

City of Berlin, NH

Office of the City Manager



CITY MANAGER'S REPORT 12-18-2023

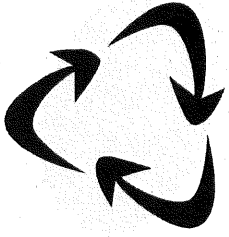
1. Attached is the November 2023 Real Estate Transfer Report.
2. Attached is the 2024 AVRRD budget, for your information.
3. Due to the heavy rain today, we had instances where the water overflowed from brooks and culverts. The problem is that when our stormwater collection system was designed and installed the definition of the maximum catastrophic storm (100-year storm) was much less than regular events. Efforts are being made to correct this – as you can imagine the issue is a costly, city wide one. We have applied to FEMA for mitigation funds when possible.
4. As a reminder, it is a violation of city ordinances to pump, discharge or otherwise direct water from private property to the road. We are finding instances where groundwater is discharging directly on city roads and where water is directed on to a driveway that discharges directly into the road. During freezing conditions these areas become a hazard to all very quickly.
5. As part of the Capital Plan applications were made to DES for grant funds to replace a recycling truck and Engine 4. We were notified last week that tentative approval has been granted. The benefit is that the fire engine will cost \$575,000, match will be \$115,000 and the recycling truck will cost \$212,890, match will be \$42,578. We will be replacing 2 critical assets.

TRANSFER LIST FOR NOV 2023

Grantor	Owner Full Name	Co-Owner Full Name	Address Line 1	Address Line 2	City	State	Zip	MBLU	Lot	Unit	Model Desc	Occupancy Desc	Location	Zoning	Record Date	Sale Price	Total Assessed Parcel Value	Land Acres
QUACKENBUSH, JEFFREY	QUACKENBUSH, JEFFREY		167 WASHINGTON STREET		BERLIN	NH	03570	000119	000206	000000	Residential	Single Family	161 WASHINGTON STREET	RG	11/03/2023		\$119,100	0.11
LEVEILLE, MARCEL & PATRICIA TRSTS OF	LEVEILLE, MARCEL & PRISCILLA TRSTS OF	LEVEILLE FAMILY REV TRUST OF 2023	15 WINTER STREET		BERLIN	NH	03570	000120	000401	000000	Residential	Single Family	28 ARTHUR STREET	RS	11/03/2023		\$108,900	0.23
COULOMBE, LEO	COULOMBE, JEANNINE L TRSTE OF	JEANNINE COULOMBE REV TRUST 11-2-23	41 RAMSEY STREET		BERLIN	NH	03570	000127	000021	000000	Residential	Single Family	41 RAMSEY STREET	RS	11/03/2023		\$181,200	0.61
DINGER, TIMOTHY ANTHONY	TERRY, ALEXANDER		365 GRAFTON STREET		BERLIN	NH	03570	000130	000081	000000	Residential	Single Family	365 GRAFTON STREET	RT	11/06/2023	\$249,000	\$148,900	0.23
DINGER, TIMOTHY ANTHONY	TERRY, ALEXANDER		365 GRAFTON STREET		BERLIN	NH	03570	000130	000082	000000	Vacant	Vacant Land	GRAFTON STREET	RT	11/06/2023		\$7,200	0.11
NEAL, HAVEN	NEAL, MARIA A. TRSTE OF	HAVE & ISABEL NEAL IRREV TRUST	137 CATES HILL ROAD		BERLIN	NH	03570	000406	000008	000000	Residential	Single Family	137 CATES HILL ROAD	RR	11/06/2023		\$255,100	1.01
LETELLIER, MICHAEL	LETELLIER, MICHAEL TRSTE OF	LETELLIER FAMILY REV TRUST	35 PAINE STREET		BERLIN	NH	03570	000125	000074	000000	Residential	Single Family	35 PAINE STREET	RS	11/06/2023		\$265,600	0.31
WEITEMEYER, MATTHEW & SOPHIE	WEITEMEYER, MATTHEW & SOPHIE	ETALS	PO BOX 78		NEWTON	NH	03858	000126	000023	000000	Vacant	Vacant - Pot Dev	DENMARK STREET	RS	11/06/2023		\$10,200	0.20
WEITEMEYER, MATTHEW & SOPHIE	WEITEMEYER, MATTHEW & SOPHIE	ETALS	PO BOX 78		NEWTON	NH	03858	000126	000024	000000	Residential	Single Family	262 DENMARK STREET	RS	11/06/2023		\$75,900	0.11
MARECHAL, JORDANY	103 YORK STREET LLC		402 AMHERST STREET, STE 100		NASHUA	NH	03063	000119	000252	000000	Residential	Three Family	103 YORK STREET	BG	11/07/2023	\$145,000	\$110,600	0.07
MARECHAL, JORDANY	135 YORK STREET LLC		402 AMHERST STREET, STE 100		NASHUA	NH	03063	000119	000256	000000	Residential	Three Family	135 YORK STREET	BG	11/07/2023	\$145,000	\$106,900	0.09
CONNORS, GERALD F JR	FILLION, WESLEY W		13 PINE STREET		GORHAM	NH	03581	000119	000282	000000	Residential	Two Family	109 HILLSIDE AVENUE	RG	11/07/2023	\$136,000	\$119,000	0.11
NADEAU, MADELEINE A.	STEVENS, ALLEN ARTHUR &	LOVELY, JAMES ROBERT	13 WINTER STREET		MERRIMAC	MA	01860	000133	000027	000000	Residential	Two Family	399 DERRAH STREET	RT	11/07/2023	\$100,000	\$125,200	0.34
US BANK NATIONAL ASSOCIATION	US BANK TRUST NATIONAL ASSOC. TRSTE	RCF 2 ACQUISITION TRUST	C/O SELENE FINANCE LP	3501 OLYMPUS BLVD, STE 500	DALLAS	TX	75019	000120	000377	000000	Residential	Two Family	357 PORTLAND STREET	RS	11/08/2023		\$136,000	0.18
SAUNDERS, KRISTOPHER & ROBYN	ROBERT, DEREK		30 HOWARD AVENUE		BOURNE	MA	02532	000120	000154	000000	Vacant	Vac w/ OB	458 WILLARD STREET	RS	11/08/2023	\$33,500	\$21,000	0.23
CONE, MATTHEW	PETREYKO, ANTHONY		22 STRATFORD ROAD		NATICK	MA	01760	000119	000482	000000	Residential	Two Family	835 THIRD AVENUE	BG	11/09/2023	\$51,000	\$129,300	0.14
CITY OF BERLIN	LACROIX, LEAH J.		752 SECOND AVENUE		BERLIN	NH	03570	000119	000441	000000	Vacant	City-Land	758 SECOND AVENUE	RG	11/13/2023		\$6,700	0.12
LITVIN, ROBERT	MALONEY, FRANK &	POULIN, ALLISON AVERY	465 NORWAY STREET		BERLIN	NH	03570	000137	000004	000000	Residential	Single Family	465 NORWAY STREET	RS	11/13/2023	\$242,000	\$173,300	0.18
CITY OF BERLIN	GUERIN, LEO A JR &	JASON P GUERIN	12 ARLINGTON STREET		BERLIN	NH	03570	000137	000085	000L12	Mobile Home	Mobile Home NL	12 ARLINGTON STREET	RR	11/13/2023		\$32,000	0.00
BERGERON, ANGELA A	AHERN, ROBERT K TRSTE OF	TAYLOR AHERN TRUST	100 UPTON STREET		GRAFTON	MA	01519	000109	000078	000000	Residential	Single Family	252 WIGHT STREET	BG	11/15/2023		\$79,700	0.33
DOSTIE, PAUL & FAITH	KNOWLTON, DAVID L &	MARLAND, RACHEL	432 HILLSBORO STREET		BERLIN	NH	03570	000130	000204	000000	Residential	Single Family	432 HILLSBORO STREET	RG	11/16/2023	\$210,000	\$168,000	0.76
HEINEMANN, RONALD S	HEINEMANN, RONALD S &	MARIE R	363 CHAMPLAIN STREET		BERLIN	NH	03570	000118	000170	000000	Residential	Two Family	363 CHAMPLAIN STREET	RG	11/17/2023		\$145,400	0.23

TRANSFER LIST FOR NOV 2023

Grantor	Owner Full Name	Co-Owner Full Name	Address Line 1	Address Line 2	City	State	Zip	MBLU	Lot	Unit	Model Desc	Occupancy Desc	Location	Zoning	Record Date	Sale Price	Total Assessed Parcel Value	Land Acres
ROY, NATHAN M	BRUNETTI, ANTHONY B &	BROOKE A	113 DUTIL STREET		BERLIN	NH	03570	000133	000001	000000	Residential	Single Family	113 DUTIL STREET	IB	11/17/2023	\$263,000	\$154,300	0.13
MC KELVEY, JOHN J	EASON, WILLIAM C		4 CLOVER LANE		BERLIN	NH	03570	000119	000250	000000	Residential	Two Family	4 CLOVER LANE	BG	11/17/2023	\$115,000	\$70,800	0.07
CORCORAN, MARK F-EST OF	LUND, XAVIER MICHAEL E &	LUND, RUTHIE MAE MARIE	45 BRET STREET		BERLIN	NH	03570	000126	000058	000000	Residential	Single Family	45 BRET STREET	RS	11/17/2023	\$185,000	\$148,500	0.31
WHITEHOUSE, SUZANNE-EXEC &	NGF ENTERPRISES, LLC		116 BOSTON POST RD EAST #204		MARLBOROUGH	MA	01752	000130	000008	000000	Residential	Three Family	617 ROCKINGHAM STREET	RG	11/22/2023	\$85,000	\$123,700	0.11
CITY OF BERLIN	GUERIN, LEO A JR &	JASON P GUERIN	12 ARLINGTON STREET		BERLIN	NH	03570	000137	000085	000L12	Mobile Home	Mobile Home NL	12 ARLINGTON STREET	RR	11/27/2023		\$32,000	0.00
DANOSKI, MARK J	DANOSKI, MARK J TRSTE OF	MARK DANOSKI REV TRUST	311 MADISON AVENUE		BERLIN	NH	03570	000120	000050	000000	Residential	Three Family	311 MADISON AVENUE	RT	11/27/2023		\$139,100	0.14
ROSENBERG, DAVID-EST OF	LARSEN, HOLLY M		497 WESTERN AVENUE		BERLIN	NH	03570	000112	000003	000000	Vacant	Vacant Land	WESTERN AVENUE	RS	11/28/2023	\$115,000	\$9,200	0.23
ROSENBERG, DAVID-EST OF	LARSEN, HOLLY M		497 WESTERN AVENUE		BERLIN	NH	03570	000112	000004	000000	Vacant	Vacant Land	WESTERN AVENUE	RS	11/28/2023		\$8,200	0.23
ROSENBERG, DAVID-EST OF	LARSEN, HOLLY M		497 WESTERN AVENUE		BERLIN	NH	03570	000112	000005	000000	Residential	Two Family	497 WESTERN AVENUE	RS	11/28/2023		\$97,000	0.11
ALMEIDA, MANUEL M	LEIGHTON, KENDRA J		2 SPRING STREET		BERLIN	NH	03570	000128	000158	000000	Residential	Two Family	2 SPRING STREET	RT	11/28/2023	\$80,000	\$119,200	0.18
BAR-ELI, SHLOMO	YOUNG, JOSHUA		30 WEST STREET		HIGHLAND FALLS	NY	10928	000120	000316	000000	Residential	Two Family	2 NOYES STREET	RT	11/29/2023	\$115,000	\$134,200	0.11
CAVAGNARO, GARY A	CAVAGNARO, GARY A & REBECCA		602 KENT STREET		BERLIN	NH	03570	000132	000092	000000	Residential	Single Family	602 KENT STREET	RS	11/30/2023		\$199,000	0.23



Androscoggin Valley

Regional Refuse Disposal District

Phillip L. Warren, Jr., City Manager
 City of Berlin
 168 Main St.
 Berlin, N. H. 03570

Dear Mr. Warren:

For 2024, there will be NO ASSESSMENTS made to the member municipalities for the District Budget. One hundred percent (100%) of the AVRRDD Budget will be covered by District funds. Please note that the District, Household Hazardous Waste and Mt. Carberry Landfill Budgets continue to be merged into one, the AVRRDD Budget.

For 2024, unless you have some reason to believe your MSW tonnages will increase or decrease, you should set aside \$218,320.70 in your budget for MSW disposal at the Mt. Carberry Landfill. This figure is arrived at by multiplying your actual MSW tonnage deposited at Mt. Carberry during the period November 1, 2022 through October 31, 2023 which was 3,764.15 (3,764.15 x \$58.00 = \$218,320.70).

For 2024, unless you have some reason to believe your sludge tonnage will increase or decrease, you should set aside \$96,506.78 in your budget for sludge disposal at the Mt. Carberry Landfill. This will also be at the rate of \$58.00 per ton. This figure is arrived at by multiplying your actual sludge tonnage deposited at Mt. Carberry during the period November 1, 2022 through October 31, 2023 which was 1,663.91 x \$58.00 (1,663.91 x \$58.00 = \$96,506.78).

For 2024, we would suggest you set aside at least \$23,230.41 in your budget to cover the cost of municipally delivered (residential permits issued by the city) C&D and bulky waste to the District Transfer Station. This figure was arrived at by taking the total tons of municipal C&D and bulky waste delivered to the transfer station and shipped to the landfill from November 1, 2022 through October 21, 2023 (280.73 x \$82.75 = \$23,230.41). The transfer station municipal fee for 2024 will be \$82.75 (\$58.00 landfill tipping fee plus \$24.75 per ton transportation from transfer station to landfill). Please be aware that construction and demolition debris (C&D) and bulky waste tonnages will vary significantly from year to year.

RECAPITULATION:

MT. CARBERRY MSW LANDFILL FEES	\$ 218,320.70
MT. CARBERRY SLUDGE LANDFILL FEES	\$ 96,506.78
MT. CARBERRY C&D/BULKY WASTE LANDFILL & DISTRICT TRANSPORTATION FEES	\$ 23,230.41
TOTAL AMOUNT TO BE BUDGETED	\$ 338,057.89

Sincerely,

Lisa G. Riendeau
 Executive Director

December 12, 2023

PO Box 336, 3 Twelfth Street
 Berlin, NH 03570
 Tel. (603) 752-3342

2024 AVRRDD BUDGET

(Items in **BOLD** are for all departments)

12/7/2023

ADMINISTRATIVE OFFICES

1	Advertising	\$	5,000.00
2	Associate Membership NHMA	\$	800.00
3	Association Dues NRRA & SWANA	\$	2,500.00
4	Audit	\$	36,000.00
5	Bank Service Charges	\$	1,500.00
6	Conferences/Workshops	\$	500.00
7	Insurance - Worker's Compensation	\$	25,000.00
8	Insurance - Property & Liability	\$	400,000.00
9	Insurance - Unemployment	\$	1,500.00
10	Legal (inc. LFG Agreement)	\$	200,000.00
11	Office Equipment Maintenance & Purchases	\$	20,000.00
12	Office Supplies	\$	15,000.00
13	Office Operations/Maintenance/Electricity/Supplies/Safety	\$	30,000.00
14	Outside Services	\$	40,000.00
15	Postage	\$	7,500.00
16	Post Office Box	\$	300.00
17	Printing	\$	4,000.00
18	Rent	\$	24,000.00
19	Safe Deposit Box	\$	175.00
20	Salaries	\$	445,200.00
	FICA, Medicare (Employer's Share)	\$	34,350.00
	NHRS (Employer's Share)	\$	42,000.00
	Group Life, Short & Long Term Disability	\$	10,000.00
	Health Insurance (Employer's Share)	\$	95,000.00
	Dental Insurance (Employer's Share)	\$	4,800.00
21	Subscriptions	\$	50.00
22	Telephone/Internet	\$	5,000.00
23	Travel Expense	\$	1,500.00
24	Treasurer's Stipend	\$	1,500.00
25	Vehicle Stipend	\$	3,600.00
	ADMINISTRATIVE OFFICES	\$	1,456,775.00

LANDFILL GAS SYSTEM

1	Douglas Pipeline	\$	45,000.00
2	Electricity	\$	200,000.00
3	Emission Fees	\$	125,000.00
4	Employee Safety/Supplies/Uniforms/Training	\$	15,000.00
5	Engineering - Landfill Gas Operations/Planning	\$	175,000.00
6	Engineering - Landfill Gas Request for Proposals	\$	150,000.00
7	Engineering Oversight of LFG Project Selected	\$	250,000.00
8	Equipment Purchases	\$	25,000.00
9	Laboratory Services	\$	25,000.00
10	Landfill Gas Pipe Installation & Repair	\$	650,000.00
11	Landfill Gas Pipe Installation & Repair Engineering	\$	160,000.00
12	Maintenance/Operations/Outside Services/Rentals/Fuels/Tools	\$	200,000.00
13	Office Equipment Maintenance & Purchase	\$	5,000.00
14	Permits/Licenses	\$	5,000.00
15	Salaries (includes overtime)	\$	115,000.00
	FICA, Medicare (Employer's Share)	\$	8,800.00
	NHRS (Employer's Share)	\$	15,560.00
	Health Insurance (Employer's Share)	\$	21,700.00
	Group Life, Short & Long Term Disability	\$	1,200.00
	Dental Insurance (Employer's Share)	\$	950.00
16	Sulfa Treat Media Change	\$	110,000.00
	LANDFILL GAS SYSTEM	\$	2,303,210.00

2024 AVRRDD BUDGET

MRF/TRANSFER STATION

1	Capital Outlay & Acquisition (Scale House, decking, software, additional security cameras)	\$	300,000.00
2	Conservation Easement Monitoring	\$	2,500.00
3	Credit/Debit Card Charges	\$	2,500.00
4	Electronics Recycling /Fluorescents	\$	35,000.00
5	Employee Safety/Supplies/Uniforms/Training	\$	30,000.00
6	Engineering Services	\$	50,000.00
7	Fuel/Propane/Oil	\$	50,000.00
8	Laboratory Services	\$	3,000.00
9	Maintenance/Operations/Outside Services/Rentals	\$	125,000.00
10	Office/Scale House Equipment Purchases & Maintenance	\$	20,000.00
11	Permits/Licenses (Weighmaster - SW Operator)	\$	1,500.00
12	Propane Tanks, Scrap Metal, Recyclables	\$	10,000.00
13	Refrigerator's/AC's, etc.	\$	7,000.00
14	Salaries (inc. overtime)	\$	525,000.00
	FICA, Medicare (Employer's Share)	\$	41,000.00
	NHRS (Employer's Share)	\$	71,050.00
	Group Life, Short & Long Term Disability	\$	10,000.00
	Health Insurance (Employer's Share)	\$	161,000.00
	Dental Insurance (Employer's Share)	\$	8,650.00
15	SMOW Purchases	\$	1,500.00
16	Small Equipment Purchases/Tools	\$	10,000.00
17	Telephone/Internet	\$	7,000.00
18	Tires	\$	17,500.00
19	Transportation - Transfer Station	\$	35,000.00
20	Transportation - Glass	\$	8,000.00
21	Utilities	\$	30,000.00
22	Wood Grinding	\$	135,000.00
	MRF/TRANSFER STATION	\$	1,697,200.00

2024 AVRRDD BUDGET

MT. CARBERRY LANDFILL

1	Capital Outlay & Acquisition (Software, D6T Dozer, 836 Compactor (Qty. 2), pick-up truck for Diesel Technician)	\$ 4,000,000.00
2	Cell Closure (Installation of temporary landfill cover including sand prep)	\$ 250,000.00
3	Cianbro	\$ 1,900,000.00
4	Conservation Easement Monitoring	\$ 2,500.00
5	Electricity	\$ 70,000.00
6	Engineering - Operations & General Assistance	\$ 275,000.00
7	Financial Assurance	\$ 1,300,000.00
8	Laboratory Services	\$ 120,000.00
9	Leachate Disposal Fee - City of Berlin	\$ 200,000.00
10	Leachate Line Cleaning & Camera line	\$ 200,000.00
11	Leachate Siphon Chamber System (Maintenance, Electricity Reporting, Sampling)	\$ 75,000.00
12	Leachate Pond - Dam Registration Fee	\$ 1,000.00
13	Maintenance (landfill maintenance other than vehicles & equipment)	\$ 200,000.00
14	Maintenance - repair of temporary landfill cover	\$ 300,000.00
15	Maintenance (Repair culverts and pave parts of landfill access road)	\$ 250,000.00
16	Motor Vehicle Registration/Inspection	\$ 500.00
17	Odor Control	\$ 100.00
18	Office Equipment Purchases & Maintenance	\$ 50,000.00
19	Operating Supplies/Small Equipment/Rentals/Tools	\$ 100,000.00
20	Outside Services	\$ 175,000.00
21	Payment in Lieu of Taxes (for fire services)	\$ 3,000.00
22	Permits	\$ 200,000.00
23	Phase IIIA Stage 13 Construction	\$ 2,000,000.00
24	Phase IIIA (Engineering)	\$ 450,000.00
25	Phase IIIA Outside Services (Groundwater, laboratory testing, permits, etc.)	\$ 150,000.00
26	Sand & Gravel Pits (surveying; permitting; engineering)	\$ 75,000.00
27	Propane/Fuel	\$ 600,000.00
28	Scale House (water & sewer)	\$ 500.00
29	Telephone & Internet	\$ 30,000.00

MT. CARBERRY LANDFILL

\$ 12,977,600.00

EQUIPMENT & VEHICLE MAINTENANCE:

1	Parts & Supplies for equipment & vehicles	\$ 325,000.00
2	Employee Safety/Supplies/Uniforms/Training	\$ 8,000.00
3	Operating Supplies/Rentals/Tools	\$ 40,000.00
4	Salaries (includes overtime)	\$ 105,000.00
	FICA, Medicare (Employer's Share)	\$ 8,035.00
	NHRS (Employer's Share)	\$ 14,210.00
	Group Life Insurance, Short & Long Disability	\$ 1,200.00
	Health Insurance (Employer's Share)	\$ 10,810.00
	Dental Insurance (Employer' Share)	\$ 500.00

EQUIPMENT & VEHICLE MAINTENANCE

\$ 512,755.00

HOUSEHOLD HAZARDOUS WASTE

\$ 60,000.00

CONTINGENCY (To be applied to all departments)

\$ 1,000,000.00

2024 AVRRDD BUDGET

SUMMARY:

ADMINISTRATIVE OFFICES	\$ 1,456,775.00
LANDFILL GAS SYSTEM	\$ 2,303,210.00
MRF/TRANSFER STATION	\$ 1,697,200.00
MT. CARBERRY LANDFILL	\$ 12,977,600.00
EQUIPMENT & VEHICLE MAINTENANCE	\$ 512,755.00
HOUSEHOLD HAZARDOUS WASTE	\$ 60,000.00
CONTINGENCY	\$ 1,000,000.00
<u>2024 AVRRDD BUDGET</u>	<u>\$ 20,007,540.00</u>

ANTICIPATED REVENUE

MRF/TRANSFER STATION

Anticipated Transfer Station Commercial & Municipal Revenue	\$ 50,000.00
Anticipated Tire Revenue	\$ 14,000.00
Anticipated Refrigerator/Air Conditioner Revenue	\$ 3,000.00
Anticipated Commercial Electronics, Fluorescents & Wood Revenue	\$ 2,000.00
Anticipated MRF/Transfer Station Recycling Revenue	\$ 125,000.00


MT. CARBERRY LANDFILL

Anticipated Tipping Fees	\$ 8,500,000.00
Anticipated Interest Income	\$ 140,000.00
Anticipated Reserve Funds Used	\$ 11,173,540.00

<u>Total Anticipated Revenue & Reserve Funds</u>	<u>\$ 20,007,540.00</u>
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<u>2024 AVRRDD BUDGET</u>	<u>\$ 20,007,540.00</u>
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THIS BUDGET IS CERTIFIED AS THE BUDGET UNANIMOUSLY PASSED BY THE AVRRDD MEMBERS PRESENT AT THEIR SCHEDULED MEETING DECEMBER 7, 2023.


Michael J. Rozek, Treasurer