

Memo

To: Mayor and Council
cc: Department Heads
From: Pat MacQueen, City Manager
Date: August 1, 2011
Re: Manager's Report

Record Conservation Grant

Deb Patrick, the Berlin City Clerk, took the initiative to apply for a \$10k grant to conserve the first five volumes of City Council minute journals. This was her first attempt to apply for such a grant and she basically brought home all the marbles as the total amount available was only \$10k. Preserving records properly is a very expensive undertaking and most municipalities find it a very difficult thing to do financially. This will give Berlin a great start and Deb is to be commended for getting this off the ground with this grant. I have attached a copy of the award letter and the application.

District Court Landlord Decision

Attached is the Judge's decision in one of our recent court cases relative to one of our best known landlords. The City's Building Inspector obtained this decision from the District Court without the direct assistance of the City's Attorney. This is a good indication of just how far our inspection program has come and how competent our inspectors are in dealing with difficult landlords and tenants.

Value Engineering Workshop

The Value Engineering 3 day workshop carried out by Underwood Engineers and NHDES turned out to be a fairly impressive exercise. It was well run and a very good use of time and

they had about three engineers who used the time intensely to review what they could of all the engineering that went into our plant improvements by our engineers Wright-Pierce.

They were very up front that there is no 'gold-plating' to be had in this design of improvements but they raised questions about different ways of doing things which there always are in designs that are this involved and complicated, and they have come up with a number of suggestions which may save money and will now be reviewed by Wright-Pierce and us for consideration. Those suggestions will now be reviewed and considered by Wright-Pierce as the design moves forward.

You will recall that Rural Development and DES require this process on any wastewater projects which are in excess of \$10 million which our project is.

ATV Festival

From all reports, it seems that the ATV Festival this past weekend was a big success. The weather was perfect and estimates are that the crowd was around 2000 people and a little bit better than last year. Everyone had a good time and the feedback obtained from guests was very positive.....

12th Street Bridge

PWD Director Perreault and I met with Ed Bergeron and Jason Ross of HEB Engineers to review the approaches to dealing with what appears to be excessive wear on the concrete from last winter's snow plowing. We ended up agreeing that the best approach is a strong maintenance program to aggressively seal the concrete every summer. We will also be looking at adjusting how we plow the bridge as well as the possible use of rubber wearing edges for that bridge.

Super Transport

Attached is a memo from PWD Director Mike Perreault describing some of the issues involved with bringing some of the very large and heavy components of the wind turbines through Berlin to get to their destination north of us. The transformer for example weighs 175,000 pounds and the truck and trailer that will be carrying it weigh another 209,000 pounds for a total of about 384,000 pounds. This transformer haul is scheduled for next week with things like blades and the like coming through subsequently. The planning and the general route that will be taken is shown in the attached Traffic Control Plan.

Capital Improvement Program (CIP) Process

The six-year Capital Improvement Process has begun with request to all Departments to submit their Capital Improvement needs so that we can up date the Capital Program for the fiscal years FY13-FY18. Once we receive those back, we will be meeting with all Departments to review these in order to put together the new CIP program for Planning Board and Council

review, which should occur some time in September. It is still a very messy and frustrating business with a long way to go to clean up all the messes, but steady progress is being made.

Cane of Wisdom

Ozina Lapointe was the last recipient of the Cane of Wisdom. She was 102 years old and passed away last week. The Cane of Wisdom has been returned to the City Clerk's Office and they are currently seeking Berlin's oldest resident so they can be presented with the Cane of Wisdom. Anyone who thinks they may know of the oldest resident in Berlin should contact the Clerk's Office with the person's name and age.

PWD/BWW Coordination

Attached is a memo from PWD Director Mike Perreault on the coordination going on between PWD and BWW relative to their street projects this summer.

BWW Summer Street Paving Schedule

BWW Superintendent Roland Viens has kindly provided us with a BWW paving schedule for this summer's work as best they can figure at this point. It is attached.

Smith Hydro Annual Drawdown

Attached is a notification from PSNH of the annual drawdown of the water level above the Smith Hydro dam to approximately 7 feet below normal in order that the canal can be drained, inspected and maintained.

Public Works Monthly Report

Attached.

Manager's Time-Keeping

Attached.