


Memo

To: Berlin City Council
From: Jim Wheeler, City Manager
Date: 8-6-2018
Re: City Manager's Report

1. The land on Hillsboro Street put out to bid July 31, 2018, was awarded to Becky & Matt Berthiaume for \$10,102
2. We received several applications for the City Clerk position. We will be conducting interviews this week.
3. Here are the current employer contribution rates for the NH Retirement System for fiscal years 2018-2019, and preliminary contribution rates for fiscal years 2020-2021. With the exception of Teachers, the rates are expected to go down. Rates will be finalized in September of 2018.

Employer Contribution for:	Current Rates (Per \$100 Wages) <u>July 1, 2017 - June 30, 2019</u>	Preliminary Rates (Per \$100 Wages) <u>July 1, 2019 - June 30, 2021</u>	<u>Change</u>
Employees	11.38%	11.17%	(0.21%)
Teachers	17.36%	17.80%	0.44%
Police	29.43%	28.43%	(1.00%)
Fire	31.89%	30.09%	(1.80%)

4. An unexpected benefit of the ATV festival was fuel sales for the Airport. The helicopter company that gave rides at Jericho Park during the festival purchased its fuel at the airport.
5. True Enterprise is the contractor that will be replacing street lights over the next two weeks. Their trucks will be marked with a white, blue and black graphic. 
6. A BIG THANK YOU goes out to the staff of Androscoggin Valley Hospital for their generous donation to Berlin Recreation. As part of their Casual Friday event, workers contributed \$144.35 to the Recreation Department. This donation will go towards scholarships for children who otherwise may not participate in our programs.
7. We should have the Skate Park construction design by the end of the week. Construction is expected to begin in mid to late September.
8. The City Hall Elevator Study is nearly complete. The Council will be presented with the cost estimate details and final report in the coming weeks.

9. Lines on Route 16 and Hutchins Street are being painted today! The work began this afternoon and will continue through the night until complete.
10. HEB is working on the final design for the Riverwalk. They are due to meet with the Planning Board again in September.
11. Paula Kinney reports a record breaking attendance at the Jericho ATV Festival at 6,500 people. The Chamber will hold a Wrap-up Meeting on Thursday August 9th at 6:00 p.m. in the Bunkhouse.
12. The engineers for the Snow Melt Project will be here for a site visit tomorrow. They will tour the Burgess facility and meet with City officials.
13. A Public Works Report and a Fire Department Incident Report are attached.

**City of Berlin Public Works Department
2018 Activity Report**

Year	2016	Year	2017	Year to Date 2018	Jan 2018	Feb 2018	Mar 2018	Apr 2018	May 2018	Jun 2018	July 2018	Aug 2018	Sept 2018	Oct 2018	Nov 2018	Dec 2018
Total Service Requests/Work Orders	895	937	637	170	71	74	86	87	94	55						
Administrative	82	60	24	6	3	3	6	0	5	1						
Cemetery burials/repairs	15	17	19	3	2	0	1	7	2	4						
Maintenance:Bldg/Furniture repair, Fences/Railings/Walls, Lawns/Trees, Signs	221	129	88	11	8	16	21	18	10	4						
Parks and Grounds	79	101	46	4	6	4	6	8	12	6						
Refuse/Recycle/Yard Waste	62	53	30	3	2	10	5	4	5	1						
Sanitary Sewer	108	86	40	5	6	6	6	3	7	7						
Storm Drainage System	91	80	67	23	13	2	7	5	8	9						
Streets and Highways: Repairs of curbs/sidewalks/streets, line painting, sweeping, sanding, sand barrels, paving and potholes	237	411	323	115	31	33	34	42	45	23						

City Owned Property Service Requests

City Hall	64	53	24	3	4	5	2	3	5	2						
Recreation Dept.	18	20	11	2	5	2	0	0	0	2						
Library	9	9	3	1	2	0	0	0	0	0						
Fire Dept.	7	9	6	1	0	0	1	3	1	0						
Schools	7	8	2	1	0	0	0	0	1	0						
Parks/Fields/Other City owned	68	76	38	4	0	2	6	8	11	7						

City of Berlin Fire Department

Incident Type Report (Summary)

Alarm Date Between {07/01/2018} And {07/31/2018}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
1 Fire				
111 Building fire	1	1.25%	\$0	0.00%
130 Mobile property (vehicle) fire, Other	1	1.25%	\$10,000	25.00%
131 Passenger vehicle fire	1	1.25%	\$0	0.00%
138 Off-road vehicle or heavy equipment fire	1	1.25%	\$30,000	75.00%
160 Special outside fire, Other	1	1.25%	\$0	0.00%
	5	6.25%	\$40,000	100.00%
3 Rescue & Emergency Medical Service Incident				
300 Rescue, EMS incident, other	1	1.25%	\$0	0.00%
311 Medical assist, assist EMS crew	11	13.75%	\$0	0.00%
324 Motor Vehicle Accident with no injuries	1	1.25%	\$0	0.00%
340 Search for lost person, other	1	1.25%	\$0	0.00%
	14	17.50%	\$0	0.00%
4 Hazardous Condition (No Fire)				
400 Hazardous condition, Other	1	1.25%	\$0	0.00%
440 Electrical wiring/equipment problem, Other	2	2.50%	\$0	0.00%
451 Biological hazard, confirmed or suspected	1	1.25%	\$0	0.00%
460 Accident, potential accident, Other	2	2.50%	\$0	0.00%
462 Aircraft standby	2	2.50%	\$0	0.00%
	8	10.00%	\$0	0.00%
5 Service Call				
500 Service Call, other	27	33.75%	\$0	0.00%
511 Lock-out	1	1.25%	\$0	0.00%
520 Water problem, Other	2	2.50%	\$0	0.00%
522 Water or steam leak	1	1.25%	\$0	0.00%
550 Public service assistance, Other	2	2.50%	\$0	0.00%
553 Public service	1	1.25%	\$0	0.00%
	34	42.50%	\$0	0.00%
6 Good Intent Call				
600 Good intent call, Other	2	2.50%	\$0	0.00%
611 Dispatched & cancelled en route	1	1.25%	\$0	0.00%
	3	3.75%	\$0	0.00%
7 False Alarm & False Call				

City of Berlin Fire Department

Incident Type Report (Summary)

Alarm Date Between {07/01/2018} And {07/31/2018}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
7 False Alarm & False Call				
700 False alarm or false call, Other	2	2.50%	\$0	0.00%
730 System malfunction, Other	1	1.25%	\$0	0.00%
733 Smoke detector activation due to	3	3.75%	\$0	0.00%
735 Alarm system sounded due to malfunction	1	1.25%	\$0	0.00%
740 Unintentional transmission of alarm, Other	2	2.50%	\$0	0.00%
743 Smoke detector activation, no fire -	1	1.25%	\$0	0.00%
744 Detector activation, no fire -	1	1.25%	\$0	0.00%
745 Alarm system activation, no fire -	4	5.00%	\$0	0.00%
	<u>15</u>	<u>18.75%</u>	<u>\$0</u>	<u>0.00%</u>
9 Special Incident Type				
911 Citizen complaint	1	1.25%	\$0	0.00%
	<u>1</u>	<u>1.25%</u>	<u>\$0</u>	<u>0.00%</u>

Total Incident Count: 80

Total Est Loss:

\$40,000