

City of Berlin, NH

Office of the City Manager

CITY MANAGER'S REPORT

3-20-2023



1. Attached is the Fire Chief's February report, the Monthly Incident Report and the EMS call volume report.
2. Attached is the February 2023 Property Transfer list.
3. Also attached is the 2022 AVRRDD Budget Report.
4. Per City Ordinance Sec. 15-81, City's parking ban will be lifted 4/1/23. During the month of April, the Police Chief is authorized to prohibit parking on City streets between the hours of midnight and 7:00 AM if required for snow plowing and removal operations.
5. The City's CMOM report has been filed with both DES and EPA. This report covers the capacity, management and operations of the sewer collection and treatment system. Next steps are to update our industrial discharge permits and process – at present we have agreements with industrial dischargers and DES prefers a permit-based system. After that we will be moving toward a comprehensive review of sewer ordinances.
6. As the winter weather subsides DPW staff will be starting to analyze and classify the condition of our sewer collection system, identifying critical areas of need. Staff has been trained on both use of the camera and how to classify underground assets, using industry standard grading. The benefits are twofold – damaged areas that may cause backups can be identified as well as sources of inflow and infiltration.

BERLIN FIRE DEPARTMENT

263 Main Street Berlin, New Hampshire 03570
Business (603)752-3135 Fax (603)752-8583



FIRE CHIEFS REPORT

February 2023

1. **Budget**
 - 2024 Budget submitted to the City Manager
2. **Grants**
 - FEMA grant - Driver class required by FEMA
3. **Fire Prevention**
 - 43 inspections / follow ups / reports / investigations – Done by Chief Watkins
4. **Run report**
 - 79 calls for service for February (see attached)
5. **Apparatus**
 - Engine 1 – In service was out of service for 16 hours for on spots, gauges replacement, fan
 - Engine 2 – In service.
 - Engine 3 – Remains out of service
 - Engine 4 – In service out of service 7.5 hours.
 - Tanker 1 – In service
 - Ladder 1 – In service
 - Chiefs car – In service
 - Asst. Chief car – In service
 - Pick up – In service
 - UTV – In service
6. **Personnel**
 - Nothing to report
7. **Training**
 - Nothing to report
8. **Building**
 - Annex building roof leaking very badly, still no access to the second floor. Heat now is working.
9. **EMS**
 - See Berlin EMS statistics

Submitted by,
James Watkins
Fire Chief

Berlin Fire Department

Berlin, NH

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Count of Incidents by Incident Type for Incident Status for Date Range

Incident Status(s): All Incident Statuses | Sort By: IncidentType | Start Date: 02/01/2023 | End Date: 02/28/2023

INCIDENT TYPE	# INCIDENTS
111 - Building fire	1
118 - Trash or rubbish fire, contained	1
311 - Medical assist, assist EMS crew	15
320 - Emergency medical service, other	1
321 - EMS call, excluding vehicle accident with injury	11
322 - Motor vehicle accident with injuries	1
324 - Motor vehicle accident with no injuries.	1
400 - Hazardous condition, other	1
413 - Oil or other combustible liquid spill	2
424 - Carbon monoxide incident	3
440 - Electrical wiring/equipment problem, other	1
444 - Power line down	1
451 - Biological hazard, confirmed or suspected	1
462 - Aircraft standby	3
511 - Lock-out	2
520 - Water problem, other	2
522 - Water or steam leak	15
553 - Public service	1
600 - Good intent call, other	2
611 - Dispatched & cancelled en route	2
622 - No incident found on arrival at dispatch address	1
700 - False alarm or false call, other	1
730 - System malfunction, other	1
731 - Sprinkler activation due to malfunction	1
732 - Extinguishing system activation due to malfunction	1
733 - Smoke detector activation due to malfunction	3
734 - Heat detector activation due to malfunction	2
735 - Alarm system sounded due to malfunction	2
Total Incidents	79

This report displays Incidents by Incident type for the selected Incident Status (es) and chosen date range. Nemsis 2 & 3 Incidents Included.



emergencyreporting.com

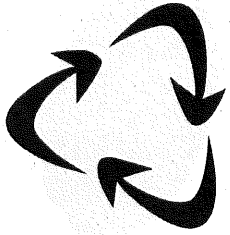
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	Emergent Calls							Transfers		
	Berlin	Dummer	Errol	Gorham	Milan	Shelburne	Randolph	IFT LONG	LOCAL	NO TRANS
23-Jan	101	1			3			24	25	25
23-Feb	79	2		1	2			30	27	24
23-Mar										
23-Apr										
23-May										
23-Jun										
23-Jul										
23-Aug										
23-Sep										
23-Oct										
23-Nov										
23-Dec	180	3	0	1	5	0	0	54	52	49

TRANSFER LIST FOR FEB 2023

Previous Owner	Owner Full Name	Co-Owner Full Name	Address Line 1	Address Line 2	City	State	Zip	Map	Lot	Property Location	Zone	Stories	Use	Deed Record Date	Sale Price	Total Assessed Parcel Value	Acres
FEDERAL NATIONAL MORTGAGE ASSOCIATION	DELVASTO, JUSTIN &	HARRIS, AMBER	446 SCHOOL STREET		BERLIN	NH	03570	000128	000185	446 SCHOOL STREET	RG	1.75	Single Family	02/01/23	Mortgage Deed	\$141,800.00	0.13
PELKEY, RAYMOND & DEBORAH L.	SALISBURY, JASON		10139 BRYANT ROAD		LITHIA	FL	33547	000129	000106	668 CHESHIRE STREET	RT	2	Single Family	02/06/23	\$50,000.00	\$123,500.00	0.11
TIBBETTS, MAURICE W. & PAULINE	TIBBETTS, MAURICE & PAULINE CO-TRS OF	TIBBETTS FAMILY REV TRUST	300 HIGH STREET		BERLIN	NH	03570	000120	000282	300 HIGH STREET	RT	1.75	Single Family	02/06/23	Put in Trust	\$147,200.00	0.11
JOHNSON, GARY L	KEENE, GERALD MICHAEL		299 CLOUTIER DRIVE		STARK	NH	03582	000113	000016	163 WESTERN AVENUE	RS	1.75	Two Family	02/07/23	\$115,000.00	\$117,900.00	0.41
BECK, JAMES C II	WILKINSON, LEON &	FLEMING, CHRISTOPHER	36 TWELFTH STREET		BERLIN	NH	03570	000125	000038	36 TWELFTH STREET	RS	1	Single Family	02/07/23	\$255,000.00	\$244,900.00	0.67
CITY OF BERLIN	BROOKS, NICHOLAS H		54 CHARRON AVENUE		BERLIN	NH	03570	000111	000121	54 CHARRON AVENUE	RS	1	Single Family	02/08/23	Tax Deeded Repurchase	\$165,500.00	0.21
CITY OF BERLIN	DELAFONTAINE, DAVID J SR		538 WESTERN AVENUE		BERLIN	NH	03570	000117	000073	538 WESTERN AVENUE	RG	2	Single Family	02/08/23	Tax Deeded Repurchase	\$155,900.00	0.36
HOWDER, AMY	COUTHER, KATHERINE E &	GLOVER, NICOLAS	103 ELM STREET		BERLIN	NH	03570	000128	000101	103 ELM STREET	RT	1.75	Single Family	02/09/23	\$180,000.00	\$96,600.00	0.11
MCCAIN, ELVOICE JR	WILLARD-HILLSIDE LAND TRUST 2023	RODIONOVA, E TRUSTEE	PO BOX 1991		NORTH CONWAY	NH	03860	000119	000174	207 WILLARD STREET	RG	2.5	Two Family	02/10/23	\$100,000.00	\$142,300.00	0.15
WHITE, NEAL J	BAILEY, CHRISTOPHER R. &	DONOVAN, MELYSSA I.	24 CEDAR STREET		BERLIN	NH	03570	000120	000434	24 CEDAR STREET	RS	2	Two Family	02/13/23	\$135,500.00	\$127,200.00	0.11
BAILEY, KELLY	NASON, GILBERT III & COURTNEY		30 CASCO STREET		LOWELL	MA	01854	000130	000184	591 ROCKINGHAM STREET	RG	2	Two Family	02/15/23	\$54,000.00	\$95,100.00	0.07
EMERSON, JOSEPH A	CASEY, TINA MARIE		430 GOEBEL STREET		BERLIN	NH	03570	000130	000393	430 GOEBEL STREET	RG	1.75	Single Family	02/16/23	\$129,900.00	\$93,800.00	0.11
KOLAKOWSKI, STANLEY B	MORRIN, EDWARD P.		17 DANIEL SHAYS HIGHWAY		BELCHERT OWN	MA	01007	000132	000057	668 BLAIS STREET	RS	1.75	Single Family	02/16/23	unqualified sale	\$104,600.00	0.11
SMITHWORKS, LLC	SMITHWORKS PROPERTY MANAGEMENT LLC		12 GREEN SQUARE		BERLIN	NH	03570	000120	000327	418 CHURCH STREET	RS	1	Single Family	02/16/23	business transaction	\$101,800.00	0.14
BOUCHARD, STEVEN-EST OF	GEOFFROY, KYLE RONALD		209 NASHUA ROAD		DRACUT	MA	01826	000128	000130	172 RUBY STREET	RT	1.75	Single Family	02/17/23	Executor's Deed	\$104,800.00	0.66
DURANT, DAVID & LORA-EST OF	FORTUIN, BRANDON		164 GREEN STREET	APT B	BERLIN	NH	03570	000117	000029	242 CHAMPLAIN STREET	RG	2	Single Family	02/21/23	\$206,000.00	\$201,600.00	0.11
VIEN, STEVEN & LISA	VIEN, STEVEN & LISA REV TRUST		171 ENMAN HILL ROAD		BERLIN	NH	03570	000130	000087	171 ENMAN HILL ROAD	RR	1	Single Family	02/22/23	Put in Trust	\$271,559.00	3.49
VIEN, STEVEN & LISA	VIEN, STEVEN & LISA REV TRUST		171 ENMAN HILL ROAD		BERLIN	NH	03570	000130	000087	171 ENMAN HILL ROAD		1	REC HW	02/22/23	Put in Trust	\$271,559.00	3.49
TAUPIER, DIANE	TAUPIER, DIANE	ETAL	256 CHAMPLAIN STREET		BERLIN	NH	03570	000117	000027	256 CHAMPLAIN STREET	RG	1	Single Family	02/27/23	Added a name to deed	\$72,700.00	0.23
CITY OF BERLIN	LANGEVIN, RONALD W		170 DOW ROAD		STANDISH	ME	04084	000121	000011	533 WILLARD STREET	RS	1	Single Family	02/27/23	Tax Deeded Repurchase	\$125,400.00	0.23
BYRNE, CAROLE M-ESTATE OF	COULOMBE, ANNE-MARIE G. &	CASTONGUAY, GINO	PO BOX 363		BERLIN	NH	03570	000131	000066	297 BURGESS STREET	RG	2	Two Family	02/28/23	\$135,000.00	\$144,200.00	0.23



Androscoggin Valley

Regional Refuse Disposal District

Phillip Warren, Jr., City Manager
City of Berlin

Jennifer Fish, County Administrator
Coos County

Denise Vallee, Town Manager
Town of Gorham

Board of Selectman
Town of Dummer
Town of Errol
Town of Jefferson
Town of Milan
Town of Northumberland
Town of Randolph
Town of Stark

District Representatives

Re: 2022 AVRDD BUDGET REPORT (District and Mt. Carberry Landfill combined as of 1/1/14)

2022 was our twentieth year of operations at Mt. Carberry Landfill. Since purchasing the landfill on December 30, 2002, no assessments have been made to District communities for landfill operations. No assessments for District operations were made to the member municipalities in 2022 nor will they be made in 2023.

2022 AVRDD BUDGET REPORT:

Income	\$10,424,251.42
Expenses	(\$ 9,266,316.19)
Sub-total	\$ 1,157,935.23
Uncollected receivables as of 2/28/22	(\$ 56,040.34)
2022 TOTAL	\$ 1,101,894.89

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

OPERATING ACCOUNT:

Operating Account Balance 12/31/22	\$8,228,208.84
Accrued Accounts Payable	(\$ 491,031.94)
Accounts Receivable Due 12/31/22	\$ 911,303.68
Sub -Total	\$8,648,480.58
Uncollected Receivables as of 2/28/2023	(\$ 56,040.34)
Balance	\$8,592,440.24

PETTY CASH ACCOUNT:

Petty Cash Balance 12/31/22	\$ 228.34
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ALUMINUM REDEMPTION ACCOUNT:

Aluminum Redemption Account Balance 12/31/22	\$ 2,213.16
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DEBIT/CREDIT CARD ACCOUNT:

Debit/Credit Card Account Balance 12/31/22	\$ 28,886.76
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UNDESIGNATED SURPLUS RESERVE ACCOUNT:

Beginning Balance 1/1/22	\$16,652,102.71
Interest (1/1/22 – 12/31/22)	404,204.47
Ending Balance 12/31/22	\$17,056,307.18

The undesignated surplus, from Mt. Carberry Landfill Operations, will be retained and held in reserve by the District specifically to pay or fund any or all of the following expenses incurred by the District in the future:

1. The opening of new cells or closure of cells (both temporary and permanent closure) at Mt. Carberry Landfill.
2. The satisfaction of State or Federal regulatory requirements with respect to Closure Costs at Mt. Carberry Landfill.
3. Facility maintenance, repair and replacement at the Mt. Carberry Landfill.

- 4. The early retirement of borrowed funds with respect to the Mt. Carberry Landfill, and
- 5. The retention of reasonable funds for the purpose of providing cash flow for Operations

Mt. Carberry Landfill Closure/Post Closure Trust Account

Beginning Balance 1/1/22	\$15,402,767.22
Interest 1/1/22 – 12/31/22	394,495.60
2022 Contribution	922,558.24
Ending Balance 12/31/22	\$16,719,821.06

MRF/Transfer Station Capital Reserve Account

Beginning Balance 1/1/22	\$ 169,574.96
Interest 1/1/22-12/31/22	\$ 4,119.73
Ending Balance 12/31/22	\$ 173,694.69

N.H. Municipal Bond Bank Debt

Original Bond Principal	\$14,000,000.00
19 Annual Payments of \$700,000 (2004-2022)	(\$13,300,000.00)
Bond Principal Balance 12/31/22	\$ 700,000.00

Respectfully submitted,

Sharon E. Gauthier

Sharon E. Gauthier
Executive Director

March 10, 2023