

**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, April 28, 2017  
**SUBJECT:** City Manager's Report for Monday, May 1, 2017  
City Council Agenda

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*6:15 p.m. Non-meeting*  
*Re: Labor Union Negotiations*

*6:45 p.m. Public Hearing*  
*Re: Ordinance No. 19-17 Supplemental Appropriation of \$600,000 for Improvements to the Somersworth Blackwater Road Pump Station.*

*6:50 p.m. Public Hearing*  
*Re: Resolution No. 38-17 To Authorize The City Manager to Sign a Payment-In-Lieu-Of-Taxes (PILOT) Agreement with NhSolar Garden of Portsmouth.*

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***Unfinished Business (under Section 13 of Agenda)***

**Ordinances**

- A. Ordinance No. 19-17 Supplemental Appropriation for Improvements to the Somersworth Blackwater Road Pump Station.** Again, the Finance Committee reviewed this proposal at their meeting on Tuesday, April 11<sup>th</sup> and voted to support the project as proposed as well as the funding source, which would be available cash in the Wastewater Fund. Approval will also require a 2/3<sup>rd</sup>'s majority vote of City Council.

**Resolutions**

- A. Resolution No. 38-17 To Authorize The City Manager to Sign a Payment-In-Lieu-Of-Taxes (PILOT) Agreement with NhSolar Garden of Portsmouth, NH Pursuant to a 20 Year Land Lease on the Somersworth Sanitary Landfill on Blackwater Road.** Again, this will need to be reviewed by our City Attorney and City Assessor to ensure full compliance with State Law (copy attached). I have provided a memorandum from our Assessor Marybeth Walker that provides information on how a PILOT amount may be derived. I would also point out her comment in regards to an Agreement of more than 5-years, as is the case here, needs to meet the criteria of being necessary for project funding or is otherwise advantageous to both parties.

- B. Resolution No. 39-17 To Authorize the Trustees of Trust Funds to Release the Balance of the Somersworth-Berwick Bridge Capital Reserve Fund and Close The Somersworth-Berwick Bridge Capital Reserve Fund.** Again, this is basically a housekeeping measure as we close the financial allocations for this project with the NH DOT and Maine DOT. The Finance Committee reviewed this before voting to support this action. As of the end of March there was \$15,615 in this Fund. Based on final approvals we may have an overrun of approximately \$2,000.
- C. Resolution No. 40-17 To Authorize the City Manager to Contract with Underwood Engineers of Portsmouth, New Hampshire For Professional Engineering Services Associated with the Rehabilitation of the Blackwater Road Sewer Pump Station.** Again, the Finance Committee has met and voted to support staying the course with our Project Engineer – Underwood Engineers and to award the project bid to Apex Construction.
- D. Resolution No. 41-17 To Authorize the City Manager to Contract with Apex Construction of Somersworth, NH for the Rehabilitation of the Blackwater Road Sewer Pump Station.** Again, Apex Construction was the lowest of five (5) bids received. Underwood Engineers, Senior Project Manager Valerie Giguere vetted out references, confirmed the bid met all project specs, and received approval from NH DES to move forward with the project design. The Finance Committee met with City Staff and Valerie, and voted to support moving forward with the base bid and bid alternate 3, which was driveway improvements.

*New Business (under Section 14 of Agenda)*

**Resolutions**

- A. Resolution No. 42-15 To Authorize the City Manager to Sell City Tax Deeded Property Located at 37 Franklin Street.** Attached are copies of the Property Record Card as well as a summary of Taxes due, which has approached some \$45,000 in arrears. The Finance Committee recommends moving forward with this sale and the previously approved sale of the 16 Winter Street property (also acquired by Tax Deed).

**Other**

- A. Vote to Amend Council Rules & Regulations, 7. Order of Business, by amending Item 5. “Announcements by City Councilors” to read “Comments by City Councilors” Requested by Government Operations Committee.** Government Operations Committee met on April 17<sup>th</sup> and agreed with this Amendment change. In accordance with Council Rules, 12. To Amend Rules, this amendment requires a 2/3<sup>rd</sup>'s majority vote of members present to pass. Attached is a copy of the 2013 Rules Amendment vote and a full copy of the Council Rules & Regulations.

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

### **A. Informational Items**

- 1. Fiscal Year 2017-2018 Budget Ordinance.** Attached is a copy of the FY2018 Budget Ordinance as adopted by the City Council at the April 17<sup>th</sup> Council Meeting. There are also copies of supporting detail that provides the individual amendments by department and a revised revenue sheet. Finally, there is a Tax Rate estimate analysis as well as a Tax Cap analysis provided by Finance Director Scott Smith. The Tax Rate increase estimate stands at a total of \$1.18; and the Tax Cap override number is \$476,149.
- 2. Calendar Event Reminders.**
  - **10 Annual Spirit-up Somersworth Clean-up Day.** Saturday, May 6, 7:00-7:30 a.m. Registration for all groups, families. 12:00-2:30 p.m. Meet back at the Middle School for Block Party. Free luncheon for all volunteers, entertainment provided.
  - **Cultural Commission Presents Ethnic Food Sampling Event.** Wednesday, May 10 at Mulligan's Grill in the Somersworth High School Career Technical Center from 5:30 - 7:00 p.m.
  - **Greater Somersworth Chamber of Commerce "A Blue Ribbon Affair".** Friday May 12, 6:00 - 9:00 p.m. Spring Hill, South Berwick, ME. Annual Flagship Event recognizes awardees throughout our 5-town area.

### **B. Attachments.**

- 1. City Attorney Certification One (1).**

ORDINANCE NO. 19-17 SUPPLEMENTAL APPROPRIATION FOR IMPROVEMENTS  
TO THE SOMERSWORTH BLACKWATER ROAD PUMP STATION.

Somersworth, NH  
April 17, 2017

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 \$600,000 from Sewer Utility Fund budget as follows:

Revised Budget	Amendment	Revised Budget
\$ 2,477,471	\$ 600,000	\$ 3,077,471

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 Sewer Utility Funds for the purpose of improvements to the Blackwater Road Wastewater Pump Station. These improvements include construction, inspection, contract administration, and contingency.

***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.***

Sponsored by Councilors:

David A. Witham  
Martin Pepin  
Jennifer G. Soldati

Approved:

City Attorney

RESOLUTION NO. 38-17 TO AUTHORIZE THE CITY MANAGER TO SIGN A  
PAYMENT-IN-LIEU-OF-TAXES (PILOT) AGREEMENT WITH NhSOLAR GARDEN OF  
PORTSMOUTH, NH PURSUANT TO A 20 YEAR LAND LEASE FOR A SOLAR ARRAY  
ON THE SOMERSWORTH SANITARY LANDFILL ON BLACKWATER ROAD.

Somersworth, NH  
April 17, 2017

WHEREAS, the City Council passed Resolution No. 35-17, as amended, to authorize the City Manager to execute a twenty (20) year land lease agreement with NhSolar Garden to develop a solar project pursuant to RSA 362-A on the Somersworth Sanitary Landfill on Blackwater Road, and,

WHEREAS, the City Council authorized the lease contingent on the creation of an agreement with NhSolar Garden to make a payment-in-lieu-of-taxes (PILOT),

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF SOMERSWORTH approves the PILOT Agreement and furthermore authorizes the City Manager to sign the PILOT Agreement with NhSolar Garden of Portsmouth, NH and to take any other action deemed to be in the best interests to complete this action.

Sponsored by Request:

Councilor David A. Witham

Approved:

City Attorney

**Note:** In accordance with RSA 72:74, this resolution requires a public hearing.



## City of Somersworth

1 Government Way – Somersworth, NH 03878

### MEMORANDUM

TO : Robert M. Belmore, City Manager  
FROM : Marybeth Walker, City Assessor  
CC : Shanna Saunders

RE : Pilot for Solar Farm  
DATE : April 28, 2017

The intent of this memo is to provide more information about the Pilot program for the solar farm project proposed for 17 & 35 Blackwater Road.

As you are aware NhSolarGarden is proposing a PILOT, (Payment in lieu of taxes), for the solar farm that they would like to build on Blackwater Road. If both parties agree, under RSA 72:74 any facility which produces electric energy for resale solely by the use, as a primary energy source is eligible to enter a payment in lieu of taxes. This would include the assessed value for the land, all rights, easements, and other interests, buildings, structures, and other improvements situated on the land which are necessary or incidental to produce the power at the facility.

The intent is to establish an assessed value of the property and have the PILOT fluctuate with the annual tax rate. The current proposal includes a PILOT for \$5,600. This would convert into an assessed value of \$174,300.

When determining the market value of the property we could approach it by using three different methods, the sales approach to value, the cost approach to value and the income approach to value. For this type of property the most reasonable approach is the income approach.

The proposed PILOT of \$5,600 is reasonable if you are to use the income approach method and apply it to the lease agreement of \$15,000.

**Important to note:**

**RSA 72:74 is written in such a way to suggest that PILOTs should not be entered into for more than 5 years (with renewable 5 year increments); unless it is necessary for the financing of the project or is otherwise advantageous to both parties.**

RSA 72:74 VI states, " Except as provided in paragraph VII, no voluntary agreement entered into under this section shall be valid for more than 5 years however, any such agreement may be renewed or amended and restated for any number of consecutive periods of 5 years or less."

VII states, "The owner of a renewable generation facility and governing body of the municipality in which the facility is located may agree to a term exceeding 5 years if such term is necessary for the financing of the project or is otherwise advantageous to both parties and both parties agree to such term."

# TITLE V TAXATION

## CHAPTER 72 PERSONS AND PROPERTY LIABLE TO TAXATION

### Payment in Lieu of Taxes for Renewable Generation Facilities

#### Section 72:74

##### **72:74 Payment in Lieu of Taxes. –**

I. The owner of a renewable generation facility and the governing body of the municipality in which the facility is located may, after a duly noticed public hearing, enter into a voluntary agreement to make a payment in lieu of taxes. A lessee of a renewable generation facility which is responsible for the payment of taxes on the facility may also enter into a voluntary agreement with the municipality in which the facility is located to make a payment in lieu of taxes, provided the lessee shall send by certified mail to the lessor written notice which shall state that the property of the lessor may be subject to RSA 80 should the lessee fail to make the payments required by the agreement. A copy of such notice shall be provided to the municipality in which the facility is located.

II. A renewable generation facility subject to a voluntary agreement to make a payment in lieu of taxes under this section shall be subject to the laws governing the utility property tax under RSA 83-F. Payments made pursuant to such agreement shall satisfy any tax liability relative to the renewable generation facility that otherwise exists under RSA 72. The payment in lieu of taxes shall be equalized under RSA 21-J:3, XIII in the same manner as other payments in lieu of taxes. In the absence of a payment in lieu of taxes agreement, the renewable generation facility shall be subject to taxation under RSA 72.

III. If a municipality that contains more than one school district receives a payment in lieu of taxes under this section, the proceeds shall be prorated to the districts in the same manner as local taxes are prorated to the districts, or in the case of a cooperative school district between the city or town and pre-existing school district.

IV. The collection procedures in RSA 80 shall be used to enforce a voluntary agreement to make a payment in lieu of taxes authorized by this section.

V. If a municipality enters into a voluntary payment in lieu of taxes agreement with an owner, or a lessee responsible for payment of taxes, of a renewable generation facility, the municipality, upon the request of the owner, or a lessee responsible for payment of taxes, of any other renewable generation facility located within the municipality, shall offer a comparable agreement to the owner or lessee of such facility.

VI. Except as provided in paragraph VII, no voluntary agreement entered into under this section shall be valid for more than 5 years; however, any such agreement may be renewed or amended and restated for any number of consecutive periods of 5 years or less.

VII. The owner of a renewable generation facility and the governing body of the municipality in which the facility is located may agree to a term exceeding 5 years if such term is necessary for the financing of the project or is otherwise advantageous to both parties and both parties agree to such term.

# TITLE V TAXATION

## CHAPTER 72 PERSONS AND PROPERTY LIABLE TO TAXATION

### Property Taxes

#### Section 72:23

**72:23 Real Estate and Personal Property Tax Exemption.** – The following real estate and personal property shall, unless otherwise provided by statute, be exempt from taxation:

I. (a) Lands and the buildings and structures thereon and therein and the personal property owned by the state of New Hampshire or by a New Hampshire city, town, school district, or village district unless said real or personal property is used or occupied by other than the state or a city, town, school district, or village district under a lease or other agreement the terms of which provide for the payment of properly assessed real and personal property taxes by the party using or occupying said property. The exemption provided herein shall apply to any and all taxes against lands and the buildings and structures thereon and therein and the personal property owned by the state, cities, towns, school districts, and village districts, which have or may have accrued since March 31, 1975, and to any and all future taxes which, but for the exemption provided herein, would accrue against lands and buildings and structures thereon and therein and the personal property owned by the state, cities, towns, school districts, and village districts.

(b) All leases and other agreements, the terms of which provide for the use or occupation by others of real or personal property owned by the state or a city, town, school district, or village district, entered into after July 1, 1979, shall provide for the payment of properly assessed real and personal property taxes by the party using or occupying said property no later than the due date. This subparagraph shall not apply to leases of state-owned railroad properties which are subject to railroad taxes under the provisions of RSA 82 or which provide revenue to the state, a portion of which is distributed to cities and towns pursuant to RSA 228:69, I(a). All such leases and agreements shall include a provision that "failure of the lessee to pay the duly assessed personal and real estate taxes when due shall be cause to terminate said lease or agreement by the lessor." All such leases and agreements entered into on or after January 1, 1994, shall clearly state the lessee's obligations regarding the payment of both current and potential real and personal property taxes, and shall also state whether the lessee has an obligation to pay real and personal property taxes on structures or improvements added by the lessee.

(c) If the lessee using or occupying the property fails to pay the duly assessed personal and real estate taxes on the due date, the tax collector of the taxing district involved shall notify the lessor that the same remains unpaid. Upon receipt of said notification from the tax collector, the lessor shall terminate said lease or agreement and pay over to the tax collector from amounts received from said lease such sums as are necessary to satisfy the tax due.

(d) The exemptions provided in subparagraph (a) shall apply to the lands and the buildings and structures thereon and therein and personal property owned by the university system of New Hampshire or the community college system of New Hampshire. The requirements of subparagraph (b) shall apply to all leases and other agreements entered into or renewed on or after April 1, 2006, the



1999, 304:2. 2002, 190:7. 2003, 56:3. 2006, 205:2. 2011, 199:2, eff. Aug. 19, 2011; 224:361, eff. July 1, 2011.

RESOLUTION NO. 39-17 TO AUTHORIZE THE TRUSTEES OF TRUST FUNDS TO  
RELEASE THE BALANCE OF THE SOMERSWORTH-BERWICK BRIDGE CAPITAL  
RESERVE FUND AND CLOSE THE SOMERSWORTH-BERWICK BRIDGE CAPITAL  
RESERVE FUND.

Somersworth, NH

April 17, 2017

WHEREAS, the City of Somersworth City Council adopted Resolution No. 43-09 creating the Somersworth-Berwick Bridge Capital Reserve Fund for the purpose of accumulating the City's portion of the cost of repairs or reconstruction to the Somersworth-Berwick Bridge, including the cost of engineering, survey, or other ancillary costs directly related to the repair or reconstruction of the bridge, and,

WHEREAS, the Somersworth-Berwick Bridge reconstruction is completed and the balance of the capital reserve fund may be transferred to close out the project funding, and,

WHEREAS, the Somersworth City Council has been named as agents to expend,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH, that the Trustees of Trust Funds are authorized to release the balance of Somersworth-Berwick Bridge Capital Reserve Fund and close the Somersworth-Berwick Bridge Capital Reserve Fund.

Sponsored by Councilors:

David A. Witham  
Jennifer G. Soldati  
Martin Pepin

Approved:

City Attorney

RESOLUTION NO. 40-17 TO AUTHORIZE THE CITY MANAGER TO CONTRACT WITH UNDERWOOD ENGINEERS OF PORTSMOUTH, NEW HAMPSHIRE FOR PROFESSIONAL ENGINEERING SERVICES ASSOCIATED WITH THE REHABILITATION OF THE BLACKWATER ROAD SEWER PUMP STATION.

Somersworth, NH  
April 17, 2017

WHEREAS, the City of Somersworth contracted with Underwood Engineers to design the plans and provide the bid specifications for the rehabilitation of the Blackwater Road sewer pump station, and,

WHEREAS, the City requires professional engineering services associated with this project, which include contract administration and construction inspection, and,

WHEREAS, Underwood Engineers has provided a cost not to exceed \$68,000 (Sixty Eight 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 contract with Underwood Engineers of Portsmouth, NH to provide professional engineering services associated with the rehabilitation of the Blackwater Road sewer pump station for an amount not to exceed \$68,000 (Sixty Eight Thousand dollars).

Sponsored by Councilors:

David A. Witham  
Martin Pepin  
Jennifer G. Soldati

Approved:

City Attorney

RESOLUTION NO. 41-17 TO AUTHORIZE THE CITY MANAGER TO CONTRACT  
WITH APEX CONSTRUCTION OF SOMERSWORTH, NH FOR THE  
REHABILITATION OF THE BLACKWATER ROAD SEWER PUMP STATION.

Somersworth, NH  
April 17, 2017

WHEREAS, the City Council of the City of Somersworth adopted Resolution No. 26-15 to contract with Underwood Engineers to design the plans and provide the bid specifications for the rehabilitation of the Blackwater Road sewer pump station, and,

WHEREAS, the City received bids for this project on March 23, 2017, and,

WHEREAS, Underwood Engineers reviewed the bids received and recommends awarding the contract to Apex Construction of Somersworth, NH for an amount not to exceed \$532,000 (Five Hundred Thirty Two Thousand dollars), which includes the cost of construction and contingency, and,

WHEREAS, the Finance Committee for the City of Somersworth has reviewed the recommendation by Underwood Engineers to award the contract to Apex Construction 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 Apex Construction of Somersworth, NH for the rehabilitation of the Blackwater Road sewer pump station for an amount not to exceed \$532,000 (Five Hundred Thirty Two Thousand 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:

David A. Witham  
Martin Pepin  
Jennifer G. Soldati

Approved:

City Attorney

RESOLUTION NO. 42-17 TO AUTHORIZE THE CITY MANAGER TO SELL CITY  
TAX DEEDED PROPERTY LOCATED AT 37 FRANKLIN STREET.

Somersworth, NH  
May 1, 2017

WHEREAS, the City of Somersworth has acquired the following parcel of property, land and building, through tax deed,

- 37 Franklin Street, Map 10 Lot 48

And,

WHEREAS, after a review of the aforementioned, there has been no determined municipal need for this real estate property and it may be considered surplus,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to sell this surplus City property by any means determined to be in the best interest of the City.

Sponsored by:

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

Approved:

City Attorney



EXTERIOR INFORMATION

Type:	15 - OLD STYLE	Rating:	FAIR
Sly Ht:	3 - 3	Rating:	
(Liv) Units:	1 - Total: 1	Rating:	
Foundation:	3 - BRICK/STN	Rating:	
Frame:	1 - WOOD	Rating:	FAIR
Prime Wall:	3 - ALUMINUM	Rating:	
Sec Wall:	20 - COMP CLA	Rating:	FAIR
Roof Struct:	1 - GABLE	Rating:	
Roof Cover:	1 - ASPHALT SH	Rating:	FAIR
Color:	GRAY	Rating:	
View / Descr:		Rating:	

GENERAL INFORMATION

Grade:	C - AVERAGE
Year Blt:	1920
Alt %:	
Jurisdct:	
Const Mod:	
Lump Sum Adj:	

INTERIOR INFORMATION

Avg H/F/L:	STD
Prim Int Wall:	2 - PLASTER
Sec Int Wall:	
Partitio:	T - TYPICAL
Prim Floors:	2 - SOFTWOOD
Sec Floors:	4 - CARPET
Bsmnt Fir:	
Bsmnt Gar:	
Electric:	3 - TYPICAL
Insulation:	2 - TYPICAL
Int vs Ext:	S
Heat Fuel:	1 - OIL
Heat Type:	5 - STEAM
# Heat Sys:	1
% Heated:	100
Solar HW:	NO
% Com Wall:	% Sprinkled:

DEPRECIATION

Phys Cond:	FA - Fair-Avg
Functional:	
Economic:	E - PARKING
Special:	
Override:	
Total:	39.96 %

COMMENTS

1 RESIDENCE + 1 VACANT STORE, WOULD NEED A VARIANCE TO REOPEN ANDSITE PLAN APPROVAL, 2012 - BANGED UP ALUYM SIDING, GD WINDOWS.

RESIDENTIAL GRID

1st Res Grd	Desc: Line 1	# Units: 1
Level	FY LR DR D K FR RR BR FB HB L O	
Other		
Upper		
Lvl 2		
Lvl 1		
Lower		
Totals	Rms: 7	Baths: 1
	HB: 1	

REMODELING

Exterior:					
Interior:					
Additions:					
Kitchen:					
Baths:					
Plumbing:					
Electric:					
Heating:					
General:					
Totals	1	7	4	M	

SKETCH

SFL	9	OSB	2	4
FFL	9	FFL	6	2
21				
30		TFL		
		SFL		
		BMT		
17				
4 TFL				
SFL				
UCN				

SUB AREA

Code	Description	Area - SQ	Rate - AV	Underp Value
FFL	1ST FLOOR	749	59.770	44,767
SFL	2ND FLOOR	711	59.770	42,496
TFL	3RD FLOOR	630	50.800	32,006
BMT	BASEMENT	614	13.150	8,074
OSP	SCRN PORCH	72	29.110	2,096
UCN	PR CNPY	16	6.500	104

SUB AREA DETAIL

Sub	%	Area	Usbl	%	Qu #
Descr	Type				

COMPARABLE SALES

Rate	Parcel ID	Typ	Date	Sale Price
WVA\$/SQ:		AvRate:		Ind.Val 155300.0000
Juris. Factor:		Val/Su Fin:	42.25	
Special Features:	0	Val/Su Net:		
Final Total:	88300	Val/Su SzAd:	42.25	

CALC SUMMARY

Basic \$ / SQ:	67.00
Size Adj:	0.89665073
Const Adj:	0.99490047
Adj \$ / SQ:	59.769
Other Features:	17475
Grade Factor:	1.00
Neighborhood Inf:	1.00000000
LUC Factor:	1.00
Adj Total:	147018
Depreciation:	58749
Depreciated Total:	88270

SPEC FEATURES/YARD ITEMS

Code	Description	A	Y/S	Qty	Size/Dim	Qual	Con	Year	Unit Price	D/S	Dep	LUC	Fact	NB Fa	Appr Value	JCod	JFAct	Juris. Value
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IMAGE



AssessPro Patriot Properties, Inc

More: N

Total Yard Items:

Total Special Features:

Total:

15

Per diem 6.97 from 09-28-15

2014 Equalization Rate 100.5

2014 Equalization Rate 100.5

2014 Equalization Rate 100.5

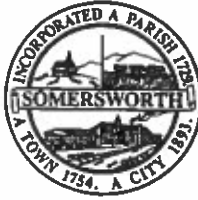
From Tax Collector



# SOMERSWORTH, NEW HAMPSHIRE

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City of Somersworth  
One Government Way  
Somersworth, NH 03878



City Hall  
603.692.4262  
[www.somersworth.org](http://www.somersworth.org)

April 28, 2017

Dear Realtor;

The City of Somersworth is seeking assistance to convey to the general public the following property:

Location	Tax map & lot	Acreage	Zoning	comments
37 Franklin Street	10-48	.058	R3	Single family residence
16 Winter Street	11-178	.124	RIAH	Single family residence

The City has declared this property to be surplus property and should be placed for sale to the public. We are seeking to place this property on the market and generate the highest and best value for the City.

If you are interested in assisting the City to convey this property please submit your proposal to Scott Smith by May 19, 2017. The City will review each submission and intends to make a final selection by June 1, 2017 with immediate implementation. The City reserves the right to reject any or all proposals, and reserves the right to accept any proposal determined to be in the best interest of the City.

Additional plat information is available in the assessing office at City Hall.

Sincerely,

Robert M. Belmore  
City Manager

contract language for EMS activity here in Somersworth to make sure that we are getting the service delivery that we require. The current language has been in place for a number of years, the number of calls, the complexity of calls, etc.; there have been a lot of changes since it was penned, he said. Going out to RFP would allow staff, particularly the Fire Chief and the City Manager, to work to develop language that would best serve the citizens of Somersworth.

City Manager Belmore pointed out that they are going out for the request for proposal process. It is not like buying computers, he said; Council can consider something other than the low bid contract. He said also that this is not presently a budgeted item; it does not cost the City anything for this service. They have an agreement where they garner their revenue by billing patients, whether it is a 911 call or a transport, they receive their money from the insurance companies or Medicaid. There is not a line item in the budget for this ambulance or this contract, so he just thought he would make it clear to the public that this is not a budgeted item right now. Although in the future... it may gravitate to that, either to budget for either an outside ambulance service or to bring it inside to the Fire Department.

The Council voted unanimously to approve the request for proposal process.

VOTE TO AMEND COUNCIL RULES AND REGULATIONS, ORDER OF BUSINESS, BY INSERTING "ANNOUNCEMENTS BY CITY COUNCILORS" AS NUMBER 5 AND RENUMBERING THE REMAINING ITEMS- COUNCILOR TAPSCOTT, CHAIR OF GOVERNMENT OPERATIONS COMMITTEE.

Councilor Tapscott explained that this was a question brought up by a member of the Government Operations Committee of the City Council a few weeks ago so that these announcements be made early in a meeting before residents start tuning out. This is *only* for announcements. It is nice to get the announcements early, rather than waiting until last. That is what it is all about. Because it is an amendment to the Council Rules and Regulations, it requires a 2/3 vote.

This amendment to the Council Rules and Regulations passed unanimously, by a roll call vote of 8-0.

PUBLIC HEARING ON COMCAST CABLE FRANCHISE AGREEMENT RENEWAL

Councilor Witham, seconded by Councilor Tapscott, made a motion to set the date and time of the public hearing for the Comcast Cable Franchise Agreement for March 18<sup>th</sup> at 6:45 pm prior to the second Council meeting in March.

The motion passed.

City Manager Belmore recommended that a workshop be scheduled on Tuesday, February 19<sup>th</sup> at 5:30 pm to consider the High Street Infrastructure Bond Project.

Feb. 4  
2013 City Council Mtg.

**CITY OF SOMERSWORTH, NH**  
**COUNCIL RULES AND REGULATIONS**

**1. Council Meetings**

- A. The Council shall meet in regular session on the first and third Mondays of each month at 7:00 p.m., unless otherwise agreed by a majority of the elected members of the Council. When Monday is a holiday, the regular meeting shall be held on Tuesday following at the same hour, unless otherwise provided by motion. All regular meetings of the Council shall not last beyond 10:00 p.m. unless the rules are so suspended to allow the meeting to continue beyond 10:00 p.m. All business not completed by 10:00 p.m. shall be automatically tabled and referred to the next regular meeting, unless the rules are so suspended to allow the meeting to continue beyond 10:00 p.m. The place of the meeting shall be the Council Chambers at City Hall unless otherwise agreed by a majority of the elected members of the Council.
- B. All City Council Meetings, City Council Special Meetings, and City Council Workshops will be televised on Channel 22 whenever possible.

**2. Presiding Officer**

- A. The Mayor shall be the presiding officer at all Council meetings. The Mayor shall take the chair precisely at the hour appointed for the meeting and call the members to order. The Mayor shall cause the roll to be called. In the absence or inability of the Mayor to perform said duties the Acting Mayor shall preside and act as Mayor during such absence or disability.
- B. The Mayor or designated presiding officer shall record the minutes of all nonpublic sessions.

**3. Temporary Chairman**

In the case of the absence of both the Mayor and Acting Mayor, the Clerk shall call the Council to order and call the roll of members. If a quorum is found to be present, the Council shall choose one of its members to act as chair by a plurality of votes until the Mayor or Acting Mayor appears.

**4. City Clerk**

- A. The City Clerk shall be ex-officio Clerk of the Council and shall keep minutes of the meeting, record the membership present and perform such other and further duties as may be ordered by the presiding officer or Council. The Clerk shall also record the names of members coming in after the calling of the roll. The City Clerk shall keep electronic recordings of all regular meetings of the City Council and other such special meetings as may be directed by the presiding officer or Council. The

electronic recordings shall be kept on file for five (5) years after the date of each meeting. Within seven calendar days of each meeting, the City Clerk shall provide each Council member, the Mayor, and the City Manager with a copy of the minutes of the previous regular, special or nonpublic meeting. In the absence of the City Clerk, the City Manager shall appoint an Acting Clerk to perform the duties of the clerk during such absence.

- B. The City Clerk shall post public notices of meetings, whether they be regular Council meetings, special Council meetings, regular Standing Committee meetings or Special Committee meetings. The notices shall be posted in two public places, and on Channel 22 and the City's web page.

#### **5. City Solicitor**

The City Solicitor shall be available to attend all regular and special meetings if requested by the City Manager. In the event the City Solicitor is unable to attend any such meeting, the City Solicitor shall promptly notify the City Manager who may appoint a temporary City Solicitor to attend such meeting.

Any member of the City Council may at any time call upon the City Solicitor for an oral or written opinion to decide any question of law or parliamentary procedure. Upon a written request of three (3) City Councilors, the City Manager shall direct the City Solicitor to attend any regular or special meeting provided the request is filed with the City Clerk by noon three working days preceding the day on which the Council meets. The City Clerk shall immediately notify the City Manager of the request. By a vote of three (3) City Councilors the City Manager shall direct the City Solicitor to attend the next regular or special meeting. In the event the City Solicitor is unable to attend any such meeting, the City Manager shall appoint a temporary City Solicitor to attend.

#### **6. Officers and Employees to Attend**

Department heads and officers of the City, or their designees, shall attend any meeting of the City Council when matters relating to their particular department or office are on the Council agenda. This requirement may be waived by the City Manager as circumstances dictate, provided that notice of such waiver is provided to members of the Council at the time when the meeting agenda is distributed to them. Any member of the Council, after stating a reason, may request the City Manager to direct any department head or officer to attend any meeting. Should the City Manager decline to do so, the requesting member shall be notified promptly, and the request of three (3) members of the Council shall be necessary to require the presence of the department head or officer.

#### **7. Order of Business**

The business of all regular meetings of the Council shall be transacted in the following order, unless the Council, by a vote of two-thirds of the members present, shall suspend the rules and change the order:

1. Roll Call of Members
2. Pledge of Allegiance

3. Minutes of the Previous Meeting
4. Comments by Visitors
5. Announcements by City Councilors
6. Communications
7. Presentation of Petitions and Disposal Thereof by Reference or Otherwise
8. Mayor's Report
9. Report of Standing Committees
10. Report of Special Committees, City Officers and City Manager
11. Nominations, Appointments and Elections
12. Lay on the Table \*
13. Unfinished Business
14. New Business
15. Comments by Visitors
16. Closing Comments by Council Members
17. Future Agenda Items
18. Nonpublic Sessions (as necessary, pending roll call vote by Council)
19. Adjournment

- \* A. Items voted to Lay on the Table are listed for reference only. Perishable items (i.e. items that must be acted upon within a fixed number of days after a public hearing) shall have the expiration date added to the description of the item.
- \* B. Any Councilor may move to remove any item that Lay on the Table upon receipt of a second and a majority vote of the Council. Items remaining on the table after the expiration date or at the end of the fiscal year shall be dropped.
- \* C. Persons other than members of the Council, the Mayor and City officers and employees shall be permitted to address the Council. A time limit of five (5) minutes per person shall be in effect, unless the Council wishes to suspend the rules. The speaker shall not enter into a debate with any person, the Mayor or Council members. The total time allocation for this agenda item shall be no longer than thirty (30) minutes.

#### **8. Filing with Clerk**

Every ordinance, resolution and document to come before the Council for consideration must be filed with the City Clerk by noon three working days preceding the day on which the Council meets. It shall be the duty of the Clerk to have ready for delivery by 5:00 p.m. the following day a brief statement setting forth by number and full descriptive title all ordinances, resolutions and documents to come before the Council for consideration. It shall be the duty of the Police Department to deliver said agenda items by hand in an expeditious manner upon receipt of the material from the City Clerk.

#### **9. Motion to be Stated by Chair**

When a motion is made and seconded, it shall be stated by the Chair before debate. At the request of any City Councilor, the City Clerk shall put said motion in writing. A motion may not be withdrawn by the mover without the consent of the member seconding it.

## **10. Voting**

Voting on ordinances and resolutions shall be by "roll call vote", starting with the sponsor of the ordinance or resolution, and in the case of many sponsors the voting shall start with the first name sponsoring the ordinance or resolution. All other voting shall be by "yea" or "nay" voting.

### **10A. Voting on Council or School Board Vacancies**

The Council shall not vote to fill any vacancies on the City Council or School Board until fourteen (14) days after such vacancy has occurred. Such vote may not occur until the said vacancy has been duly posted at City Hall for fourteen (14) days and advertised in a local newspaper three (3) times. It shall take a two-thirds vote of the present membership to suspend said rule. All votes to fill a vacancy on the City Council or School Board shall be by "roll call vote".

## **11. Anonymous Communications**

Only signed communications shall be introduced and read at Council meetings.

## **12. To Amend Rules**

Council rules may be amended, or new rules adopted, by a two-thirds vote of all members of the Council present. Any such proposed amendment shall be submitted in writing at the preceding regular meeting, and shall be forwarded to the appropriate Council Standing Committee for review. The Committee shall report back its review of said proposed amendment in a timely manner, and the proposed amendment shall be placed on the agenda under the order of new business. These requirements shall only be waived by a unanimous vote of all Council members present.

## **13. Suspension of Council Rules**

Council rules may be temporarily suspended by a two-thirds vote of the members present and voting.

## **14. Roberts Rules of Order**

Roberts Rules of Order shall be used to decide all parliamentary questions not specifically provided for in these rules.

## **15. Committees**

The Mayor shall have the power to appoint advisory committees as the Mayor deems necessary to serve the Mayor in a clearly defined advisory capacity. The first-named person on each committee shall serve as its Chair.

Minutes of all Council Committee meetings will be provided to all Councilors within a reasonable amount of time.

**15A. Finishing Timeline of Mission of Appointed Committees**

Any committee, advisors or advisory committee appointed by the Mayor shall have a timeline upon which its service shall expire. Prior to expiration the Mayor may reappoint said committee, advisors or advisory committee for an extended specified length of service.

**16. Ordinances and Resolutions**

- A. All ordinances and resolutions shall be introduced to the Council in printed or written form with the name of the Council member, or the Mayor, introducing it thereon. Any member of the Council may instruct the City Clerk to endorse the designation "By Request" on any ordinance or resolution which is being introduced in the Councilor's name.
- B. All proposed ordinances shall be reviewed by the City Solicitor and bear his certification that they are in correct form.
- C. The City Clerk shall prepare copies of all proposed ordinances for distribution to all members of the City Council at the meeting at which the ordinance is to be introduced. Whenever any member is absent from such meeting, the City Clerk shall arrange to have copies delivered to that member.
- D. All ordinances and resolutions shall pass through the following stages:
  - 1. First reading for information, and if not rejected or otherwise disposed of, referred to the City Solicitor who shall carefully examine them to see if they are in technical form and not repugnant to the laws and Constitution of the State of New Hampshire, nor the Charter and Ordinances of the City of Somersworth, and reported back to the City Council at the next regular meeting.
  - 2. The Mayor may refer any ordinance or resolution to a special or regular committee, in which case the matter shall lay on the table. If not referred to a committee, the ordinance or resolution shall automatically be taken up as unfinished business at the next regular meeting.
  - 3. At the next regular meeting, the ordinance or resolution shall be read by title only, after which secondary reading, the question shall be on the passing of the same.
- E. No ordinance shall be amended except upon its second reading.
- F. The effective date of each ordinance shall be specified within the ordinance.

**17. Appointments**

All appointments by the Mayor which require the consent of the Council, once made, shall automatically be laid on the table until the next regular meeting to allow the members of the Council opportunity to properly review the nominee's qualifications.

All nominees are required to complete the City's Application Form for Board, Commissions, and Committees.

All appointments by the Mayor which require consent of the Council, shall be residents of the City.

**18. Smoking Prohibited**

Smoking shall be prohibited within the Council Chambers at all times.

**19. Service on Council**

No member of the City Council may serve on two elected bodies within the City. The Council member seeking office in any elected race may retain his/her elected seat on the elected board until such time as the candidate is elected to his/her new position. After successful election, the candidate must then resign his/her former seat.

**20. E-mail correspondence**

E-mail correspondence will not be used between City Council members to discuss substantive City Council business, although it may be used strictly for administrative matters such as scheduling a special meeting.

Passed 01/20/1986

Amended 01/05/1987

Amended 03/07/1988

Amended 03/20/1989

Amended 06/03/1991

Amended 02/24/1992

Amended 08/16/1993

Amended 03/21/1994

Amended 02/17/1998

Amended 08/12/2002

Amended 09/16/2002

Amended 05/01/2006

Amended 09/17/2007

Amended 07/14/2008

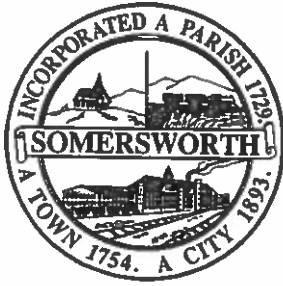
Amended 02/04/2013 (Section 7 – Added #5. Announcements by City Councilors, p. 2)

Amended 01/08/2014 (Section 17 – Added 2<sup>nd</sup> paragraph, p. 6)

Amended 01/21/2014 (Section 4.A – Changed one year to five years, p. 1)

Amended 12/07/2015 (Section 17 – Added 3<sup>rd</sup> paragraph, p.6)





## MEMORANDUM

To: Bob Belmore, City Manager

From: Scott Smith, Finance Director

Date: April 18, 2017

**Re: Ordinance 15-17 FY2017-2018 Budget**

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Attached for your review please find Ordinance 15-17, FY2017-2018 Budget, as adopted by the City Council at their April 17, 2017 meeting.

I have included a spreadsheet detailing the individual amendments to the budget ordinance, by department, and a revenue sheet including the final amount of fund balance to reduce the tax rate.

Also attached is a current tax rate estimate and an updated estimate on compliance with the tax cap. The current estimated tax rate is \$33.30, which is a \$1.18 (One Dollar and eighteen cent) increase over the prior year. The budget, as adopted, exceeds the tax cap limitation by \$476,149.

If you have any questions or need any additional information please let me know.

Cc: Pam Constance, Assistant Finance Director

**ORDINANCE NO. 15 -17 FY2017-2018 BUDGET**

SOMERSWORTH, NH

April 3, 2017

The City of Somersworth Ordains that Budgets for the City of Somersworth for the 2017-2018 Fiscal Year shall be:

**DEPARTMENT**

**PROPOSED BUDGET**

**GENERAL FUND**

Elected Leadership	\$128,511
City Management	477,721
Finance and Administration	1,181,314
Development Services	1,002,395
Police	3,811,782
Fire	2,179,394
Public Works	3,258,980
Other Expenses	1,274,237
Capital Outlay	203,915
Intergovt Assessments - County	2,380,054
School Department	26,241,172

**TOTAL GENERAL FUND**

**42,139,475**

**ENTERPRISE FUNDS**

Wastewater Department	2,159,074
Water Department	2,073,009
Solid Waste	400,200

**TOTAL ENTERPRISE FUNDS**

**4,632,283**

**SPECIAL REVENUE FUND**

Cable Fund	60,107
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**TOTAL FY 2017-2018 APPROPRIATION**

**\$46,831,865**

This ordinance shall take effect upon its passage.

Sponsored by  
Mayor Dana Hilliard  
by request

Approved:

City Attorney

**As Adopted April 17, 2017**

City of Somersworth  
Ordinance No. 15-17 FY 2017-2018 Budget  
Adjustments by City Council  
As of April 17, 2017

Department	Description	Proposed Budget	Amendments	Amended Budget
<b>GENERAL FUND</b>				
Elected Leadership		128,511		
<b>Elected Leadership</b>				<b>128,511</b>
City Management	Decrease Health/Dental	478,954	(1,233)	
<b>City Management</b>				<b>477,721</b>
Finance and Administration	Decrease Health/Dental	1,183,964	(2,650)	
<b>Finance and Administration</b>				<b>1,181,314</b>
Development Services	Decrease Health/Dental	1,004,664	(2,269)	
<b>Development Services</b>				<b>1,002,395</b>
Police	Decrease Health/Dental	3,824,176	(12,394)	
<b>Police</b>				<b>3,811,782</b>
Fire	Decrease Health/Dental	2,188,077	(8,683)	
<b>Fire</b>				<b>2,179,394</b>
Public Works	Decrease Health/Dental Decrease Street Lighting 01406613-45430 Increase Road Resurfacing 01406610-49104 Increase Road Resurfacing 01406610-49104 Decrease Storm Pre-treatment (Brine) 01406611-44180	2,311,751	(5,271) (37,500) 500,000 500,000 (10,000)	
<b>Public Works</b>				<b>3,258,680</b>
Other Expenses		1,274,237		
<b>Other Expenses</b>				<b>1,274,237</b>
Capital Outlay		203,915		
<b>Capital Outlay</b>				<b>203,915</b>
<b>Intergovt Assmnts - County Estimate</b>		<b>2,380,054</b>		<b>2,380,054</b>
School Department	Increase School Operating	26,171,172	70,000	
<b>School Department</b>				<b>26,241,172</b>
<b>TOTAL GENERAL FUND</b>		<b>\$41,149,475</b>	<b>\$990,000</b>	<b>\$42,139,475</b>

City of Somersworth  
Ordinance No. 15-17 FY 2017-2018 Budget  
Adjustments by City Council  
As of April 17, 2017

Department	Description	Proposed Budget	Amendments	Amended Budget
<b>ENTERPRISE FUNDS</b>				
Wastewater Department	Decrease Health/Dental	2,162,766	(3,692)	
<b>Wastewater Department</b>				<b>2,159,074</b>
Water Department	Decrease Health/Dental	2,076,173	(3,164)	
<b>Water Department</b>				<b>2,073,009</b>
<b>Solid Waste</b>		<b>400,200</b>		<b>400,200</b>
<b>TOTAL ENTERPRISE FUNDS</b>		<b>\$4,639,139</b>	<b>(\$6,856)</b>	<b>\$4,632,283</b>
<b>Cable Fund</b>		<b>60,107</b>		<b>60,107</b>
<b>TOTAL FY 2017-2018 APPROPRIATIONS</b>		<b>\$45,849,721</b>	<b>\$983,144</b>	<b>\$46,831,865</b>



## General Fund Revenue Estimates

	FY 16-17	FY 17-18
<b>TAXES</b>		
LOCAL PROPERTY TAXES	24,728,478	25,928,765
STATE PROPERTY TAXES	1,950,396	1,882,114
INTEREST AND PENALTIES	280,000	280,000
	<b>26,958,874</b>	<b>28,090,879</b>
<b>LICENSES, PERMITS, AND FEES</b>		
MOTOR VEHICLE PERMITS AND FEES	1,460,000	1,575,000
BUSINESS LICENSES, PERMITS, AND FEES	125,625	125,625
	<b>1,585,625</b>	<b>1,700,625</b>
<b>INTERGOVERNMENTAL</b>		
<b><u>CITY:</u></b>		
HIGHWAY BLOCK GRANT	225,965	225,965
MEALS & ROOMS TAX DISTRIBUTION	604,898	604,898
PAYMENT IN LIEU OF TAXES	112,356	112,356
OTHER	2,269	2,269
<b>SUBTOTAL CITY INTERGOVERNMENTAL</b>	<b>945,488</b>	<b>945,488</b>
<b><u>SCHOOL:</u></b>		
STATE ADEQUACY GRANT	7,496,796	7,533,806
MEDICAID REIMBURSEMENT	375,000	320,000
BUILDING AID	847,078	847,078
CATASTROPHIC VOCATIONAL AID	391,405	340,000
VOCATIONAL AID	40,000	37,500
TUITION	372,000	254,912
MISCELLANEOUS SCHOOL	9,000	6,000
<b>SUBTOTAL SCHOOL INTERGOVERNMENTAL</b>	<b>9,531,279</b>	<b>9,339,296</b>
<b>TOTAL INTERGOVERNMENTAL</b>	<b>10,476,767</b>	<b>10,284,784</b>



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## General Fund Revenue Estimates

	FY 16-17	FY 17-18
<b>OTHER REVENUE</b>		
INTEREST ON INVESTMENTS	20,000	30,000
INCOME FROM DEPARTMENTS	412,705	468,437
SALE OF CITY PROPERTY	25,000	25,000
LEASE PAYMENTS	124,750	124,750
HYDRO LEASE	90,000	80,000
	<u>672,455</u>	<u>728,187</u>
<b>OTHER FINANCING SOURCES</b>		
USE OF FUND BALANCE - REDUCE TAXES	885,000	1,385,000
	<u>885,000</u>	<u>1,385,000</u>
<b>TOTAL</b>	<u><u>40,578,721</u></u>	<u><u>42,189,475</u></u>
<b>INCREASE IN REVENUES FROM PREVIOUS YEAR</b>		<b>1,610,754</b>
<b>PERCENTAGE OF INCREASE IN REVENUES</b>		<b>3.97%</b>

## 2017/18 Tax Rate Estimate



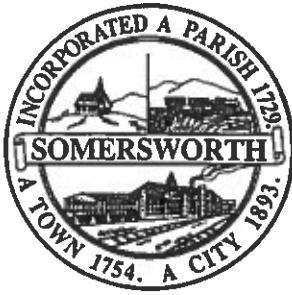
CITY PORTION		Estimated FY17-18 Tax Rate	FY16-17 Tax Rate	Change
Gross Appropriations	18,210,639			
Less: Revenues	9,733,833			
Less: Shared Revenues	-			
Add: Overlay	50,000			
Add: War Service Credits	248,900			
Net Town Appropriation	8,775,706	10.40	9.72	0.68
SCHOOL PORTION				
Net Local School Budget	24,435,682			
Less: Equitable Education Grant	7,533,806			
Less: State Education Taxes	1,882,114			
Net School Tax Total	15,019,762	17.81	17.26	0.55
STATE EDUCATION TAXES				
Equalized Valuation (no utilities)				
Net State Education Total	1,882,114	2.27	2.37	(0.10)
COUNTY PORTION				
Due to County	2,380,054			
Less: Shared Revenue	-			
Net County Total	2,380,054	2.82	2.77	0.05
Total Tax Rate		33.30	32.12	1.18
Total Property Taxes Assessed	28,057,636			
Less: War Service Credits	(248,900)			
Total Property Tax Commitment	27,808,736			
Net Assessed Valuation (Estimate)				
State Education Taxes (No utilities)	827,980,700	2.27	1,882,114.00	
All Other Taxes	843,500,000	31.03	26,175,522.00	
			28,057,636.00	

**Analysis of Tax Cap - Estimate for FY2018 Budget Year**  
**City of Somersworth, NH**

	City Portion	School Portion	State Portion	County Portion	Total
A. Prior Fiscal Year Net Amount Raised By Taxes (FY2017 Actual Levy)	8,162,348	14,492,145	1,950,396	2,322,885	26,927,774
B. Multiplied by the National CPI-U (CPI Urban all cities index)	1.26%	1.26%	1.26%	1.26%	1.26%
C. Subtotal (A x B)	102,846	182,601	24,575	29,268	339,290
D. Prior April 1 to March 31 <i>Estimated</i> Net Construction Value	9,789,000	9,789,000	9,789,000	9,789,000	9,789,000
E. Multiplied by Prior Fiscal Year Tax Rate/1,000 of Value (Actual)	9.72	17.26	2.37	2.77	32.12
F. Subtotal (D x E)	95,149	168,958	23,200	27,116	314,423
<b>G. Estimated Increase Allowed for FY2018 Tax Levy (C + F)</b>	<b>197,995</b>	<b>351,559</b>	<b>47,775</b>	<b>56,384</b>	<b>653,713</b>
<b>H. FY2018 Amount allowed to be Raised by Taxes (Capped Tax Levy) (A + G)</b>	<b>8,360,343</b>	<b>14,843,704</b>	<b>1,998,171</b>	<b>2,379,269</b>	<b>27,581,487</b>
I. FY2018 Estimated Amount Adopted to be Raised by Taxes	8,775,706	15,019,762	1,882,114	2,380,054	28,057,636
J. Variance between estimated and capped tax levy (H - I)	(415,363)	(176,058)	116,057	(785)	(476,149)
K. Amount required to be absorbed by City and School	(785)	116,057	(116,057)	785	0
L. Amount of Budget Adjustment Required for FY2016 (J + K)	(416,148)	(60,001)	0	0	(\$476,149)

**M. Total amount Under/(Over) the Tax Cap**





## MEMORANDUM

**TO:** Mayor Dana S. Hilliard and Members of the City Council

**FROM:** Robert M. Belmore, City Manager *RB*

**DATE:** Friday, April 28, 2017

**RE:** Public Works & Environment Committee &  
Finance Committee Action

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Attached is information provided to the two Council Committees who reviewed and voted to piggy back with Dover's repairing of Varney Road to complete the small Somersworth section. The re-pavement was approved in the actual amount of \$19,456.

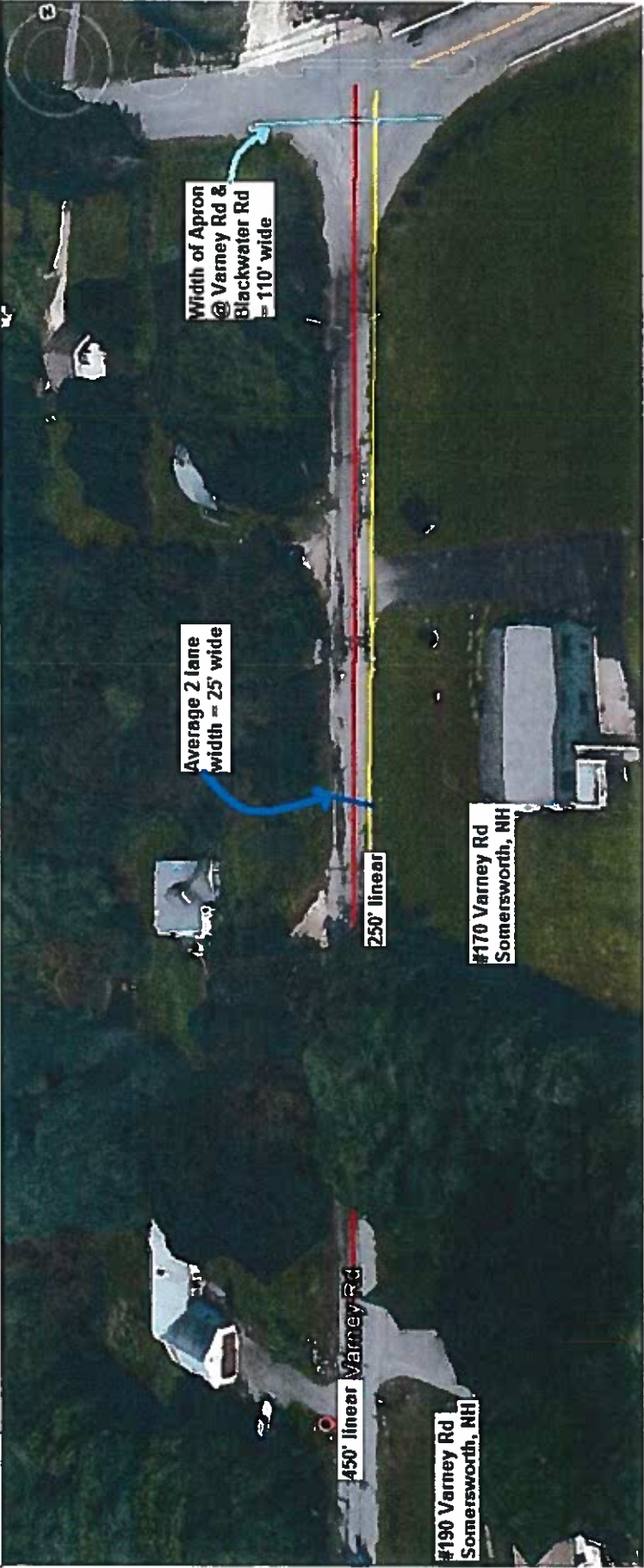
Proposed Road Reconstruction  
Varney Road - Somersworth, NH

Scope of work being performed along The City of Dover's portion of Varney Road:  
Full-depth reclamation, concrete injection & 4" bituminous asphalt

Formulas:

- Average cost per square yd. installed @ 2" depth:
- Average cost per square yd. installed @ 4" depth:
- .055 tons of asphalt per sq. yd. @ 1" thickness
- 1 sq. yd. installed = 9 sq. feet of area

Scenario		Reconstruct Somersworth portion of road from #190 Varney to Blackwater Road				
A:	Qty:	Item:	Cost Per:	Cost:	Total:	
	1,250	FDR, concrete injection, 4" asphalt installed per sq. yd.	\$32.00	\$40,000.00		
					\$40,000.00	
Scenario		Reconstruct Somersworth portion of road from #170 Varney to Blackwater Road				
B:	Qty:	Item:	Cost Per:	Cost:	Total:	
	695	FDR, concrete injection, 4" asphalt installed per sq. yd.	\$32.00	\$22,240.00		
					\$22,240.00	





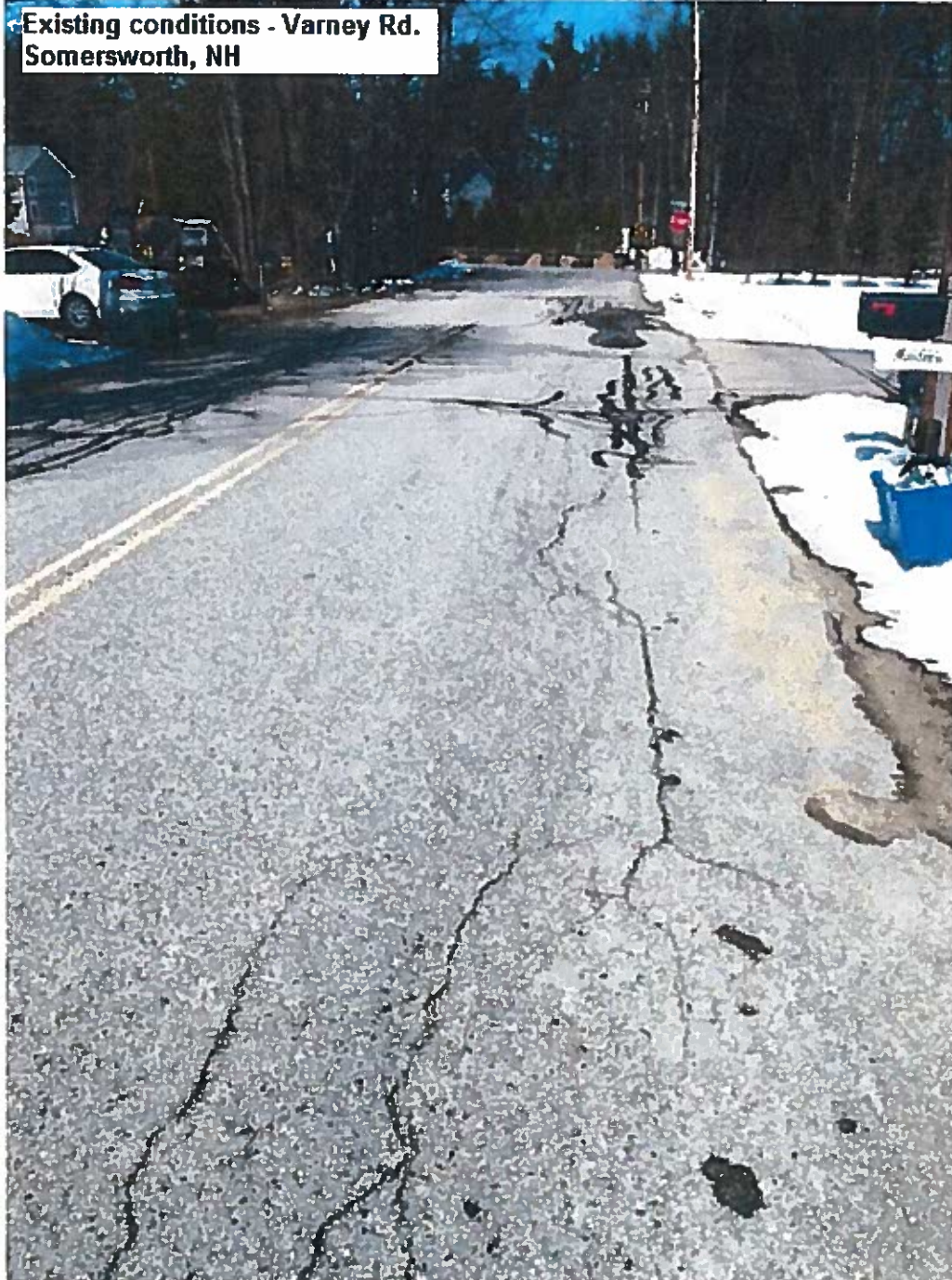
**Apron of Varney Rd  
and Blackwater Rd**



**Alligator cracking is  
occurring over the  
entire road surface**

**Several section of  
delamination have  
occurred and been patched**

**Existing conditions - Varney Rd.  
Somersworth, NH**





# PIKE INDUSTRIES, INC.

3 Eastgate Park Road, Belmont, NH 03220  
Phone: 603/527-5100 FAX: 603/527-5101

AN EQUAL OPPORTUNITY EMPLOYER

ESTABLISHED 1872

<b>To:</b>	City Of Somersworth	<b>Contact:</b>	
<b>Address:</b>	18 Lilac Lane	<b>Phone:</b>	(603) 692-4266
	Somersworth, NH 03878	<b>Fax:</b>	
<b>Project Name:</b>	City Of Somersworth 2017	<b>Bid Number:</b>	
<b>Project Location:</b>	Varney Rd, Somersworth, NH	<b>Bid Date:</b>	4/26/2017

Item #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
<b>Base</b>					
1	1A Machine A Base	110.00	TON	\$69.00	\$7,590.00
2	1B Machine Pave Wear	65.00	TON	\$74.00	\$4,810.00
4	Shoulder Gravel	15.00	CY	\$22.00	\$330.00
6	Driveway Joints	100.00	LF	\$7.00	\$700.00
8	AC Adjustment	1.00	UNIT	\$300.00	\$300.00
9	Full Depth Reclamation With Cement Stabilization	710.00	SY	\$4.80	\$3,408.00
10	Cement	20.00	TON	\$100.00	\$2,000.00
11	Joint Adhesive	265.00	LF	\$1.20	\$318.00
<b>Total Price for above Base Items:</b>					<b>\$19,456.00</b>

**Total Bid Price: \$19,456.00**

**Notes:**

- AC Price Adjustment shall be paid in its entirety to Pike Industries, Inc. per the Construction Contract.
- Pike Industries, Inc. reserves the right to adjust unit prices based on total revenues awarded.
- Pike Industries, Inc. is not responsible for liquidated damages, or any disincentives associated with the work as quoted.

**Payment Terms:**

Net 30 Days

**ACCEPTED:**

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

**Buyer:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date of Acceptance:** \_\_\_\_\_

**CONFIRMED:**

**Pike Industries, Inc. NH**

**Authorized Signature:** 

**Estimator:** Chris Matheson  
cmatheson@pikeindustries.com

**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

April 28, 2017

**CERTIFICATION**

Re: City of Somersworth, New Hampshire

Resolution No. 42-17

Title: **TO AUTHORIZE THE CITY MANAGER TO SELL CITY  
TAX DEEDED PROPERTY LOCATED AT 37 FRANKLIN 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: \_\_\_\_\_

4/28/17

By: \_\_\_\_\_

