

MONTHLY MANAGEMENT REPORT

[Town Web Site: www.town.berlin.ct.us]

[Library Web Site: www.berlinpeck.org]

[Police Web Site: <http://berlinpd.org>]

[Timberlin Web Site: <http://www.timberlingolf.com>]

TO: The Honorable Mayor and Town Council Members

FROM: Denise M. McNair, Town Manager

DATE: April 5, 2016

A. Council Communications:

1. Holiday Schedule:

- There are no scheduled holidays during the month of April 2016.

2. Upcoming Events:

- Freedom of Information Seminar: The Town Clerk's office is sponsoring a Freedom of Information (FOI) educational workshop, which was rescheduled from February 23rd due to inclement weather, given by a State of Connecticut Public Education Officer, Thomas Hennick. The workshop will be held on Monday, April 11, 2016 at 6:30 p.m. in the Berlin-Peck Memorial Library Blanche Delany Room. All Board/Commission members and Town employees are encouraged to attend. Please see the attached flyer for registration and additional information.
- Annual Fishing Derbies: The annual Parks and Recreation Fishing Derbies will be held on Saturday, April 16th and Saturday, April 30th from 8:00 a.m. to 10:00 a.m. at Sage Park Pond. Please reference their website at: http://www.town.berlin.ct.us/egov/documents/1456944015_95885.pdf for more information.
- Budget Referendum: The Berlin Budget Referendum will be held on Tuesday, April 26th, from 6:00 a.m. to 8:00 p.m. All polling locations will be open.
- Presidential Preference Primaries: The Presidential Preference Primaries will be held on Tuesday, April 26th, from 6:00 a.m. to 8:00 p.m. All polling locations will be open.

B. Town Manager News:

Work continues on the Fiscal Year 2016/2017 Budget. The Public Hearing on the budget was held at McGee on Tuesday, March 29, 2016 and the Budget Referendum is Tuesday April 26, 2016. There were several residents that commented on the budget during the hearing and it is hoped that there will be a large public turnout for the Referendum. The proposed budget is the result of many months of work and input by everyone. It is available on the Town of Berlin's website. I encourage all to look it over.

C. Department News:

➤ **Community, Recreation & Park Services:**

Parks and Recreation

- The Easter Candy Hunt was held on Saturday, March 19th at the Sage Park Auxiliary Field for children ages two to ten (2-10). Over 250 children participated on a beautiful, sunny day!
- The Parks and Recreation Annual Fishing Derbies will be held on Saturday, April 16 for 3-7 year olds and Saturday, April 30 for 8-15 year olds at Sage Park Pond from 8 a.m. to 10 a.m.
- Information on Summer Fun at Clover Hill and The Creek will be out in mid-April and online registration will begin on April 25th. Limited spaces will be available online for each site and in person registration will be held on Saturday, May 7th. Registration for other summer programs will begin on May 9

Public Grounds: The following services were provided by the Public Grounds Department during the month of March:

- Pruning along the roadway at Sage Park.
- Picking up branches after several winter storms.
- Maintaining trucks and machines in preparation for the spring season.
- Repairing underground drains at Pistol Creek.
- Trimming the ornamental grasses and mulching the front of Pistol Creek.
- Spring cleaning of several flower beds began as the weather and time permitted.

Senior Center

- A Special Spring Bingo was held on March 3rd. The Monsignor Bojnowski Manor and Advanced Home Healthcare provided the prizes and refreshments.
- A St. Patrick's Celebration was held on March 8th. The event included lunch sponsored by Cessena Care of New Britain and entertainment by Tom Callinan.
- A Special Bingo was held on March 10th. Ledgecrest Convalescent provided the refreshments.
- A Beading Class was held on March 11th. The Berlin Visiting Nurses Association (VNA) sponsored and taught the class.
- The Berlin Historical Society held another Story Share on March 16th. The topic was South Kensington and Chamberlain Hwy.
- A St. Patty's Bingo was held on March 17th. Autumn Lake Healthcare at New Britain provided the refreshments and prizes.
- The March Senior Center Book Discussion was on "Mister Owita's Guide to Gardening" by Carol Wall.
- On March 23rd an Adult Coloring session was held.

- An eight week Matter of Balance class started on March 23rd. This awarding winning program is designed to manage falls and increase activity levels.
- The following TED Talks were held on March 29th: “Remember to say Thank You”; “Measuring What Makes Life Worthwhile”; and “A Hilarious Celebration of Lifelong Female Friendship”.
- March trips were to a St. Patrick’s Day Celebration at Aqua Turf and at the Royal Manor in Garfield, NJ, and to lunch and a play at the Newport Playhouse.
- AARP Tax Aide, a free program, provides income tax preparation assistance to seniors every Thursday through to April 14th.
- Dr. Mary Kate Conboy, Hartford Hospital Dental Program, and Gail Swanson, Hygienist at Hartford Hospital, completed a presentation on Senior Dental Issues on March 9th at the Senior Center.

Social & Youth Services

- Youth Services has started taking applications for Camperships to assist children from low-income families. Funding is provided by The Berlin Children’s Fund.
- Social Services continues to take applications for the State’s Energy Assistance Program. The program runs through the end of April.
- Social Services provided Medicare CHOICES counseling services to sixteen cases in the past month.
- Youth Services has lined up three Interns to work with this year’s Summer Leadership Program.
- The Juvenile Review Board (JRB) closed out one case and did an intake for one new case in March. Cases are typically tracked for a minimum of six months.
- The Food Pantry usage remains constant; however, donations have dropped off slightly. Berlin Upbeat and AARP continue to supply volunteers.

➤ **Development Services:** At its meeting of March 10, 2016 the Planning and Zoning Commission discussed the Kensington Garden Center. Based on a legal opinion by the Town’s Corporation Counsel, it was determined that it could breakdown the integrity of the regulations and, therefore, non-advisable for the Commission to try to extend the definition of retail to include the products that the Garden Center is now selling. There is an option to rezone the area but it would have to be a sizable enough rezoning to not be considered spot zoning, which is illegal. The Commission gave the applicant time to think about options and will re-hear this item at its next meeting on March 31, 2016. In the meantime, the Kensington Garden Center still has the option to pursue this matter at the Zoning Board of Appeals level. The Commission also entered into a dialogue with the property owner of 1243 Worthington Ridge regarding an expansion of what has historically been sold from the Berlin Turnpike side of the property. This discussion will continue at the March 31, 2016 meeting. The Commission asked that the Building Official provide a report regarding what the Building Code requires in the way of restrooms for employees of such businesses. The Commission voted to approve (vote 3-2) 2402 Berlin Turnpike to be rezoned from Residential 43 to Commercial Berlin Turnpike 2. The public hearing on the request to amend the regulations to allow Assisted Living in the PS-B zone was closed and the amendment was denied unanimously. The Commission stated its reasons for denial are that the amendment is

contrary to the Plan of Conservation and Development and contrary to the purpose of PS-B listed in the Zoning Regulations.

The Zoning Board of Appeals (ZBA) did not meet in February but did hold a meeting on March 23rd. A handicap ramp was approved for a house on the Chamberlain Highway. They also approved a front yard variance for an addition at 8 Winesap Road for a garage. Additionally, the Commission elected officers: Chairman Tony Francalancia; Co-Vice Chairmen Leonard Tubs and Nelson Graca; and, Secretary Lorraine Clark. The ZBA has pending an application by Kensington Garden Center, appealing the Zoning Enforcement Officer's order to cease the selling of non-garden related items. This has been continued until their April meeting.

The Historic Commission approved a request by Jill Klepacki O'Connor and Nancy Klepacki to replace four wooden windows with four vinyl windows. These windows were not original to the house.

Building Department: Below are statistics for the month of February 2016. There were a total of 102 permits issued during the month of February in the Building Department as follows:

Residential	February 2016	Commercial	February 2016
New	0	New	0
Additions	0	Additions	0
Misc*	32	Misc*	12
All Other (Residential & Commercial) Plumbing, Electrical, HVAC			58

*Misc: pools, sheds, rec-rooms, re-roof, demolition, vinyl, siding, signs, interior remodeling, etc.

There were also a total of 114 inspections performed during the month of February, which include building, electrical, plumbing, heating ventilation and air conditioning (HVAC).

Valuation of the permits issued during the month of February 2016 is **\$1,197,144.06**
Fiscal YTD Valuation: **\$15,570,767.70**

Fees generated from all permits issued during the month of February 2016 is **\$23,607.00**
Fiscal YTD Fees: **\$275,744.82**

Total Inspections performed FYTD: **1,173**

- **Finance:** The primary work in the Finance Department has been on the 2016-2017 Town Budget. The Finance Director has worked with the Budget Chair of the Budget Committee of the Council to develop a dashboard report showing progress in the budget process. This report is posted on the Town website and allows taxpayers to enter their home value in order to determine the impact of a mill rate change on their taxes. This dashboard includes all

adjustments made to the budget by the Town Manager, Board of Education and Town Council.

On March 15th, the Town Council sent the budget with a proposed mill rate of 31.19 (a .84 increase over 2016) to the budget hearing. Work will continue in April to finalize the budget for the referendum on April 26th.

Two bids were received in response to the Request for Proposals for auditing services. After review of the proposals and interviews of the two bidders, the review committee (consisting of Audit Committee members Dave Evans and Brenden Luddy as well as Jim Wren, Eva Gallupe and Gail Erickson) decided to award a three-year contract to PKF O'Connor Davies out of Wethersfield. This is the first time the Town has changed auditors in many years. The contract was awarded by council on March 15th and the preparation work will occur in April and May. The new auditors will also conduct some of the forensic and technology work recommended in the fraud risk assessment; this process will save time and money.

The Finance Director continues to work on the Ethics Policy. A draft has been shared for comments from Top Managers as well as from a member of the Board of Ethics. Per Audit Committee guidance, the Finance Director is in process of establishing ongoing communication with the Board of Ethics in order to help make them a more active and educated Board. The Ethics Policy is expected to be finalized over the spring.

The Finance Director has been closely monitoring the fiscal crisis at the State and determining the ever-changing impacts on the Town budget. In this effort, the Finance Director has consulted with both the Connecticut Conference of Municipalities and the Government Finance Officers' Association of Connecticut to stay on top of ever-changing legislation. The Town has already lost some state assistance for the current and new budgets, and more cuts are anticipated. The Town has very conservatively budgeted grant revenue in an attempt to minimize any reductions after the budget is adopted.

As part of the budget process, the Finance Director has worked closely with the Town's Broker and Benefits Committee to identify ways to mitigate the increase in health insurance rates for fiscal year 2017. The increase, which was initially proposed to be 16%, has now been reduced to 5% due to more favorable claims experience and negotiations with several carriers.

The Finance Director continues to work closely with the Construction Manager, Gilbane, on the Berlin High School project to review purchase order histories and overall expenditures on the project as well as respond to vendor questions. The Finance Director continues to provide the Construction Manager with a monthly report on expenditures and will also be working on compiling a project-to-date cumulative expenditure worksheet.

The Payroll Coordinator has worked to complete preparation of the data necessary to implement new tax reporting requirements established by the Affordable Care Act. With Town Council approval, the Town and Board of Education have contracted with an outside vendor to assist in the production of the statements. Finance worked with the vendor so employees could receive their statements in accordance with the revised deadline of March 31st.

Tracey Lentini, who works in the Assessor's Office, started to work a few hours in Finance to input journal entries. This function had previously been done by Brenda Flanagan who left the Town back in February.

Revenue Collector's Office: Our property tax collections have remained steady. After mailing out delinquent notices for the supplemental motor vehicle taxes that were due back in January, we have now collected over 87% of the total accounts billed. Additionally, as we approach three-quarters of the way through the fiscal year, we have collected over 99% of the current levy.

Seven responses to the Request for Qualifications ("RFQ") for a new on-line payment vendor have been received. We anticipate interviewing three of these vendors so that we can see a full demonstration of their systems. We also anticipate awarding the contract to one of these vendors within the next month in order to be comfortable with the system well in advance of the upcoming July collection period.

Shut-off notices were issued at the beginning of March for the remaining unpaid water/sewer accounts from the January 2016 quarterly billing. Seventy-five notices were mailed out and the expectation is that the list of unpaid accounts will be narrowed down to only a handful by the end of the month. We are currently preparing for the April 2016 quarterly billing. All the meter readings were acquired and the Revenue Collector and Revenue Technician have reviewed those readings and sent out bills on March 31st.

Assessor's Office: Letters have been sent to 116 homeowners participating in the State Owners Program for those who need to re-apply for tax credits for their bills in July. The filing time for this program is February 1st through May 15th.

Applications for additional veterans' benefits are also being taken by our office. The filing dates for these programs are February 1st through October 1st.

The Board of Assessment Appeals applications were taken from February 1st through 19th. Thirty-three (33) applications were received by our office after mailing 1,167 Real Estate and 623 Personal Property increase notices. The 33 appeals included Motor Vehicles (for those who received supplemental bills in January), Personal Property and Real Estate. The Board of Assessment Appeals held meetings during March to hear the appeals.

Building permits are being entered for the 2016 Grand List. This is an ongoing process.

Inspections and data entry are continuing and are on schedule for the 2017 Revaluation. Mailings for interior inspections have begun. These inspections relate to properties which we were not able to access previously.

Transfers of real estate ownership continue to be processed. This is an ongoing process.

The Office continued to process Certificates of Correction for motor vehicles that were sold, stolen, totaled or transferred. This is an ongoing process throughout the year.

Purchasing: The following is a summary of the Requests for Proposals/Qualifications (RFPs/RFQs) and other major projects that the Purchasing Agent is working on:

- RFP for Environmental Consultant at the former Donnelly Brick Company
- RFP for Walking Path Improvements at Bicentennial Park/former Chotkowski property
- RFP for repairs to the East Berlin Pool
- RFP for repairs to McGee School Tennis Courts
- RFP for Town Employee Uniform Contract
- RFQ for a Radio System Consultant with Police, Public Works and Fire staff
- RFP for Library Audio/Visual System Upgrade
- RFP for Police Radio Maintenance Service Contract

The following projects have closed:

- RFQ for On-Line Tax Payment Software
- RFQ for Transit-Oriented Development Study
- RFP for Miscellaneous Concrete Sidewalks
- RFP for Town Attorney (interviews in process)
- RFQ for Water Control to Evaluate Deming Road Pump Station Sewage Flow

In addition, posting of Town surplus assets on the GovDeals website continues to operate successfully. Work also continues on the new inventory process which has been reduced from every five years to every three.

- **Library:** The Children's Department remained closed until March 28th as a result of the burst sprinkler pipe in the ceiling that occurred on the morning of February 16th. Staff worked closely with DRS, Facilities and CIRMA to get to the point of re-opening. Students, residents, friends and family were extremely generous in their efforts to help and supported us emotionally, physically and financially.

The Reference Department lost a part time staff member, Coleman Kelly, Digital Services Librarian, to a full time position at CCAT, the library's network administrator. Interviews occurred at the end of March. An offer has not yet been made.

Because of the flood in the library due to the burst pipe, the Delaney Meeting Room had to be used to store items from the Children's Department, Local History and the Annex Room while they dried and the rooms were worked on. This caused several meetings and programs to be cancelled during the month. In spite of this, we managed to host a few things in one half of the meeting room: Movie Matinees, a Zentangle program, an author who spoke on the Civil War, a children's book discussion group and a FIFA Tournament. We also hosted an art show, in conjunction with the Berlin High School Art Department. They, in turn, allowed us to keep the accordion divider to keep the public from seeing all the messy storage in the back of the room!

Please see April program flyers attached for more fun packed, educational and informational programs available at the Library!

➤ **Public Works/Engineering:** The following are activities that continue to be in process or completed:

- The transfer in ownership of roadway streetlights from Eversource to the Town of Berlin occurred in February. Public Works has been working with Tanko Lighting on the design to finalize the Light Emitting Diode (LED) conversion of our streetlights, which is currently scheduled to begin on or about May 1st. Conversion should be completed sometime this summer.
- There were three Excavation and three Burning Permits issued during the month of February.

Facilities: The Facilities Department approved and completed a total of 307 work orders from various Town departments and schools. In addition to the work orders, and the involvement with the Berlin High School renovation project, the following projects have been in progress or completed within the last month:

- The Town Hall Gutter, Soffit and Fascia restoration project has begun and will be completed in the spring of 2016.
- The Access Control Project at the Senior Center, Library, and Community Center has begun and will be completed in the spring of 2016.
- Surplus items are continuing to be sold on GovDeals.com freeing up storage space within buildings for better organization of operating materials.
- The NORESKO Energy Performance contract received final approval and the project is underway. Facilities will be involved in the project until its completion which is scheduled for summer 2017.
- Remodeling and painting is underway for various buildings/rooms at the Physical Services Complex.
- Library and Community Center damages that occurred in February from frozen pipes have been repaired.
- Maintenance to all Town seasonal facilities has begun. Pools, parks, and ball field buildings and concessions are undergoing plumbing, painting and carpentry repairs and upkeep.
- Town wide Heating, Ventilation and Air Conditioning (HVAC) spring maintenance is underway.
- Staff received Owners Training on new equipment and systems at Berlin High School.

Water Control: The Water Control Commission (WCC) has an on-going project to design and replace the existing booster pump station connection with the Metropolitan District Commission (MDC) of Hartford. The design is almost complete, and it is hopeful that the actual construction will occur later this year. When complete, the WCC will be able to utilize the half-million gallon per day supply from the MDC, which cannot currently be used under normal conditions.

We are in the process of reviewing a Request for Qualifications (RFQ) to evaluate the sewer flows entering the Deming Road Sewer Pump Station. The intent is to evaluate the MDC sewage contribution to this pump station.

We are waiting with Woodard & Curran, Consultants, to complete the design, construction and connection of our new well that has been drilled; however, has not been connected to our system. The goal is to complete this project in spring/early summer. We anticipate a submission of proposal from the Connecticut Department of Public Health with review and approval this spring.

The option of offering a secondary meter for individual customers utilizing significant outdoor water usage continues to be popular. It is anticipated that many more customers will take advantage of this option before summer. The Berlin WCC has purchased additional meters to maintain an inventory in anticipation of a greater demand for secondary meters in the spring.

Middletown and Berlin WCCs have signed an agreement where the WCC will serve water and sewer to several communities located in Middletown. This project is under construction and will likely be operational late spring. The water system will be pressurized and disinfected, and should be ready for the April/May time-frame.

We are in the process of working with Lenard Engineering to evaluate the Need and Design of a generator at the Elton Road well field.

The WCC has replaced the two pressure-reducing valves at our connection to the New Britain Water Department. Apparently this was done in a timely manner since both valves were in bad shape and imminent failure, since they had not been re-built for nearly 30 years.

The WCC is in the process of hiring a Financial Consultant to evaluate and prepare a method and/or process for equitable cost-sharing among the WCC, Kensington and Worthington Fire Districts for the annual sewer bill from the Mattabasset District.

D. Board/Commission News:

None.

E. CCM Correspondence:

The following free training opportunity is available to CCM member municipalities this month and may be of interest to Council, Board or Commission members:

- Understanding P3, TIF & CTL: How to Use Private Capital for Public Benefit, Tuesday, April 7, 2016, The Hartford Club, 46 Prospect Street, Hartford, CT, 9:00 a.m. to 12:00 p.m.

Interested individuals should contact me or Sheila for additional/registration information.

F. Project Updates:

1. **Police Station Project:** A Request for Proposals (RFP) for a Design Build Police Station on Farmington Avenue was issued with a return date of February 4, 2016. Two firms were selected and interviewed late February. A recommendation to Council is expected late April.

2. **High School Civil Rights and Accreditation Project:** Project updates, advisory committee meetings and bi-weekly owner meetings continue to occur along with published monthly updates prepared by Gilbane and placed onto the Town's website. Council receives abbreviated updates monthly as necessary.
3. **Infiltration/Inflow Sewer Project:** We have received confirmation from the State Department of Energy and Environmental Protection (DEEP) on the viability of financing to undertake additional work within the Belcher Brook Watershed Trunk Line. We have met with Cardinal Engineering to develop a strategy for working on this next sewer relining project.
4. **Street Paving Projects:** The Public Works Department has finalized the 2016 Roadway Paving/Reconstruction Program encompassing 19 local roadways. The list is accessible on the Town Website.
5. **Spruce Brook Bridge Over Spruce Brook:** No Change - Final design is nearing completion, including the incorporation of the historic elements of the site into the new structure. The local Inland Wetlands and Flood Hazard permits were approved in July. We are awaiting approval of both State and Federal permits. We expect to bid the project this spring, with construction anticipated to begin later this year.
6. **Farmington Avenue Bridge (Over Sebethe River):** Final design is complete and the project went to bid in mid-January. The bid opening occurred February 11, 2016. The apparent low-bidder is Mastrobattisto, Inc. of Bristol, CT having submitted a bid of \$2,348,391.75. Review of bid results and contractor recommendations are currently under way. We anticipate submitting a contract award item for Council action in early April. Utility re-location work by Eversource, CNG, Frontier and COMCAST is underway to provide for the bridge reconstruction work to begin in the spring.
7. **Elton Wells – Water Control Commission:** Council approved utilizing Weston and Sampson to prepare the State permit applications and S.B. Church as a subcontractor for the new production well installation. Permits were received in May, 2014 and the drilling of the actual well was completed in the fall of 2014. Requests for Qualifications from consultants to provide for the design and installation of the well's mechanical equipment have been received and the firm of Woodard & Curran, Inc. has been selected to provide these services. Project completion is anticipated in early 2016. Final plans are being made to be submitted for State review and approval in April.
8. **Library Security Upgrade:** No Change - The first phase is complete and additional phasing is waiting on further funding.
9. **Burnham Street Bridge and High Road Bridges:** Cardinal Engineering of Meriden, CT is reviewing the preliminary designs for the bridges. The permitting process is in progress, with the final designs expected to be in place by early summer.
10. **Town Center (Veterans Memorial Park) Improvements:** LaRosa Earth Group will be completing Phase II of the park in April. The gazebo has been received by LaRosa and they will be installing it and finalizing the placement of a few benches.

11. **Streetscape Improvements:** Martin Laviero Contractor, Inc. will begin construction of the Main Street streetscape in April. The town has applied through the 2016 STEAP Grant Program for additional funds to complete the Main Street/New Britain Road/Farmington Avenue triangle; however, no response has been received to date on that application.
12. **Train Station Improvements & 889 Farmington Avenue Remediation:** Work is well underway on construction of the raised platforms. In order to accelerate this work the existing train station platform may be temporarily relocated to the south. Work on the steel structure for the 'up and over' is underway.

The building itself will be renovated starting in May. The firm doing the work, Judlau, is out of New York, and has done restoration work on subway stations in New York as well as other historic structures. The restoration should be done by the end of 2016.

Loureiro Engineering completed the Remedial Action Plan and Engineered Controlled Variance (ECV) application and submitted the plans to the Department of Energy and Environmental Protection (DEEP). DEEP approved Parts 1 and 2 of the ECV application. Additional testing was done in July 2015 on the ground water. The results of this sampling round were mixed so the Remedial Action Plan (RAP) has been revised and resubmitted to DEEP.

We are awaiting the final signatures from the Attorney General's office to revoke the existing order against Pioneer Precision. We expect that once we have that letter, we should be admitted into the Brownfields Remediation and Revitalization Program.

Staff continues to work with the 2 adjacent property owners to arrange for installation of monitoring wells to further define the ground water plume in order to determine the best remedial approach. One of these property owners has signed an access agreement and the other is expected to sign shortly. After the access agreements are signed, work will begin on the off-site wells, weather permitting.

CIL has been named as the preferred developer of 889 Farmington Avenue. A meeting was held in February with CIL and we are working on an agreement between CIL and the Town.

The former Aiudi construction building has been demolished to make way for the parking area for the Train Station.

13. **1567 Berlin Turnpike Environmental Remediation:** No Change - The Public Works department has successfully removed all stockpiled materials from the site. Additional testing and monitoring of the site continues.
14. **Façade Grant Program:** The program has just shy of \$50,000 left in the account after the last Economic Development Commission (EDC) meeting. Three property owners have applied for the remaining funds. There will likely not be enough monies to fill the requests of those three. We have not yet heard on our application through Office of Policy and Management (OPM) for an additional \$500,000 through their Responsible Growth and Transit Oriented Development (TOD) Grant.

15. **Gateway Signs:** The sign company had sent us the wrong hardware in order to install the signs to meet Department of Transportation (DOT) safety measures. Art Volz is working with Chris Edge on the needed items and will be installing them soon.
16. **Chotkowski Property:** No Change - The Town has completed the acquisition of a 71.1 acre portion of the Chotkowski property for open space use. The soil mixing plan was approved by DEEP. Some trail marking is needed as well as trail restoration in the mixing area. We will formally open the property for public use after the trail work is done, probably in the spring.
17. **Kensington Village Sidewalk Project:** The design portion of this project has been awarded to Milone & MacBroom. Field survey work began in March and should be completed this month in anticipation of bidding the project by late spring/early summer.
18. **Earl Wicklund (Stick Village):** The first building has been completed and the second building is nearing completion. The exterior needs to be finished and the interior work will begin for its first tenant. We continue working with Earl to find additional tenants for building two and potentially a third building in the near future.

G. Calendar Reminders:

- Economic Development Commission, April 4th, 7:00 p.m., Room 8
- Historic District Commission, April 4th, 7:00 p.m., Room 7
- Inland Wetlands and Water Courses Commission, April 5th, 7:00 p.m., Room 8
- Town Council Meeting, April 5th, 7:00 p.m., Council Chambers
- Town Council Meeting, April 7th, 7:00 p.m., Council Chambers
- Conservation Commission, April 12th, 6:30 p.m., Room 8
- Housing Authority, April 13th, 5:00 p.m. Marjorie Moore Village, Community Room
- Berlin-Peck Memorial Library Board Meeting, April 13th, 6:30 p.m., Library Board Room
- Youth Services Advisory Board, April 14th, 4:00 p.m., Caucus Room A
- Parks and Recreation Commission, April 14th, 7:00 p.m., Community Center Break Room
- Planning and Zoning Commission, April 14th, 7:00 p.m., Council Chambers
- Public Building Commission, April 14th, 7:00 p.m., Board of Education Meeting Room
- Berlin Visiting Nurses Association Board Meeting, April 18th, 7:00 p.m., Caucus Room A
- Mattabassett District, April 18th, 7:00 p.m., District Administrative Building, 245 Main Street, Cromwell
- Town Council Meeting, April 19th, 7:00 p.m., Council Chambers
- Police Commission, April 20th, 6:30 p.m., Police Station Conference Room
- Budget Referendum, April 26th, 6:00 a.m. to 8:00 p.m., All Polling Locations
- Presidential Preference Primaries, April 26th, 6:00 a.m. to 8:00 p.m., All Polling Locations
- Water Control Commission, April 26th, 7:00 p.m., Room 8
- Zoning Board of Appeals, April 26th, 7:00 p.m., Council Chambers
- Planning and Zoning Commission, April 28th, 7:00 p.m., Council Chambers
- Public Building Commission, April 28th, 7:00 p.m., Board of Education Meeting Room
- Economic Development Commission, May 2nd, 7:00 p.m., Room 8
- Historic District Commission, May 2nd, 7:00 p.m., Room 7
- Inland Wetlands and Water Courses Commission, May 3rd, 7:00 p.m., Room 8
- Town Council Meeting, May 3rd, 7:00 p.m., Council Chambers
- Berlin Visiting Nurses Association Board Meeting, May 9th, 7:00 p.m., Caucus Room A

- Conservation Commission, May 10th, 6:30 p.m., Room 8
- Housing Authority, May 11th, 5:00 p.m. Marjorie Moore Village, Community Room
- Berlin-Peck Memorial Library Board Meeting, May 11th, 6:30 p.m., Library Board Room
- Youth Services Advisory Board, May 12th, 4:00 p.m., Caucus Room A
- Commission for Persons With Disabilities, May 12th, 6:30 p.m., Room 8
- Parks and Recreation Commission, May 12th, 7:00 p.m., Community Center Break Room
- Planning and Zoning Commission, May 12th, 7:00 p.m., Council Chambers
- Public Building Commission, May 12th, 7:00 p.m., Board of Education Meeting Room
- Commission for the Aging, May 16th, 7:00 p.m., Berlin Senior Center, 33 Colonial Drive
- Mattabasset District, May 16th, 7:00 p.m., District Administrative Building, 245 Main Street, Cromwell
- Town Council Meeting, May 17th, 7:00 p.m., Council Chambers
- Economic Development Commission Awards, May 18th, 5:30 p.m., Casa Mia at the Hawthorne, 2421 Berlin Turnpike
- Police Commission, May 18th, 6:30 p.m., Police Station Conference Room
- Kensington Fire District Annual Meeting, May 19th, 6:00 p.m., Council Chambers
- Water Control Commission, May 24th, 7:00 p.m., Room 8
- Zoning Board of Appeals, May 24th, 7:00 p.m., Council Chambers
- Planning and Zoning Commission, May 26th, 7:00 p.m., Council Chambers
- Public Building Commission, May 26th, 7:00 p.m., Board of Education Meeting Room

H. Attachments:

- Berlin Animal Control Monthly Statistics – February 2016
- Berlin Board of Education Monthly Reports – February 2016
- Berlin-Peck Memorial Library Various Flyers – April 2016
- Berlin “Senior Center Lines” – April 2016 (to be handed out separately at Council Meeting)
- Central Connecticut Health District Monthly Reports – February 2016
- Freedom of Information Act Education Workshop Flyer
- Town Budget Changes, Fee Waivers and Donations Report

BERLIN ANIMAL CONTROL MONTHLY STATISTICS

February 2016

prepared by Janice Lund, ACO

Total calls/complaints45
Total wildlife complaints12
total all complaints57

Dogs Impounded1
Cats Impounded5
***Total Impounds*06**

(Total abandoned at facility1)

Dogs/Cats redeemed0
Dogs Adopted1
Cats Adopted7
***Total Adoptions*8**

DOA (dead on arrival)0
Euthanized3

Bites0
Summons/Municipal Code Violations0

Rabies Exposures0
(wildlife contacts)
Positive Rabies Exposures0
(wildlife tested positive)

Total Fees collected \$ 65.00

Dogs first of month02 *Cats first of month*08
Dogs end of month01 *Cats end of month*04

Animals neutered/spayed by Fobac: 2 Animals Vaccinated: 2

Adoption clinics: 1 Spay Clinics : 2

Town of Berlin Board of Education

1BOE REPORT*****

Fiscal Year: 2015-2016

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

☒ Print accounts with zero balance

From Date: 2/1/2016

To Date: 2/29/2016

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
00001.00.00.0000.00.0000.10	Administrative Salaries	\$2,831,510.00	\$225,410.48	\$1,334,262.98	\$837,247.02	\$899,642.12	(\$2,395.10)	-0.08%
00001.00.00.0000.00.0000.11	Certified Salaries	\$19,383,687.81	\$1,648,239.60	\$11,695,583.30	\$7,688,124.51	\$7,599,647.38	\$88,477.13	0.46%
00001.00.00.0000.00.0000.12	Non-Certified Salaries	\$6,082,115.09	\$478,807.11	\$3,876,664.90	\$2,205,450.19	\$1,996,160.78	\$209,289.41	3.44%
00001.00.00.0000.00.0000.20	Benefits	\$5,274,140.10	\$421,573.52	\$3,194,063.12	\$2,080,076.98	\$1,616,880.21	\$463,196.77	8.78%
00001.00.00.0000.00.0000.30	Contracted Services	\$1,225,734.00	\$117,737.51	\$957,556.03	\$268,177.97	\$32,536.45	\$235,641.52	19.22%
00001.00.00.0000.00.0000.40	Utilities	\$1,330,953.00	\$114,063.03	\$822,260.98	\$508,692.02	\$8,860.17	\$499,831.85	37.55%
00001.00.00.0000.00.0000.51	Transportation	\$2,342,940.00	\$219,392.90	\$1,335,000.56	\$1,007,939.44	\$0.00	\$1,007,939.44	43.02%
00001.00.00.0000.00.0000.56	Tuition	\$1,696,569.00	\$130,440.18	\$1,309,234.52	\$387,334.48	\$281.35	\$387,053.13	22.81%
00001.00.00.0000.00.0000.80	Supplies, Textbooks & Materials	\$1,117,685.00	\$32,791.58	\$576,615.93	\$541,069.07	\$29,860.39	\$511,108.68	45.73%
00001.00.00.0000.00.0000.70	Equipment	\$85,480.00	\$3,543.70	\$32,232.91	\$53,247.09	\$8,702.32	\$44,544.77	52.11%
00001.00.00.0000.00.0000.80	All Other Expenditures	\$81,948.00	\$1,069.00	\$76,051.39	\$5,896.61	\$167.06	\$5,729.55	6.99%
Grand Total:		\$41,452,762.00	\$3,393,068.61	\$25,809,506.62	\$15,643,255.38	\$12,192,838.23	\$3,450,417.15	8.32%

End of Report

Town of Berlin Board of Education

1BOE REPORT GRANT PORTION*****

Fiscal Year: 2015-2016

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

From Date: 2/1/2016

To Date: 2/29/2016

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
00501.00.00.0000.00.0000.00	Baby Welcome Project Grant	\$119.00	\$0.00	\$0.00	\$119.00	\$117.00	\$2.00	1.68%
00505.00.00.0000.00.0000.00	Adult Education Grant	\$13,789.00	\$316.00	\$599.49	\$13,189.51	\$0.00	\$13,189.51	95.65%
00507.00.00.0000.00.0000.00	Ct. Core Mini Grant	\$151.59	\$0.00	\$151.59	\$0.00	\$0.00	\$0.00	0.00%
00508.00.00.0000.00.0000.00	Marjorie Moore Sped Preschool	\$111.00	\$0.00	\$0.00	\$111.00	\$0.00	\$111.00	100.00%
00510.00.00.0000.00.0000.00	Perkins Grant	\$27,744.00	\$0.00	\$26,158.00	\$1,586.00	\$0.00	\$1,586.00	5.72%
00516.00.00.0000.00.0000.00	Prior Years Return	\$11,106.63	\$0.00	\$445.00	\$10,661.63	\$0.00	\$10,661.63	95.99%
00524.00.00.0000.00.0000.00	Medicaid Funding	\$5,353.70	\$290.25	\$478.41	\$4,875.29	\$0.00	\$4,875.29	91.06%
00600.00.00.0000.00.0000.00	Title I Grant	\$376,126.00	\$27,666.22	\$114,242.97	\$261,883.03	\$134,427.66	\$127,455.37	33.89%
00602.00.00.0000.00.0000.00	IdeaPartB Section 611 Grant	\$570,011.00	\$42,535.62	\$261,973.51	\$308,037.49	\$219,296.13	\$88,741.36	15.57%
00603.00.00.0000.00.0000.00	Idea,PartBSection 619 Grant	\$20,922.00	\$1,799.60	\$8,064.32	\$12,857.68	\$7,375.70	\$5,481.98	26.20%
00604.00.00.0000.00.0000.00	Title II Part A Teach Grant	\$56,202.00	\$0.00	\$0.00	\$56,202.00	\$0.00	\$56,202.00	100.00%
00609.00.00.0000.00.0000.00	Title III Grant	\$17,782.00	\$2,031.14	\$14,751.21	\$3,030.79	\$424.35	\$2,626.44	14.77%
00700.00.00.0000.00.0000.00	Title I Grant	\$151,591.91	\$9,519.00	\$122,136.91	\$29,455.00	\$0.00	\$29,455.00	19.43%
00701.00.00.0000.00.0000.00	Sheff Settlement	\$208,225.00	\$17,337.67	\$119,388.71	\$88,836.29	\$45,156.11	\$43,680.18	20.98%
00702.00.00.0000.00.0000.00	Idea Part B, Section 611 Grant	\$67,374.77	\$2,920.97	\$53,727.59	\$13,647.18	\$7,525.46	\$6,121.72	9.09%
00703.00.00.0000.00.0000.00	Idea Part B Section 619	\$4,918.50	\$0.00	\$4,918.50	\$0.00	\$0.00	\$0.00	0.00%
00704.00.00.0000.00.0000.00	Title II Grant	\$54,857.38	\$6,950.35	\$29,701.58	\$25,155.80	\$0.00	\$25,155.80	45.86%
00706.00.00.0000.00.0000.00	Choice Grant	\$678,324.00	\$26,635.77	\$191,420.71	\$486,903.29	\$101,956.78	\$384,946.51	56.75%
00709.00.00.0000.00.0000.00	Title III	\$2,907.80	\$0.00	\$2,907.80	\$0.00	\$0.00	\$0.00	0.00%
00800.00.00.0000.00.0000.00	Special Grants	\$3,550.46	\$0.00	\$1,646.62	\$1,903.84	\$0.00	\$1,903.84	53.62%
Grand Total:		\$2,271,167.74	\$138,002.59	\$952,692.92	\$1,318,474.82	\$516,279.19	\$802,195.63	35.32%

End of Report

From: 02/01/2016

General Ledger Report

From Account:

1

To : 02/29/2016

To Account:

999999

AccountName	Beg. Bal.	Receipts	Disburse	Transfer	End. Bal.	Payables	Working
001000 Athletic Assoc.	48706.97	9759.92	-16032.77	0.00	42434.12	0.00	42434.12
001001 APUSH/JR AP Field Trip	300.22	0.00	0.00	0.00	300.22	0.00	300.22
001002 Cheerleading	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001003 Deming Scholarship	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001004 Barbara Jurczynszak	1475.00	0.00	0.00	0.00	1475.00	0.00	1475.00
001005 Pavano Memorial	6263.00	0.00	0.00	0.00	6263.00	0.00	6263.00
001006 PISA	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001007 Adult Ed.-SAT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001008 Cup of Tea book club	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001009 U.S. First	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001010 Acoustic Club	22.50	0.00	0.00	0.00	22.50	0.00	22.50
001011 CAS Katrina Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001012 Americares	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001013 Berlin Helping Berlin	644.50	0.00	0.00	0.00	644.50	0.00	644.50
001014 Guidance	20560.76	150.00	-275.93	0.00	20434.83	0.00	20434.83
002000 Business Club	1518.80	498.00	-910.00	0.00	1106.80	0.00	1106.80
002001 Musical Club	13510.76	10103.90	-2468.19	0.00	21146.47	0.00	21146.47
002002 H.O.P.E.	0.00	0.00	0.00	0.00	0.00	0.00	0.00
002003 International Club	2200.41	0.00	0.00	0.00	2200.41	0.00	2200.41
002004 Ophelia	556.72	0.00	0.00	0.00	556.72	0.00	556.72
002005 UpBeat Peerleader	43924.12	269.88	-2521.44	0.00	41672.56	0.00	41672.56
002006 UpBeat Regular	10033.31	0.00	-1098.00	0.00	8935.31	0.00	8935.31
002007 UB Summer Theatre	58.33	0.00	0.00	0.00	58.33	0.00	58.33
002008 Service League	414.97	0.00	0.00	0.00	414.97	0.00	414.97
002009 E S L	0.00	0.00	0.00	0.00	0.00	0.00	0.00
002010 Europe Field Trip	0.00	0.00	0.00	0.00	0.00	0.00	0.00
002011 FTA/Future Teachers	149.90	0.00	0.00	0.00	149.90	0.00	149.90
002012 UpBeat-Women's	194.69	0.00	0.00	0.00	194.69	0.00	194.69
002013 Drama Club	9122.61	0.00	0.00	0.00	9122.61	0.00	9122.61
002014 HOSA(HEALTH	152.53	0.00	0.00	0.00	152.53	0.00	152.53
002015 Spanish Elem.Program	0.00	0.00	0.00	0.00	0.00	0.00	0.00
002016 Capstone Grant	274.55	0.00	0.00	0.00	274.55	0.00	274.55
002017 Class of 2015	2721.22	0.00	0.00	0.00	2721.22	0.00	2721.22
002018 NYC Field Trip	2737.30	0.00	0.00	0.00	2737.30	0.00	2737.30
002019 Rita P. Sachetti	1810.41	0.00	0.00	0.00	1810.41	0.00	1810.41
002020 Health	0.00	0.00	0.00	0.00	0.00	0.00	0.00
002021 Faculty Social Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00
002022 Debate Club	481.00	0.00	0.00	0.00	481.00	0.00	481.00

03/01/2016

Berlin High School

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From: 02/01/2016

General Ledger Report

From Account: 1

To : 02/29/2016

To Account: 999999

Account Name	Beg. Bal.	Receipts	Disburse	Transfer	End. Bal.	Payables	Working
002023 GLASS	403.55	100.25	0.00	0.00	503.80	0.00	503.80
002024 Interact	255.30	0.00	0.00	0.00	255.30	0.00	255.30
002025 Class of 2014	14598.92	0.00	0.00	0.00	14598.92	0.00	14598.92
002026 Class of 2016	12191.30	0.00	0.00	0.00	12191.30	0.00	12191.30
002027 Class of 2013	4051.21	0.00	0.00	0.00	4051.21	0.00	4051.21
002028 Girls Basketball	0.00	0.00	0.00	0.00	0.00	0.00	0.00
003002 Class of 2009	1168.19	0.00	0.00	0.00	1168.19	0.00	1168.19
003003 Class of 2008	4693.44	0.00	0.00	0.00	4693.44	0.00	4693.44
003004 Class of 2007	2059.29	0.00	0.00	0.00	2059.29	0.00	2059.29
003005 Class of 2010	1553.59	0.00	0.00	0.00	1553.59	0.00	1553.59
003006 Class of 2011	3414.05	0.00	0.00	0.00	3414.05	0.00	3414.05
003007 Class of 2017	5117.26	0.00	0.00	0.00	5117.26	0.00	5117.26
003008 Class of 2002	2378.81	0.00	0.00	0.00	2378.81	0.00	2378.81
003009 Class of 2003	424.57	0.00	0.00	0.00	424.57	0.00	424.57
003010 Class of 2004	3209.69	0.00	0.00	0.00	3209.69	0.00	3209.69
003011 Class of 2005	126.05	0.00	0.00	0.00	126.05	0.00	126.05
003012 Class of 2006	1149.92	0.00	0.00	0.00	1149.92	0.00	1149.92
003013 UB Summer Experience	19763.32	3300.00	-4200.00	0.00	18863.32	0.00	18863.32
003014 Class of 2019	3221.26	0.00	0.00	0.00	3221.26	0.00	3221.26
003015 Devivo Scholarship	634.25	0.00	0.00	0.00	634.25	0.00	634.25
003016 UpBeat "Wrist" Account	61374.24	420.00	-2878.83	0.00	58915.41	0.00	58915.41
003017 Class of 2018	6237.77	0.00	0.00	0.00	6237.77	0.00	6237.77
003018 UpBeat-Crowe Fund	7824.30	80.00	-241.25	0.00	7663.05	0.00	7663.05
003019 Habitat for Humanity	2616.03	0.00	0.00	0.00	2616.03	0.00	2616.03
003020 UpBeat Drop In Night	1357.71	0.00	0.00	0.00	1357.71	0.00	1357.71
003021 Upbeat Summer	215.62	0.00	0.00	0.00	215.62	0.00	215.62
003022 UpBeat DeVivo Memorial	1074.21	0.00	0.00	0.00	1074.21	0.00	1074.21
004000 Lost Books	657.77	75.00	0.00	0.00	732.77	0.00	732.77
005000 Alumni Scholarship	0.00	0.00	0.00	0.00	0.00	0.00	0.00
005001 BHS Scholarship	3920.78	0.00	0.00	0.00	3920.78	0.00	3920.78
005002 Massirio Wells	3012.16	0.00	0.00	0.00	3012.16	0.00	3012.16
005003 BHS Community	0.00	0.00	0.00	0.00	0.00	0.00	0.00
005006 Lennahan Award	144.01	0.00	0.00	0.00	144.01	0.00	144.01
005007 Faculty Scholarship	447.79	75.00	0.00	0.00	522.79	0.00	522.79
005008 Rosahn/Dunn	200.00	0.00	0.00	0.00	200.00	0.00	200.00
005009 Teacher of the Year,	1160.23	0.00	0.00	0.00	1160.23	0.00	1160.23
005010 Balfour Scholarship	500.00	0.00	0.00	0.00	500.00	0.00	500.00
005011 Savings-Interest	456.53	0.00	0.00	0.00	456.53	0.00	456.53

03/01/2016

Berlin High School

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From: 02/01/2016

General Ledger Report

From Account: 1

To : 02/29/2016

To Account: 999999

Account Name	Beg. Bal.	Receipts	Disburse	Transfer	End. Bal.	Payables	Working
005012 Unified Sports (Grant)	3314.74	0.00	0.00	0.00	3314.74	0.00	3314.74
005013 CD-Interest	7941.64	0.00	0.00	0.00	7941.64	0.00	7941.64
006000 Adult Education	3452.41	5619.50	-1076.40	0.00	7995.51	0.00	7995.51
006001 Barkery/Cookie Closet	352.01	0.00	-153.00	0.00	199.01	0.00	199.01
006002 H.E.R.O.	4695.66	0.00	-40.36	0.00	4655.30	0.00	4655.30
006003 Independent Study	0.00	0.00	0.00	0.00	0.00	0.00	0.00
006004 Radio Club	195.60	0.00	0.00	0.00	195.60	0.00	195.60
006005 Graphic Arts	403.63	0.00	0.00	0.00	403.63	0.00	403.63
006006 Ski Club	0.00	0.00	0.00	0.00	0.00	0.00	0.00
006007 School Store	99.83	0.00	0.00	0.00	99.83	0.00	99.83
006008 Class of 2012	7790.26	0.00	0.00	0.00	7790.26	0.00	7790.26
006009 Voc.Ed.-Laundry	158.30	0.00	0.00	0.00	158.30	0.00	158.30
006010 BHS Web Club	42.29	0.00	0.00	0.00	42.29	0.00	42.29
007001 Band Fund	10332.01	0.00	0.00	0.00	10332.01	0.00	10332.01
007002 Close Up	3.40	0.00	0.00	0.00	3.40	0.00	3.40
007004 Literary Magazine	165.64	0.00	0.00	0.00	165.64	0.00	165.64
007005 Chorus Fund	3763.87	9164.66	-463.14	0.00	12465.39	0.00	12465.39
007006 Project Oceanography	2994.53	0.00	0.00	0.00	2994.53	0.00	2994.53
007007 Science Club	490.54	0.00	0.00	0.00	490.54	0.00	490.54
007008 Student Government	7419.76	0.00	-39.60	0.00	7380.16	0.00	7380.16
007009 Tsunami Relief Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00
007010 Honor Society	3268.11	20.00	0.00	0.00	3288.11	0.00	3288.11
007011 Humanities Program	0.00	0.00	0.00	0.00	0.00	0.00	0.00
007012 Youth & Government	0.00	0.00	0.00	0.00	0.00	0.00	0.00
007014 Art Club	23.84	0.00	0.00	0.00	23.84	0.00	23.84
008000 Redcoat Review	108.43	0.00	0.00	0.00	108.43	0.00	108.43
008001 Driver's Education	3638.50	1612.00	-4013.20	0.00	1237.30	0.00	1237.30
008002 Field Trips	3079.35	0.00	-39.00	0.00	3040.35	0.00	3040.35
008003 Upbeat Game Account	0.00	0.00	0.00	0.00	0.00	0.00	0.00
008004 Lamp Fund	1449.17	0.00	0.00	0.00	1449.17	0.00	1449.17
008005 Library Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00
008006 Misc. Charges	-2075.80	0.00	0.00	0.00	-2075.80	0.00	-2075.80
008007 Helping Hand	3002.77	925.00	0.00	0.00	3927.77	0.00	3927.77
008008 Holding Account	18799.97	1147.61	0.00	0.00	19947.58	0.00	19947.58
008009 Student Fund	-300.42	0.00	0.00	0.00	-300.42	0.00	-300.42
Group Total	424057.74	43320.72	-36451.11	0.00	430927.35	0.00	430927.35
Grand Total	424057.74	43320.72	-36451.11	0.00	430927.35	0.00	430927.35

03/01/2016

Berlin High School

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From: 02/01/2016

General Ledger Report

From Account: 1

To : 02/29/2016

To Account: 999999

Account Name	Beg. Bal.	Receipts	Disburse	Transfer	End. Bal.	Payables	Working
000990 Petty Cash	0.00	0.00	0.00	0.00	0.00	0.00	0.00
000991 Cash On Hand	0.00	0.00	0.00	0.00	0.00	0.00	0.00
000992 Checking	335472.62	43320.72	-36451.11	0.00	342342.23	0.00	342342.23
000993 Savings	9732.61	0.00	0.00	0.00	9732.61	0.00	9732.61
000994 Investments	0.00	0.00	0.00	0.00	0.00	0.00	0.00
000995 Massirio Wells	0.00	0.00	0.00	0.00	0.00	0.00	0.00
000997 Bank Accounts	78602.51	0.00	0.00	0.00	78602.51	0.00	78602.51
Group Total	423807.74	43320.72	-36451.11	0.00	430677.35	0.00	430677.35
Grand Total	423807.74	43320.72	-36451.11	0.00	430677.35	0.00	430677.35

					2/29/2016
BERLIN PUBLIC SCHOOLS					
ACTIVITY ACCOUNT		BEG BAL.	RECEIPTS	EXPENDED	BALANCE
MC GEE SCHOOL		\$ 51,810.70	\$ 28,436.00	\$ 22,278.82	\$ 57,967.88
GRISWOLD SCHOOL		\$ 19,888.32	\$ 114.25	\$ 2,429.21	\$ 17,573.36
GRISWOLD UPBEAT		\$ 623.51	\$ -	\$ -	\$ 623.51
HUBBARD SCHOOL		\$ 3,840.55	\$ -	\$ 68.37	\$ 3,772.18
WILLARD SCHOOL		\$ 11,226.19	\$ 298.91	\$ 1,448.80	\$ 10,076.30
WILLARD UPBEAT		\$ 333.91	\$ -	\$ -	\$ 333.91
ADMINISTRATION		\$ 547.63	\$ -	\$ -	\$ 547.63
INTEREST EARNED		\$ -	\$ -	\$ -	\$ -
TOTALS		\$ 88,270.81	\$ 28,849.16	\$ 26,225.20	\$ 90,894.77
			WEBSTER CKG		\$ 90,894.77
					\$ 90,894.77
MC GEE					
GENERAL		\$ 11,734.00	\$ 7,198.00	\$ 9,333.16	\$ 9,598.84
BAND		\$ -	\$ -	\$ -	\$ -
STUDENT COUNCIL		\$ 2,640.30	\$ -	\$ -	\$ 2,640.30
WASHINGTON		\$ 37,436.40	\$ 21,238.00	\$ 12,945.66	\$ 45,728.74
MUSIC LAB		\$ -	\$ -	\$ -	\$ -
		\$ 51,810.70	\$ 28,436.00	\$ 22,278.82	\$ 57,967.88

BREAKDOWN OF PROFIT OR LOSS
CAFETERIA FUND
JULY 1, 2015 THRU
JANUARY 31, 2016

INCOME	TOTAL	
	1/31/2016	1/31/2015
STUDENT LUNCHES	\$ 291,939.77	\$ 298,335.69
TEACHER LUNCHES	\$ 2,463.45	\$ 3,208.05
BREAKFAST INCOME	\$ 5,781.20	\$ 6,765.25
BREAKFAST A-LA-CARTE	\$ -	
LUNCH A-LA-CARTE	\$ 8,159.06	\$ 11,023.88
GRANTS RECEIVED	\$ 69,611.11	\$ 75,737.04
GRANTS DUE	\$ 39,386.96	\$ 39,571.96
ACCOUNTS REC. DUE	\$ 174.00	\$ -
.10 Healthy Lunch Reim Due	\$ 1,651.10	\$ -
.10 Healthy Lunch Reim Rec.	\$ 13,139.00	\$ -
MISCELLANEOUS INCOME	\$ 19,597.72	\$ 15,801.56
STATE REIMBURSEMENT	\$ 21,404.00	\$ 19,194.00
PETTY CASH	\$ -	\$ -
TOTAL	\$ 473,307.37	\$ 469,637.43
BANK INTEREST	\$ 473,307.37	\$ 469,637.43
EXPENSES		
FOOD COSTS	\$ 151,723.92	\$ 160,125.69
LABOR & UNIFORMS	\$ 285,059.14	\$ 289,526.91
PAPER/CLEANING COSTS	\$ 12,081.48	\$ 14,654.32
MISC.(OPER.)	\$ 15,250.75	\$ 23,427.24
BENEFITS	\$ 22,215.07	\$ 25,366.26
MANUAL ADJ PAYROLL		
TOTAL EXPENSES	\$ 486,330.36	\$ 513,100.42
NET PROFIT/LOSS	\$ (13,022.99)	\$ (43,462.99)
NET PROFIT/LOSS 6/30/2015		(\$12,760.26)

PROFIT LOSS 7/1/15 THRU 1/31/2016



Berlin-Peck Library Children's Department

2016

Sun.	Mon.	Tue.	Wed.	Thu.	Fri.	Sat.
					1 10:30: Mother Goose on the Loose Birth to preschool Drop-in	2
3	4	5	6	7	8	9 1:00-2:30 LEGO Construction Zone Gr. K and up Drop-in
10 School vacation week	11 12:00 – 3:00: Welcome Back Celebration with Mary Jo Maichack and more! All ages; drop-in	12 11:00-3:00: Flower Power Treasure Hunt All ages Drop-in	13 2:00 to 4:00 Minecrafters Grades 3-12 Registration required	14 6:30: Chapter Chat Book Club Suggested grades 1-3 Registration required	15	16
17	18	19 6:30: Sleepytime Stories Geared to ages 3 and up Drop-in	20	21	22	23
24	25 10:30: Walkers and Wiggles Ages 18-36 mos. Drop-in	26 10:30 Bibliobop All ages, but geared to toddlers and pre-K. Drop-in	27 10:30: Peek-A-Baby Ages birth to 18 mos. Drop-in 2:00: Family Movie: Open Season: Scared Silly All ages; drop-in	28 10:30: Bookworms Ages 3-5 Drop-in	29 10:30: Mother Goose on the Loose Birth to preschool Drop-in	30



Berlin-Peck Memorial Library

234 Kensington Rd.
Berlin, CT 06037 860-828-7127
www.berlinpeck.org





Berlin-Peck Library Children's Department

Monday, April 25 at 10:30: Walkers and Wigglers (ages 18-36 months)

Help your toddler work out his wiggles with this lively storytime. Toddlers will read stories, sing, and complete a light craft. The program will be followed by an open play session. *No registration is required.*



Wednesday, April 27 at 10:30: Peek-A-Baby (ages birth to 18 months)

Help your baby begin a lifelong love of reading by joining us for this fun program. Babies will listen to stories, do lap sits, and sing songs, followed by an open play session. *No registration is required.*



Thursday, April 28 at 10:30: Bookworms (ages 3-5 years)

Help your child develop a sense of independence and a love of reading with this lively storytime. Children will listen to books, sing songs, complete a craft and more!
No registration is required.



Fridays, April 1 and 29 at 10:30: Mother Goose on the Loose (ages birth to preschool)

Help your child develop early literacy skills while having a great time! This program combines music, movement, nursery rhymes, instruments and books. Aids in developing literacy skills, and strengthens bonds between caregiver and child. *No registration is required.*



Saturday, April 9: 1:00-2:30: LEGO Construction Zone (gr. K and up)

We provide the bricks; you provide the imagination!
For grades K and up (younger children are welcome with an adult caregiver). No registration is required.



Monday, April 11: 12:00-3:00: Welcome Back Celebration! (all ages)

We invite you to celebrate the re-opening of the Children's Department with us!

12-2 PM: The fabulous Berlin UpBeat students will be on hand for face painting and balloon animals. Refreshments, too!

2-3 PM: Minstrel Storyteller Mary Jo Maichack will wander the library sharing tunes, puppets on the move, and lots of fun interaction.
Drop-in; no registration is required.



Tuesday, April 12, 11:00-3:00: Flower Power Treasure Hunt (recommended for gr. K and up)

Follow the clues to collect 10 flowers hidden throughout the Children's Department. Then use your flowers to create a colorful, spring-y picture to take home!
Drop-in. No registration is required.



Wednesday, April 13, 2:00-4:00: Minecrafters! (grades 3-12)

The library now has a Minecraft server! Visit the Children's Dept. and fill out a form to be granted access (whitelisted). At this first meeting, join other super-fans to show off your build skills, trade ideas, and work as a team! There will be prize drawings of Minecraft items, and snacks will be provided. For grades 3-12. Call or visit us for complete details. *Registration is required, and begins March 30.*



Thursday, April 14 at 6:30 p.m.: Chapter Chat Book Club (recommended for grades 1-3)

You read the book at home and then join us for a lively discussion, trivia contest, and craft. There are no wrong answers in Chapter Chat, just fun! Copies are available at the Children's Desk. This month's title is *Ivy and Bean* by Annie Barrows. *Registration is required.*



Tuesday, April 19 at 6:30 p.m.: Sleepytime Stories with Miss Sarah (geared to ages 3 and up)

Bond with your child and socialize with other families as we get ready for bedtime. Join us for this evening storytime where families can listen to stories, sing songs, and make a craft. *No registration is required.*



Tuesday, April 26 at 10:30: Bibliobop (all ages)

Are you ready to shake your sillies out? Join us for a story followed by some energetic dancing, singing, and playing! For all ages (geared to toddlers and preschoolers). *No registration is required.*



Wednesday, April 27 at 2:00: Open Season: Scared Silly (all ages)

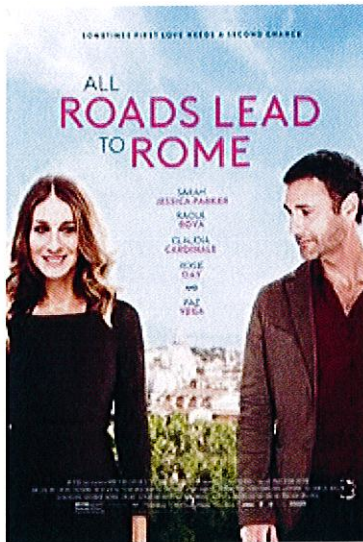
When Elliot tells a campfire story of a monster in the woods, Boog – who has never been the bravest of bears – becomes very scared. His best friend Elliot comes up with a crazy plan to scare the fear out of Boog!
(Rated PG; runtime 85 minutes) *No registration is required.*



Are you a Nutmeg Book reader? Join our **Nutmeg Book Club!**
Stop by the Children's Desk for more details.

April Movie Matinees

Berlin-Peck Memorial Library



Friday, April 1st @ 1 pm

All Roads Lead to Rome

Maggie is an uptight, single mother and college professor from New York City. In an effort to reconnect with her troubled teen daughter she decides to embark on a journey to a Tuscan village where she frequented in her younger days.

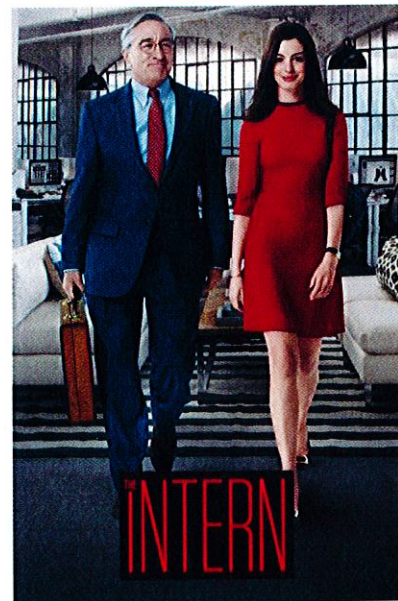
Rated PG-13.

Friday, April 15th @ 1 pm

The Intern

70-year-old widower Ben Whittaker has discovered that retirement isn't all it's cracked up to be. Seizing an opportunity to get back in the game, he becomes a senior intern at an online fashion site.

Rated PG-13



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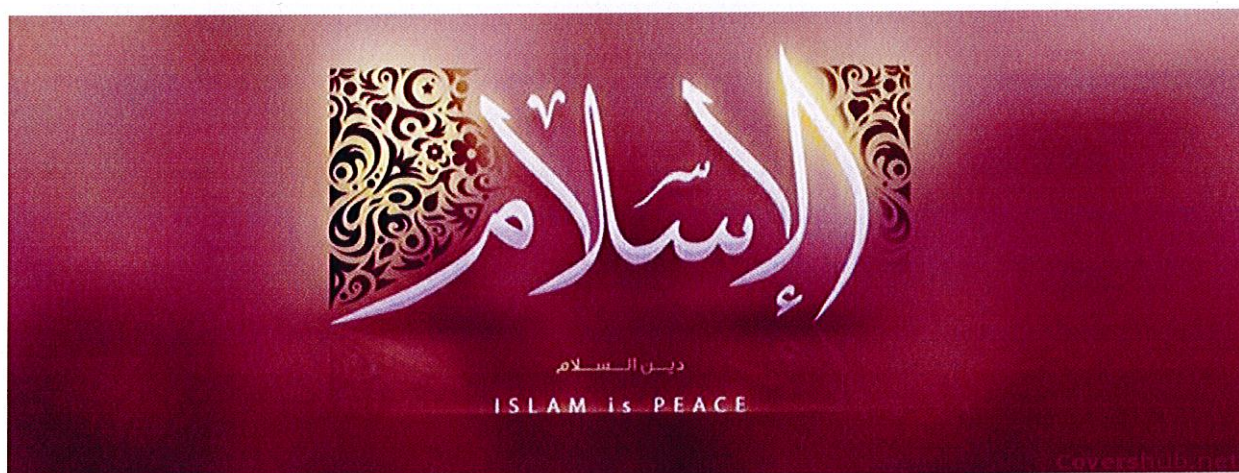
What Islam?

is

**Saturday, April 2nd @ Noon
Berlin-Peck Memorial Library**

ISIS or Islamic State of Iraq & Syria, claims to represent Islam and claims its roots are in the Quran, the Muslim holy book and the Prophetic Tradition (Hadith). Fortunately, this is untrue as there are numerous verses in the

Quran and Hadith that expound justice, tolerance, peace and love for neighbors. Islam, the name of the religion, derives from the word peace in Arabic, Salaam. In this short presentation learn the tenets of Islam, the religious justification ISIS uses to kill Muslims and people of other faith groups, as well as the answer to those justifications from a practicing Muslim's perspective.



Presenters:

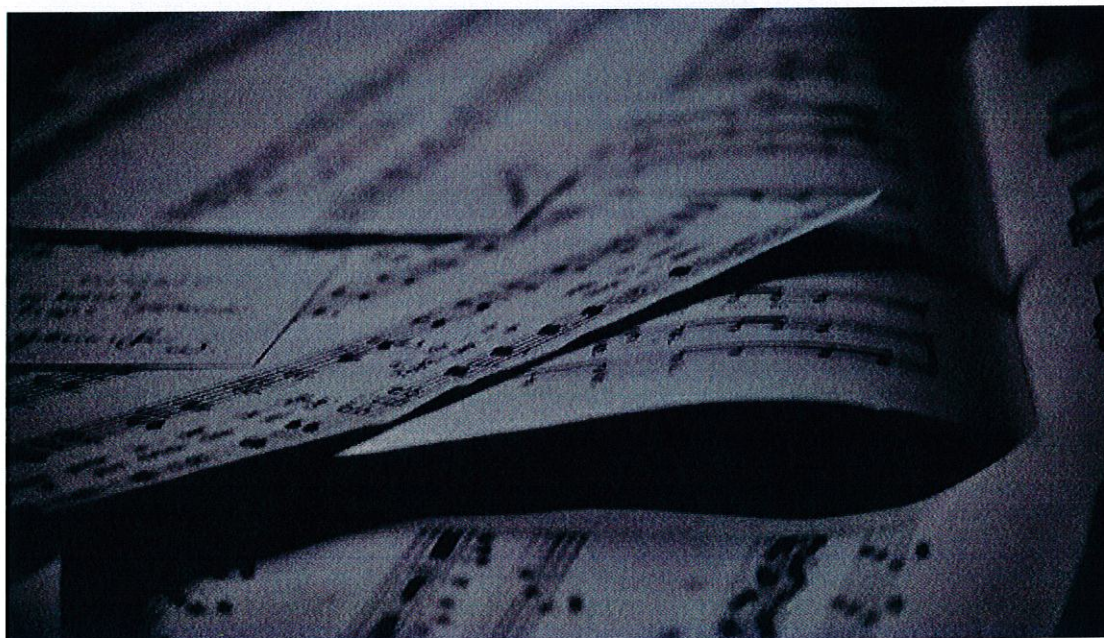
John Parent is a student of Transformative Leadership and Spirituality at Hartford Seminary. John is active in promoting interfaith relations, education, understanding, peace and fellowship via various networks, joint-services, and community educational opportunities throughout the greater Hartford area.

Imam/Chaplain Sami A. Aziz is a public educator and spiritual peacemaker. Imam Aziz has been on an educational campaign since May of 2015 to fight against ignorance, hate, and fear of Muslims, while creating peace between faith communities. He has visited institutions across Connecticut to spread the message of peace, which is the core of Islam.

Vjosa Qerimi is a public educator on Islam and member of the Bloomfield Muslim Community Center. She is currently pursuing a certificate in Arabic through Bayyinah Institute.

Contact the library to register: 860-828-7126 or www.berlinpeck.events

Musical concert: Guitar & Voice



Ensemble

Berlin-Peck Memorial Library

Tuesday, April 5th @ 6:30 PM

Registration: 860-828-7126 or www.berlinpeck.events

Performance by:




Refreshments provided by: The Friends of the Berlin-Peck Memorial Library

Sponsored by: Marjorie Moore Charitable Foundation, Bank of America, N. A., Trustee .



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A decorative border at the top of the poster made of various colored LEGO bricks (red, blue, yellow, green) scattered across the top edge.

We supply the bricks -
you supply the imagination!

A solid yellow horizontal bar located below the introductory text and above the main title.

LEGO

Construction Zone

Saturday, April 9

1:00 – 2:30

Grade K and up

(younger children welcome with an adult caregiver)

Drop-in; no registration required



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The background of the entire page is a vibrant yellow with diagonal stripes. It is decorated with various festive elements: large and small stars in red, blue, green, and orange; balloons in blue, green, orange, and purple; and colorful streamers in red, white, and blue. The text is arranged in a clear, celebratory layout.

Monday, April 11:

**12:00-3:00 Welcome Back
Celebration!**

**We invite you to celebrate the re-opening
of the Children's Department with us!**

12-2 PM: The fabulous Berlin Upbeat students will
be on hand for face painting and balloon animals.
Join us for refreshments, too!

2-3 PM: Minstrel Storyteller Mary Jo Maichack
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