


CITY OF SOMERSWORTH
Office of the City Manager

TO: Mayor Dana Hilliard and City Council Members

FROM: Robert M. Belmore, City Manager 

DATE: Friday, June 3, 2016

SUBJECT: City Manager's Report for Monday, June 6, 2016
City Council Agenda

6:00pm: Workshop on Property Tax Assessing Programs – Presented by Cocoran Consulting

6:30pm: Workshop on European Naiads in Milton Three Ponds, presented by Paul Gregory and John McPhedran of MDEP Invasive Aquatic Species Program

Unfinished Business (under Section 13 of Agenda)

Ordinances

- A. **Ordinance No. 18 –16 Amending Chapter 29, Administrative Code, By Amending Section 3.6.16, Division of Public Works.** The Government Operations Committee supports this Ordinance amendment. Both the Public Works Department and Director of Planning & Community Development support this collaborative assignment to better assist in maintaining our quality Parks' image.

Resolutions

- A. **Resolution No. 37-16 To Authorize the City Manager to Solicit Request for Proposals to Develop a Solar Project Pursuant to RSA 362-A at the Former Somersworth Sanitary Landfill on Blackwater Road.** Again, both the Finance Committee and Public Works Committee recommend that we re-issue the RFP. One of the primary challenges continues to be the ability to ensure the project provides a financial benefit to the City.

New Business (under Section 14 of Agenda)

Ordinances

- A. Ordinance No. 19-16 Transfer Ordinance between Departments.** The Finance Committee met on May 26th to discuss this Charter requirement. Our best Budget projection indicates the General Fund bottom line will be in the black by approximately \$200,000, however I recommend a transfer of funds to the Fire Department and Police Department from the Public Works Department. The Fire Department and Police Department have had several long-standing employees retire which has placed a strain on their operating budgets. The Fire Department also continues to have overtime manning challenges. This is a housekeeping action item: that is, the City Charter allows the City Manager to transfer funds within a Department, however, it takes Council action to transfer funds between Departments.
- B. Ordinance No. 20-16 Amending Chapter 13 Police Offenses, Section 3.1.F.5, 15 Minute Parking.** This Ordinance change was discussed at the Traffic Safety Committee meeting on May 18 and the Committee recommends changing the 2 hour parking to 15 minute parking in front of Market Street Bakery.
- C. Ordinance No. 21-16 Amending Chapter 4, Personnel Rules and Regulations.** Government Operations Committee met on June 1st. The Committee recommends a 2.5% COLA increase for non-union positions across the board. Attached is a copy of the primary positions affected in this change in the Personnel Plan. Just a reminder, this action, if approved, would carry over to provide members of the Water/Wastewater Collective Bargaining Unit the same COLA increase to their pay scale. This CBA/Union Contract has language that provides for wage adjustments in accordance with the City's Personnel Plan as may be approved by the City Council.

Resolutions

- A. Resolution No. 38-16 to Seek to Establish a Sister City Relationship with Thetford Mines, Quebec.**
- B. Resolution No. 39-16 Authorizing the City Manager to Engage in Discussions with the Strafford County Administration to Explore the Feasibility of a County Property Tax Assessing Program to Include the City of Somersworth.**
- C. Resolution No. 40-16 Authorizing the City Manager to Engage in Discussions with the City Managers of the Cities of Rochester and Dover to Explore the Feasibility of Joint City Fire Administrative Services.**

Other

- A. Vote to Approve and Adopt the City's Multi-Hazard Mitigation Plan Update 2016.** Attached is a copy of the Plan that was prepared with the assistance of the Strafford Regional Planning Commission (SRPC). The Plan has been approved by FEMA Region I as indicated in the attached email from Ms. Surette, FEMA Senior Planner. This Plan provides the City eligibility to apply for Federal Mitigation Grants. I extend my appreciation to the Community's Team that participated in this process: City, School, Somersworth Housing Authority and American Ambulance representatives.

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

A. Informational Items

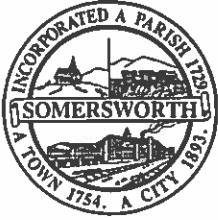
1. Brownfield's/Hazardous Materials Clean-up

- **Former Police Station.** Strafford Regional Planning Commission representatives and their Program Engineering Consultants, Credere Associates, completed a site visit on May 19th with City Staff to begin their assessment work.
- **Former Breton's Cleaners.** I have received notification from NHDES, Brownfield's Program Engineer Mike McClusky that this State Agency will be funding the assessment work at Breton's Cleaners. They have selected GZA GeoEnvironmental to complete the work. A site visit was conducted this past week so that GZA can complete a cost estimate for their work scope for NHDES review and approval.

- 2. Somersworth Festival Association (SFA) – International Children's Festival.** This event marks their 36th year. The City continues to partner with the SFA and will be providing various levels of support from our Highway Division, Recreation Staff, Police and Fire Departments, as well as School Department. American Ambulance will also provide coverage.

B. Attachments

1. City Attorney Certifications (5).
2. Skyhaven Airport Advisory Council Annual Report (*Draft*).



City of Somersworth

1 Government Way – Somersworth, NH 03878

MEMORANDUM

TO : Robert M. Belmore, City Manager
FROM : Wil Corcoran, City Contracted Assessing and Marybeth Walker, Assigned City Assessor
CC : Shanna Saunders, Director of Planning & Community Development

RE : Somersworth overview of the assessing process
DATE : May 31, 2016

As requested, we have prepared this memo to serve as an update on the assessing process in Somersworth. We will be in attendance at the City Council Workshop on June 6 at 6:00pm to provide this state of the City assessing program to the Mayor and Councilors.

For assessing purposes our date of appraisal is always April 1 of any year. This means that we 'capture' the status of all properties as they were on April 1st each year.

Our last Revaluation was done in 2014.

The state of New Hampshire determines our overall equalized ratio, (assessments compared to sales prices), every year. The sales they use for this report run from October 1st thru September 30th each year. (This puts April 1st in the middle).

Our ratio before the reval (2013) was 112.3%. After the reval (2014) ratio was 100.5%
The New Hampshire Department of Revenue monitored all of our assessing practices for the revaluation and recertification. We were issued a letter of compliance for all assessing processes.

2015 Ratio: 100.6%, (Using 132 sales) COD 8.8 PRD 1.02 Weighted Mean 99.1%
2016 Ratio: 95%, (Using 102 sales) COD 13 PRD 1.06 Weighted Mean 94%

We can discuss or explain what these statistics mean if you wish.

Sales from 10/01/2015 to 05/20/2016:

2016 Breakdown	#Sales	A/S Ratio	Median Sale price
Overall	102	95%	
Single Family	65	96%	\$180,300
Condominiums	5	95%	\$136,000
2 & 3 Family	8	88%	\$191,000
Mobile Homes	14	97%	\$26,750
Commercial	7	99%	

Although the sales indicated a flat market in the City of Somersworth from 2014 to 2015 we are currently seeing a rise in the real estate. In a Seven month period the sales show that the market in Somersworth has increased in sales prices by 5.6% over last year.

Field work examples: The City of Somersworth consists of 4,325 parcels. To keep up with changes that may occur within these properties we have the following process in place.

1. Sales: Unless we have been to the property recently we visit every property that has sold within the year, (Excluding family transfers). This is to verify the information on the property record card and to verify the sale as 'open market'.
2. Permits: We visit every property that receives a building permit from April 1 to March 31 and all re-checks from previous years when the property was still under construction, to determine their status as of April 1.
3. Cycle inspections: We have a 4 year cycle inspection process. We visit 25% of the community every year for five years. Then on the fifth year we field review all properties and perform the re-evaluation. (This is required by the State DRA Assessing Standards Board). The property owners/taxpayers are notified through the City website and the City newsletter that we are starting the cycle process. Once we have done our initial visit; we send letters requesting an inspection for properties that we were unable to gain access.
4. Abatements & taxpayer requests.

Subdivisions:

2016 tax year- no new subdivisions

2015 tax year-

1. Sunningdale Subdivision- 158.8 acres subdivided into 177 lots of record. The owner immediately put all but 3 lots into current use status. Currently there are 16 parcels out of current use at various stages of new construction.
2. Flatley- Tara Meadows Subdivision of land: Proposal for new apartments no permits yet.

Exemptions and Credits:

The deadline to apply for exemptions and credits is April 15th.

This year we had 22 new applications for the elderly exemption and 25 new applications were submitted for the regular veterans' credit. For various reasons they were not all approved.

Elderly Income Limits: Single \$32,000 Married \$50,000 Asset limits: \$100,000

Exemption: 65 to 74: \$50,000 75-70: \$65,000 80+: \$75,000

Blind Exemption: \$25,000

Veteran Credits: Regular \$500

100% Permanent Disabled due to service related injury \$1,400

Total Exemptions/Credits currently in place are as follows:

Elderly-70 Blind-6 Veteran-(regular)-440 Veteran-(100% disabled)-31

Abatements:

The deadline to file an application for abatement is March 1st.

This year we received 25 abatement applications. We are in the process of investigating each application and responding to the taxpayers. Our deadline to respond to the taxpayer is July 1st or they are considered to be denied.

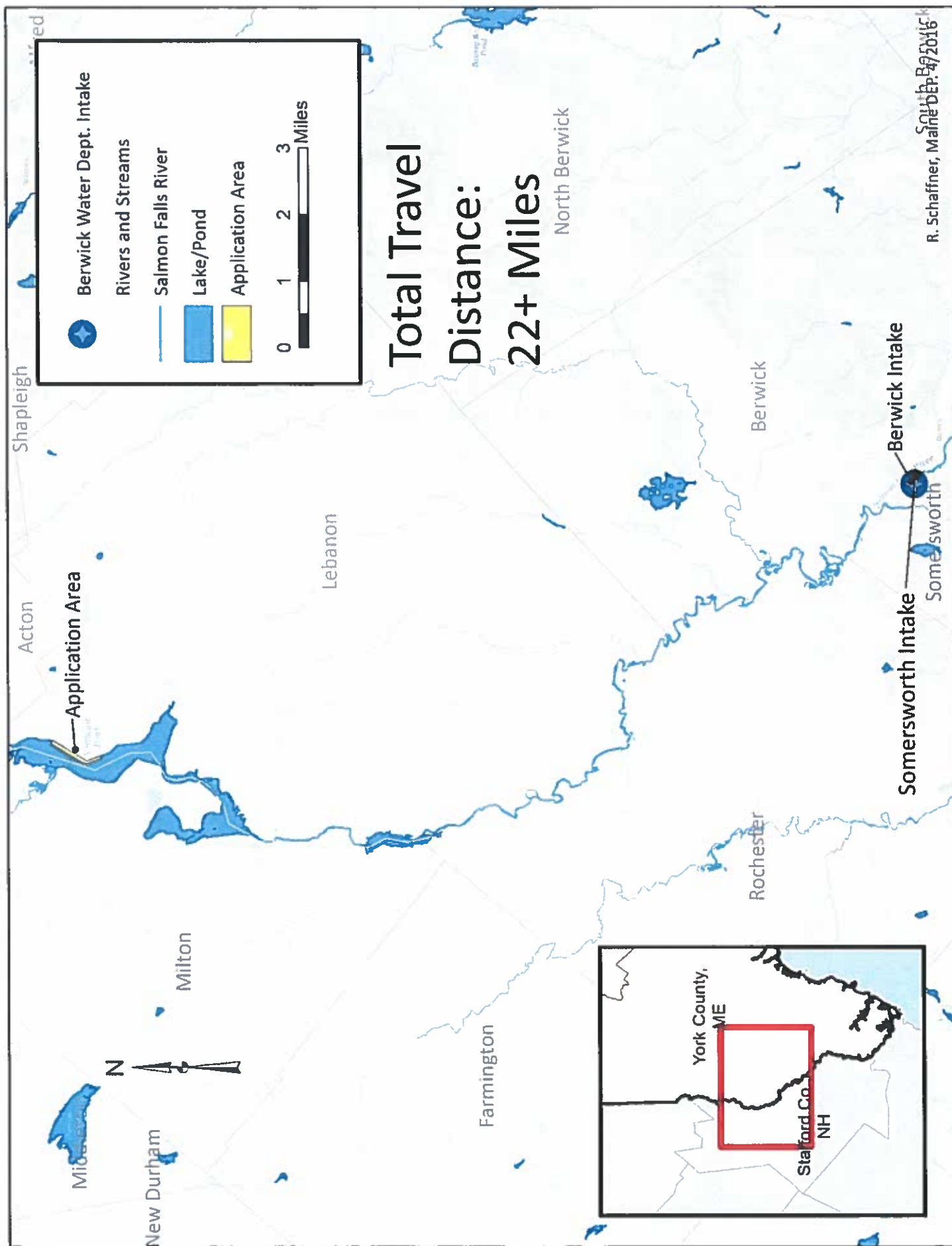


Response to European naiad in Milton Three Ponds

Paul Gregory and John McPhedran
MDEP Invasive Aquatic Species Program

MAINE DEPARTMENT OF ENVIRONMENTAL PROTECTION

Protecting Maine's Air, Land and Water



European naiad basics

- Intentionally introduced in 1930s as waterfowl food
- Annual: flowers July, seeds develop
- Seeds drop mid to late fall
- NE Pond: plants die back by early October
- Bushy growth up to 8 ft. tall; very brittle stems
- Seeds and viable plant material can be dispersed by waterfowl and recreational watercraft
- Can blanket the shallows of waterbodies, causing biological, ecological, recreational, aesthetic and economic problems

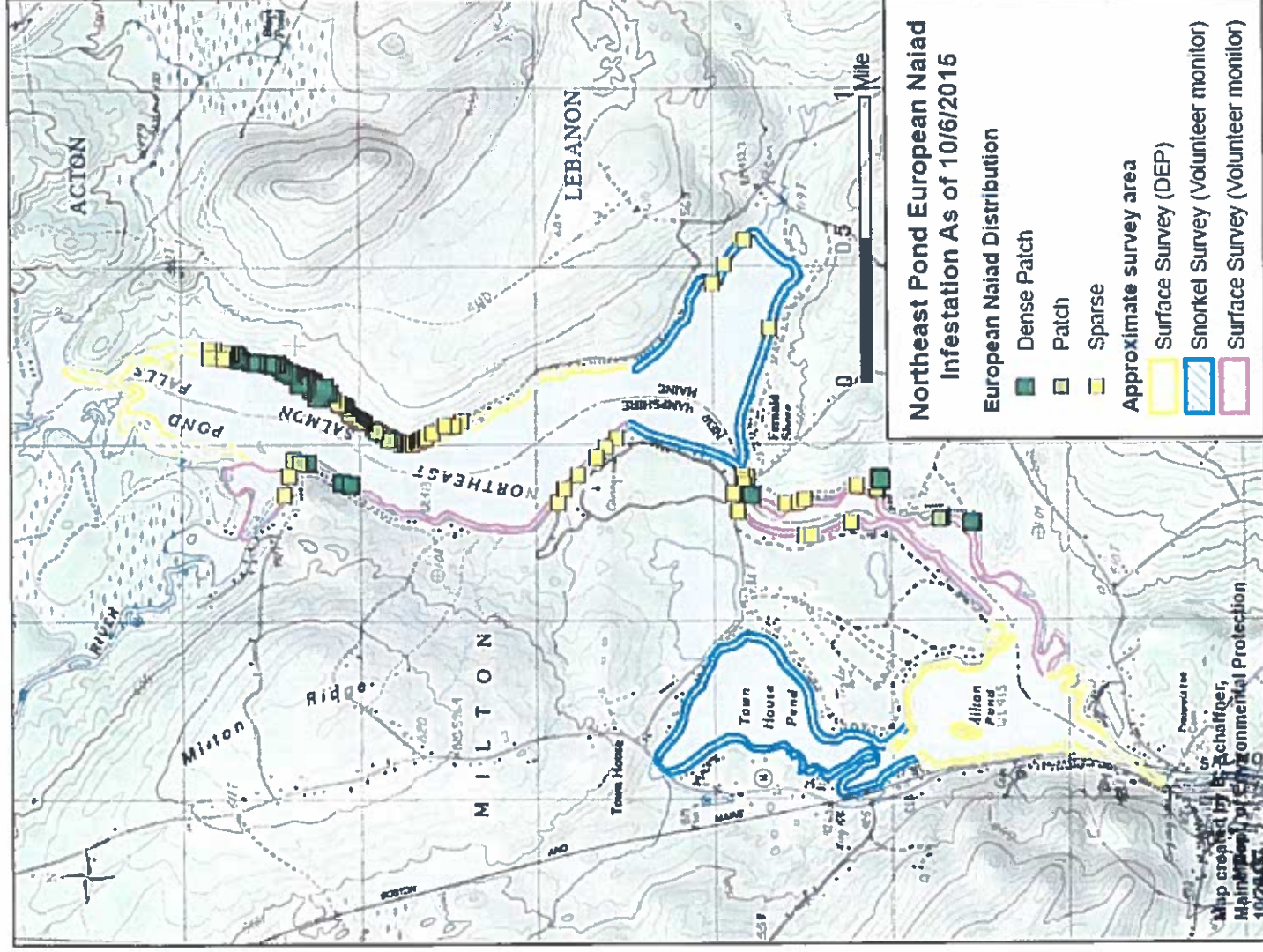


Discovery of *E. coli*

- Discovered early September 2015 by volunteer
- Sample sent to Maine VLMP, DEP and NH DES for ID verification
- Volunteer and state agency staff completed survey on 9/18, 9/24, 9/28 and 10/6. L. Callahan of YCIASP organized survey



Fall 2015 distribution



Integrated Management

DASH

Benthic Barrier

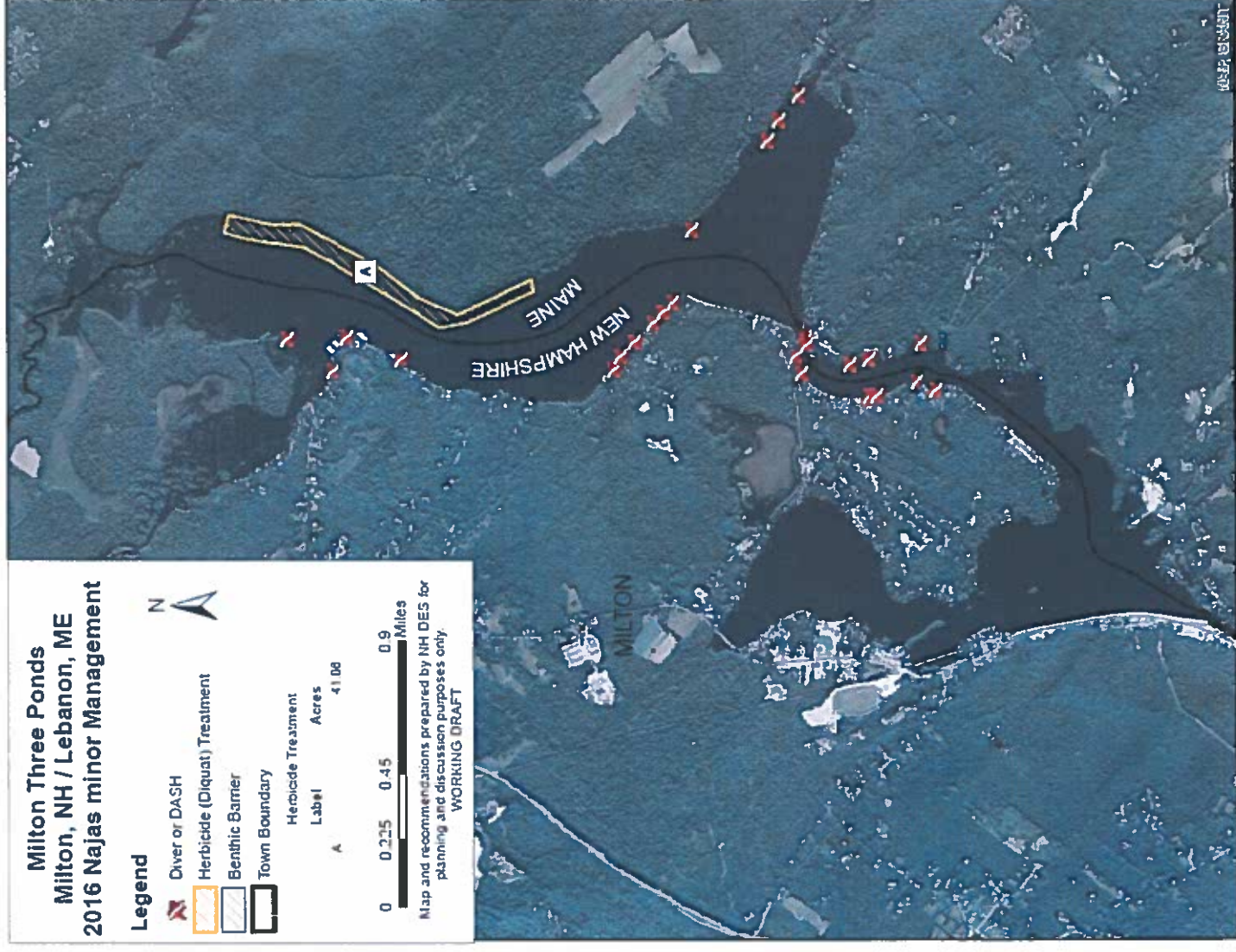
Herbicide

Objectives

Eradication

Long-term Suppression

Local/State Partnership

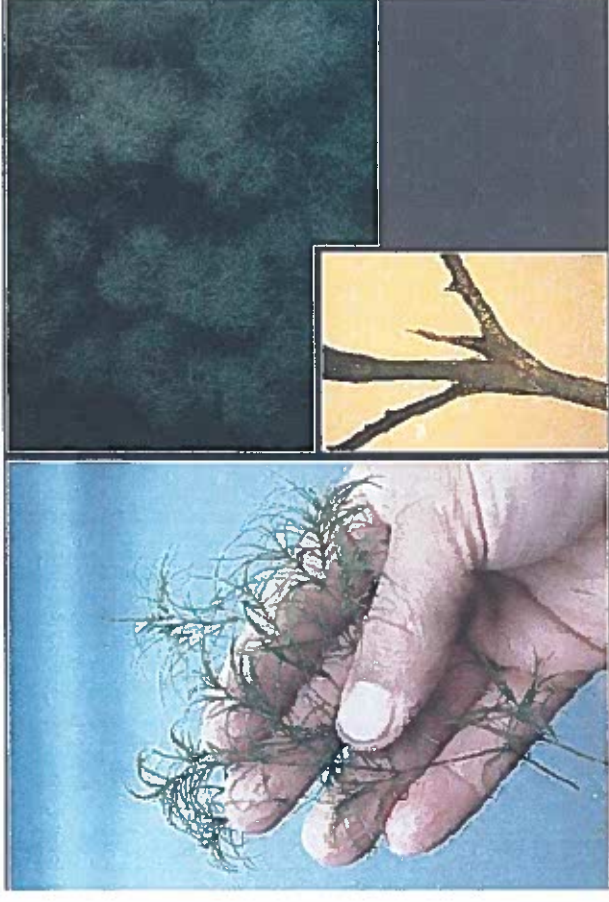


Herbicides in Maine

Maine Statute: restoring biological communities

Since 2001:

- Pickerel Pond, Limerick
- Pleasant Hill Pond, Scarborough
- Salmon Lake, Belgrade
- Damariscotta Lake, Jefferson



MAINE DEPARTMENT OF ENVIRONMENTAL PROTECTION

www.maine.gov/dep

Herbicide: Diquat dibromide

- Effectively kills the plant
 - Contact herbicide
 - Required contact time: several hours
 - Degradation rate: ~48 hour half-life
 - Applied only at dose needed to be effective
 - Registered for E. naiad control in aquatic systems
 - Used for aquatic plant management for decades
- Treatment mid-June into early July: after plants are established but before seeds form



Herbicide cont'd

- Liquid formulation applied by weighted hoses deployed from a boat
- Plant control achieved in 10-14 days post treatment
- Contractor applies herbicide to achieve planned concentration in treatment area
- Herbicide targets the above sediment portion of the plants



DEP General Permit

- Notice of Intent
- Public meeting
- Notification
- Monitoring herbicide in treatment area and downstream until non-detect
- Monitoring plants pre and post treatment
- Visual observations for effects on fish and other wildlife





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ORDINANCE NO. 18-16 AMENDING CHAPTER 29, ADMINISTRATIVE CODE,
BY AMENDING SECTION 3.6.16, DIVISION OF PUBLIC WORKS

Somersworth, NH
May 16, 2016

THE CITY OF SOMERSWORTH ORDAINS THAT the ordinances of the City of Somersworth, as amended, be further amended as follows:

AMEND Chapter 29, Section 3.6.16.c, Division of Public Works, by removing “that” and adding “as may be” and “and to provide general maintenance to all City parks not otherwise assigned”.

The Section will read as follows:

- c) Maintain City buildings and land except as may be assigned to another department, and to provide general maintenance to all City parks not otherwise assigned.

This ordinance will take effect upon its passage.

Sponsored by Councilors:

Jennifer G. Soldati
Martin P. Dumont, Sr.
Nancie Cameron
Jessica Paradis

Approved:

City Attorney

RESOLUTION NO. 37-16 TO AUTHORIZE THE CITY MANAGER TO REQUEST PROPOSALS TO DEVELOP A SOLAR PROJECT PURSUANT TO RSA 362-A AT THE FORMER SOMERSWORTH SANITARY LANDFILL ON BLACKWATER ROAD

Somersworth, NH
May 16, 2016

WHEREAS the City of Somersworth solicited proposals from qualified companies to design, engineer, install, monitor, evaluate, maintain, finance and decommission community solar projects pursuant to the New Hampshire Group Net Metering statute, RSA 362-A and locate them on the closed sanitary landfill site on Blackwater Road; and

WHEREAS the request for proposal required qualified companies to build the most economical, cost beneficial system that will maximize the power generating capacity of the site and provide the highest and best economic benefit to the City of Somersworth, and

WHEREAS the City Council voted to approve Resolution No. 30-15 to authorize a memorandum of understanding with American Capital Energy of Lowell, MA., for this purpose; and

WHEREAS the Finance Committee and Public Works & Environment Committee of the City Council reviewed American Capital Energy financing proposal for this project and recommends the City not accept the proposal and to re-issue a Request for Proposals;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the proposal of American Capital Energy is not accepted and that the City Manager is re-authorized to re-issue a request for proposals to develop solar projects pursuant to RSA 362-A at the former Somersworth Sanitary Landfill on Blackwater Road and take any and all other such actions relative to this project determined to be in the best interest of the City.

Sponsored by Councilors:

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

Approved:

City Attorney

ORDINANCE NO. 19-16 TRANSFER BETWEEN DEPARTMENTS

Somersworth, N.H.
June 6, 2016

THE CITY OF SOMERSWORTH ORDAINS THAT pursuant to Section 7.7 (D) of the City Charter, that the following General Fund unencumbered balance transfer be made:

<u>DEPARTMENTS</u>	<u>FROM</u>	<u>TO</u>
ELECTED LEADERSHIP		
CITY MANAGEMENT		
FINANCE AND ADMINISTRATION		
DEVELOPMENT SERVICES		
POLICE		100,000
FIRE		30,000
PUBLIC WORKS	130,000	
CAPITAL EXPENSES (<i>DEBT SERVICE</i>)		
OTHER EXPENSES (<i>CONTINGENCY</i>)		
INTERGOVT ASSESSMENTS-COUNTY TAX		
SCHOOL DEPARTMENT		
	<hr/>	<hr/>
TOTAL GENERAL FUND	130,000	130,000

This ordinance shall take effect upon its passage.

Sponsored by Councilors:

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

Approved:

City Attorney

ORDINANCE NO. 20-16 AMENDING CHAPTER 13 POLICE OFFENSES, SECTION 3.1.F.5, 15 MINUTE PARKING

Somersworth, NH
June 6, 2016

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the Ordinances of the City of Somersworth, as amended, be further amended as follows:

Amend Chapter 13, Police Offenses, Section 3.1, Parking, § F, Time Limited Parking, § 5. 15 Minute, by adding the following:

Market Street on the westerly side one (1) parallel space at 45 Market Street.
Any day except Saturday, Sundays or Public Holidays, between the hours of 7:00 a.m. and 8:00 p.m.

This Ordinance shall be effective upon its passage.

Sponsored by Councilors:

Jennifer G. Soldati
David A. Witham

Approved:

City Attorney

Background:

The Traffic Safety Committee discussed a request to authorize a 15 minute parking stall at 45 Market Street. Presently the parking in that area is authorized at 2 hours. The business owner has indicated some issues with legally parked vehicles holding the stall for the prescribed period of time. This has impacted their walk-in business flow during their hours of operation. The 45 Market Street Bakery and Café is open Monday thru Friday 7:00 a.m. to 3 and 4 p.m. Our recommendation is to authorize a single 15 minute parking stall adjacent to the business. The ordinance compliments the hours of operation of the facility.

ORDINANCE NO. 21-16 AMENDING CHAPTER 4, PERSONNEL RULES AND REGULATIONS

Somersworth, NH

June 6, 2016

THE CITY OF SOMERSWORTH ORDAINS THAT the Ordinances of the City of Somersworth, as amended, be further amended as follows:

Amend Chapter 4 by deleting the Compensation Schedule in its entirety and replacing it with the following:

Personnel Rules and Regulations
FY2016-2017 Compensation Schedule
(2.5% Increase effective July 1, 2016)

GRADE		HIRE	1	2	3	4	5
6	A	21,707.99	22,634.40	23,485.69	24,437.14	25,413.62	26,390.10
	H	10.4365	10.8819	11.2912	11.7486	12.2181	12.6876
7	A	22,759.59	23,610.88	24,662.48	25,638.96	26,565.37	26,890.87
	H	10.9421	11.3514	11.8570	12.3264	12.7718	12.9283
8	A	23,911.34	24,837.75	25,814.23	26,890.87	27,992.54	29,119.25
	H	11.4958	11.9412	12.4107	12.9283	13.4580	13.9996
9	A	25,113.16	26,114.69	27,166.28	28,267.96	29,369.63	30,596.50
	H	12.0736	12.5551	13.0607	13.5904	14.1200	14.7099
10	A	26,340.03	27,391.63	28,443.22	29,645.05	30,771.76	32,098.78
	H	12.6635	13.1691	13.6746	14.2524	14.7941	15.4321
11	A	27,692.08	28,818.80	29,895.43	31,097.26	32,374.20	33,676.18
	H	13.3135	13.8552	14.3728	14.9506	15.5645	16.1905
12	A	29,094.21	30,245.96	31,397.71	32,674.65	33,901.52	35,253.57
	H	13.9876	14.5413	15.0951	15.7090	16.2988	16.9488
13	A	30,546.42	31,748.25	33,050.23	34,402.28	35,729.30	37,231.58
	H	14.6858	15.2636	15.8895	16.5396	17.1775	17.8998
GRADE		HIRE	1	2	3	4	5
14	A	31,998.63	33,275.57	34,602.58	36,054.79	37,481.96	38,959.21
	H	15.3840	15.9979	16.6359	17.3340	18.0202	18.7304

15	A	33,676.18	35,053.27	36,430.36	37,857.53	39,284.70	40,837.06
	H	16.1905	16.8525	17.5146	18.2007	18.8869	19.6332
16	A	35,278.61	36,680.74	38,157.99	39,835.54	41,312.78	43,040.41
	H	16.9609	17.6350	18.3452	19.1517	19.8619	20.6925
17	A	37,106.39	38,608.67	41,212.63	41,738.43	43,390.94	45,118.57
	H	17.8396	18.5619	19.8138	20.0666	20.8610	21.6916
18	A	38,959.21	40,511.56	42,063.92	43,816.59	45,569.25	47,472.14
	H	18.7304	19.4767	20.2230	21.0657	21.9083	22.8231
19	A	40,837.06	42,514.61	44,267.27	46,095.05	47,872.75	49,825.72
	H	19.6332	20.4397	21.2823	22.1611	23.0157	23.9547
20	A	43,015.37	44,768.03	46,445.58	48,323.44	50,251.37	52,204.33
	H	20.6805	21.5231	22.3296	23.2324	24.1593	25.0982
21	A	45,118.57	46,896.27	48,849.23	50,752.13	52,780.21	54,833.33
	H	21.6916	22.5463	23.4852	24.4001	25.3751	26.3622
22	A	47,447.10	49,274.88	51,252.89	53,205.86	55,459.28	57,662.63
	H	22.8111	23.6898	24.6408	25.5797	26.6631	27.7224
23	A	49,775.64	51,778.69	53,731.65	55,960.04	58,188.43	60,542.00
	H	23.9306	24.8936	25.8325	26.9039	27.9752	29.1067
24	A	52,204.33	54,307.53	56,460.80	58,764.30	61,042.76	63,521.53
	H	25.0982	26.1094	27.1446	28.2521	29.3475	30.5392
25	A	54,833.33	57,111.79	59,315.14	61,768.87	64,297.71	66,826.55
	H	26.3622	27.4576	28.5169	29.6966	30.9124	32.1282
26	A	57,637.59	60,341.70	62,194.52	64,723.36	67,427.47	69,956.31
	H	27.7104	29.0104	29.9012	31.1170	32.4171	33.6328
27	A	60,391.78	62,945.66	65,399.39	68,103.49	70,832.64	73,561.79
	H	29.0345	30.2623	31.4420	32.7421	34.0542	35.3662
28	A	63,446.42	66,025.34	68,529.14	71,308.37	74,237.82	77,167.27
	H	30.5031	31.7430	32.9467	34.2829	35.6913	37.0996
29	A	66,601.21	69,305.32	72,009.43	74,863.77	78,018.56	81,073.20
	H	32.0198	33.3199	34.6199	35.9922	37.5089	38.9775

(2.5% increase of minimum and maximum effective July 1,2016)

Grade		MINIMUM	MAXIMUM
25	A	56,134.86	71,549.54
	H	26.9879	34.3988
30	A	71,270.30	86,894.05
	H	34.2646	41.7760
31	A	77,858.31	94,729.88
	H	37.4319	45.5432
32	A	78,587.43	95,747.50
	H	37.7824	46.0325
33	A	82,571.48	100,408.59
	H	39.6978	48.2734
34	A	86,737.81	105,512.34
	H	41.7009	50.7271
35	A	91,086.43	110,746.30
	H	43.7916	53.2434
36	A	95,669.39	116,292.72
	H	45.9949	55.9100
37	A	100,356.51	122,021.43
	H	48.2483	58.6641

This Ordinance will take effect upon adoption.

Sponsored by Councilors:

Jennifer G. Soldati

Martin P. Dumont, Sr.

Nancy Cameron

Jessica Paradis

Approved:

City Attorney

Personnel Plan

Department	Job Class Description	Grade	Salary/Hourly
PW	DIRECTOR OF PW & UTILITIES	31	Salary
PW	GENERAL FOREMAN	23	Hourly
PW	EXECUTIVE ASST PUBLIC WORKS	18	Hourly
Police	INVESTIGATIONS CAPTAIN	28	Salary
Police	PATROL CAPTAIN	28	Salary
Police	INVESTIGATIONS LIEUTENANT	26	Salary
Police	PATROL LIEUTENANT	26	Salary
Police	EXECUTIVE ASST POLICE CHIEF	18	Hourly
Police	POLICE CUSTODIAN	9	Hourly
Library	LIBRARY ASSISTANT	16	Hourly
Library	LIBRARY ADULT ASSISTANT	10	Hourly
Library	LIBRARY ADULT ASSISTANT	10	Hourly
Library	LIBRARY PAGE	6	Hourly
Fire	SECRETARY I FIRE	13	Hourly
City Hall	DIRECTOR OF FINANCE & ADMINI	31	Salary
City Hall	DIRECTOR OF PLANNING & CD	31	Salary
City Hall	ECONOMIC DEVELOPMENT MGR	25	Salary
City Hall	HUMAN RESOURCES MANAGER	25	Salary
City Hall	CODE COMPLIANCE OFFICER	20	Hourly
City Hall	ASST FINANCE DIRECTOR	19	Hourly
City Hall	RECREATION SUPERVISOR	19	Hourly
City Hall	CABLE ACCESS COORDINATOR	18	Hourly
City Hall	EXECUTIVE ASST CITY MANAGER	18	Hourly
City Hall	ACCT CLERK I PAYROLL	17	Hourly
City Hall	DEPUTY CITY CLERK	16	Hourly
City Hall	DEPUTY TAX COLLECTOR	16	Hourly
City Hall	SECRETARY II ASSESSING	16	Hourly
City Hall	SECRETARY II PLANNING	16	Hourly
City Hall	SECRETARY II UTILITY CLERK	16	Hourly
City Hall	CLERK TYPIST RECREATION	11	Hourly
City Hall	CITY HALL CUSTODIAN	9	Hourly

Union

Water/Wastewater			
Department	Job Class Description	Grade	Salary/Hourly
Wastewater	CHIEF WW TREATMENT PLANT OP	22	Hourly
Wastewater	CHEMIST	21	Hourly
Wastewater	WW TREATMENT OPERATOR III	19	Hourly
Wastewater	WW TREATMENT OPERATOR II	18	Hourly
Wastewater	WW TREATMENT OPERATOR I	17	Hourly
Water Distribution	CHIEF DISTRIBUTION SYSTEM OP	21	Hourly
Water Distribution	DISTRIBUTION OPERATOR I	17	Hourly
Water Distribution	DISTRIBUTION OPERATOR I	17	Hourly
Water Treatment	CHIEF WATER TREATMENT OPERATOR	21	Hourly
Water Treatment	WATER TREATMENT PLANT OP II	18	Hourly
Water Treatment	WATER TREATMENT PLANT OP I	17	Hourly

RESOLUTION NO. 38-16 TO SEEK TO ESTABLISH A SISTER CITY RELATIONSHIP
WITH THETFORD MINES, QUEBEC

Somersworth, NH
June 6, 2016

WHEREAS, Somersworth has a rich history of cultural diversity and;

WHEREAS, Somersworth's Vision 2020 master plan seeks to continue to be a "vibrant and highly sought after community in which to live, work and play that celebrates its history, culture, diversity and industrial roots." and;

WHEREAS, the community of Thetford Mines, Quebec is linked to the Hilltop community through citizens of Somersworth and their families who immigrated from Thetford Mines and;

WHEREAS, Somersworth continues to honor and celebrate its Franco American history and culture and;

WHEREAS, Somersworth is a member of the North American Francophone and Francophile network and;

WHEREAS, seeks to formally establish a sister city relationship with the City of Thetford Mines, Quebec;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH NEW HAMPSHIRE THAT, the City Council seeks to formally establish a sister city relationship with the City of Thetford Mines, Quebec, Canada.

Sponsored by

Mayor Dana S. Hilliard
Councilor Denis Messier
Councilor Jennifer G. Soldati
Councilor Martin P. Dumont, Sr.
Councilor Jessica Paradis
Councilor David A. Witham
Councilor Martin Pepin
Councilor Nancie Cameron

Approved:

City Attorney

Effective Date: _____

RÉSOLUTION NO. 38-16 CHERCHANT A ETABLIR UN RAPPORT DE VILLE JUMEELEE
AVEC THETFORD MINES, QUEBEC

Somersworth, NH
Le 6 juin 2016

ATTENDU QUE, Somersworth a une riche histoire de diversité culturelle et;

ATTENDU QUE, Vision 2020 de la stratégie globale de Somersworth cherche à continuer à être une <<communauté dynamique et très recherché où vivre, travailler et jouer qui célèbre son histoire, sa culture, sa diversité et ses racines industrielles>> Et;

ATTENDU QUE, la communauté de Thetford Mines au Québec, est lié à la communauté Hilltopper, par les citoyens de Somersworth et de leurs familles, qui ont immigré de Thetford Mines et;

ATTENDU QUE, Somersworth continue d'honorer et de célébrer son histoire et culture franco-américaine et;

ATTENDU QUE, Somersworth est membre du Réseau des villes francophones et francophiles d'Amérique;

ATTENDU QUE, cherche à établir formellement un rapport de ville jumelée avec la ville de Thetford Mines, Québec;

PAR CONSEQUENT, IL EST RÉSOLU PAR LE CONSEIL MUNICIPAL DE LA VILLE DE SOMERSWORTH NEW HAMPSHIRE QUE, le conseil municipal cherche à établir formellement un rapport de ville jumelée avec la ville de Thetford Mines, Québec, Canada.

Soutenu par:

Mayor Dana S. Hilliard
Councilor Denis Messier
Councilor Jennifer G. Soldati
Councilor Martin P. Dumont, Sr.
Councilor Jessica Paradis
Councilor David A. Witham
Councilor Martin Pepin
Councilor Nancie Cameron

Approuvé par:

L'avocat de la ville

RESOLUTION NO. 39-16 AUTHORIZING THE CITY MANAGER TO ENGAGE IN DISCUSSIONS WITH THE STRAFFORD COUNTY ADMINISTRATION TO EXPLORE THE FEASIBILITY OF A COUNTY PROPERTY TAX ASSESSING PROGRAM TO INCLUDE THE CITY OF SOMERSWORTH.

Somersworth, NH
June 6, 2016

WHEREAS, the City of Somersworth is a member of the Tri-City Coalition (Coalition) whose mission is to foster dialog, exploration and implementation of joint policies and programs which would benefit the member Communities of the Coalition, and

WHEREAS, the members of the Coalition include the Mayors of the Cities of Somersworth, Rochester, and Dover, and two City Councilors from each Community, and

WHEREAS, the Coalition has discussed the possibility of a County Assessing Cooperative run under the direction of the Strafford County Commissioners and its Administration, providing assessing services to each participating Community in Strafford County,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to engage in discussions with the Strafford County Administration to explore the feasibility of a County property tax assessing program.

Sponsored by:

Councilor Dale R. Sprague
Councilor David A. Witham
Mayor Dana S. Hilliard

Approved:

City Attorney

RESOLUTION NO. 40-16 AUTHORIZING THE CITY MANAGER TO ENGAGE IN DISCUSSIONS WITH THE CITY MANAGERS OF THE CITIES OF ROCHESTER AND DOVER TO EXPLORE THE FEASIBILITY OF JOINT CITY FIRE ADMINISTRATIVE SERVICES.

Somersworth, NH
June 6, 2016

WHEREAS, the City of Somersworth is a member of the Tri-City Coalition (Coalition) whose mission is to foster dialog, exploration and implementation of joint policies and programs which would benefit the member Communities of the Coalition, and

WHEREAS, the members of the Coalition include the Mayors of the Cities of Somersworth, Rochester, and Dover, and two City Councilors from each Community, and

WHEREAS, the Coalition has discussed evaluating the benefits to the member Communities working together to establish joint fire administrative services,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to engage in discussions with the City Managers of the cities of Rochester and Dover to evaluate the benefits of joint fire administrative services.

Sponsored by:

Councilor Dale Sprague
Mayor Dana S. Hilliard

Approved:

City Attorney

Other "A"

Bob Belmore

From: Keith Hoyle
Sent: Friday, May 13, 2016 3:44 PM
To: Bob Belmore
Subject: FW: Somersworth, NH Approvable pending Adoption

Importance: High

From: Surette, Melissa [mailto:Melissa.Surette@fema.dhs.gov]
Sent: Friday, May 13, 2016 3:25 PM
To: Dana S. Hilliard <dhilliard@somersworth.com>; Keith Hoyle <khoyle@somersworth.com>
Cc: Hilliard, Marilyn <Marilyn.Hilliard@fema.dhs.gov>; Lavallee, Denise <Denise.Lavallee@fema.dhs.gov>; Neiderbach, Josiah <josiah.neiderbach@fema.dhs.gov>; Moore, Parker <Parker.Moore@dos.nh.gov>; Peck, Elizabeth <Elizabeth.Peck@dos.nh.gov>; NH MIT Plans <hazmitplanning@dos.nh.gov>; kpimental@strafford.org
Subject: Somersworth, NH Approvable pending Adoption
Importance: High

Congratulations!

FEMA Region I has completed its review of the Somersworth, NH Hazard Mitigation Plan and found it approvable pending adoption. With this approval, the jurisdiction meets the local mitigation planning requirements under 44 CFR 201 **pending FEMA's receipt of electronic copies of the adoption documentation and the final plan.**

These items should be provided to your State's mitigation planning point of contact who will ensure they are forwarded to FEMA. Acceptable electronic formats include Word or PDF files and must be submitted to us via email at fema-rl-mitigationplans@fema.dhs.gov. Upon FEMA's receipt of these documents, a formal letter of approval will be issued, along with the final FEMA Checklist and Assessment.

The FEMA letter of formal approval will confirm the jurisdiction's eligibility to apply for Mitigation grants administered by FEMA and identify related issues affecting eligibility, if any. If the plan is not adopted within one calendar year of FEMA's Approval Pending Adoption, the jurisdiction must update the entire plan and resubmit it for FEMA review. If you have questions or wish to discuss this determination further, please contact me at Melissa.Surette@fema.dhs.gov or 617-956-7559.

Thank you for submitting the Somersworth, NH Hazard Mitigation Plan and congratulations again on your successful community planning efforts.

Sincerely,

Melissa A. Surette
Senior Planner, Risk Analysis Branch

FEMA Region I
99 High Street

Multi-Hazard Mitigation Plan Update 2016
City of Somersworth, New Hampshire

Signed Certificate of Adoption

To be inserted after receiving letter from City of Somersworth

Appendices

Appendix A: Bibliography

Appendix B: Planning Process Documentation

Appendix C: Summary of Possible Multi-Hazard Mitigation Strategies

Appendix D: List of Contacts

Appendix E: Technical and Financial Assistance for Multi-Hazard Mitigation

Hazard Mitigation Grant Program (HMGP)

Pre-Disaster Mitigation (PDM)

Flood Mitigation Assistance (FMA)

Appendix F: Maps

Emergency Response Facilities

Non-Emergency Response Facilities

Facilities and Populations to Protect

Potential Resources

Water Resources

Multi-Hazard Mitigation Plan Update 2016

City of Somersworth, New Hampshire

Appendix B: Planning Process Documentation

Agendas

City of Somersworth, New Hampshire

Hazard Mitigation Committee Meeting #1

October 28, 2015
10:30AM

City of Somersworth
One Government Way
Somersworth, NH 03878

MEETING AGENDA

- 1 Call to order and introductions
- 2 Brief review on update process, timeframe, committee responsibilities, and in-kind match
- 3 Update local information from past declared disasters 2011-2015
 - a Tropical Storm Irene (2011)
 - b Halloween Snowstorm (2011)
 - c Hurricane Sandy (2012)
 - d Blizzard Nemo (2013)
 - e Blizzard Juno (2015)
- 4 Review rating probability, severity, and overall risk ratings
- 5 Fill out Table 2.3: Hazard Vulnerability Assessment Tool
 - a Use tool from State's Hazard Mitigation Plan (2013) as a guide
- 6 Review descriptions and solicit input on all hazards
 - a Flooding
 - b Dam Failure
 - c Severe Thunderstorms
 - d Wildfire
 - e Severe Winter Weather
 - f Earthquake
 - g Landslide
 - h Drought
 - i Hurricane & Tropical Storms
 - j Hazardous Material
 - k Tornado & Downburst
 - l Extreme Temperatures
 - m Public Health Threats
- 7 Review flood insurance program status
- 8 Review demographics section
- 9 Next meeting date
- 10 Adjournment

Multi-Hazard Mitigation Plan Update 2016

City of Somersworth, New Hampshire

City of Somersworth, New Hampshire

Hazard Mitigation Committee Meeting #3

January 13th, 2016
10:00AM

City of Somersworth
One Government Way
Somersworth, NH 03878

MEETING AGENDA

1. Call to order and introductions
2. Review minutes from the December 9th meeting – see attachment [Meeting Minutes 120915.docx](#)
3. Review Critical Infrastructure and Key Resources tables [4.1 – 4.5] – see attachment [Critical Infrastructure.pdf](#) (pages 47 – 51)
 - a. Identify gaps on the maps (locations, names, etc.)
 - i. Copies of maps will be provided at the meeting
 - b. Identify which structures are vulnerable to specific hazards
4. Review Multi-Hazard Goals and Existing Strategies – see attachment [Existing Strategies.pdf](#) (pages 58 – 64)
 - a. Review gaps in existing measures (page 59)
 - b. Review summary of recommended improvements (page 59)
 - c. Review Table 6.1 (pages 60 – 63)
5. Review Table 7.1 of accomplishments since prior plan(s) adoption – see attachment [Accomplishments.pdf](#) (pages 65-66)
6. ****Develop new mitigation strategies (Most important part of plan – please come prepared with ideas)** – see attachment [New Strategies.pdf](#) (pages 67-74)
 - a. Review STAPLEE evaluation method (pages 67 -68)
 - b. Develop 7-10 new potential mitigation strategies – Table 8.1 (pages 69-72)
 - c. Complete implementation plan – Table 9.1 (page 74)
7. Final meeting date
8. Adjournment

Multi-Hazard Mitigation Plan Update 2016

City of Somersworth, New Hampshire

Sign-in Sheets

City of Somersworth, New Hampshire

Hazard Mitigation Committee Meeting #1

October 28, 2015
10:30AM - 12:30PM

City of Somersworth
One Government Way
Somersworth, NH 03878

ATTENDANCE SHEET

Name	Position Title/ Department Affiliation	E-mail	Time spent reviewing materials
John (Andy) Lucier	Facilities Director	ALucier@SAU56.org	-
Kerry Hayle	Fire Chief	KHayle@somersworth-nh.com	1.5
Paul Robida	American Ambulance	probida@AmericanAmbulanceServices.com	2.0
Scott Smith	City	ssm11@somersworth-nh.com	.5
Jeni Mosca	Supt. of Schools	jmosca@SAU56.org	1 HR.
Tim McLin	Police Dept. - Lt.	tmclin@somersworth.com	1 hr.
Dave Sharples	Deputy Mayor/ Comm. Dev.	dsharples@somersworth.com	1.5 hr.
John Smith	Police Chief	jsmith@somersworth-nh.com	.5
Russ Timmons	Captain Police	Rtimmons@somersworth.com	1 hr.
Deborah Evans	Exec. Dir. Somersworth Hsg. Auth.	deveas@somersworthhousing.org	1 hr.
Albert M. Belmore	City Manager Interim Public Works Director	bbelmore@somersworth.com P.W.D. @ SOMERSWORTH.COM	1 HR

Multi-Hazard Mitigation Plan Update 2016
City of Somersworth, New Hampshire

City of Somersworth, New Hampshire

Hazard Mitigation Committee Meeting #3

January 13th, 2016
10:00AM

City of Somersworth
One Government Way
Somersworth, NH 03878

ATTENDANCE SHEET

Name	Position Title/ Department Affiliation	E-mail (if not included in previous mtg.)	Time spent reviewing materials
Paul Robidas	American Ambulance		1
Scott Smith	COS	frank@smith.com	1
Tim McLenn	Police Lt.		1
Deborah Evans	FD / Som. Hsg. Auth.		1
Jeni Mosca	Supt. of Schools		1
Russ Timmons	Police Capt		1
Liane Shaples	Dir. Planned Comm. Dev.		1/2 hr.
Keith Hyle	Fire Department - Chief		1
Bob Helmore	C.M. - COS		1
Mike Zbinsky	Dir. of Public Works / utilities		

Appendix C: Summary of Possible Multi-Hazard Mitigation Strategies

I. RIVERINE MITIGATION

A. Prevention

Prevention measures are intended to keep the problem from occurring in the first place, and/or keep it from getting worse. Future development should not increase flood damage. Building, zoning, planning, and/or code enforcement personnel usually administer preventative measures.

1. **Planning and Zoning²⁷** - Land use plans are put in place to guide future development, recommending where - and where not - development should occur and where it should not. Sensitive and vulnerable lands can be designated for uses that would not be incompatible with occasional flood events - such as parks or wildlife refugees. A Capital Improvements Program (CIP) can recommend the setting aside of funds for public acquisition of these designated lands. The zoning ordinance can regulate development in these sensitive areas by limiting or preventing some or all development - for example, by designating floodplain overlay, conservation, or agricultural districts.
2. **Open Space Preservation** - Preserving open space is the best way to prevent flooding and flood damage. Open space preservation should not, however, be limited to the floodplain, since other areas within the watershed may contribute to controlling the runoff that exacerbates flooding. Land Use and Capital Improvement Plans should identify areas to be preserved by acquisition and other means, such as purchasing easements. Aside from outright purchase, open space can also be protected through maintenance agreements with the landowners, or by requiring developers to dedicate land for flood flow, drainage and storage.
3. **Floodplain Development Regulations** - Floodplain development regulations typically do not prohibit development in the special flood hazard area, but they do impose construction standards on what is built there. The intent is to protect roads and structures from flood damage and to prevent the development from aggravating the flood potential. Floodplain development regulations are generally incorporated into subdivision regulations, building codes, and floodplain ordinances.
 - a. **Subdivision Regulations:** These regulations govern how land will be divided into separate lots or sites. They should require that any flood hazard areas be shown on the plat, and that every lot has a buildable area that is above the base flood elevation.
 - b. **Building Codes:** Standards can be incorporated into building codes that address flood proofing for all new and improved or repaired buildings.
 - c. **Floodplain Ordinances:** Communities that participate in the National Flood Insurance Program are required to adopt the minimum floodplain management regulations, as developed by FEMA. The regulations set minimum standards for subdivision regulations and building codes. Communities may adopt more stringent standards than those set forth by FEMA.

²⁷ All zoning should be carefully reviewed on a consistent basis by municipal officials to make sure guidelines are up-to-date and towns are acting in accordance with best management practices.

Multi-Hazard Mitigation Plan Update 2016

City of Somersworth, New Hampshire

4. **Floodproofing** - If a building cannot be relocated or elevated, it may be floodproofed. This approach works well in areas of low flood threat. Floodproofing can be accomplished through barriers to flooding, or by treatment to the structure itself.
 - a. **Barriers:** Levees, floodwalls and berms can keep floodwaters from reaching a building. These are useful, however, only in areas subject to shallow flooding.
 - b. **Dry Floodproofing:** This method seals a building against the water by coating the walls with waterproofing compounds or plastic sheeting. Openings, such as doors, windows, etc. are closed either permanently with removable shields or with sandbags.
 - c. **Wet Floodproofing:** This technique is usually considered a last resort measure, since water is intentionally allowed into the building in order to minimize pressure on the structure. Approaches range from moving valuable items to higher floors to rebuilding the floodable area. An advantage over other approaches is that simply by moving household goods out of the range of floodwaters, thousands of dollars can be saved in damages.
5. **Sewer Backup Protection** - Storm water overloads can cause backup into basements through sanitary sewer lines. Houses that have any kind of connection to a sanitary sewer system - whether it is downspouts, footing drain tile, and/or sump pumps, can be flooded during a heavy rain event. To prevent this, there should be no such connections to the system, and all rain and ground water should be directed onto the ground, away from the building. Other protections include:
 - a. Floor drain plugs and floor drain standpipe, which keep water from flowing out of the lowest opening in the house.
 - b. Overhead sewer - keeps water in the sewer line during a backup.
 - c. Backup valve - allows sewage to flow out while preventing backups from flowing into the house.
6. **Insurance** - Above and beyond standard homeowner insurance, there is other coverage a homeowner can purchase to protect against flood hazard. Two of the most common are National Flood Insurance and basement backup insurance.
 - a. **National Flood Insurance:** When a community participates in the National Flood Insurance Program, any local insurance agent is able to sell separate flood insurance policies under rules and rates set by FEMA. Rates do not change after claims are paid because they are set on a national basis.
 - b. **Basement Backup Insurance:** National Flood Insurance offers an additional deductible for seepage and sewer backup, provided there is a general condition of flooding in the area that was the proximate cause of the basement getting wet. Most exclude damage from surface flooding that would be covered by the NFIP.

Multi-Hazard Mitigation Plan Update 2016

City of Somersworth, New Hampshire

- a. Activating the emergency operations center (emergency director)
- b. Sandbagging designated areas (Highway Department)
- c. Closing streets and bridges (police department)
- d. Shutting off power to threatened areas (public service)
- e. Releasing children from school (school district)
- f. Ordering an evacuation (municipal government/emergency director)
- g. Opening evacuation shelters (churches, schools, Red Cross, municipal facilities)

These actions should be part of a flood response plan, which should be developed in coordination with the persons and agencies that share the responsibilities. Drills and exercises should be conducted so that the key participants know what they are supposed to do.

3. **Critical Facilities Protection** - Protecting critical facilities is vital, since expending efforts on these facilities can draw workers and resources away from protecting other parts of the city. Critical facilities fall into two categories:

- a. **Buildings or locations vital to the flood response effort:**
 - i. Emergency operations centers
 - ii. Police and fire stations
 - iii. Highway garages
 - iv. Selected roads and bridges
 - v. Evacuation routes
- b. **Buildings or locations that, if flooded, would create disasters:**
 - i. Hazardous materials facilities
 - ii. Schools

All such facilities should have their own flood response plan that is coordinated with the community's plan. Schools will typically be required by the state to have emergency response plans in place.

4. **Health and Safety Maintenance** - The flood response plan should identify appropriate measures to prevent danger to health and safety. Such measures include:
 - a. Patrolling evacuated areas to prevent looting
 - b. Vaccinating residents for tetanus
 - c. Clearing streets
 - d. Cleaning up debris

The Plan should also identify which agencies will be responsible for carrying out the identified measures. A public information program can be helpful to educate residents on the benefits of taking health and safety precautions.

E. Structural Projects

Structural projects are used to prevent floodwaters from reaching properties. These are all man-made structures, and can be grouped into the six types discussed below. The shortcomings of structural approaches are:

- Can be very expensive
- Disturb the land, disrupt natural water flows, & destroy natural habitats.

Multi-Hazard Mitigation Plan Update 2016

City of Somersworth, New Hampshire

7. **Storm Sewers** - Mitigation techniques for storm sewers include installing new sewers, enlarging small pipes, street improvements, and preventing back flow. Because drainage ditches and storm sewers convey water faster to other locations, improvements are only recommended for small local problems where the receiving body of water can absorb the increased flows without increased flooding. In many developments, streets are used as part of the drainage system, to carry or hold water from larger, less frequent storms. The streets collect runoff and convey it to a receiving sewer, ditch, or stream. Allowing water to stand in the streets and then draining it slowly can be a more effective and less expensive measure than enlarging sewers and ditches.

F. Public Information

Public information activities are intended to advise property owners, potential property owners, and visitors about the particular hazards associated with a property, ways to protect people and property from these hazards, and the natural and beneficial functions of a floodplain.

1. **Map Information** - Flood maps developed by FEMA outline the boundaries of the flood hazard areas. These maps can be used by anyone interested in a particular property to determine if it is flood-prone. These maps are available from FEMA, the NH Homeland Security and Emergency Management (HSEM), the NH Office of Energy and Planning (OEP), or your regional planning commission.
2. **Outreach Projects** - Outreach projects are proactive; they give the public information even if they have not asked for it. Outreach projects are designed to encourage people to seek out more information and take steps to protect themselves and their properties. Examples of outreach activities include:
 - a. Presentations at meetings of neighborhood groups
 - b. Mass mailings or newsletters to all residents
 - c. Notices directed to floodplain residents
 - d. Displays in public buildings, malls, etc.
 - e. Newspaper articles and special sections
 - f. Radio and TV news releases and interview shows
 - g. A local flood proofing video for cable TV programs and to loan to organizations
 - h. A detailed property owner handbook tailored for local conditions. Research has shown that outreach programs work, although awareness is not enough. People need to know what they can do about the hazards, so projects should include information on protection measures. Research also shows that locally designed and run programs are much more effective than national advertising.
3. **Real Estate Disclosure** - Disclosure of information regarding flood-prone properties is important if potential buyers are to be in a position to mitigate damage. Federally regulated lending institutions are required to advise applicants that a property is in the floodplain. However, this requirement needs to be met only five days prior to closing, and by that time, the applicant is typically committed to the purchase. State laws and local real estate practice can help by making this information available to prospective buyers early in the process.
4. **Library** - Your local library can serve as a repository for pertinent information on flooding and flood protection. Some libraries also maintain their own public information campaigns, augmenting the activities of the various governmental agencies involved in flood mitigation.

Multi-Hazard Mitigation Plan Update 2016

City of Somersworth, New Hampshire

III. DAM FAILURE

A. Preventive

1. Dam failure inundation maps
2. Planning/zoning/open space preservation to keep area clear
3. Building codes with flood elevation based on dam failure
4. Dam safety inspections
5. Draining the reservoir when conditions appear unsafe

B. Property Protection

1. Acquisition of buildings in the path of a dam breach flood
2. Flood insurance

C. Emergency Services

1. Dam condition monitoring
2. Warning and evacuation plans based on dam failure

D. Structural Projects

1. Dam improvements, spillway enlargements
2. Remove unsafe dams

IV. WILDFIRES

A. Preventive

1. Zoning districts to reflect fire risk zones
2. Planning and zoning to restrict development in areas near fire protection and water resources
3. Requiring new subdivisions to space buildings, provide firebreaks, on-site water storage, wide roads, multiple accesses
4. Building code standards for roof materials and spark arrestors
5. Maintenance programs to clear dead and dry brush, trees
6. Regulation on open fires

B. Property Protection

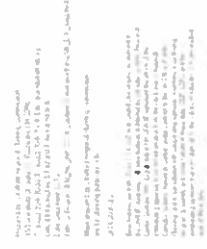
1. Retrofitting of roofs and adding spark arrestors
2. Landscaping to keep bushes and trees away from structures
3. Insurance rates based on distance from fire protection

C. Natural Resource Protection

1. Prohibit development in high-risk areas

2016
Hazard Mitigation Plan
Somersworth, NH

					
SU 155 Building	Schools	Religious Facility	Day Care Facility	Elderly Facility	Historic Facility



Critical Infrastructure & Past and Potential Hazards

2016

Hazard Mitigation Plan Somersworth, NH

Water Resources Legend

Dam Hazard Classification

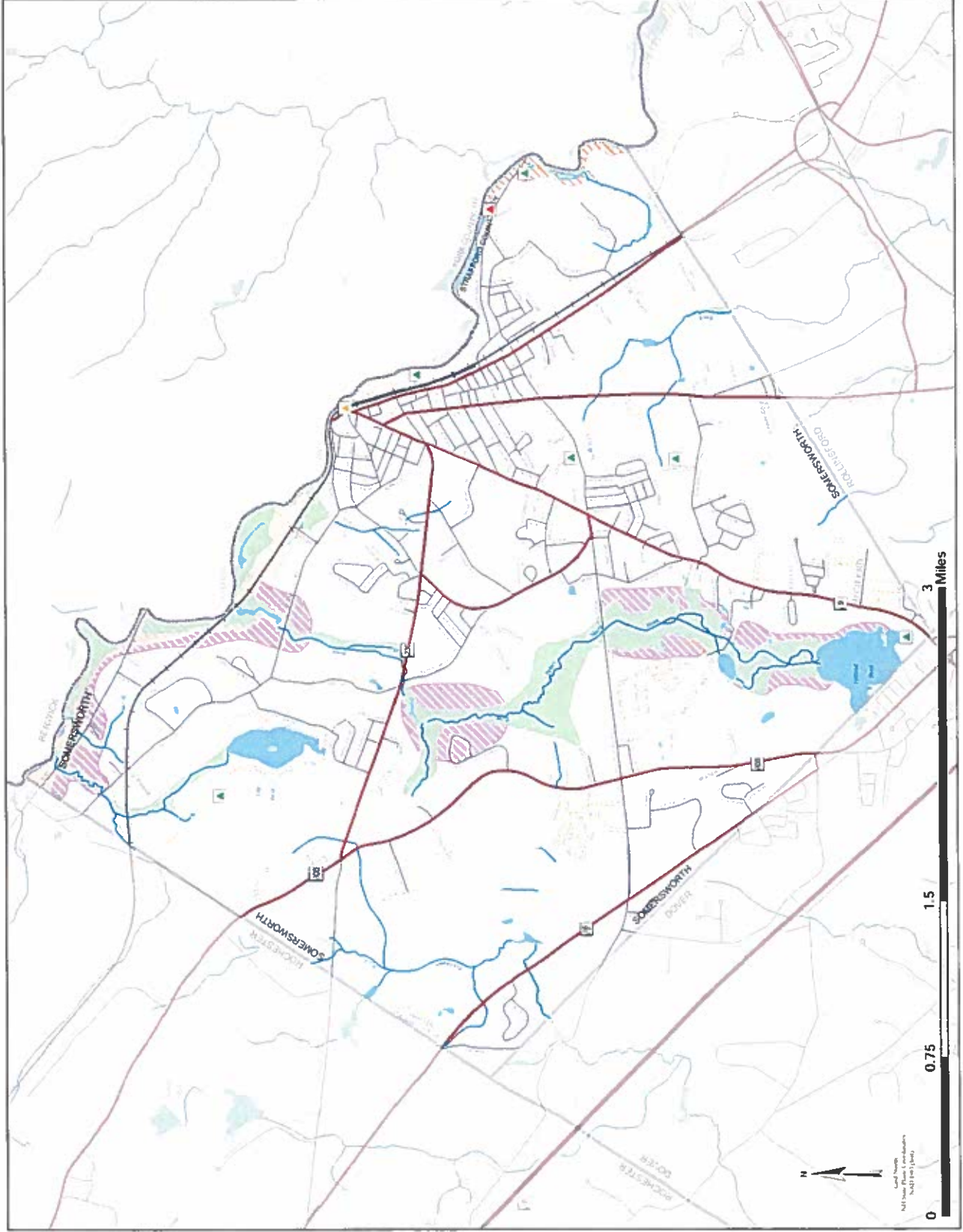
- High Hazard
- Low Hazard
- Non-Hazardous

Past & Potential Hazards

- Past & Potential Flooding
- Dam Breach Zone
- FEMA Floodplain
- 100-yr Floodplain
- 500-yr Floodplain



Map prepared by: Somersworth Planning Commission
 Date: 10/15/2016
 Scale: 1 inch = 1 mile
 Data sources: FEMA Flood Maps, Somersworth Planning Commission, Somersworth Fire Department, Somersworth Police Department, Somersworth Water Department, Somersworth Sewer Department, Somersworth Land Use Department, Somersworth Zoning Department, Somersworth Building Department, Somersworth Health Department, Somersworth Social Services, Somersworth Library, Somersworth Senior Center, Somersworth Community Center, Somersworth Park, Somersworth Golf Course, Somersworth Cemetery, Somersworth Church, Somersworth School, Somersworth Post Office, Somersworth Town Hall, Somersworth Town Office, Somersworth Town Clerk, Somersworth Town Engineer, Somersworth Town Assessor, Somersworth Town Collector, Somersworth Town Treasurer, Somersworth Town Clerk, Somersworth Town Engineer, Somersworth Town Assessor, Somersworth Town Collector, Somersworth Town Treasurer.



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

May 13, 2016

CERTIFICATION

Re: City of Somersworth, New Hampshire

Resolution No. 37-16

Title: TO AUTHORIZE THE CITY MANAGER TO REQUEST
PROPOSALS TO DEVELOP A SOLAR PROJECT PURSUANT
TO RSA 362-A AT THE FORMER SOMERSWORTH SANITARY
LANDFILL ON BLACKWATER ROAD

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: 5/12/16

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

June 1, 2016

CERTIFICATION

Re: City of Somersworth, New Hampshire

Resolution No. 38-16

Title: TO SEEK TO ESTABLISH A SISTER CITY RELATIONSHIP
WITH THETFORD MINES, QUEBEC

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: 6/1/16

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

June 1, 2016

CERTIFICATION

Re: City of Somersworth, New Hampshire

Ordinance No. 18-16

Title: AMENDING CHAPTER 29, ADMINISTRATIVE CODE,
BY AMENDING SECTION 3.6.16, DIVISION OF PUBLIC WORKS

This is to confirm that in accordance with Somersworth City Council Rules and Regulations #17 (D)1, we have reviewed the above referenced ordinance, after it passed a first reading. 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: 6/1/16

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

June 1, 2016

CERTIFICATION

Re: City of Somersworth, New Hampshire

Ordinance No. 19-16

Title: **TRANSFER BETWEEN DEPARTMENTS**

This is to confirm that in accordance with Somersworth City Council Rules and Regulations #17 (D)1, we have reviewed the above referenced ordinance, after it passed a first reading. 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: 6/1/16

by: 

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June 1, 2016

CERTIFICATION

Re: City of Somersworth, New Hampshire

Ordinance No. 20-16

Title: **AMENDING CHAPTER 13 POLICE OFFENSES,**
SECTION 3.1.F.5, 15 MINUTE PARKING

This is to confirm that in accordance with Somersworth City Council Rules and Regulations #17 (D)1, we have reviewed the above referenced ordinance, after it passed a first reading. 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: 6/1/16

by: 

Draft

Skyhaven Airport Advisory Council (SAAC) ANNUAL REPORT Calendar Year 2015

SAAC Members:

Peter Bruckner - Chair
Kenneth Ortmann -Vice Chair
Bill Richard - Sec/Treasurer
Sen. Sam Cataldo
Daniel Barufaldi
Rep. Brandon Guida
Todd Patten
Bill Richard
Jim Rogers
Christine Soutter - Chair Marketing Committee
Rep. Ken Weyler
Frank Torr (Non-Voting member of the Pease Development Authority (PDA))

The SAAC held four regular meetings during 2015

March 9 - quorum attained
June 8 - quorum attained
September 15 - quorum attained
December 15 - no quorum

TOPICS & ISSUES

Runway 15 - 33 Reconstruction

Although opened to the flying public in October 2014, the ODALS (Omn*i*-Directional Approach Lights) lighting and punch list items were completed in 2015.

On May 16 the runway Grand Opening and Ribbon Cutting ceremony was held and included a large number of local and state officials to celebrate the grand reopening. With the increased runway length and improved approach lighting the safety and functionality of the airport has been improved and provides incentives for aviation enthusiasts and businesses to locate near Skyhaven.

GP Aviation - Airframe and Powerplant Mechanic Services

Glen Horne reports successfully maintaining his operation and has renewed his lease for Hangar 5. GP Aviation services a number of aircraft based at Skyhaven and elsewhere.

Flight Training

Because of the synergy with fuel sales and maintenance operations, locating a flight training provider on site remains a priority for the SAAC. When flight training was offered at Skyhaven, it attracted new members to the airport community, who often rented aircraft or purchased and based aircraft at the airport. While Hampton Airfield's runway was under reconstruction some flight training activities were relocated from Hampton to Skyhaven.

Represented at Wings and Wheels, Southern Maine Aviation and Hampton Airfield have both been contacted about opening satellite operations at Skyhaven.

Sumner Properties

In 2014, Sumner Properties, a printing operation near Skyhaven, contacted PDA and presented the concept of building a hangar at Skyhaven and reopening the jet fuel tank at the fuel farm for their use. Following an agreement with the PDA, work started on preparing the jet fuel tank (not completed until 2016). No plans for the proposed hangar were presented.

Wings & Wheels

The 2015 Wings & Wheels event was the most successful to date with over 5,000 attendees. Much credit goes to Christine Soutter (chair of SAAC Marketing Committee), Torey Kortz (Director of the Share Fund), and Officer Tracy Hayes of the Rochester Police Department. Food vendors ran out of food and a record number and variety of vendors participated.

Young Eagle flights continued into the early evening and were still unable to accommodate all who registered. Helicopter and Biplane rides allowed many to experience flight. This event, sponsored by the Rochester Police Department and benefitting Gerry's Food Pantry, does a lot to integrate Skyhaven Airport and the surrounding communities.

Young Eagles - EAA Chapter 225

EAA (Experimental Aircraft Association) Chapter 225, based at Skyhaven, continues to have an active presence at Skyhaven Airport and provides Young Eagles Rallies at Skyhaven as well as Sanford, ME and Concord, NH. They contribute in large measure to the success of Wings and Wheels as well as making Skyhaven part of the lives of many families in the area.

Taxilane & Drainage Rehab Project

This project, first presented by Jacobs Engineering to the SAAC in December 2014, took an unexpected direction in September, when the week prior to the September 15 meeting SAAC was informed that Hangar 1 would be a casualty of the project, as funds could be used for its demolition. PDA proposed demolition in lieu of maintenance. Despite findings that the structure was essentially sound and a vote

by the SAAC to maintain the structure, the PDA staff and subsequently the PDA Board of Directors voted to include demolition of Hangar 1.

It was later clarified by the DOT Aeronautics Division that the Hangar 1 location provided insufficient taxiway distance to Hangar 2 based on FAA standards for the design aircraft type. Design continued on this project throughout 2015.

This project highlighted the issue of how to best utilize SAAC's role as an advisory body. When its input is not sought early in the conceptual discussion stage process and, instead, is invited to participate after important decisions have already been made, PDA staff is deprived of another perspective and significant expertise, and members of the SAAC begin to question the meaningfulness of their involvement. SAAC believes its role will be more effective if, as a stakeholder, it is included as an active participant from the earliest stages and continuing throughout the project life.

LOOKING FORWARD

It is the hope of SAAC members that ongoing improvements to Skyhaven Airport will be the result of a meaningful collaborative working relationship between the PDA and the SAAC. This will insure implementation of the legislative intent to supplement the technical expertise of the PDA with the economic development aspirations of the three neighboring communities and with the political interests of the State and the communities.

Submitted June 20, 2015