Main St., Gorham, NH 03581 and Jericho Motorsports, 232



Jericho Road, Berlin, NH 03570 are the (2) local registration stations.

19. Where is the handicap parking?
  - a. There will be handicap parking available for those with valid handicap parking tags. Please see the event map for more details. (Event map coming soon)
20. Where can I purchase food?
  - a. There will be multiple food vendors that will be open during Camp *RZR* both Friday and Saturday.
21. If I can't find my question here, whom can I contact?
  - a. Androscoggin Valley Chamber of Commerce  
info@androscogginvalleychamber.com  
603-752- 6060