

CITY OF SOMERSWORTH
Office of the City Manager

TO: Mayor Dana Hilliard and City Council Members
FROM: Robert M. Belmore, City Manager *RB*
DATE: Friday, July 22, 2016
SUBJECT: City Manager's Report for Monday, July 25, 2016
City Council Agenda

*6:00 p.m. Workshop
Hilltop Commission Presentation
Fire Station Advisory Committee Presentation*

New Business (under Section 14 of Agenda)

Ordinances

- A. Ordinance No. 1-17 Supplemental Appropriation for Water Main Improvements Associated with the Fiscal Year 2016-2017 Road Improvement Projects.** The funding source for this appropriation is available cash in the water utility fund; presently we have \$1.9 million available cash on hand. This Ordinance will require a two-thirds majority vote of Council to pass. I recommend a Public Hearing, as required by City Charter, prior to the next Council meeting on Monday, August 15th at 6:45pm.

Resolutions

- A. Resolution No. 1-17 To Authorize the School Department to Utilize a Portion of the Cable Franchise Fee to Purchase Equipment Necessary for the Purpose of Instruction and Broadcasting at the Career Technical Center.** The Finance Committee met on June 30th and voted to support this proposal. Attached is a memorandum from Superintendent Jeni Mosca that itemizes the School Career Technical Center broadcast equipment purchase proposal. As indicated, the funding source is the dedicated cable franchise fee fund, therefore there is no impact on the general fund budget or tax rate.
- B. Resolution No. 2-17 Authorizing the City Manager to Sign a Lease/Purchase Agreement for the Purchase of City Vehicles.** The Finance Committee met on July 21st and voted to support this item. The City received three quotes. This quote was the best proposal at 2.6%; this is a 3-year lease purchase. Respectfully, I suggest Council consider a second reading this evening to consider adoption.

- C. Resolution No. 3-17 Authorize the City Manager to Contract with 2 Way Communications Inc., of Newington, NH for the Purchase of Portable Radios for the Fire Department.** The Finance Committee met on July 21st and the Public Safety Committee met on June 28th, both Council Committees voted to support this item. This is year two of a four year replacement program that was identified in the City's CIP (Capital Improvement Program). Council appropriated \$32,172 in this year's budget to complete the purchase.
- D. Resolution No. 4-17 Authorize the City Manager to Contract with Industrial Protection Services LLC. of Wilmington Massachusetts for the Purchase of Self-Contained Breathing Apparatus for the Fire Department.** Public Safety Committee met on June 28th and Finance Committee met on July 21st and both Council Committees voted to support these purchases. This is a CIP funded replacement program and it completes the four year replacement project. Council appropriated \$41,612 in this year's budget to complete the purchase.
- E. Resolution No. 5-17 Authorize the City Manager to Execute the 2016 Justice Assistance Grant Program.** The Finance Committee met on July 21st and the Public Safety Committee met on June 28th; both Council Committees voted to support this item. Attached is a Memorandum from Chief Kretschmar that was provided to the Committees. Respectfully, I suggest Council consider a second reading this evening to consider adoption.
- F. Resolution No. 6-17 Authorize the City Manager to Contract with Severino Trucking Co., Inc. of Candia, NH for Road and Utility Improvements on Memorial Drive, Alicia Street, Wiggin Court, Down Street, a Portion of Indigo Hill Road from Green Street to Main Street, and a Portion of Indigo Hill Road from Williams Street to Green Street.** The Finance Committee and Public Work & Environment Committee met on Thursday, July 21st to review the one (1) bid received. Attached is a breakdown on the cost components of the bid and proposed funding sources reviewed with the Council Committees. City Engineer Boucier's Bid recommendation is also attached. Respectfully, I suggest Council consider a second reading this evening to act on this action item. This project is particularly time sensitive to not only the construction season but also the need to complete Memorial Drive work prior to the start of School.
- G. Resolution No. 7-17 To Authorize the City Manager to Contract with Dubois and King Engineers of Bedford, New Hampshire for Professional Engineering Services Associated with the Fiscal Year 2016-2017 Road Improvement Projects.** This funding will provide engineering services for the completion of the road resurfacing projects. Attached is their proposed service contract.
- H. Resolution No. 8-17 Authorize the City to Use Funding from the Municipal and Transportation Fund for the Fiscal Year 2016-2017 Road Improvement Projects.** Resolution No. 8-17 and 9-17 provide further funding sources for the road re surfacing projects. Presently there is \$670,000 in the transportation fund. If this item passes, the new balance will be \$321,644.
- I. Resolution No. 9-17 Authorize the City to Use Funding from the Sidewalk Capital Reserve Fund for Sidewalk Improvements Associated with the Fiscal Year 2016-2017 Road Improvement Projects.** Presently there is \$265,000 in the Capital Reserve Fund. If this Resolution passes, the new balance will be \$7,096.

Other

- A. Vote to Authorize the City Manager to Negotiate and Approve, with the Assistance of City Attorney, when in the best Interest of the City, Agreements with Former Owners of Tax Deeded Property Facing Possible Eviction Including but not limited to Terms of Repayment and Conditions to Remain at the Subject Premises. Said Authorization to be Indefinite until Rescinded by Further Action of the Council.** Attached is a proposed Agreement to delay eviction of a present Somersworth resident who is delinquent on their property tax payments. City Attorney and staff hammered out this proposal with the resident's attorney. I reviewed this matter with the Council's Finance Committee who supports this type of process when appropriate. If approved, this vote would allow the City Manager to enter into this specific agreement, and furthermore to enter into similar Agreement/s when appropriate and in keeping with the best interests of the City.
- B. Set polling times for September 13, State Primary Election.**
Suggested time: 7:00 a.m. to 7:00 p.m.
- C. Set polling times for November 8, General Election.**
Suggested time: 7:00 a.m. to 7:00 p.m.

City Manager's Items (under section 10 of Agenda)

A. Informational Items

- 1. Letter of Intent - Transportation Alternative Program (TAP) Grant.** Attached is a Grant letter of intent that I authorized staff to submit to NHDOT on behalf of the City. Staff worked on the proposed project details and estimated costs. If approved it is an 80/20 Grant: 80% State/Federal funds and 20% local match.
- 2. Police Department SUV Design:** Attached is a copy of the new proposed black and white graphic design for the Police Department patrol line vehicles.
- 3. Council Committee Action:** The Finance Committee approved /concurred with the following action items. Pressure washing of the Plaza Façade (\$5,800 contracted job); Design Day Mechanical engineering review of the entire City Hall HVAC system (\$1,200 contract); PRIMEX Property & Liability insurance two-year extension in their CAP (Contribution Assurance Program).
- 4. Multi-Hazard Mitigation Plan Update.** Attached is a letter of approval received from FEMA which allows the City to maintain eligibility for Mitigation Grant Funding opportunities.
- 5. The City of Somersworth 3rd Annual National Night Out.** The Somersworth Prevention Coalition in partnership with the City will hold a National Night Out event on Tuesday, August 2nd from 5:30 p.m.-7:30 p.m. at Jules Bisson Park.

B. Attachments

1. City Attorney Certifications - Six (6).
2. Department Head Monthly Reports.

ORDINANCE NO. 1-17 SUPPLEMENTAL APPROPRIATION FOR WATER MAIN IMPROVEMENTS ASSOCIATED WITH THE FISCAL YEAR 2016-2017 ROAD IMPROVEMENT PROJECTS.

Somersworth, NH
July 25, 2016

THE CITY OF SOMERSWORTH ORDAINS THAT pursuant to Section 7.7(A) of the City Charter:

The annual budget for the City of Somersworth for Fiscal Year 16-17 is amended as follows:

Appropriate \$801,666 from Water Utility Fund budget as follows:

Original Budget	Amendment	Revised Budget
\$ 2,032,719	\$ 801,666	\$ 2,834,385

Approved as to Funding:

Scott A. Smith
Director of Finance and Administration

Recorded by:

Trish Harris
City Clerk

Background:

This ordinance appropriates the use of the Water Utility Funds for the purpose of providing funding for water main improvements associated with the Fiscal Year 2016-2017 road improvement projects..

This Ordinance requires a public hearing and requires a 2/3 majority vote of the City Council after the public hearing subject to Section 7.4.1 and .Section 7.7 (A) of the City Charter.

Introduced by Councilors:

David Witham
Dale Sprague
Martin Pepin
Jennifer Soldati
Denis Messier

Approved:

City Attorney

RESOLUTION NO. 1-17 TO AUTHORIZE THE SCHOOL DEPARTMENT TO
UTILIZE A PORTION OF THE CABLE FRANCHISE FEE TO PURCHASE
EQUIPMENT NECESSARY FOR THE PURPOSE OF INSTRUCTION AND
BROADCASTING AT THE CAREER TECHNICAL CENTER.

Somersworth, NH
July 25, 2016

WHEREAS, the City of Somersworth authorized a cable franchise agreement with Comcast, and

WHEREAS, the franchise agreement with Comcast provides a franchise fee for the maintenance and improvement of the City and School local access channels, and

WHEREAS, the Fiscal Year 2016-2017 adopted budget contains an appropriation from the Cable Fund in the amount of \$34,599 (Thirty Four Thousand Five Hundred Ninety Nine dollars) for the purpose of providing equipment for instruction and broadcasting at the career technical center, and

WHEREAS, the Finance Committee of the City of Somersworth has reviewed this equipment request provided by staff and recommends purchasing this equipment,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the School Department is authorized to utilize a portion of the cable franchise fee to purchase equipment necessary for the purpose of instruction and broadcasting at the Career Technical Center at an amount of \$34,599 (Thirty Four Thousand Five Hundred Ninety Nine dollars).

Sponsored by Councilors:

David A. Witham
Martin Pepin
Jennifer G. Soldati
Martin P. Dumont, Sr.

Approved:

City Attorney



SCHOOL ADMINISTRATIVE UNIT FIFTY SIX
Rollinsford School District – Somersworth School District
 51 West High Street
 Somersworth, NH 03878
 (603) 692-4450 • Fax (603) 692-9100



DIRECTOR OF CURRICULUM
Lori Lane

SUPERINTENDENT
Jeni Mosca

BUSINESS ADMINISTRATOR
Marie D'Agostino

DIRECTOR STUDENT SERVICES
Pam MacDonald

SPECIAL EDUCATION LIAISON
Mike Quigley

To: City of Somersworth – Finance Committee
 From: Jeni Mosca, Superintendent of Schools
 Date: June 30, 2016
 RE: School CTC Broadcast Equipment

After a number of years in the making, the Broadcast Technology program has made great strides over the last 18 months since its inception as a program at the CTC in January 2015. With the ongoing building renovations project, Broadcast Technology program incorporate a newly designed classroom/studio and control room. With the addition of the new Performing Arts program, the possibilities are limitless as to the variety of productions as well as the technical and performance skills that will be taught to our students. Somersworth's CTC will have the unique designation of being the only CTC in New Hampshire that will host both of these programs, giving students a very comprehensive educational experience in the performance and audio/visual arts.

Additionally, the Broadcast Technology program regularly uploads student-generated content onto the City's public access education channel, Channel 95 for viewers to see the skills our students are learning.

This equipment request seeks to meet the following goals:

1. Expand the opportunity for Somersworth students to learn the functionality and operation of state-of-the-art equipment used in today's performance and audio/visual arts careers.
2. Provide the equipment for Somersworth students to engage more readily with Somersworth and the surrounding communities by providing opportunities to video and produce content on local events.
3. Expand our ability to add to the breath of content available on Channel 95. For example, we would like to be able broadcast live at different sporting events throughout the school year.
4. Provide equipment that will enhance the use of both the Broadcast Technology and Performing Arts program studio and theater spaces by the community.

Our equipment request includes:

Video and Digital Cameras and accessories (i.e., batteries, cables, rain covers, tripods)	\$15,430
Production Equipment (i.e., remote controls, microphones, slow motion tricaster)	\$15,080
Electronic Media storage (i.e., external hard drives, SDXC cards)	\$ 2,140
Computer equipment to increase our capacity for video equipment control, editing, etc.	\$ 2,350
Total Request:	\$35,000

RESOLUTION NO. 2-17 TO AUTHORIZE THE CITY MANAGER TO SIGN A
LEASE/PURCHASE AGREEMENT FOR THE PURCHASE OF CITY VEHICLES.

Somersworth, NH
July 25, 2016

WHEREAS, the fiscal year 2016-2017 adopted budget contains an appropriation for a down payment toward the purchase of the following City vehicles:

- Two SUV style Police Cruisers
- Code Office – New Vehicle
- Recreation – Pick-up Truck Replacement
- Parking Enforcement/Animal Control - Pick-up Truck Replacement
- DPW Plow Truck – 304 Replacement
- DPW 1-Ton Truck – 202 Replacement
- DPW – SUV: New vehicle for Director, and

WHEREAS, city staff solicited quotes for financing this purchase through a lease/purchase arrangement, and

WHEREAS, the Finance Committee for the City of Somersworth reviewed these quotes with city staff and recommends the lease/purchase arrangement,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to enter into a three-year lease/purchase agreement with Baystone Government Finance for the acquisition of City vehicles.

Sponsored by Councilors:

David A. Witham
Martin Pepin
Jennifer G. Soldati
Martin P. Dumont, Sr.

Approved:

City Attorney

RESOLUTION NO. 3-17 TO AUTHORIZE THE CITY MANAGER TO CONTRACT
WITH 2-WAY COMMUNICATIONS INC., OF NEWINGTON, NH FOR THE
PURCHASE OF PORTABLE RADIOS FOR THE FIRE DEPARTMENT.

Somersworth, NH
July 25, 2016

WHEREAS, the Somersworth Capital Improvement Program for Fiscal Years 2017 through 2022 contains a recommendation to replace the portable radios used by the Fire Department over a cycle of four fiscal years, and

WHEREAS, the fiscal year 2016-2017 adopted budget contains an appropriation for the second year of this four year replacement cycle for the purchase of portable radios, and

WHEREAS, city staff recommends purchasing the portable radios by utilizing the State of New Hampshire bid list, and

WHEREAS, the Public Safety Committee for the City of Somersworth has reviewed the recommendation to utilize the State of New Hampshire bid list and supports the recommendation, and

WHEREAS, the Finance Committee for the City of Somersworth has reviewed the recommendation to utilize the State of New Hampshire bid list and supports the recommendation,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to contract with 2 Way Communications Inc., of Newington, NH for the purchase of portable radios for the fire department at an amount not to exceed \$32,172 (Thirty Two Thousand One Hundred Seventy Two dollars) and to take any actions relative to this purchase determined to be in the best interest of the City.

Sponsored by Councilors:

Martin Pepin
David A. Witham
Dale R. Sprague
Jennifer G. Soldati
Denis Messier
Jessica Paradis

Approved:

City Attorney

RESOLUTION NO. 4-17 TO AUTHORIZE THE CITY MANAGER TO CONTRACT WITH INDUSTRIAL PROTECTION SERVICES LLC. OF WILMINGTON MASSACHUSETTS FOR THE PURCHASE OF SELF-CONTAINED BREATHING APPARATUS FOR THE FIRE DEPARTMENT.

Somersworth, NH
July 25, 2016

WHEREAS, the Somersworth Capital Improvement Program for Fiscal Years 2017 through 2022 contains a recommendation to replace all self-contained breathing apparatus used by the Fire Department over 4 years, and

WHEREAS, the fiscal year 2016-2017 adopted budget contains an appropriation for the purchase of self-contained breathing apparatus representing the fourth and final year of this program, and

WHEREAS, Industrial Protection Services LLC. is a certified vendor for self-contained breathing apparatus on the Massachusetts State Bid List, and

WHEREAS, city staff recommends purchase of self-contained breathing apparatus from Industrial Protection Services LLC utilizing the Massachusetts State Bid list at a cost not to exceed \$41,612 (Forty One Thousand Six Hundred Twelve dollars), and

WHEREAS, the Public Safety Committee for the City of Somersworth has reviewed this and supports this recommended purchase, and

WHEREAS, the Finance Committee for the City of Somersworth has reviewed this and supports this recommended purchase,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to contract with Industrial Protection Services LLC. of Wilmington, Massachusetts for the purchase of 6 self-contained breathing apparatus and associated equipment for the fire department at an amount not to exceed \$41,612 (Forty One Thousand Six Hundred Twelve dollars) and take any and all other such actions relative to this purchase determined to be in the best interest of the City .

Sponsored by Councilors:

Martin Pepin
David A. Witham
Dale R. Sprague
Jennifer G. Soldati
Denis Messier
Jessica Paradis

Approved:

City Attorney

RESOLUTION NO. 5-17 TO AUTHORIZE THE CITY MANAGER TO EXECUTE
THE 2016 JUSTICE ASSISTANCE GRANT PROGRAM.

Somersworth, NH
July 25, 2016

WHEREAS, the City of Somersworth has been notified of the availability of the 2016 Justice Assistance Grant (JAG) program, and

WHEREAS, the City of Somersworth is eligible to receive \$14,390 (Fourteen Thousand Three Hundred Ninety Nine dollars) requiring no local matching funds; and

WHEREAS, the Grant will allow the City of Somersworth to update the Police cruiser fleet IT project and to purchase taser training caps; and

EXPLANATION OF TOTAL PROJECT GRANT BREAKDOWN:

Justice Assistance Grant	=	\$14,390
City Match	=	\$ 0
Total Project Award	=	\$14,390

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to execute any documents and agreements necessary for the grant's execution, and take any and all other such actions relative to this grant determined to be in the best interest of the City.

Sponsored by Councilors:

David A. Witham
Martin Pepin
Jennifer G. Soldati
Martin P. Dumont, Sr.

Approved:

City Attorney



Somersworth Police Department

12 Lilac Lane
Somersworth, New Hampshire 03878
Business (603) 692-3131 Fax (603) 692-2111

David B. Kretschmar
Chief of Police

MEMORANDUM

Memo To: Bob Belmore, City Manager
From: David Kretschmar, Chief of Police
Date: June 21, 2016
Subject: 2016 Edward Byrne Memorial – Justice Assistance Grant (JAG) Program

Bob:

We were notified late last month about the availability of JAG grant funds. It has been decided between the Departments that we will be the fiscal agent again for the grant and we shall receive 5% of Rochester's available funding for these services. The breakdown agreed upon will be:

Rochester Police Department:	\$22,617.00
Somersworth Police Department	\$14,390.00
Strafford County Sheriff's Department	<u>\$ 0.00</u>
Total JAG Grant	\$37,007.00

Our proposed use of these funds:

Taser Training Caps	\$ 1,486.00
Cruiser Fleet IT Project	<u>\$12,904.00</u>
Total Equipment Purchase	\$37,007.00

The Taser training caps continue our officers proficiency in the use of Taser and this less then lethal use of force. We will purchase 60 simulation cartridges.

The Cruiser Fleet IT Project is a little more entailed. While the Air Cards on our cruiser laptops we currently use have served us through the years, they are now out of production. The purchase and installation of Cradlepoint IBR 1100 Modems will allow us to move forward with a ruggedized 4G networking solution designed specifically for emergency vehicles. The purchase and installation cost of the Cradlepoint IBR 1100 Modems will be \$9,213.68.

Memo to Bob Belmore

2016 Edward Byrne Memorial Justice Assistance Grant (JAG) Program

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The second phase of this project is installing components into the (4) main marked patrol cruisers to equip them with scanners and printers for the State's new e-ticket system for motor vehicle violations. Officers will be able to scan a license and it will backfill the e-ticket with information. This will cost \$4,906.00 and about \$1,200.00 will be needed from the drug seizure monies to pay for the total cost.

These are our most urgent needs that we must address soon and it would make very good use of these grant funds, which require no match on the City's side.

We will be submitting the grant application by the end of the month to meet the deadline for the grant submission. Should you need additional information, please let me know.

DBK:kmc

RESOLUTION NO. 6-17 TO AUTHORIZE THE CITY MANAGER TO CONTRACT WITH SEVERINO TRUCKING CO., INC. OF CANDIA, NH FOR ROAD AND UTILITY IMPROVEMENTS ON MEMORIAL DRIVE, ALICIA STREET, WIGGIN COURT, DOWN STREET, A PORTION OF INDIGO HILL ROAD FROM GREEN STREET TO MAIN STREET, AND A PORTION OF INDIGO HILL ROAD FROM WILLIAMS STREET TO GREEN STREET.

Somersworth, NH
July 25, 2016

WHEREAS, the City prepared and requested sealed bids from qualified contractors for road and utility improvements to Memorial Drive, Alicia Street, Wiggin Court, Down Street, a portion of Indigo Hill Road from Green Street to Main Street, and a portion of Indigo Hill Road from Williams Street to Green Street, and

WHEREAS, City staff reviewed the results of the bids received and recommends contracting with Severino Trucking Co., Inc. of Candia, NH to make these improvements at a cost not to exceed \$2,224,926 (Two Million Two Hundred Twenty Four Thousand Nine Hundred Twenty Six dollars), and

WHEREAS, the Public Works and Environment Committee for the City of Somersworth has reviewed the recommendation by staff to award the contract to Severino Trucking Co., Inc., and supports the recommendation, and

WHEREAS, the Finance Committee for the City of Somersworth has reviewed the recommendation by staff to award the contract to Severino Trucking Co., Inc., and supports the recommendation,

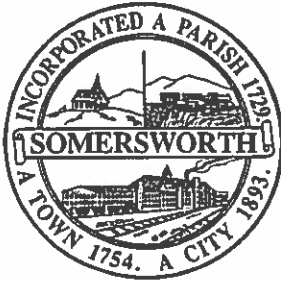
NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to contract with Severino Trucking Co., Inc. of Candia, NH for road and utility improvements to Memorial Drive, Alicia Street, Wiggin Court, Down Street, a portion of Indigo Hill Road from Green Street to Main Street, and a portion of Indigo Hill Road from Williams Street to Green Street at a cost not to exceed \$2,224,926 (Two Million Two Hundred Twenty Four Thousand Nine Hundred Twenty Six dollars) and to take any other actions on behalf of this project determined to be in the best interest of the City.

Sponsored by Councilors:

Dale R. Sprague
David A. Witham
Martin Pepin
Jennifer G. Soldati
Denis Messier

Approved:

City Attorney



MEMORANDUM

To: Bob Belmore, City Manager

From: Scott Smith, Finance Director

Date: July 25, 2016

Re: FY2016-2017 Road Resurfacing Projects

The following is the detail of the cost components of the FY16-17 road resurfacing projects and the funding sources available to accomplish these projects. The cost for road improvements is inclusive of Alternates 1 and 2:

	<u>Base cost</u>	<u>Engineering</u>	<u>Contingency</u>	<u>Total Cost</u>
• Road Improvements	\$1,129,432	\$23,453	\$56,471	\$1,209,356
• Sidewalk	\$ 240,830	\$ 5,000	\$12,074	\$ 257,904
• Water	\$ 748,685	\$15,546	\$37,435	<u>\$ 801,666</u>
○ TOTAL PROJECT COST				\$2,268,926

The anticipated funding sources for these projects are as follows:

• FY16-17 G/F (<i>includes \$603,000 encumbered-prior year</i>)	\$ 861,000
• Municipal/Trans Fund (<i>\$670,00 currently in fund</i>)	\$ 348,356
• Sidewalk Capital Reserve (<i>\$265,000 currently in fund</i>)	\$ 257,904
• Water Utility (<i>\$1,900,000 cash on hand</i>)	<u>\$ 801,666</u>
○ TOTAL PROJECT FUNDING	\$2,268,926

Please let me know if you need further detail on this project.

SEVERINO

Trucking Co., Inc.

PO Box 202 Candia, NH 03034

Tel. 603 483-2133 Fax 603 483-2998

To:	City Of Somersworth	Contact:	Michael Bobinsky
Address:	1 Government Way Somersworth, NH	Phone:	603-692-9504
		Fax:	603-692-9570
Project Name:	FY2016 Road Repair - VE Proposal	Bid Number:	1
Project Location:	Memorial Drive & Indigo Hill Road	Bid Date:	7/21/2016
Addendum #:	1		

Item #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
Base Bid - Memorial Drive & Indigo Hill Road					
Roadway Improvements					
201.5M	ROADSIDE CLEANUP	0.50	UNIT	\$1,900.00	\$950.00
201.51IW	ROADSIDE CLEANUP	1.00	UNIT	\$1,900.00	\$1,900.00
203.1D	COMMON EXCAVATION	72.00	CY	\$46.00	\$3,312.00
203.1IE	COMMON EXCAVATION	300.00	CY	\$25.00	\$7,500.00
203.1IW	COMMON EXCAVATION	600.00	CY	\$25.00	\$15,000.00
203.1M	COMMON EXCAVATION	310.00	CY	\$25.00	\$7,750.00
207.1D	COMMON CHANNEL EXCAVATION	80.00	CY	\$36.00	\$2,880.00
207.1M	COMMON CHANNEL EXCAVATION	600.00	CY	\$36.00	\$21,600.00
214D	FINE GRADING	1.00	UNIT	\$800.00	\$800.00
214IE	FINE GRADING	1.00	UNIT	\$4,000.00	\$4,000.00
214IW	FINE GRADING	1.00	UNIT	\$8,000.00	\$8,000.00
214M	FINE GRADING	1.00	UNIT	\$8,000.00	\$8,000.00
304.3D	CRUSHED GRAVEL (F)	36.00	CY	\$40.00	\$1,440.00
304.33D	CRUSHED AGGREGATE FOR SHOULDERS	10.00	CY	\$51.00	\$510.00
304.33IE	CRUSHED AGGREGATE FOR SHOULDERS	50.00	CY	\$51.00	\$2,550.00
304.33IW	CRUSHED AGGREGATE FOR SHOULDERS	75.00	CY	\$51.00	\$3,825.00
304.33M	CRUSHED AGGREGATE FOR SHOULDERS	50.00	CY	\$51.00	\$2,550.00
306.110IE	RECLAIMED STABILIZED BASE PROCESSED IN PLACE, 10" DEEP (F)	4,200.00	SY	\$4.50	\$18,900.00
306.110IW	RECLAIMED STABILIZED BASE PROCESSED IN PLACE, 10" DEEP (F)	7,600.00	SY	\$4.50	\$34,200.00
306.110M	RECLAIMED STABILIZED BASE PROCESSED IN PLACE, 10" DEEP (F)	8,500.00	SY	\$3.50	\$29,750.00
306.36IE	STONE FOR RECLAIMED STABILIZED BASE	350.00	TON	\$31.00	\$10,850.00
306.36IW	STONE FOR RECLAIMED STABILIZED BASE	600.00	TON	\$31.00	\$18,600.00
306.36M	STONE FOR RECLAIMED STABILIZED BASE	700.00	TON	\$31.00	\$21,700.00
403.11D	HOT BITUMINOUS PAVEMENT, MACHINE METHOD	62.00	TON	\$73.00	\$4,526.00
403.11H	HOT BITUMINOUS PAVEMENT, MACHINE METHOD	24.00	TON	\$84.00	\$2,016.00
403.11IE	HOT BITUMINOUS PAVEMENT, MACHINE METHOD	1,000.00	TON	\$75.00	\$75,000.00
403.11IW	HOT BITUMINOUS PAVEMENT, MACHINE METHOD	1,750.00	TON	\$75.00	\$131,250.00
403.11M	HOT BITUMINOUS PAVEMENT, MACHINE METHOD	2,000.00	TON	\$75.00	\$150,000.00
403.12IE	HOT BITUMINOUS PAVEMENT, HAND METHOD	40.00	TON	\$125.00	\$5,000.00
403.12IW	HOT BITUMINOUS PAVEMENT, HAND METHOD	50.00	TON	\$125.00	\$6,250.00
403.12M	HOT BITUMINOUS PAVEMENT, HAND METHOD	50.00	TON	\$125.00	\$6,250.00
403.6H	PAVEMENT JOINT ADHESIVE	300.00	LF	\$1.00	\$300.00
403.6IE	PAVEMENT JOINT ADHESIVE	1,350.00	LF	\$1.00	\$1,350.00
403.6IW	PAVEMENT JOINT ADHESIVE	2,450.00	LF	\$1.00	\$2,450.00
403.6M	PAVEMENT JOINT ADHESIVE	2,900.00	LF	\$1.00	\$2,900.00
417H	COLD PLANING BITUMINOUS SURFACES	420.00	SY	\$19.00	\$7,980.00
417IE	COLD PLANING BITUMINOUS SURFACES	200.00	SY	\$28.00	\$5,600.00

Item #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
417IW	COLD PLANING BITUMINOUS SURFACES	200.00	SY	\$28.00	\$5,600.00
417M	COLD PLANING BITUMINOUS SURFACES	20.00	SY	\$28.00	\$560.00
603.33212M	12" POLYETHYLENE FLARED-END SECTION	4.00	EACH	\$172.00	\$688.00
603.33218M	18" CORR. POLYETHYLENE FLARED-END SECTION	1.00	EACH	\$238.00	\$238.00
603.44012M	12" CORR. HDPE (SMOOTH INTERIOR) PIPE FOR SLOPE DRAINAGE	60.00	LF	\$68.00	\$4,080.00
603.44018M	18" CORR. HDPE (SMOOTH INTERIOR) PIPE FOR SLOPE DRAINAGE	300.00	LF	\$61.00	\$18,300.00
604.41E	ADJUSTING CATCH BASIN STRUCTURE FRAME & GRATE	2.00	EACH	\$465.00	\$930.00
604.4M	ADJUSTING CATCH BASIN STRUCTURE FRAME & GRATE	2.00	EACH	\$465.00	\$930.00
604.41IW	ADJUSTING CATCH BASIN STRUCTURE (> 8-INCHES) FRAME & GRATE	1.00	VF	\$625.00	\$625.00
604.41M	ADJUSTING CATCH BASIN STRUCTURE (> 8-INCHES) FRAME & GRATE	1.00	VF	\$625.00	\$625.00
604.51IE	ADJUSTING SANITARY SEWER STRUCTURE FRAME AND COVER	10.00	EACH	\$600.00	\$6,000.00
604.51IW	ADJUSTING SANITARY SEWER STRUCTURE FRAME AND COVER	13.00	EACH	\$600.00	\$7,800.00
604.51M	ADJUSTING SANITARY SEWER STRUCTURE FRAME AND COVER	1.00	EACH	\$600.00	\$600.00
604.53IE	ADJUSTING ELECTRICAL STRUCTURE FRAME AND COVER	1.00	EACH	\$625.00	\$625.00
604.54IE	ADJUSTING TELECOMMUNICATIONS STRUCTURE FRAME AND COVER	1.00	EACH	\$625.00	\$625.00
604.72D	ADJ. & REPLACING CATCH BASIN STRUCTURE F & G	1.00	EACH	\$750.00	\$750.00
604.72M	ADJ. & REPLACING CATCH BASIN STRUCTURE F & G	6.00	EACH	\$750.00	\$4,500.00
604.721IE	ADJ. & REPLACING CATCH BASIN STRUCTURE (> 8-INCHES) F & G	1.00	VF	\$800.00	\$800.00
604.721IW	ADJ. & REPLACING CATCH BASIN STRUCTURE (> 8-INCHES) F & G	1.00	VF	\$800.00	\$800.00
604.721M	ADJ. & REPLACING CATCH BASIN STRUCTURE (> 8-INCHES) F & G	1.00	VF	\$800.00	\$800.00
614.5IE	ADJUSTING EXISTING PULLBOXES	1.00	EACH	\$250.00	\$250.00
614.5IW	ADJUSTING EXISTING PULLBOXES	1.00	EACH	\$250.00	\$250.00
614.5M	ADJUSTING EXISTING PULLBOXES	1.00	EACH	\$250.00	\$250.00
618.61H	UNIFORMED OFFICERS WITH VEHICLE	10.00	HR	\$89.00	\$890.00
618.61IE	UNIFORMED OFFICERS WITH VEHICLE	40.00	HR	\$89.00	\$3,560.00
618.61IW	UNIFORMED OFFICERS WITH VEHICLE	40.00	HR	\$89.00	\$3,560.00
618.61M	UNIFORMED OFFICERS WITH VEHICLE	30.00	HR	\$89.00	\$2,670.00
618.7IE	FLAGGERS	100.00	HR	\$30.00	\$3,000.00
618.7IW	FLAGGERS	300.00	HR	\$30.00	\$9,000.00
619.1IE	MAINTENANCE OF TRAFFIC	1.00	UNIT	\$27,000.00	\$27,000.00
619.1IW	MAINTENANCE OF TRAFFIC	1.00	UNIT	\$35,000.00	\$35,000.00
619.1M	MAINTENANCE OF TRAFFIC	1.00	UNIT	\$13,000.00	\$13,000.00
619.25IE	PORTABLE CHANGEABLE MESSAGE SIGN	2.00	UNIT	\$9,000.00	\$18,000.00
619.25IW	PORTABLE CHANGEABLE MESSAGE SIGN	2.00	UNIT	\$11,500.00	\$23,000.00
619.25M	PORTABLE CHANGEABLE MESSAGE SIGN	2.00	UNIT	\$3,000.00	\$6,000.00
628.1M	SAWED CONCRETE PAVEMENT	200.00	LF	\$7.00	\$1,400.00
628.2IE	SAWED BITUMINOUS PAVEMENT	440.00	LF	\$3.00	\$1,320.00
628.2IW	SAWED BITUMINOUS PAVEMENT	440.00	LF	\$3.00	\$1,320.00
628.2M	SAWED BITUMINOUS PAVEMENT	200.00	LF	\$3.00	\$600.00
632.0104H	RETROREFLECTIVE PAINT PAVE. MARKING, 4" LINE (SSLW)	270.00	LF	\$0.18	\$48.60
632.0104IE	RETROREFLECTIVE PAINT PAVE. MARKING, 4" LINE (SSLW)	2,700.00	LF	\$0.18	\$486.00
632.0104IW	RETROREFLECTIVE PAINT PAVE. MARKING, 4" LINE (SSLW)	4,900.00	LF	\$0.18	\$882.00
632.0104M	RETROREFLECTIVE PAINT PAVE. MARKING, 4" LINE (SSLW)	2,800.00	LF	\$0.18	\$504.00
632.01041H	RETROREFLECTIVE PAINT PAVE. MARKING, 4" LINE (DSLY)	270.00	LF	\$0.37	\$99.90
632.01041IE	RETROREFLECTIVE PAINT PAVE. MARKING, 4" LINE (DSLY)	1,350.00	LF	\$0.37	\$499.50
632.01041IW	RETROREFLECTIVE PAINT PAVE. MARKING, 4" LINE (DSLY)	2,450.00	LF	\$0.37	\$906.50

Item #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
632.01041M	(DSLY) RETROREFLECTIVE PAINT PAVE. MARKING, 4" LINE	1,950.00	LF	\$0.37	\$721.50
632.01042M	(DSLY) RETROREFLECTIVE PAINT PAVE. MARKING, 4" LINE	1,900.00	LF	\$0.75	\$1,425.00
632.0112IE	(SSLW-PARKING LOT) RETROREFLECTIVE PAINT PAVE. MARKING, 12" LINE	250.00	LF	\$1.45	\$362.50
632.0112IW	(SSLW-CROSSWALK) RETROREFLECTIVE PAINT PAVE. MARKING, 12" LINE	125.00	LF	\$1.45	\$181.25
632.0112M	(SSLW-CROSSWALK) RETROREFLECTIVE PAINT PAVE. MARKING, 12" LINE	300.00	LF	\$1.45	\$435.00
632.018IE	RETROREFLECT. THERMOPLAS. PAVE. MARKING, 18" LINE (STOP BAR)	30.00	LF	\$16.50	\$495.00
632.018IW	RETROREFLECT. THERMOPLAS. PAVE. MARKING, 18" LINE (STOP BAR)	15.00	LF	\$16.50	\$247.50
632.018M	RETROREFLECT. THERMOPLAS. PAVE. MARKING, 18" LINE (STOP BAR)	30.00	LF	\$16.50	\$495.00
632.02M	RETROREFLECTIVE PAINT PAVEMENT MARKING, SYMBOL	100.00	SF	\$2.25	\$225.00
641IE	LOAM	200.00	CY	\$36.50	\$7,300.00
641IW	LOAM	300.00	CY	\$36.50	\$10,950.00
641M	LOAM	200.00	CY	\$36.50	\$7,300.00
643.112IE	FERTILIZER FOR INITIAL APPLICATION	40.00	LB	\$0.60	\$24.00
643.112IW	FERTILIZER FOR INITIAL APPLICATION	40.00	LB	\$0.60	\$24.00
643.112M	FERTILIZER FOR INITIAL APPLICATION	10.00	LB	\$0.60	\$6.00
644.15IE	PARK SEED TYPE 15	40.00	LB	\$60.00	\$2,400.00
644.15IW	PARK SEED TYPE 15	40.00	LB	\$60.00	\$2,400.00
644.15M	PARK SEED TYPE 15	10.00	LB	\$60.00	\$600.00
645.111	MULCH	2,000.00	SY	\$1.50	\$3,000.00
645.541IW	SILT FENCE	100.00	LF	\$9.00	\$900.00
645.542IE	CATCH BASIN FILTER/SILT BAGS	2.00	UNIT	\$75.00	\$150.00
645.542IW	CATCH BASIN FILTER/SILT BAGS	2.00	UNIT	\$75.00	\$150.00
645.542M	CATCH BASIN FILTER/SILT BAGS	9.00	UNIT	\$75.00	\$675.00
692IE	MOBILIZATION	1.00	UNIT	\$71,000.00	\$71,000.00
692IW	MOBILIZATION	1.00	UNIT	\$93,000.00	\$93,000.00
692M	MOBILIZATION	1.00	UNIT	\$39,000.00	\$39,000.00
Total Price for above Roadway Improvements Items:					\$1,080,278.25

Water Utility Improvements

206.2IE	ROCK STRUCTURE EXCAVATION	225.00	CY	\$150.00	\$33,750.00
206.2IW	ROCK STRUCTURE EXCAVATION	225.00	CY	\$150.00	\$33,750.00
611.05202IE	2" COPPER TYPE K WATER MAIN REPLACEMENT	50.00	LF	\$74.00	\$3,700.00
611.05202IW	2" COPPER TYPE K WATER MAIN REPLACEMENT	50.00	LF	\$74.00	\$3,700.00
611.05202M	2" COPPER TYPE K WATER MAIN REPLACEMENT	20.00	LF	\$74.00	\$1,480.00
611.05204IE	4" CEMENT LINED DUCTILE IRON WATER PIPE, CL 52	50.00	LF	\$98.50	\$4,925.00
611.05204IW	4" CEMENT LINED DUCTILE IRON WATER PIPE, CL 52	50.00	LF	\$98.50	\$4,925.00
611.05204M	4" CEMENT LINED DUCTILE IRON WATER PIPE, CL 52	20.00	LF	\$128.00	\$2,560.00
611.05206IE	6" CEMENT LINED DUCTILE IRON WATER PIPE, CL 52	20.00	LF	\$90.00	\$1,800.00
611.05206IW	6" CEMENT LINED DUCTILE IRON WATER PIPE, CL 52	20.00	LF	\$90.00	\$1,800.00
611.05206M	6" CEMENT LINED DUCTILE IRON WATER PIPE, CL 52	50.00	LF	\$70.00	\$3,500.00
611.05208IE	8" CEMENT LINED DUCTILE IRON WATER PIPE, CL 52	1,350.00	LF	\$104.00	\$140,400.00
611.05208IW	8" CEMENT LINED DUCTILE IRON WATER PIPE, CL 52	2,450.00	LF	\$96.00	\$235,200.00
611.05208M	8" CEMENT LINED DUCTILE IRON WATER PIPE, CL 52	640.00	LF	\$82.00	\$52,480.00
611.5075IE	3/4" WATER SERVICE REPLACEMENT	425.00	LF	\$108.00	\$45,900.00
611.5075IW	3/4" WATER SERVICE REPLACEMENT	600.00	LF	\$108.00	\$64,800.00
611.5100IE	1" WATER SERVICE REPLACEMENT	50.00	LF	\$111.00	\$5,550.00
611.5100IW	1" WATER SERVICE REPLACEMENT	50.00	LF	\$111.00	\$5,550.00
611.5100M	1" WATER SERVICE REPLACEMENT	50.00	LF	\$106.00	\$5,300.00
611.5150IE	1-1/2" SERVICE REPLACEMENT	50.00	LF	\$125.00	\$6,250.00
611.5150IW	1-1/2" SERVICE REPLACEMENT	50.00	LF	\$125.00	\$6,250.00
611.5200IE	2" WATER SERVICE REPLACEMENT	50.00	LF	\$123.00	\$6,150.00
611.5200IW	2" WATER SERVICE REPLACEMENT	50.00	LF	\$138.00	\$6,900.00

Item #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
611.704IE	4" GATE VALVE REPLACEMENT	1.00	EACH	\$680.00	\$680.00
611.704IW	4" GATE VALVE REPLACEMENT	1.00	EACH	\$680.00	\$680.00
611.704M	4" GATE VALVE REPLACEMENT	1.00	EACH	\$680.00	\$680.00
611.706IE	6" GATE VALVE REPLACEMENT	3.00	EACH	\$825.00	\$2,475.00
611.706IW	6" GATE VALVE REPLACEMENT	3.00	EACH	\$825.00	\$2,475.00
611.706M	6" GATE VALVE REPLACEMENT	1.00	EACH	\$825.00	\$825.00
611.708IE	8" GATE VALVE REPLACEMENT	10.00	EACH	\$1,150.00	\$11,500.00
611.708IW	8" GATE VALVE REPLACEMENT	6.00	EACH	\$1,150.00	\$6,900.00
611.708M	8" GATE VALVE REPLACEMENT	1.00	EACH	\$1,150.00	\$1,150.00
611.74IE	CHLORINE INJECTION TAP	3.00	EACH	\$1,200.00	\$3,600.00
611.74IW	CHLORINE INJECTION TAP	3.00	EACH	\$1,200.00	\$3,600.00
611.74M	CHLORINE INJECTION TAP	2.00	EACH	\$1,200.00	\$2,400.00
611.81IE	HYDRANT SALVAGE & REPLACEMENT	2.00	EACH	\$5,500.00	\$11,000.00
611.81IW	HYDRANT SALVAGE & REPLACEMENT	3.00	EACH	\$5,500.00	\$16,500.00
611.81M	HYDRANT SALVAGE & REPLACEMENT	1.00	EACH	\$5,500.00	\$5,500.00
611.811M	HYDRANT REPLACEMENT (FURNISHED BY OTHERS)	1.00	EACH	\$2,100.00	\$2,100.00

Total Price for above Water Utility Improvements Items: \$748,685.00

Sidewalk Improvements

304.3IE	CRUSHED GRAVEL (F)	150.00	CY	\$44.00	\$6,600.00
304.3IW	CRUSHED GRAVEL (F)	275.00	CY	\$44.00	\$12,100.00
608.12IE	2" BITUMINOUS SIDEWALK	750.00	SY	\$29.00	\$21,750.00
608.12IW	2" BITUMINOUS SIDEWALK	1,400.00	SY	\$29.00	\$40,600.00
608.31IE	4" SYN FIBER REIN CONCRETE SIDEWALK TIP DOWN	21.00	SY	\$60.00	\$1,260.00
608.31IM	4" SYN FIBER REIN CONCRETE SIDEWALK TIP DOWN	58.00	SY	\$60.00	\$3,480.00
608.31IW	4" SYN FIBER REIN CONCRETE SIDEWALK TIP DOWN	21.00	SY	\$60.00	\$1,260.00
608.54IE	DETECTABLE WARNING DEVICES, CAST IRON (YELLOW POWDER COAT)	4.50	SY	\$500.00	\$2,250.00
608.54IW	DETECTABLE WARNING DEVICES, CAST IRON (YELLOW POWDER COAT)	4.50	SY	\$500.00	\$2,250.00
609.1IE	STRAIGHT GRANITE CURB	2,000.00	LF	\$25.00	\$50,000.00
609.1IW	STRAIGHT GRANITE CURB	2,450.00	LF	\$25.00	\$61,250.00
609.2IE	CURVED GRANITE CURB	5.00	LF	\$59.00	\$295.00
609.812M	BITUMINOUS CURB, TYPE A	1,040.00	LF	\$6.50	\$6,760.00

Total Price for above Sidewalk Improvements Items: \$209,855.00

Total Price for above Base Bid - Memorial Drive & Indigo Hill Road Items: \$2,038,818.25

Alternate No. 1 - Alicia St. & Wiggin Ct.

203.1AW	COMMON EXCAVATION	200.00	CY	\$40.00	\$8,000.00
214AW	FINE GRADING	1.00	UNIT	\$1,800.00	\$1,800.00
304.3AW	CRUSHED GRAVEL (F)	50.00	CY	\$40.00	\$2,000.00
304.33AW	CRUSHED AGGREGATE FOR SHOULDERS	25.00	CY	\$51.00	\$1,275.00
403.11AW	HOT BITUMINOUS PAVEMENT, MACHINE METHOD	150.00	TON	\$73.00	\$10,950.00
604.4AW	ADJUSTING CATCH BASIN STRUCTURE FRAME & GRATE	1.00	EACH	\$465.00	\$465.00
604.51AW	ADJUSTING SANITARY SEWER STRUCTURE FRAME AND COVER	2.00	EACH	\$600.00	\$1,200.00
628.2AW	SAWED BITUMINOUS PAVEMENT	200.00	LF	\$3.00	\$600.00

Total Price for above Alternate No. 1 - Alicia St. & Wiggin Ct. Items: \$26,290.00

Alternate No. 2 - High School North Parking Lot

403.11MP	HOT BITUMINOUS PAVEMENT, MACHINE METHOD	300.00	TON	\$75.00	\$22,500.00
632.0104MP	RETROREFLECTIVE PAINT PAVE. MARKING, 4" LINE (SSLW)	2,020.00	LF	\$0.18	\$363.60

Total Price for above Alternate No. 2 - High School North Parking Lot Items: \$22,863.60

Alternate No. 3 - High School Sidewalk Replacement

608.31IMHS	4" SYN FIBER REIN CONCRETE SIDEWALK W/HAUNCH	350.00	SY	\$88.50	\$30,975.00
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Total Price for above Alternate No. 3 - High School Sidewalk Replacement Items: \$30,975.00

ACCEPTED:

The above prices, specifications and conditions are satisfactory and are hereby accepted.

Buyer: _____

Signature: _____

Date of Acceptance: _____

CONFIRMED:

Severino Trucking Co., Inc

Authorized Signature: _____

Estimator: Bernie Lee

603-483-7016 blee@severinotrucking.com



ENGINEERING • PLANNING • DEVELOPMENT • MANAGEMENT

June 22, 2016

Mr. Michael Bobinsky, Director
City of Somersworth
Department of Public Works & Utilities
18 Lilac Lane
Somersworth, New Hampshire 03878

Subject: City of Somersworth Contract City Engineer
Task Order – FY2016 Road Repair Construction Inspection

Dear Mr. Bobinsky:

As requested, we hereby submit our task order agreement to perform construction inspection and administration on behalf of the City of Somersworth Public Works & Utilities Department regarding the above-referenced project. We propose the following Scope of Work.

Scope of Services:

Task 1: Construction Administration

- 1.1 *Bid Analysis* – DuBois & King will review contractor's bids, prepare a bid tabulation, review contractor's bid bonds and prepare a recommendation of award.
- 1.2 *Pre-Construction Meeting* – DuBois & King will schedule, attend, and lead a Pre-Construction Meeting with the City, Contractor, and DuBois & King to be held at City Hall (1 meeting scheduled).
- 1.3 *Submittal Review* – DuBois & King will review all contractor submittals (literature, cut sheets, shop drawings, etc.) for products proposed by Contractor for inclusion in the project.
- 1.4 *Construction Administration* – DuBois & King will provide general construction administrative services. Services shall include responding to contractor questions and requests for clarification, review of contractor application for payment, review of performance and payment bonds, insurance certificates, etc.
- 1.5 *Progress Meeting* – DuBois & King will schedule, attend, and lead monthly construction progress meetings at the site during the construction period (2 meetings total).

Task 2: Resident Project Representative (RPR) Inspection

- 2.1 *RPR Observation* – DuBois & King will provide periodic, Resident Project Representative inspection services. DuBois & King shall visit the site at intervals appropriate to the stage of construction, or as otherwise directed by the City, in order to inspect the progress and quality of work by the Contractor. At this time, DuBois & King has estimated two (2) site visits per week, 4-6 hours per day in duration, plus travel time.

As part of inspecting the work completed by the Contractor, DuBois & King will record locations (via swing-ties) of water, sewer and drainage utilities. DuBois & King will coordinate with the City Public Works & Utilities General Foreman to ensure recordings of swing-ties are conducted in accordance with City procedure.


- 2.2 *Documentation* – DuBois & King will prepare written field reports documenting all site visits and field observations.

DuBois & King, Inc. will perform this construction service in accordance with our Master Contract. We will provide the above services on an hourly rate basis, plus reimbursement of expenses, in accordance with our hourly rates in accordance with our Master Contract. We suggest a budget range of \$40,000 to \$44,000, actual costs will depend on the extent of coordination required and the actual number of inspections required.

If the above is found to be acceptable, please sign and return one copy of this Agreement to our office. Upon receipt of the executed Agreement we will initiate work.

Thank you, you for allowing DuBois & King to be a continued resource to the City of Somersworth Public Works & Utilities Department on this project.

Very truly yours,
DuBOIS & KING, INC.



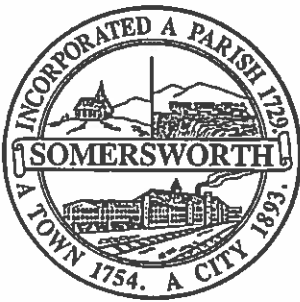
Scott M. Bourcier, P.E.
Project Manager

SMB/smb

ACCEPTED AND AUTHORIZE TO PROCEED:
City of Somersworth

Signature

Date



Scott M. Bourcier, P.E.
Contract City Engineer
Tel: 692-9524
Fax: 692-9576

DATE: July 15, 2016 (Rev. 7/22/16)

TO: Michael Bobinsky, Department of Public Works & Utilities Director

COPY: Bob Belmore, City Manager
 Scott Smith, Director of Finance

SUBJECT: FY2016 Road Repairs
 Bid Results and Recommendation

The City of Somersworth Finance Director publicly opened and read aloud submitted bids for the *FY2016 Road Repair: Memorial Drive, Indigo Hill Road, Alicia Street, Wiggins Court, and Down Street* project on July 14, 2016. One (1) bid was received; below is a breakdown of the bid. During the bid opening, the Bidder acknowledged receiving the one (1) addendum and submitted the required bid bond or certified check with their bid. Please note, during the advertisement of the project, twenty (20) qualified contractors were personally informed of the project and referred to the City's website to obtain a copy of the Request for Bids (RFB). In addition, the twenty (20) contractors were also notified of the subsequent addendum.

The bid received is as follows:

<u>Bidder</u>	<u>Base Bid</u>	<u>Add Alt. 1</u>	<u>Add Alt. 2</u>	<u>Total</u>
Severino Trucking	\$2,326,958.50	\$8,250.00	\$2,500.00	\$2,357,708.50

The Engineer's Estimate of Probable Construction Cost (EOPCC) for the total project was \$1,475,912.

A bid tabulation analysis was completed and is included herein as an attachment. During the analysis no calculation errors in the submitted bid were discovered and an evaluation of discrepancies over/under 100% of EOPCC was performed; please see attached Bid Tabulation. As part of the discrepancy evaluation, a discussion with the Bidder was completed, with the goal of understanding the reasons for the cost difference for certain items. The Bidder explained that not having detailed drawings that graphically illustrated existing conditions (i.e. topographic survey) and design details (i.e. plans, profile, and cross-sections) limited the opportunity to confirm quantities, understand construction limits and comprehend design intent. To maintain the expedited construction schedule and complete repairs prior to the end of 2016, the City did not prepare detailed drawings to supplement bid documents (project plan – descriptive, schedule, quantities and specifications) prior to the bid opening. If detailed drawings had been prepared, it would not have been feasible to bid the project until February 2017. In an effort to compensate the absence of detailed drawings, the City implemented a unit price (versus a lump sum) quantity/pay approach. In addition, the Bidder reported that the aggressive construction schedule (to complete work prior to the end of 2016) was also a factor in the high unit prices and recommends performing much of the work in 2016 and then returning in 2017 to place the finish/wearing course roadway surface.

As part of the bid tabulation analysis, interviews were conducted with some of the contractors who were notified of the RFB but chose not to submit bids. A common response was that contractors were currently busy; result of a strong economy. During the bid period, three (3) contractors also

reported that they would not be bidding because they were currently busy with other projects and did not have the resources to complete the project before the end of 2016.

Following review of the bid, Severino offered to complete a value engineering analysis with City staff of their bid to determine potential cost savings based on further review of project scope, quantities, schedule, etc. Based on the initial completed value engineering analysis, the construction project for the combined Base Bid, Alternative 1 and Alternative 2 has been reduced from \$2,357,708.50 to 2,118,946.28; difference of \$238,762.25. The breakdown of the project components (Road, Water, Sidewalk, Alternatives).

Base Bid Road (Memorial and Indigo Hill Road)	\$	1,080,278.25
Base Bid Water	\$	748,685.00
Base Bid Sidewalk	\$	209,855.00
	Base Bid Sub-total	\$ 2,038,818.25
Alternative 1 (Alicia Street & Wiggin Court)	\$	26,290.00
Alternative 2 (High School Parking Lot Overlay)	\$	22,863.00
Alternative 3 (High School Sidewalk Modifications)	\$	30,975.00
	Alternative Sub-Total	\$ 80,128.00
Total Construction Cost (Base and Alternatives)	\$	2,118,946.25

Based on the above analysis the following is recommended:

- A. Executing a Notice of Award to Severino Trucking;
- B. Accept the value engineering evaluation, completed by Severino and the City, on the project to reduce construction costs. This collaboration should be performed in parallel to performing construction activities in the subsequent order:
 1. Memorial Drive (including Alternative No.2 – High School Parking Lot and Alternative 3 – High School Sidewalk Modifications);
 2. Indigo Hill (from Green Street to Main Street);
 3. Down Street and (including Alternative 1 – Alicia Street/Wiggin Court); and,
 4. Indigo Hill (from Williams Street to Green Street).
- C. Extend the construction schedule from ninety (90) days from the Notice to Proceed to one-hundred twenty (120) days from the Notice to Proceed as an additional in an attempt to reduce construction costs.

END OF MEMORANDUM

RESOLUTION NO. 7-17 TO AUTHORIZE THE CITY MANAGER TO CONTRACT WITH DUBOIS AND KING ENGINEERS OF BEDFORD, NEW HAMPSHIRE FOR PROFESSIONAL ENGINEERING SERVICES ASSOCIATED WITH THE FISCAL YEAR 2016-2017 ROAD IMPROVEMENT PROJECTS.

Somersworth, NH
July 25, 2016

WHEREAS, the City prepared and requested sealed bids from qualified contractors for road and utility improvements to Memorial Drive, Alicia Street, Wiggin Court, Down Street, a portion of Indigo Hill Road from Green Street to Main Street, and a portion of Indigo Hill Road from Williams Street to Green Street, and

WHEREAS the City requires professional engineering services associated with these road and utility improvements which include contract administration and project inspections, and

WHEREAS Dubois & King has provided a cost of \$44,000 (Forty Four Thousand dollars) to provide these professional engineering services,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to amend the contract with Dubois & King, of Bedford, NH to provide professional engineering services associated with the fiscal year 2016-2017 road improvement projects for an amount not to exceed \$44,000 (Forty Four Thousand dollars).

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Sponsored by Councilors:

Dale R. Sprague
David A. Witham
Jennifer G. Soldati
Denis Messier
Martin Pepin

Approved:

City Attorney



ENGINEERING • PLANNING • DEVELOPMENT • MANAGEMENT

June 22, 2016

Mr. Michael Bobinsky, Director
City of Somersworth
Department of Public Works & Utilities
18 Lilac Lane
Somersworth, New Hampshire 03878

Subject: City of Somersworth Contract City Engineer
Task Order – FY2016 Road Repair Construction Inspection

Dear Mr. Bobinsky:

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Task 1: Construction Administration

- 1.1 *Bid Analysis* – DuBois & King will review contractor's bids, prepare a bid tabulation, review contractor's bid bonds and prepare a recommendation of award.
- 1.2 *Pre-Construction Meeting* – DuBois & King will schedule, attend, and lead a Pre-Construction Meeting with the City, Contractor, and DuBois & King to be held at City Hall (1 meeting scheduled).
- 1.3 *Submittal Review* – DuBois & King will review all contractor submittals (literature, cut sheets, shop drawings, etc.) for products proposed by Contractor for inclusion in the project.
- 1.4 *Construction Administration* – DuBois & King will provide general construction administrative services. Services shall include responding to contractor questions and requests for clarification, review of contractor application for payment, review of performance and payment bonds, insurance certificates, etc.
- 1.5 *Progress Meeting* – DuBois & King will schedule, attend, and lead monthly construction progress meetings at the site during the construction period (2 meetings total).

Task 2: Resident Project Representative (RPR) Inspection

- 2.1 *RPR Observation* – DuBois & King will provide periodic, Resident Project Representative inspection services. DuBois & King shall visit the site at intervals appropriate to the stage of construction, or as otherwise directed by the City, in order to inspect the progress and quality of work by the Contractor. At this time, DuBois & King has estimated two (2) site visits per week, 4-6 hours per day in duration, plus travel time.

As part of inspecting the work completed by the Contractor, DuBois & King will record locations (via swing-ties) of water, sewer and drainage utilities. DuBois & King will coordinate with the City Public Works & Utilities General Foreman to ensure recordings of swing-ties are conducted in accordance with City procedure.

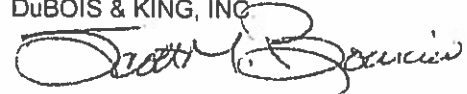
- 2.2 *Documentation* – DuBois & King will prepare written field reports documenting all site visits and field observations.

DuBois & King, Inc. will perform this construction service in accordance with our Master Contract. We will provide the above services on an hourly rate basis, plus reimbursement of expenses, in accordance with our hourly rates in accordance with our Master Contract. We suggest a budget range of \$40,000 to \$44,000, actual costs will depend on the extent of coordination required and the actual number of inspections required.

If the above is found to be acceptable, please sign and return one copy of this Agreement to our office. Upon receipt of the executed Agreement we will initiate work.

Thank you, you for allowing DuBois & King to be a continued resource to the City of Somersworth Public Works & Utilities Department on this project.

Very truly yours,
DuBOIS & KING, INC.



Scott M. Bourcier, P.E.
Project Manager

SMB/smb

ACCEPTED AND AUTHORIZE TO PROCEED:
City of Somersworth

Signature

Date

RESOLUTION NO. 8-17 TO AUTHORIZE THE CITY TO USE FUNDING FROM
THE MUNICIPAL AND TRANSPORTATION FUND FOR THE FISCAL YEAR 2016-
2017 ROAD IMPROVEMENT PROJECTS.

Somersworth, NH
July 25, 2016

WHEREAS, the City Council adopted Resolution 17-13 to create the Municipal and Transportation Fund for the purpose of improvements in the local or regional transportation system including roads, bridges, bicycle and pedestrian facilities, parking and intermodal facilities, and public transportation, and

WHEREAS, the City Council has appropriated funding for certain road improvement projects that will be accomplished during the 2016-2017 fiscal year, and

WHEREAS, the City Council intends to increase the funding available for these projects by utilizing \$348,356 (Three Hundred Forty Eight Thousand Three Hundred Fifty Six dollars) from the Municipal and Transportation Fund, and

WHEREAS, the City Council is designated as agents to expend these funds,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City may utilize \$348,356 (Three Hundred Forty Eight Thousand Three Hundred Fifty Six dollars) from the Municipal and Transportation fund to be used for the fiscal year 2016-2017 road improvement projects.

Sponsored by Councilors:

David A. Witham
Dale R. Sprague
Martin Pepin
Jennifer G. Soldati
Denis Messier

Approved:

City Attorney

RESOLUTION NO. 9-17 TO AUTHORIZE THE CITY TO USE FUNDING FROM THE SIDEWALK CAPITAL RESERVE FUND FOR SIDEWALK IMPROVEMENTS ASSOCIATED WITH THE FISCAL YEAR 2016-2017 ROAD IMPROVEMENT PROJECTS.

Somersworth, NH
July 25, 2016

WHEREAS, the City Council adopted Resolution 18-11 to create the Sidewalk Capital Reserve fund for the purpose of construction, reconstruction, or rehabilitation of sidewalks, and

WHEREAS, the City Council intends to make certain road and utility improvement that will be accomplished during the 2016-2017 fiscal year and included with these projects are various sidewalk improvements that include construction, reconstruction, and rehabilitation, and

WHEREAS, the estimated cost of these sidewalk projects is \$257,904 (Two Hundred Fifty Seven Thousand Nine Hundred Four dollars), and

WHEREAS, it is recommended that the City utilize the Sidewalk Capital Reserve Fund to accomplish these sidewalk improvements, and

WHEREAS, the City Council is designated as agents to expend these funds,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City may utilize \$257,904 (Two Hundred Fifty Seven Thousand Nine Hundred Four dollars) from the Sidewalk Capital Reserve fund to be used for sidewalk improvements associated with the fiscal year 2016-2017 road improvement projects..

Sponsored by Councilors:

David A. Witham
Dale R. Sprague
Martin Pepin
Jennifer G. Soldati
Denis Messier

Approved:

City Attorney

SOMERSWORTH, NEW HAMPSHIRE

City of Somersworth
One Government Way
Somersworth, NH
03878



City Hall
603.692.4262
www.somersworth.com

June 30, 2016

Mr. Thomas Jameson, P.E. TAP Program Manager
NHDOT Bureau of Planning & Community Assistance
John O. Morton Building
7 Hazen Drive, PO Box 483
Concord, NH 03302-0483

RE: Somersworth Transportation Alternatives Program (LOI)
Letter of Intent to Apply

Dear Mr. Jameson:

Please accept this correspondence on behalf of the City of Somersworth signaling our interest in applying for Transportation Alternatives Program funds in the recently announced application cycle. See attached project map for details.

The City wishes to advance its pedestrian and bike network to better connect the schools to the downtown. The City currently has well maintained sidewalks and bike lanes in its downtown area and outbound on High Street up to West High Street. The City would like to continue the well maintained sidewalk network past West High Street to Memorial Drive where the Middle and High School are located as well as adding bike lanes. This sidewalk is approximately 1350 linear feet with granite curb and is shown as a red line on the map. The pedestrian crossing at Memorial Drive and High Street has experienced a number of accidents and we believe safety would be enhanced with improvements including traffic calming and potentially pedestrian signals or flashing signs. This is shown as a blue circle on the map.

Sidewalks currently exist on Memorial Drive where the Middle and High School are located and on Maple Street where the Elementary School is located. This is shown as a purple line on the map. The City would like to extend the sidewalk network down Cemetery Road onto Maple Street to connect the Middle/High School to the Maplewood Elementary School. This sidewalk is approximately 2400 linear feet and shown as a red line on the map. In addition, two informal pathways exist connecting the Middle and High Schools to the elementary school. The first from the Middle/High school to Maplewood Elementary is approximately 1100 linear feet and is shown as a yellow line on the map. The second one continues from Maplewood Elementary on to Bartlett Avenue and is approximately 550

Proud past, bright future

linear feet and is shown as a yellow line on the map. The City would like to formalize the pathways with stone dust and put up Dark Sky compliant lighting to enhance safety.

We estimate that the project will cost approximately \$717,000. The City will be requesting 80% federal TAP funds in the amount of \$573,600.

We feel certain that this project meets TAP eligible activity: Construction, planning and design of infrastructure related projects and systems that will provide safe routes for non-drivers, including children, older adults and individuals with disabilities to access daily needs.

The contact person for this application process will be:

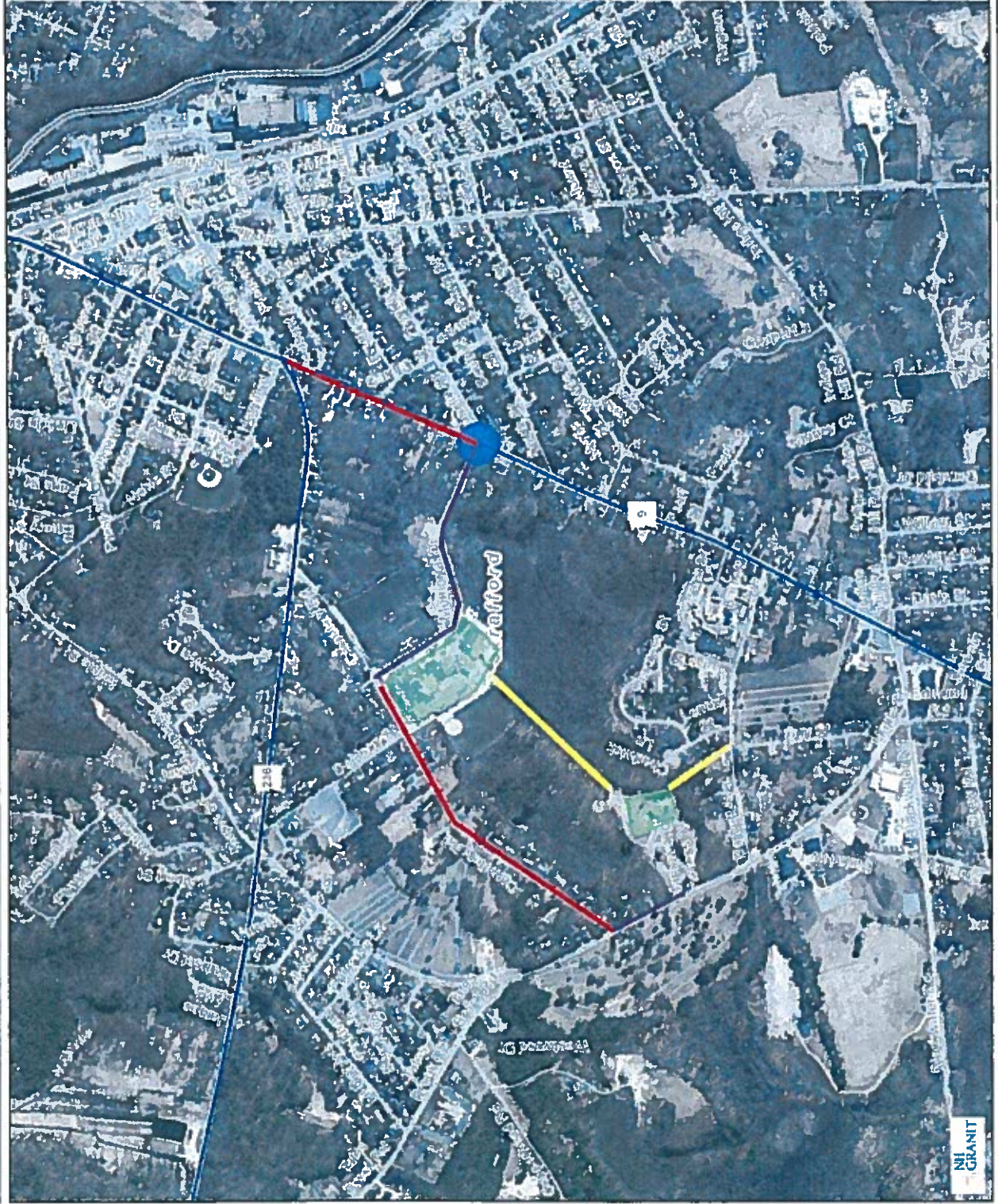
Shanna B. Saunders, Director of Planning & Community Development
City of Somersworth
1 Government Way
Somersworth, NH 03878
ssaunders@somersworth.com
603-692-9517

Thank you for your time and consideration.

A handwritten signature in black ink that reads "Shanna B. Saunders". The signature is fluid and cursive, with the first name "Shanna" and last name "Saunders" clearly legible.

Shanna B. Saunders
Director of Planning & Community Development

Map by NH GRANIT



Legend

- State
- County
- City/Town
- Interstates
- Turnpikes
- US Routes
- State Routes
- Local Roads
- NH 2015 1-foot RGB

- existing sidewalk
- proposed sidewalk & bike lane
- proposed lit trail



- School



- intersection improvements

Map Scale

1: 10,912

© NH GRANIT, www.granit.unh.edu

Map Generated: 6/27/2016

Notes





FYI
Mayor/Council
- new SUV
proposed graphics
807-
7/22/16



FEMA

JUN 28 2016

*FYI Council
To [Signature] ABS*

Honorable Dana S. Hilliard, Mayor
City of Somersworth
One Government Way
Somersworth, NH 03878

Dear Mayor Hilliard:

Thank you for the opportunity to review the Multi-Hazard Mitigation Plan Update 2016 City of Somersworth, NH. The Department of Homeland Security (DHS), Federal Emergency Management Agency (FEMA) Region I has evaluated the plan for compliance with 44 C.F.R. Pt. 201. The plan satisfactorily meets all of the mandatory requirements set forth by the regulations.

With this plan approval, the City of Somersworth is eligible to apply to New Hampshire Homeland Security and Emergency Management for mitigation grants administered by FEMA. Requests for mitigation funding will be evaluated individually according to the specific eligibility requirements identified for each of these programs. A specific mitigation activity or project identified in your community's plan may not meet the eligibility requirements for FEMA funding; even eligible mitigation activities or projects are not automatically approved.

Approved mitigation plans are eligible for points under the National Flood Insurance Program's Community Rating System (CRS). Complete information regarding the CRS can be found at <http://www.fema.gov/national-flood-insurance-program-community-rating-system>, or through your local floodplain administrator.

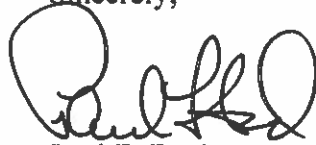
The Multi-Hazard Mitigation Plan Update 2016 City of Somersworth, NH must be reviewed, revised as appropriate, and resubmitted to FEMA for approval within **five years of the plan approval date of June 17, 2016** in order to maintain eligibility for mitigation grant funding. We encourage the City to continually update the plan's assessment of vulnerability, adhere to its maintenance schedule, and implement, when possible, the mitigation actions proposed in the plan.

Honorable Dana S. Hilliard
Page 2

JUN 28 2016

Once again, thank you for your continued dedication to public service demonstrated by preparing and adopting a strategy for reducing future disaster losses. Should you have any questions, please do not hesitate to contact Melissa Surette at (617) 956-7559.

Sincerely,

A handwritten signature in black ink, appearing to read 'Paul Ford', with a large, stylized initial 'P'.

Paul F. Ford
Regional Administrator

PFF: ms

cc: Leigh Cheney, Acting New Hampshire State Hazard Mitigation Officer
Jennifer Gilbert, Asst. New Hampshire State NFIP Coordinator
Parker Moore, Emergency Management Planning Specialist, New Hampshire
Keith Hoyle, EMD, Somersworth
Kyle Pimental, Principal Regional Planner, SRPC

Enclosure



Come Join Us!
for



National Night Out

The Somersworth Prevention Coalition, in partnership with the Somersworth Police Department, invites the public to join us for the 3rd Annual National Night Out! This fun, free event is being held on Tuesday, August 2, 2016 from 5:30pm to 7:30pm at Jules Bisson Park in Ward 5, off Indigo Hill Road. We will have games with Somersworth Rec Department, food, family activities, demonstrations from Sole City Dance, DJ Mike Pomp, special visits from the Somersworth Fire Department and American Ambulance, law enforcement demonstrations, raffle prizes and giveaways, plus great information from local resources! **It's all FREE!**

WHEN:

**Tuesday, August 2, 2016
5:30pm - 7:30pm**

WHERE:

**Jules Bisson Park
off Indigo Hill Road**

The Somersworth Prevention Coalition is a federally funded Drug Free Communities grant recipient with a mission to reduce drug and alcohol use among our youth and build healthy community partnerships.



51 West High Street • Somersworth, NH 03878 • 603-969-9610
www.somersworthcoalition.org • [Facebook.com/sorocoalition](https://www.facebook.com/sorocoalition)

AGREEMENT TO DELAY EVICTION

AGREEMENT made this _____ day of July, 2016 by and between the City of Somersworth, a municipal corporation duly organized under the laws of the State of New Hampshire with a principal place of business and mailing address of One Government Way, Somersworth, NH 03878, (CITY), and Imelda Sumargo, an individual with a mailing address of 204 Sherwood Glenn, Somersworth, NH 03878 (TAXPAYER).

WITNESSETH

1. Premises: The PREMISES which are the subject of this agreement are a mobile home located at 204 Sherwood Glenn, Somersworth, NH 03878, which was taken by the City by tax deed recorded in the Strafford County Registry of Deeds at Book 4329, Page 541, and dated October 2, 2015.

2. On or about _____, the City served a Notice to Quit on the Taxpayer giving her until May 15, 2016 to vacate the premises. The City agrees to delay filing a landlord tenant writ in district court provided the Taxpayer satisfies the following requirements:

- A. Submits a payment to the City of \$8,000, via cashiers or certified check, and thereafter makes monthly payments to the City of \$350, to be made no later than the _____ of each month, until the balance of the back taxes, interests, and costs, due to the City as described in RSA 80:89 for the Premises are paid in full;
- B. payment in full of any property taxes that become due and payable;
- C. payment in full of any mobile home park rents and/or fees;
- D. payment in full of any utilities;
- E. obtaining and maintaining property insurance with the City listed as additional insured.

At any time during the period of this Agreement, the Taxpayer may pay the back taxes, interest, and costs to the City as described in RSA 80:89 and the City will convey the Premises to the Taxpayer.

Upon payment in full of the back taxes, interest, and costs to the City as described in RSA 80:89, the City shall convey the Premises to the TAXPAYER via a Deed with No Covenants.

3. Contingencies: This Agreement is contingent upon TAXPAYER making all payments in a timely manner and maintaining adequate property insurance. In addition, this Agreement is contingent on TAXPAYER timely paying all real estate taxes that may become due and payable during the term of this Agreement.

Time is of the essence with regard to these payments, and failure of TAXPAYER to make all payments on time or to maintain adequate property insurance shall constitute a default on her part and shall result in the City immediately filing a landlord tenant writ in district court.

4. Binding Effect: This contract shall be binding upon the heirs, successors and assigns of both TAXPAYER and City.

5. Prior Statements: All representations, statements, and agreements heretofore made between the parties hereto are merged in this Agreement, which alone fully and completely expresses their respective obligations, and this Agreement is entered into by each party after opportunity for investigation, neither party relying on any statements or representations not embodied in this Agreement, made by the other or on his behalf.

6. Construction of Agreement: This Agreement, executed in duplicate, shall be construed as a New Hampshire contract.

7. Waiver: The waiver by any party of any breach of any provision of this Agreement shall not operate as, or be construed as a waiver of any subsequent breach thereof.

8. Severability: Should any provision of this Agreement or any portion of any provision of this Agreement be held invalid or unenforceable according to law, the remaining portions hereof shall not be effected thereby but shall continue in full force and effect.

WITNESS our hands this _____ day of July, 2016.

CITY:

**CITY OF SOMERSWORTH
BY ITS CITY COUNCIL**

By: _____
Robert Belmore, City Manager
Duly Authorized

TAXPAYER:

IMELDA SUMARGO

MITCHELL MUNICIPAL GROUP, P.A.

ATTORNEYS AT LAW
25 BEACON STREET EAST
LACONIA, NEW HAMPSHIRE 03246

WALTER L. MITCHELL
JUDITH E. WHITELAW
LAURA SPECTOR-MORGAN
STEVEN M. WHITLEY

TELEPHONE (603) 524-3885
FACSIMILE (603) 524-0745

July 19, 2016

CERTIFICATION

Re: City of Somersworth, New Hampshire

Resolution No. 1-17

Title: TO AUTHORIZE THE SCHOOL DEPARTMENT TO UTILIZE A PORTION
OF THE CABLE FRANCHISE FEE TO PURCHASE EQUIPMENT
NECESSARY FOR THE PURPOSE OF INSTRUCTION AND
BROADCASTING AT THE CAREER TECHNICAL CENTER

This is to confirm that in accordance with Somersworth City Council Rules and Regulations #17 (D)1, we have reviewed the above referenced resolution. To our examination it is in correct technical form, and to our understanding is not repugnant to the laws and constitution of the State of New Hampshire nor the Charter and Ordinances of the City of Somersworth.

MITCHELL MUNICIPAL GROUP, P.A.
City Attorney

Date: _____

7/19/16

By: _____



MITCHELL MUNICIPAL GROUP, P.A.

ATTORNEYS AT LAW
25 BEACON STREET EAST
LACONIA, NEW HAMPSHIRE 03246

WALTER L. MITCHELL
JUDITH E. WHITELAW
LAURA SPECTOR-MORGAN
STEVEN M. WHITLEY

TELEPHONE (603) 524-3885
FACSIMILE (603) 524-0745

July 19, 2016

CERTIFICATION

Re: City of Somersworth, New Hampshire

Resolution No. 2-17

Title: **AUTHORIZING THE CITY MANAGER TO SIGN A
LEASE/PURCHASE AGREEMENT FOR THE PURCHASE
OF CITY VEHICLES**

This is to confirm that in accordance with Somersworth City Council Rules and Regulations #17 (D)1, we have reviewed the above referenced resolution. To our examination it is in correct technical form, and to our understanding is not repugnant to the laws and constitution of the State of New Hampshire nor the Charter and Ordinances of the City of Somersworth.

MITCHELL MUNICIPAL GROUP, P.A.
City Attorney

Date: 7/19/16

By: 

MITCHELL MUNICIPAL GROUP, P.A.
ATTORNEYS AT LAW
25 BEACON STREET EAST
LACONIA, NEW HAMPSHIRE 03246

WALTER L. MITCHELL
JUDITH E. WHITELAW
LAURA SPECTOR-MORGAN
STEVEN M. WHITLEY

TELEPHONE (603) 524-3885
FACSIMILE (603) 524-0745

July 19, 2016

CERTIFICATION

Re: City of Somersworth, New Hampshire

Resolution No. 3-17

Title: AUTHORIZE THE CITY MANAGER TO CONTRACT WITH
2 WAY COMMUNICATIONS, INC. OF NEWINGTON, NH
FOR THE PURCHASE OF PORTABLE RADIOS FOR
THE FIRE DEPARTMENT

This is to confirm that in accordance with Somersworth City Council Rules and Regulations #17 (D)1, we have reviewed the above referenced resolution. To our examination it is in correct technical form, and to our understanding is not repugnant to the laws and constitution of the State of New Hampshire nor the Charter and Ordinances of the City of Somersworth.

MITCHELL MUNICIPAL GROUP, P.A.
City Attorney

Date: 7/19/16

By: 

MITCHELL MUNICIPAL GROUP, P.A.

ATTORNEYS AT LAW
25 BEACON STREET EAST
LACONIA, NEW HAMPSHIRE 03246

WALTER L. MITCHELL
JUDITH E. WHITELAW
LAURA SPECTOR-MORGAN
STEVEN M. WHITLEY

TELEPHONE (603) 524-3885
FACSIMILE (603) 524-0745

July 19, 2016

CERTIFICATION

Re: City of Somersworth, New Hampshire

Resolution No. 4-17

**Title: AUTHORIZE THE CITY MANAGER TO CONTRACT WITH
INDUSTRIAL PROTECTION SERVICES, LLC OF WILMINGTON,
MASSACHUSETTS FOR THE PURCHASE OF SELF-CONTAINED
BREATHING APPARATUS FOR THE FIRE DEPARTMENT**

This is to confirm that in accordance with Somersworth City Council Rules and Regulations #17 (D)1, we have reviewed the above referenced resolution. To our examination it is in correct technical form, and to our understanding is not repugnant to the laws and constitution of the State of New Hampshire nor the Charter and Ordinances of the City of Somersworth.

MITCHELL MUNICIPAL GROUP, P.A.
City Attorney

Date: _____

7/19/16

By: _____



MITCHELL MUNICIPAL GROUP, P.A.
ATTORNEYS AT LAW
25 BEACON STREET EAST
LACONIA, NEW HAMPSHIRE 03246

WALTER L. MITCHELL
JUDITH E. WHITELAW
LAURA SPECTOR-MORGAN
STEVEN M. WHITLEY

TELEPHONE (603) 524-3885
FACSIMILE (603) 524-0745

July 19, 2016

CERTIFICATION

Re: City of Somersworth, New Hampshire

Resolution No. 5-17

Title: **AUTHORIZE THE CITY MANAGER TO EXECUTE THE
2016 JUSTICE ASSISTANCE GRANT PROGRAM**

This is to confirm that in accordance with Somersworth City Council Rules and Regulations #17 (D)1, we have reviewed the above referenced resolution. To our examination it is in correct technical form, and to our understanding is not repugnant to the laws and constitution of the State of New Hampshire nor the Charter and Ordinances of the City of Somersworth.

MITCHELL MUNICIPAL GROUP, P.A.
City Attorney

Date: 7/19/16

By: 

MITCHELL MUNICIPAL GROUP, P.A.

ATTORNEYS AT LAW
25 BEACON STREET EAST
LACONIA, NEW HAMPSHIRE 03246

WALTER L. MITCHELL
JUDITH E. WHITELAW
LAURA SPECTOR-MORGAN
STEVEN M. WHITLEY

TELEPHONE (603) 524-3885
FACSIMILE (603) 524-0745

July 19, 2016

CERTIFICATION

Re: City of Somersworth, New Hampshire

Resolution No. 6-17

Title: AUTHORIZE THE CITY MANAGER TO CONTRACT WITH
SEVERINO TRUCKING CO., INC. OF CANDIA, NH FOR ROAD AND
UTILITY IMPROVEMENTS ON MEMORIAL DRIVE, ALICIA STREET,
WIGGIN COURT, DOWN STREET, A PORTION OF INDIGO HILL ROAD
FROM GREEN STREET TO MAIN STREET, AND A PORTION OF INDIGO
HILL ROAD FROM WILLIAMS STREET TO GREEN STREET

This is to confirm that in accordance with Somersworth City Council Rules and Regulations #17 (D)1, we have reviewed the above referenced resolution. To our examination it is in correct technical form, and to our understanding is not repugnant to the laws and constitution of the State of New Hampshire nor the Charter and Ordinances of the City of Somersworth.

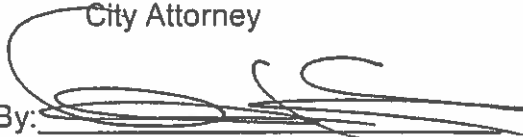
MITCHELL MUNICIPAL GROUP, P.A.

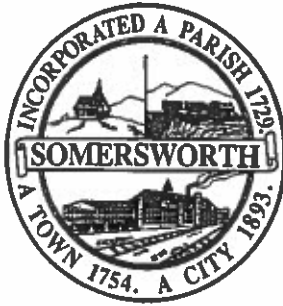
City Attorney

Date: _____

7/19/16

By: _____





MEMORANDUM

To: Bob Belmore, City Manager

From: Scott Smith, Director of Finance and Administration

Date: July 19, 2016

Re: **Monthly Report**

Finance Department:

- Completed State required forms for FY16-17 adopted budget.
- Stared preparation for FY16 closing
- Participated in Union Negotiations
- Participated in interviews for Payroll/AP Clerk
- Bids:
 - Trustee of Trust Fund Financial Advisor – Received June 16, 2016
 - Grave Excavations – Due June 30, 2016 – none received
 - Road Resurfacing bids due July 14, 2016.
 - Solar bids should be out by July 22 – Due in August

Treasurer's Report:

- General Fund cash on hand as of June 30, 2016 are attached to this report. Investments used for the period were short term certificates of deposit, money market account, NH Deposit Investment Pool, Bank of NH C-dars program, and a Citizen's Bank investment account.

City Clerk:

- Prepared for and took minutes at two scheduled City Council meetings, various workshops, public hearings, and standing committee meetings during the month.
- Election filing period June 1 – June 10, 2016
- Total Receipts for the month were \$7,512.
- Permits:
 - 06/10/2016 Cyn's Annual Permit
 - 06/20/2016 Som Prev Coalition Nat'l Night Out
 - 06/15/2016 Eric Duncan HPV Green Energy
 - 06/21/2016 Madeline DeSantis Block Party
 - 06/27/2016 Boy Scout 173 Popcorn sales
 - 06/29/2016 SFA Kids Koncerts 2016
 - 06/29/2016 SFA Kids Koncerts signs

Tax Collector:

- Motor vehicle registrations were a total of \$145,272 during the month.
- Property Taxes collected were \$11,129,416
- Collected \$5,590 for Municipal Transportation Fund during month.
- Total receipts for the month were \$11,333,503.

Human Services:

- Total assistance for the month was \$15,051. That compares to \$16,104 for the month of May 2016 and \$8,426 for June 2015.
- 5 new cases were opened compared to 3 in 2015.
- 29 cases were approved for varying levels of assistance, with 1 case still pending and 2 cases denied. 15 cases were referred to other agencies for support.

Information Technology

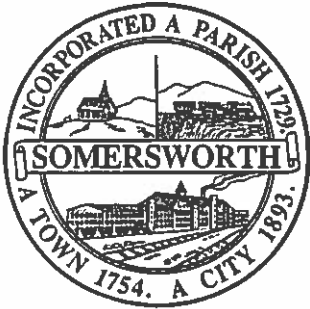
- Spent time in general server maintenance, checked systems, checked and cleared logs.

**Treasurer's Report.
General Fund**

Period Ending June 30, 2016

General Fund Account	Balance	Rate	Maturity Date	Notes
G/F Checking	\$10,161,598	0.00%	N/A	Money available upon demand
Citizens Investment	\$3,568,169	0.25%	N/A	Money available upon demand
Bank of NH - CDARS Programs	\$1,257,741	0.20%	N/A	Money available upon demand
Profile Bank	\$248,504	0.35%	N/A	Money available upon demand
TD Bank	\$3,010,497	0.25%	N/A	Money available upon demand
Century Bank	\$1,008,535	0.50%	N/A	Money available upon demand
Century Bank	\$2,005,925	0.60%	4/20/2016	6 month CD

General Fund Interest Earnings	Period	Year to Date	Year to Date Anticipated	Variance Positive/(Negative)
Period Ending June 30, 2016	\$6,200	\$29,672	\$20,000	\$9,672



DEPARTMENT OF DEVELOPMENT SERVICES

Date: June 3, 2016

From: Shanna B. Saunders
Director of Planning & Community Development

Re: May 2016 Monthly Report

In addition to the Department's various activities listed in the attached staff reports, I attended the following Land Use Board meetings:

- Zoning Board – June 1
- Conservation Commission – no meeting.
- Planning Board – June 15
- Historic District Commission – June 22 (I did not attend)

And attended the following Special Meetings:

- SRTC – June 1
- Vision 20/20 – June 13
- Hilltop Committee - June 8 and June 21
- Traffic Safety – June 15
- ERZ Workshop – June 30

Office of Assessing- June:

- 26 Abatement applications were turned in by the March 1st deadline and are being reviewed, scheduled for inspections as needed, and processed. A decision was made on all 26 applications by the July 1st deadline.
- In response to letters that were sent in March, Religious and Charitable Exemption applications are being reviewed and filed. A letter was sent in June for any missing information.
- There was one new Charitable application for the 2016 year, which was approved.
- We have received one new application for Current Use on parcel 35-03 for the 2016 tax year. This was approved and recorded at the Registry.
- Tax bills went out at the end of May. This office is currently handling inquiries on these matters.

Property Maintenance and Code Enforcement- June:

Property Maintenance and Code Enforcement Activity Report for June 2016						
Incident Location		Origin of Complaint	Responsible person notified	Compliance	Nature of Concern	Date of Complaint
47	Green St.	DDS	yes	yes	mattresses/hedges	6/3/16
11-13	Green St.	DDS	yes	yes	Couch/Mattress	6/3/16
80	Indigo Hill Rd.	CC	yes	yes	Chickens and fence	6/3/16
62	Green St.	DDS	yes	pending	paint/fndtn/siding/roof/wind	6/6/16
62	Green St.	DDS	yes	yes	Trash out early	6/6/16
43	Green St.	DDS	yes	yes	mattresses/bulky	6/6/16
47	Green St.	DDS	yes	yes	mattresses/bulky	6/6/16
11-13	Green St.	DDS	yes	yes	couch	6/6/16
77-79	Franklin St	DDS	yes	yes	mattress/trash out early	6/6/16
85	W High St.	DDS	yes	pending	outdoor stg.	6/6/16
9	Page St.	DDS	yes	yes	grass	6/7/16
15	Lincoln St.	DDS	yes	pending	grass	6/7/16
17	Lincoln St.	DDS	yes	pending	grass	6/7/16
63	Prospect St	DDS	yes	yes	grass	6/7/16
71	Prospect St	DDS	yes	yes	grass	6/7/16
33	Page St.	DDS	yes	yes	grass	6/7/16
47	Maple St.	DDS	yes	yes	grass	6/7/16
49	Mt. Vernon St.	DDS	yes	pending	grass	6/7/16
32	Prospect St	DDS	yes	yes	grass	6/7/16
20	Lincoln St.	DDS	yes	yes	grass	6/7/16
37	Maple St.	DDS	yes	yes	grass	6/7/16
96	Maple St.	DDS	yes	yes	grass	6/7/16
7	Lil-Nor Ave.	DDS	yes	yes	grass	6/7/16
28	Cote St.	DDS	yes	yes	grass	6/7/16
31	Cote St.	DDS	yes	yes	grass	6/7/16
24	Maize Dr.	DDS	yes	yes	grass	6/7/16
331	Main St.	DDS	yes	yes	grass	6/7/16
2	Daniel St.	DDS	yes	yes	grass	6/7/16
375	Main St.	DDS	yes	yes	grass	6/7/16
3	Lincoln St.	DDS	yes	pending	stairs/walkway/paint/wind/door	6/8/16
81	Union St.	DDS	yes	yes	Furniture	6/8/16
62	Green St.	DDS	yes	yes	Trash out early	6/8/16
198	Main St.	DDS	yes	pending	dw/walkway/grass/paint/rf/walls/porch/wind	6/8/16
77	Franklin St	DDS	yes	yes	TV	6/9/16
72	Franklin St	DDS	yes	yes	Mattress	6/9/16
124	High St.	DDS	yes	yes	grass	6/9/16
4	Pearl St.	DDS	yes	yes	grass	6/9/16
10	Pearl St.	DDS	yes	yes	grass	6/9/16
8	Pearl St.	DDS	yes	yes	grass	6/9/16
6	Pearl St.	DDS	yes	yes	grass	6/9/16
1	Lily Pond Rd.	DDS	yes	yes	grass	6/9/16
4	Brian St.	CC	yes	pending	infestation/oil leak/water leak/elec	6/13/16
67	Maple St.	CC	yes	yes	bulky waste	6/13/16
2	Green St.	DDS	yes	pending	paint/fndtn/siding/trash	6/14/16
7-9	Green St.	DDS	yes	pending	paint/grass/number/stairs/trash	6/14/16

11-13	Green St.	DDS	yes	pending	paint/screens/fndtn/deck/ wind/ acc strt/siding	6/14/16
17	Green St.	DDS	yes	pending	grass/walkway/ paint/ roof/ stairs	6/14/16
16-18	Green St.	DDS	yes	pending	roof/ paint/ screens/ shutters/ wind	6/14/16
27	Green St.	DDS	yes	pending	acc strt/ driveway/ shutters/ roof/ siding	6/14/16
31	Green St.	DDS	yes	pending	walkway/ porch/ stairs/ siding/ screens/ wind	6/14/16
36	Rocky Hill Rd	DDS	yes	yes	Trees being cut	6/15/16
5	Cemetery Rd.	DDS	yes	pending	grass	6/15/16
16-18	Green St.	DDS	yes	yes	bulky waste	6/15/16
67	Maple St.	DDS	yes	yes	mattress/ grass	6/15/16
254	I-High St.	DDS	yes	yes	walkway/ grass/ paint/ retain wall	6/15/16
70	South St.	DDS	yes	pending	grass/ paint/ roof/ trash/ number/ fence	6/15/16
10	Portland St.	DDS	yes	yes	trash/ grass/ walkway	6/15/16
331	Main St.	DDS	yes	pending	trash/ grass	6/15/16
284	Main St.	DDS	yes	yes	driveway/ fence/ paint/ roof/ walls/ deck/ wind	6/15/16
2	Hawthorne Cir.	CC	yes	yes	pool/ bushes/ trash	6/24/16
93-99	Main St.	DDS	yes	pending	trash	6/30/16
In addition to new complaints received work continues on the Work in Progress (WIP) files from past months						
Of the 8 pending complainants from May, 4 properties have complied and the remaining 4 properties are progressing on compliance						

Building and Health Departments:

Major Building Permits Applied for in June 2016:**Construction cost****Fee**

27	Colonial Vilg MHP	Manufactured home set	\$35,000.00	\$290.00
103	Colonial Vilg MHP	Manufactured home set	\$35,000.00	\$290.00
101	Colonial Vilg MHP	Manufactured home set	\$35,000.00	\$290.00
29	Colonial Vilg MHP	Manufactured home set	\$35,000.00	\$290.00
28	Colonial Vilg MHP	Manufactured home set	\$35,000.00	\$290.00

Minor Building Permits Applied for in June 2016:

260	Indian Brook Dr	Tenant fit up	\$39,000.00	\$312.00
18	Davis	Roof	\$7,896.00	\$74.00
25	High	Repair	\$10,000.00	\$90.00
4	Patricia	Pool	\$5,300.00	\$52.40
19	Vincent Way	Garage	\$15,000.00	\$130.00
1	Nadeau	Shed	\$1,000.00	\$25.00
2	Hawthorne Circle	Pool	\$375.00	\$25.00
80	Indigo Hill Rd	Fence	\$1,000.00	\$25.00
4	Molly Ln	Pool	\$2,000.00	\$26.00
58	Milo Ln	Porch	\$700.00	\$25.00
376	Old Rochester Rd	3 Season porch	\$8,000.00	\$90.00
227	Rt. 108	addition	\$0.00	\$0.00
11	Lee	Fence	\$6,254.00	\$60.00
32	Maize Dr	Finish Basement/ Attic	\$6,000.00	\$58.00
8	Ruel	Deck/Deck Stairs	\$2,300.00	\$33.00
52	Victoria Dr	Deck/Deck Stairs	\$1,600.00	\$26.00
15	Oakridge Dr	Porch	\$2,729.71	\$35.00
8	Ruel	Window replacement	\$6,356.30	\$66.00
13	Cinnamon Ridge Rd	door	\$2,074.00	\$26.00
118	Franklin	Roof	\$6,625.00	\$63.00
358	Rt. 108	siding	\$2,000.00	\$26.00
315	Main	Ramp	\$29,694.00	\$247.55
44	Crest Dr	Deck/Deck Stairs	\$900.00	\$25.00
13	Broad	Fence	\$2,597.00	\$30.00
26	Shady Ln	Roof	\$8,650.00	\$148.00
169	High	Porch	\$2,500.00	\$30.00
2	East	Solar Photovoltaic system	\$17,000.00	\$146.00
86	Stackpole Rd	Solar Photovoltaic system	\$14,000.00	\$122.00
203	Blackwater Rd	Finish Basement/ Attic	\$16,000.00	\$138.00
13	Lincoln	Window replacement	\$10,000.00	\$90.00
36	Cinnamon Ridge Rd	Bathroom addition/ Remodel	\$800.00	\$25.00
22	Laurel Ln	addition	\$38,700.00	\$320.00

PERMIT RECEIPTS						
	2013	2014	2015	2016	DIFFERENCE this year to last	% OF CHANGE
January	\$1,387.72	\$1,820.00	\$2,157.00	\$6,148.85	\$3,991.85	185.1%
February	\$1,922.02	\$3,864.00	\$2,408.00	\$4,415.00	\$2,007.00	83.3%
March	\$2,974.00	\$2,191.64	\$5,287.28	\$27,399.40	\$22,112.12	418.2%
April	\$2,470.38	\$4,768.15	\$8,277.80	\$11,532.62	\$3,254.82	39.3%
May	\$6,979.20	\$26,049.95	\$7,194.16	\$12,135.10	\$4,940.94	68.7%
June	\$3,609.52	\$24,286.88	\$4,234.80	\$5,107.95	\$873.15	20.6%
July	\$3,968.83	\$3,646.20	\$4,914.41			
August	\$13,916.92	\$6,156.50	\$6,829.37			
September	\$8,522.70	\$6,224.10	\$4,438.20			
October	\$4,336.68	\$6,880.63	\$4,652.40			
November	\$2,930.29	\$2,377.78	\$18,322.40			
December	\$2,990.12	\$2,338.80	\$7,886.00			
Year total	\$56,008.37	\$90,604.63	\$76,601.82	\$66,738.91	\$37,179.87	125.8%
Difference of change this year to last (completed months only)						

Total Permits 2013 to Present						
	2013	2014	2015	2016	DIFFERENCE this year to last	% OF CHANGE
January	31	26	30	33	3	10.0%
February	39	29	24	49	25	104.2%
March	44	29	48	71	23	47.9%
April	60	48	58	56	-2	-3.4%
May	65	66	55	60	5	9.1%
June	77	66	73	77	4	5.5%
July	54	47	51			
August	62	55	67			
September	72	67	69			
October	60	63	58			
November	50	47	64			
December	42	38	52			
YTD Totals	656	581	649	346	58	20.1%

Land Use Boards:

Conservation Commission June 2016:

There were no workshop or regular Conservation Commission meetings held during the month of June.

Historic District Commission June 2016:

The Commission held a workshop meeting for a discussion on district goals.

At the regular meeting the Commission discussed the following:

- Jeff Pratt, 4 Grand Street, Assessor's Map 11, Lot 51, HDC # 05-2016. Application for window replacement and general repairs was approved.
- LBC Property, LLC, 25 High Street, Assessor's Map 11, Lot 67, HDC #67-2016. Application for exterior renovations was approved.
- The Arrigo Family Revocable Trust, 13 Lincoln Street, Assessor's Map 11, Lot 134, HDC # 07-2016. Application for window replacement was approved.
- The Shelly H Klare Revocable Living Trust, 169 High Street, Assessor's Map 10, Lot 117, HDC # 08-2016. Application to rebuild the front porch was approved.

Planning Board June 2016:

- Peter Pope for Somersworth Storage, 234 & 240 Route 108, Assessor's Map 61, Lots 12M, 13 and unnamed lot, SITE # 06-2016. Application for a site plan to expand the existing self-storage facility was tabled until the July Planning Board meeting. The Board did approve a request for a voluntary merger for the three lots.
- Georgianna Roberts Maher, 93 Cole's Pond Road, Assessor's Map 50, Lot 13, SUB #02-2016. Application for a two lot subdivision in the Residential Single Family (R1) District was approved.
- The Monique Chasse Revocable Trust, Green Street, Assessor's Map 18, Lots 43 & 44. Voluntary merger of the two lots was approved.
- The Board reviewed the Site Plan Review Regulations regarding membership to the Site Review Technical Committee. A public hearing was held and the proposed changes were approved.

Zoning Board June 2016:

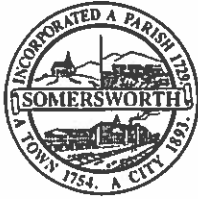
At the regular meeting the Board reviewed the following:

- Edwin Aviles, 3 Woodside Commons, Assessor's Map 84, Lot 3M, ZBA # 05-2016. Application for a variance to increase a nonconforming use and to build within setbacks was approved.
- Edwin Aviles, 8 Woodside Commons, Assessor's Map 84, Lot 8M, ZBA #12-2016. Application for a variance to increase a nonconforming use was approved.
- Seeds of Faith, Inc., on behalf of GEM Farms Revocable Trust, 21 Grand Street, Assessor's Map 11, Lot 17, ZBA # 13-2016. Application for a variance for a group care facility was approved.
- Ashley Holt, 12-14 Mt. Auburn Street, Assessor's Map 09, Lot 184, ZBA # 14-2016. Application for a variance for placement of a pool within setbacks was approved.

Parks and Recreation

- Summer Camp began on June 20th and will run for 8 weeks until August 12th. This year we have a total of 60 participants registered for Kids Camp and 30 participants in our Trends Teen Camp.
- Pee Wee Soccer registration opened the first week in June. This program will run for 6 six weeks at the Noble Pines ballfield.

- Our Parks Maintenance employee Brian Bussiere started on June 11th. Welcome back Brian!
- The Splash Pad opened on Saturday, June 18th to kick off the Children's Festival.
- The Department continues to work closely with the Public Works Department to ensure our parks are safe and clean for all patrons to enjoy. Our Departments have been meeting on a bi-weekly basis to come up with a park maintenance plan.
- New park rules signs have been ordered and are currently being installed to replace the old rules signs.
- The Mast Point Dam entrance sign is complete and should be installed by Sundance Signs on Monday, July 25th.



MEMORANDUM from Director Public Works & Utilities

TO: Robert M. Belmore, City Manager
DATE: July 19, 2016
SUBJECT: Public Works Department Monthly Report for June/July 2016
FROM: Michael Bobinsky, Director of Public Works & Utilities

The Department has been involved with several activities during the reporting period. Highlights are as follows:

- Hired seasonal employee to assist with maintaining downtown streetscape. Results of this position are evident with concentrated maintenance and cleaning in the downtown area.
- Highway personnel landscaped City's parks and downtown flower beds. Assisted the Recreation Supervisor with preparations for Summer Camp.
- Prepared equipment specifications for City vehicles funded for replacement in FY17 Budget.
- Maple St. Culvert Replacement Project started. Highway/Water Staff to monitor utility work.
- Worked with the Planning Director in pursuing State DOT Transportation Assistance Program (TAP) funds for a pedestrian improvement project at High St. at Memorial Dr.
- The Chief Water Treatment Operator, the Water Distribution Foreman and I met with officials from State DES Water Quality Bureau who inspected the Water Treatment Plant. Overall operations and maintenance, treatment protocols and water storage facilities were reviewed.
- The General Foreman and I participated in the NH DOT T2 Green SnowPro training on use of salt and alternative methods to treat icy road conditions.
- Toured the Salmon Falls Watershed and discussed the future Mast Point Dam-Canoe Launch project.
- Worked with the Fire Chief to schedule Call Fire Fighters to assist with trash removal during the July 4th Holiday Weekend at Noble Pines Park.
- A new Adopt a Spot volunteer for the Forest Glade Cemetery will assist with maintaining two (2) specific gardens at the Cemetery and monitor and report vandalism.
- Prepared RFP for a solar energy project at the City's Superfund Landfill Site for July 22 release.
- Evaluating a contractor proposal in response to the road repair/paving bids. Working on recommendations to the City Manager.
- Represented the City Manager at the Skyhaven Airport Advisory Council SAAC meeting at the Skyhaven Airport.

HIGHWAY DIVISION

Operations/Maintenance:

- Continued roadside brush cutting
- Continued street sweeping along residential street
- Cleared debris from catch basins and ditch lines
- Responded to potholes complaints from citizens.

Completed Work

- Addressed Drainage Easement Maintenance in Cinnamon Ridge Subdivision
 - *Long standing erosion problem, installed 85' linear of 12" ADS pipe extending culvert to prevent further erosion and blockage*

- Installed new hand crank mechanism for Memorial Drive Tennis Anchor and repaired net
- Forest Glade Cemetery
 - Poured foundation and installed (1) Veteran's Granite Marker
 - Interned (1) Cremations Burial
 - Continued Tree Pruning
- Landscaped along Station St. and at the corner of Government Way
- Completed the pressure wash cleaning of the façade at the Somersworth Plaza.

Contracted Services

- Weed Abatement completed (Municipal Pest Management) – along curb lines on designated City streets. Contractor to return to apply Avenger material.

WASTEWATER DIVISION

Operations/Maintenance

- Operating within the summer seasonal operation mode (MUCT). This process is used to treat both phosphorus and ammonia nitrogen nutrients.
- Scheduling annual preventative maintenance, including load bank testing on all generators.
- Treated a total of 19,500 gallons of septage from residents not on city sewer.

Safety

- Staff completed training on "Hearing Protection Safety", reviewed the hearing policy within the safety manual.

Compliance

- Prepared and filed monthly reports to US-EPA and NH-DES.
- Treated a total of 37-million gallons of wastewater during the month.

Industrial Pretreatment Program

- Completed annual industrial pretreatment sampling of all industries in accordance with EPA requirements. Results are pending.
- NH-DES approved issuance of Bad Lab Beer a commercial II sewer use permit. The final walkthrough is being completed prior to issuing their permit.

Capital Improvements Plan Items

- Blackwater Rd pump station upgrade – Underwood Engineers submitted the final design to both the state and city for comment. A meeting is being scheduled for full discussion. Construction is projected to begin this fall.
- Replacement front end loader on order – Council approved the purchase, and the order has been placed with Southworth-Milton for a Caterpillar 908M for a cost of \$88,900.

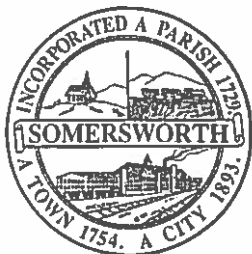
WATER DIVISION

Water Treatment Plant

- Conducted water quality testing
- Pumped 51,345,984 gallons of raw water
- Filtered and pumped to the city 46,805,523 of finished water
- Pressure washed entire plant
- Completed annual Consumer Confidence report, available on the City's website.

Water Distribution

- Water Distribution personnel completed 66 customer service requests and work orders in the month of May.
- Three new services were added to the distribution system in June.
- Hydrant painting has resumed for the summer months. One day per week will be dedicated to this effort.



Somersworth Police Department

12 Lilac Lane

Somersworth, NH 03878

Business: (603) 692-3131 Fax: (603) 692-2111

David B. Kretschmar
Chief of Police

MEMORANDUM

Memo To: Bob Belmore, City Manager
From: David Kretschmar, Chief of Police
Subject: Monthly Report – Month of June 2016

Bob:

Below are some of the activities of our Department for the month of June.

- The Police Department completed the application process for the Byrne Justice Assistant Grant (JAG Grant). The Rochester and Somersworth Police Departments were chosen for direct awards for Strafford County. We are the fiscal agents for the grant and our Department shall receive \$14,390.00. Our plans to use these funds are as follows:
 - + We will be purchasing and installing rugged modems in all of our (6) marked cruisers to communicate with our computer network and the State Police Network.
 - + We will also be purchasing and outfitting (4) cruisers with hand held scanners that will scan driver's licenses and backfill our computer system. We will also be purchasing rugged printers and cruiser mounting. These printers and scanners are part of the State's E-ticket system they will be implementing.
 - + We will be purchasing Taser Training Caps for our officer training in the use of Taser (a less then lethal) use of force.

Memo to Bob Belmore

over

Monthly Report – Month of June, 2016

Page 2

- Jon Hanson was promoted to the rank of Patrol Sergeant effective 6/26/16. Jon has worked for the Department for 6 years, has served as shift commander and field training officer. He will make a fine Patrol Sergeant.
- Officers and dispatchers participated in the Special Olympics Torch Run, running the torch from Rochester through Somersworth to Dover. Special Olympics is a special charity to law enforcement.
- Officer Bill Harper accompanied a team from Somersworth High School to Concord for the Seat Belt Challenge.
- Dispatchers received training at UNH in Dispatching During Active Shooter situations and Liability For Dispatchers
- Three patrol officers were trained and certified Mobile Data Terminals as it pertains to motor vehicle and criminal records checks



City of Somersworth

Fire Department

195 Maple Street – Somersworth, NH 03878-1594



Keith E. Hoyle
Fire Chief & Emergency Management Director
khoyle@somersworth.com

Business: (603) 692-3457
Fax: (603) 692-5147
www.somersworth.com

JUNE 2016 MONTHLY REPORT

EMERGENCY ACTIVITIES

Building Fires:	7
Vehicle Fires:	0
Outside Fires:	2
Emergency Medical:	45
Motor Vehicle Crash:	5
Malfunction/false alarm:	11
Accidental/public service:	27
Hazardous Condition:	11
Hazardous Materials:	1

NON-EMERGENCY ACTIVITIES

Burning Permits:	61
Fireworks Permits:	13
Oil Burner Permits:	0
Place of Assembly Permits:	1
Fire Safety Inspections:	9
Fire Drills:	8

CALLS FOR SERVICE

- We responded to 25 fewer emergency calls this June (109) than in June 2015 – a decrease of 19%.
- We responded to mutual aid fires in Dover, Rochester [2] and in Maine – Lebanon and South Berwick.
- American Ambulance continues to provide excellent EMS services to the city with an average response time that is approximately 4 minutes.
- Made a rescue from Salmon Falls River using the boat. Also used the boat to assist Somersworth and State Police K-9s as they searched for a missing person.

PLANNING/PROJECTS/GRANTS

- Hired firefighter candidate to fill vacant position created by the Vaillancourt retirement.

- Advised by the state that COOP grants will be available later this year (contingency for municipal operations during disasters when school and government buildings are damaged or destroyed).
- Met with municipal Emergency Management Directors in conjunction with “Ready Strafford” organization.
- The two-year federal SAFER Act grant to add 14 new call firefighters has come to an end. We have added 13 and are awaiting one more.
- The Fire Station Advisory Committee met twice to finalize a report to the City Council.
- Met with engineers from the Hilltop Chevrolet renovation to assess whether or not they could temporarily open the showroom.
- Attended the Maple Street culvert reconstruction project meeting to learn the road closure effect on our emergency responses.
- Attended pre-construction meeting for the next phases of the Sunningdale development project.
- Conducted CTC construction inspection.
- Conducted fire protection systems acceptance testing at the Bad Lab micro-brewery on High Street.
- Engine 2 had pump repairs made.
- Call firefighter George Guilmette announced his retirement after 21 years effective July 1st.

TRAINING/MEETINGS

- Three call firefighters hired last year graduated from the state Firefighter I/II course: one call firefighter is enrolled in the NH State EMT basic course while another is in an EMT-Advanced course - all paid for by the federal FEMA SAFER Act grant. Three of the newest hires (in May) will attend a NH Fire Academy Firefighter I course on the seacoast in the fall (paid for with the SAFER Act grant).
- Lt. Clough continues to train to be the Department’s Fire Investigator formerly done by Lt. Vincent.
- F/F Walker attended the “Fire Instructor” curriculum at the NH Fire Academy.
- I attended the annual NH Homeland Security conference.
- I attended a “Firefighter Cancer Awareness” conference featuring the Boston Fire Department efforts.
- Attended “SRTC” meeting.
- Attended “Public Safety Committee” meeting.
- Attended “Traffic Safety Committee” meeting.
- Attended Children’s Festival meeting.
- Attended meeting of the Seacoast Fire Chiefs Association.

COMMUNITY SERVICE

- Attended Drug Task Force meeting.
- Participated in Children's Festival
- Some firefighters participated in the Millers home clean-up Day on South Street.

Respectfully Submitted:

Keith E. Hoyle, Fire Chief/EMD