

Memo

To: Mayor and Council
cc: Department Heads
From: Pat MacQueen
Date: April 5, 2010
Re: Manager's Report

Housing Progress Summary

Attached for the Council's information is a summary of the overall effort and activity which has occurred and continues to occur with respect to the issue of surplus and sub-standard housing in the City of Berlin.

East Milan Road Sewer Project Work

Attached hereto is the bid opening schedule for the East Milan Road Project. This project consists of a gravity sewer from the BOP FCI to a new Pump Station located at the BWW old treatment plant. From there a force main will continue south across the 12th Street Bridge and connect in with the interceptor sewer on Main Street. Bids will be opened April 29th, 2010 at 2pm at City Hall. Assuming that a contractor is issued a Notice to Proceed near the end of May, the Bid calls for a temporary low-capacity connection to the BOP-FCI by August 31st, 2010. The project should be substantially complete by the end of May of 2011 and complete by late July of 2011.

CPD VPPSA Tour and Interviews

The week before last Clean Power Development brought around a representative from the Vermont Public Power Supply Authority (VPPSA) as part of their due diligence. They interviewed a number of city officials and toured the area of the proposed development. CPD is negotiating with VPPSA presumably for a power supply agreement and has to convince VPPSA that their project is feasible and real.

USDA Rural Development Grant Application

This Friday, Molly Lambert, the new regional Director for USDA Rural Development, plans to be in Berlin. We are looking forward to meeting her in order to be able to discuss our RD grant application with her.

New Statewide Energy Code

Attached is an article on the new state-wide energy code which is already in effect having been adopted by the New Hampshire Building Code Review Board. In essence the State is transitioning from the 2006 International Energy Conservation Code to the 2009 International Energy Conservation Code. Compliance with the code is mandatory. Governor Lynch has provided assurance that NH would achieve 90% compliance with the new energy code by 2017 and the State has secured \$25,827,000 in stimulus funds for state energy programs.

Rt. 110 Phase II Project

Attached is a letter from Project Manager Don Lyford explaining that the Hearing Commission appointed by the Governor and Council will meet this Thursday on April 8, to determine if there is occasion for the layout of highway improvements as proposed for the Berlin, NH 110 reconstruction project. This meeting will be held in Concord at DOT Headquarters at 7 Hazen Drive. The meeting is not a public hearing however and no public testimony will be taken.

NHDES wants Volunteers

The New Hampshire Department of Environmental Services and the Center for Environment at Plymouth State University are looking for volunteers interested in monitoring the water quality of the North Country's lakes and rivers. The State has several such volunteer monitoring programs which are described in the attached correspondence from DES. DES is planning an educational workshop on this in June designed specifically for volunteer monitoring programs in the North Country. We have a packet of material on this should anyone be interested in participating in one of these volunteer programs.

IRS Audit

I am not sure if Berlin had ever had a NH Bureau of Labor audit before this year, but clearly this is our lucky year. We were also chosen as one of 10 municipalities in the state to have an IRS audit. The odds of this are something like 1 in 23. Basically, the IRS comes in and reviews our books to determine whether the City has met all the arcane IRS regulations with respect to being an employer and a purchaser of goods and services. As an employer, we have to be sure that we are counting all benefits which are reportable as income under IRS as income. As a purchaser of goods and services we have to be sure to send a W-9 form to all vendors we deal with and then send a 1099 to all vendors we buy more than \$600 from that are not corporations. As I said to the auditor, if they really wanted to be sure the majority of municipalities in the state were following all of their rules, they would audit Concord, Portsmouth, Manchester and Nashua, then the word and the proper practices to satisfy the IRS would spread quickly.

Dedication of Berlin State Offices

Just a reminder that the dedication of the new Berlin State Office Building at 650 Main Street will be held Friday, April 9, 2010 at 11am. Refreshments and a tour of the building will follow the dedication.

Legislative Matters

Legislative Policy Process:

Attached is NHMA's request for ideas for the 2011-2012 legislative policy process it goes through every year. If the Council as a whole or individual Councilors have policy suggestions for legislative change, they need to be submitted by the due date of May 3, 2010.

State Budget Process:

The House Finance Committee proposes HB 1644 which cuts some state programs and reduces the state's contribution to the retirement system for the retirement system for teachers, police and fire employees and passing that along to the respective employees. However, this Bill has been tabled in the House.

The Senate proposes to solve the state's problems with a gambling bill SB 489 to raise the revenue it needs and has sent this bill to the House.

The Governor may weigh in at any time with his proposal for the state budget. This all creates the standard state budget confusion we have every year which leaves us all to wait and see what happens in mid-May when something is supposed to be sent to the Governor for his approval.

Public Works Monthly Report

Attached

Manager's Time-keeping

Attached