

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, May 13, 2016
SUBJECT: City Manager's Report for Monday, May 16, 2016
City Council Agenda

6:00pm: Non-Meeting for Labor Union Negotiations & Strategy

6:30pm: Public Hearing on Ordinance No. 17-16, Supplemental Appropriation

6:45pm: Public Hearing on Resolution No. 29-16, Amending Pole Licenses

Presentation of Petitions and Disposal Thereof by Reference or Otherwise (under Section 7 of Agenda)

- A. PRIMEX – Prime3 Award: Presentation by Mr. Philip St. Cyr, Risk Management Consultant.** This presentation recognizes the City's successful attainment of the Prime3 Designation. This achievement denotes a commitment to improved and sustained Risk Management performance. The City will receive a 2.5% premium discount per line of coverage by way of this achievement.

Lay on Table (under Section 12 of Agenda)

Resolutions

- A. Resolution No. 29-16 To Amend Existing Pole Licenses and to Adopt a Pole License Form for all Future Pole Licenses.** The City's Legal Counsel (Attorney Jae Whitelaw from the Mitchell firm) recommended the City change its Pole License Form due to recent Court rulings. Written notices were sent to each licensee that the Council will be holding a Public Hearing tonight at 6:45 p.m.

Unfinished Business (under Section 13 of Agenda)

Ordinances

- A. **Ordinance No. 17-16 Supplemental Appropriation To Increase Funds Available in the City's Municipal and Transportation Improvement Fund.** This action item also requires a two-thirds majority vote of City Council to adopt. The City's Transportation Fund presently has approximately \$155,000 in it and we collect approximately \$5,000 per month in fees.

New Business (under Section 14 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 met with City Staff on Monday, May 9 to discuss this change and supports its adoption. Presently the Public Works Staff has assisted with various Park projects on a requested basis. We also hire a seasonal maintenance employee to assist our Recreation Supervisor for approximately five (5) months of the year, however there is no regular assistance for the other seven (7) months. This change would provide a more timely and effective presence in keeping our parks looking good. 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. 36-16 To Authorize The City Manager To Enter Into A Contract with Resource Management Inc. Of Holderness, NH for Water Treatment Facility Lagoon Cleaning.** Both the Finance Committee and the Public Works & Environment Committee recommend approval. Attached is a copy of Staff's recommendation to move forward with this project. City Council did appropriate \$35,000 in this year's Water Fund Budget for this project. The Resource Management Inc. bid was \$28,512 however we need to replenish the top layer of sand at a cost of \$14,000. The total project cost then comes in at \$42,512. We are confident we can cover the needed additional \$7,512 from other Water Fund Budget lines. Attached is a memorandum from Public Works Director Mike Bobinsky with the recommendation to move forward with the Resource Management Inc. bid.
- B. **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 discussed the proposal received from the American Capital Energy Team. The Committees recommend that we re-issue the RFP. One of the primary challenges continues to be our partners' ability to ensure the project provides a financial benefit to the City. Presently, the City is paying 7.8 cents/kwh. Attached are the minutes from the Finance Committee meeting on April 4th and the Indicative Price Proposals received from the American Capital Energy development group.

Other

- A. Vote to Ratify the Tentative Agreement between the Somersworth Association of Educators and the Somersworth School Board.** Superintendent Jeni Mosca will be presenting a summary of the Tentative Agreement at our 6:00 p.m. session. Attached is a memorandum from Superintendent Mosca summarizing the Tentative Agreement.
- B. Vote to Authorize City Manager to Sign Strafford Regional Planning Commission (SRPC) Brownfields Property Access Consent Form – Former Police Department.** The SRPC has selected this site for a clean-up assessment study to determine if any hazardous materials removal is needed. Attached is a copy of the Consent Form.

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

A. Informational Items:

- 1. Waste Management Services.** Recently I arranged a meeting with Waste Management Inc. (WMI) representatives to discuss their present charges for WMI dumpsters (roll off containers) located at City and School locations. Superintendent Jeni Mosca, Finance Director Scott Smith and I successfully negotiated new WMI Service Agreements in a collaborative effort for both City and School. The result was a reduction in the combined monthly charges by approximately 31%.
- 2. Chief of Police.**

The next two (2) weeks:

 - A. Open House.** There will be an Open House to recognize Chief Crombie's service to the Community this Friday, May 20th from 11:00 a.m. -1:00 p.m. in the Council Chambers.
 - B. Swearing in Ceremony.** David Kretschmar will take the Oath of Office as our new Chief of Police on Thursday, May 26th at 3:00 p.m. in the Council Chambers.

B. Attachments:

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



SCHOOL ADMINISTRATIVE UNIT FIFTY SIX
Rollinsford School District – Somersworth School District

51 West High Street
Somersworth, NH 03878
(603) 692-4450 • Fax (603) 692-9100



TO: Mayor Hilliard
City Manager Belmore
City Council Members

CONFIDENTIAL

FROM: Superintendent of Schools, Mosca

RE: Teachers (SAE) Negotiations

DATE: May 10, 2016

We have reached a tentative agreement with teachers and accomplished the goal the board set as its mission 6 years ago; reducing our salary schedule from 20 steps to 13 and reducing our health care costs.

Below are points to keep in mind as we review the tentative agreement with you.

1. Reduced Health \$

- Consumer Drive Health Plan
- Consistent with Custodians and SAU staff
- **9.85%** savings
- **\$149,424** savings
- **Year 2** – Reduced Buy-Back
- **\$24,000** savings

2. Salary

- 4-years with **on** change to salary schedule
- Wage increases range from **2.33%** to **3.08%**/year. – **11.65%** total over 4 years.
- Steps again = years of experience
- More employees reach top = **more control of cost**

Other Changes

- 1) **Article 9 Observations – Language = Practice**
- 2) **Course Reimbursement – Shift unused Workshop \$ to course reimbursement.**
Net \$ = 0
- 3) Leave time = only grammar
- 4) Retirees insurance reflects plans available/clarifies premium split

Year 1	\$197,145	2.33%
Year 2	\$269,862	3.07%
Year 3	\$280,205	3.08%
Year 4	\$237,622	2.54%

April 4, 2016

Mr. Robert Belmore
City Manager
City of Somersworth
One Government Way – City Hall
Somersworth, NH 03878



Re: Successful Attainment of the PRIME³ Designation

Dear Bob,

I am pleased to notify you that the City of Somersworth has successfully met the requirements for the Primex³ Recognition of Risk Management Effort (PRIME³) effective March 1, 2016. This achievement denotes a commitment to improved and sustained risk management performance.

Attainment of the designation results in both direct and indirect savings to you, the member. Long term the savings will be recognized in fewer serious claims. Simply put, performance equals costs. More immediate, the designation carries with it a 2.5% discount off of contributions to Primex³ Workers' Compensation and Property & Liability coverage contributions.

This 2.5% discount per line of coverage will be applied for the remainder of the current agreement year which is 4 months (March 1, 2016 – June 30, 2016). The coverage contribution categories and their respective prorated discounts are:

➤ Workers Compensation Pro-Rated 4 Months	\$1,297.00
➤ Property-Liability Pro-Rated 4 Months	\$1,650.00

In addition to the savings afforded by the designation, Primex³ would like to publically recognize the achievement by making a formal presentation of a certificate to your governing board (City Council). Please contact me at your earliest convenience to schedule this.

Again, congratulations on your efforts and for your commitment to managing risks.

Sincerely,

Philip E. St. Cyr

Phil St. Cyr
Risk Management Consultant

cc: Linda Corriveau, Human Resource Manager

RESOLUTION NO. 29 - 16 TO AMEND EXISTING POLE LICENSES AND TO ADOPT A POLE LICENSE FORM FOR ALL FUTURE POLE LICENSES.

Somersworth, NH
April 4, 2016

Whereas there is a need to amend all existing pole licenses within the City of Somersworth to include taxing language pursuant to RSA 72:23,I; and

Whereas there is also a need to adopt a form for all future pole licenses for the purpose of adding a taxation provision as required by the public good; and

Whereas pursuant to RSA 231:163, the City Council may amend all existing pole licenses whenever the public good requires and furthermore by adopting a revised Pole license form for the purposes of adding a taxation provision is consistent and required by the public good;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT, the City Council has found it to be in the best interests of the public good to amend all existing Somersworth pole licenses and to adopt a revised Pole License form to be used by the City of Somersworth effective April 19, 2016, that includes the following language for all future pole licenses to be issued in the City of Somersworth.

In accordance with the requirement of RSA 72:23, I (b), this license is granted to the licensee(s) subject to the condition that the licensee(s) and any other entity using or occupying property of the municipality pursuant to this license shall be responsible for the payment of, and shall pay, all properly assessed real and personal property taxes no later than the due date. Failure of the licensee(s) to pay duly assessed personal and real property taxes when due shall be cause to terminate this license.

In accordance with the requirements of RSA 72:23, I (b), the licensee(s) hereunder and any other entity using or occupying the property of the municipality pursuant to this license shall be responsible for the payment of, and shall pay, both current and potential real and personal property taxes when due. Furthermore, in accordance with the requirements of RSA 72:23, I (b), the licensee(s) and any other entity using and/or occupying property of the municipality pursuant to this license shall be obligated to pay real and personal property taxes on structures or improvements added by the licensee(s) or any other entity using or occupying the property of the licensor pursuant to this license.

The Licensee is required to provide the city in writing the names and contact information for any additional provider(s) authorized now or in the future to place equipment at these location(s).

Sponsored by Councilors

Dale Sprague
David Witham
Denis Messier
Jennifer Soldati

Approved:

City Attorney

Effective Date: _____

ORDINANCE NO. 17-16 SUPPLEMENTAL APPROPRIATION TO INCREASE FUNDS
AVAILABLE IN THE CITY'S MUNICIPAL AND TRANSPORTATION IMPROVEMENT
FUND

Somersworth, NH
May 2, 2016

THE CITY OF SOMERSWORTH ORDAINS THAT pursuant to Section 7.7(A) of the City Charter that the annual budget for the City of Somersworth for Fiscal Year 15-16 is amended as follows:

Appropriate \$500,000 from Unassigned Fund balance (surplus) to the Municipal and Transportation Improvement Fund for the purpose of funding in whole or in part improvements to the local or regional transportation system including roads, bridges, bicycle and pedestrian facilities.

Approved as to funding:

Scott A. Smith
Director of Finance and Administration

Recorded by:

Trish Harris
City Clerk

Sponsored by

Councilor
David A. Witham

Approved:

City Attorney

Background:

This ordinance appropriates Unassigned Fund Balance for the purpose of increasing the City's ability to fund road improvement projects without negatively impacting the City's year-to-year operating budget practices. It is anticipated that this would replace use of at least \$500,000 of the unassigned fund balance in the Fiscal Year 16-17 budget as proposed and/or approved.

This Supplemental Appropriation requires a public hearing and a two-thirds majority vote of the City Council to adopt.

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.

Introduced by Councilors:

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

Approved:

City Attorney

Section 29.3.6.14 Division of Water

The Division of Water is listed for record purposes and is governed by Article 14 of the 1985 Somersworth City Charter.

In the event the Charter is amended to place the Water Works under the control of the Mayor, Council and City Manager, the Division of Water shall:

- a) Provide potable drinking water to properties within the City and, subject to regulation provided by state law for utilities, to property outside the city when specifically authorized by the Mayor and City Council.
- b) Provide water for fire protection.
- c) Operate the water supply system (wells and treatment plants) and water distribution plant.
- d) Operate the Water Fund on a utility basis.
- e) Perform such other related duties as may be assigned.

Section 29.3.6.15 Division of Wastewater

The Division of Wastewater shall:

- a) Be responsible for the operation and maintenance of the Somersworth Wastewater Treatment Facility.
- b) In coordination with the Water Treatment Plant Laboratory, provide laboratory services to other departments.
- c) Operate the Sewer Fund on a utility basis.
- d) Perform such other related duties as may be assigned.

Section 29.3.6.16 Division of Public Works

The Division of Public Works shall be responsible for all the physical structures and facilities of the City not assigned to another organizational body. The Division of Public Works will coordinate operations in Forest Glade Cemetery with the board of Cemetery Trustees. In addition, the Division of Public Works shall:

- a) Repair, maintain, construct and operate the public streets, bridges, sidewalks and rights-of-way of the City.
- b) Repair, maintain, construct and operate the storm and sanitary sewer systems of the City.
- c) Maintain City buildings and land except that assigned to another department.
- d) Provide specific maintenance assistance in the Forest Glade Cemetery as mutually agreed upon with the Cemetery Trustees.
- e) Maintain and repair all City mechanical equipment except items for which other maintenance arrangements have been made.
- f) Direct and maintain the equipment maintenance records for all motor vehicles and equipment.

**Chapter 29 Administrative Code
Ordinance Change**

Section 29.3.6.16 Division of Public Works

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

RESOLUTION NO. 36-16 TO AUTHORIZE THE CITY MANAGER TO ENTER INTO A
CONTRACT WITH RESOURCE MANAGEMENT INC. OF HOLDERNESS, NH FOR
WATER TREATMENT FACILITY LAGOON CLEANING.

Somersworth, NH
May 5, 2016

WHEREAS the City of Somersworth Fiscal Year 2015-2016 Water Fund adopted budget contains an appropriation for lagoon cleaning at the Water Treatment Facility; and

WHEREAS this project involves the removal, hauling and disposing of the sludge in the lagoons as well as the replenishment of sand filtration material; and

WHEREAS, City staff solicited bids from qualified companies to complete this project at the Somersworth Water Treatment Facility and recommends contracting with Resource Management Inc. of Holderness, NH; and

WHEREAS, the Finance Committee and Public Works & Environment Committee for the City of Somersworth both reviewed the proposal and supports staff's recommendation to award the project contract to Resource Management Inc.;

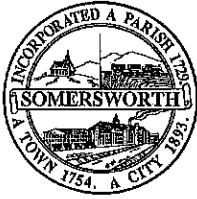
NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to enter into a contract with Resource Management Inc., of Holderness, NH for the Water Treatment Facility lagoon cleaning maintenance at a cost not to exceed \$42,512 and to take any and all such actions relative to this project determined to be in the best interest of the City.

Introduced by Councilors

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

Approved:

City Attorney



MEMORANDUM from Director Public Works & Utilities

Date: April 27, 2016

To: Bob Belmore, City Manager

From: Michael J. Bobinsky, Director of Public Works and Utilities

Cc: Scott Smith, Director of Finance and Administration

Greg Kirchofer, Chief Water Plant Operator

Re: Recommended contract award for Water Treatment Facility Lagoon Cleaning Bid

The Department of Public Works and Utilities solicited proposals beginning on March 18, 2016 from qualified lagoon cleaning and sludge removal and disposal contractors capable of performing the required sludge removal, hauling and cleaning of all Lagoons at the Water Treatment Facility. The sludge material is a byproduct of the water treatment and filtration process and must be removed annually in order to ensure lagoon capacity and efficiency of the filtration and treatment process.

Interested Contractors were asked to submit proposals to the Director of Finance by Monday April 11, 2016. The Department received one (1) proposal from the following contractor:

-Resource Management, Inc.
1175 NH Rt. 175
Holderness, NH 03245

Resource Management is the same contractor the City hired previously to clean the Lagoons and we have been very satisfied with their work, attention to detail and responsiveness to the scope of work. The contractor anticipates one (1) week to complete the lagoon cleaning project.

The Department's FY16 Water Fund budget for this annual work is \$35,000; the proposal submitted by Resource Management is \$28,512. The RFP also ask for the proposal to include the replenishing of the top layer of sand in the lagoons that gets removed as part of this and previous sludge removal efforts. This is also part of lagoon maintenance and best practice for the cleaning and filtration process. Resource Management's proposal provided this replacement sand at a price of \$14,000. Our recommendation is for the contract to include this service as well. Total cost therefore will be \$42,512. The FY16 Budget for this project did not include the cost of the needed sand layer maintenance which contributed to the cost to be over budget by \$7,512. We have modified our FY17 Water Fund budget to reflect the added costs associated with the sand layer maintenance.

Overall I am satisfied with the Resource Management proposal and based on their experience, attention to the scope of services and overall proposal, I recommend approval of the contract to them for the City's lagoon cleaning services.

Should you have questions or need additional information, please let me know.

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

Bob Belmore

From: Hank Ouimet <houimet@redpllc.com>
Sent: Monday, March 21, 2016 5:56 PM
To: Bob Belmore
Cc: Bill Fitzpatrick; Scott A. Smith; Michael Bobinsky; cityplanner
Subject: Re: another approved solar project - attached
Attachments: Indicative Pricing - Somersworth 3-21-16.pdf

Bob - Given that the rebate program is in a state of flux and nobody is sure where it will settle, I've attached our indicative pricing for two scenarios:

- 1) State rebate of \$150k (after proposed changes to rebate program) for 500 kW project
- 2) State rebate of \$325k (former rebate program, now closed) for 500 kW project

Under the 1st scenario, the City would pay about half a penny more/kWh than currently paying to Eversource. Benefit would be that the solar price would rise at a predictable 2%, whereas the Eversource price could increase faster than that.

Under the 2nd scenario, the City would pay about a penny less/kWh than currently paying. So, an immediate savings plus potentially increasing spread.

In both scenarios City could purchase the system at certain milestones for significantly less than construction cost.

This is the most aggressive pricing we can offer given the status of things. Please review and then let's find a date to discuss.

Thanks, Hank

On Thu, Mar 17, 2016 at 3:19 PM, Hank Ouimet <houimet@redpllc.com> wrote:

Bob - appreciate your patience, we've been working through some staff vacation time and family trips over spring break.

We were actually going through our draft pricing analysis for the City this morning, and still have some work to do. I will have something for you to review by Monday COB latest.

To be honest, it is very challenging to present an attractive power price to the City given the incentive levels. As an example, look at the article about the Durham project. They got a \$500k grant for a 500 kW AC project, same size as we are talking about now for the City. Durham is paying 9.9 cents/kWh now to Eversource (same as you), and the deal they signed is to buy the solar power at 9 cents/kWh, which escalates annually at over 2%. Durham takes the risk that the Eversource power price continues to escalate at more than 2% annually; if it does not, they could be upside down on the solar deal. That is with a \$500k grant (from grant program back in 2014). The proposed incentive is now only \$150k, so you can see how it is difficult for us to offer a price that will be lower than what the City is currently paying.

Hank

On Thu, Mar 17, 2016 at 9:09 AM, Bob Belmore <Bob@somersworth.com> wrote:
Hi folks,
An interesting article in yesterdays' newspaper is attached.

HANK,
Any update on completing your analysis?

Thanks

Bob

Robert M. Belmore, ICMA-CM
City Manager
City of Somersworth, NH
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direct [603-692-9502](tel:603-692-9502)

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redpllc.com

Somersworth Landfill Solar Project

Indicative Price Proposal - \$150,000 rebate (March 21, 2016)

PV system size (DC)	500 kW (see Note 1)
PV system size (AC)	500 kW
Estimated Annual Output (EAO)	604,000 kWh/year (see Note 2)
Guaranteed Annual Output	90% of EAO, adjusted for actual weather
Annual Output Degradation	0.5%
Electricity Price Including Pilot (PPA)	\$0.105/kWh
Annual Electricity Price escalation	2%
Annual PILOT payment	\$5,000/year
Term	20 Years
Lease Payment	\$0
Amount included for Eversource upgrade costs	\$20,000 (See Note 3)
Decommissioning Security	\$25,000
Assumed C&I Rebate	\$150,000
City Purchase Option	At year 7, 10, 15 & 20 Purchase price per independent appraisal

Somersworth Landfill Solar Project

Indicative Price Proposal - \$325,000 rebate (March 21, 2016)

PV system size (DC)	500 kW (see Note 1)
PV system size (AC)	500 kW
Estimated Annual Output (EAO)	604,000 kWh/year (see Note 2)
Guaranteed Annual Output	90% of EAO, adjusted for actual weather
Annual Output Degradation	0.5%
Electricity Price Including Pilot (PPA)	\$0.090/kWh
Annual Electricity Price escalation	2%
Annual PILOT payment	\$5,000/year
Term	20 Years
Lease Payment	\$0
Amount included for Eversource upgrade costs	\$20,000 (See Note 3)
Decommissioning Security	\$25,000
Assumed C&I Rebate	\$325,000
City Purchase Option	At year 7, 10, 15 & 20 Purchase price per independent appraisal

Notes to Price Proposal

Note 1 – the final system size will be determined subsequent to site due diligence and collaboration/review with City staff.

Note 2 – The Estimated Annual Output was calculated using PVSyst modeling software based on the preliminary project design, and is subject to adjustment based on the final PV system design as permitted for construction.

Note 3 – Costs for any upgrades required by Eversource and NOT owned by the Project, in excess of the amount listed, will result in a pro rata adjustment in the Electricity Price.

Note 4 – Developer has assumed that NHDES and the City will accept the existing LF perimeter fence as adequate security for the PV facility, and will allow the installation of poured-in-place foundations for the PV array racking system.

General Notes

Project Economic Assumptions

Developer will be the owner of all Class 1 Renewable Energy Certificates (RECs) and environmental attributes generated by the system over the term of the PPA. The price proposal assumes and is dependent upon the system qualifying for the 30% federal investment tax credit and 5-year Modified Accelerated Cost Recovery System (MACRS) depreciation treatment for the PV system capital costs.

Interconnection Costs

The Electricity Price includes all costs related to the interconnection application, including studies and fees, plus all costs for interconnection equipment and installation owned by the Project.

Term of Price Proposal

This Indicative Price Proposal is valid for 90 days from submittal.



Committee members discussed sending this to Council. This building is approximately \$35,000 in arrears. The City Manager asked if there was any value in taking over (the property.) Councilor Sprague doesn't think so. The Finance Director said that they just need the authority to sell it. Councilor Pepin, seconded by Councilor Sprague, made a motion to bring this to the full Council with a Resolution to sell. The motion passed, 4-0.

SOLAR

SUPERFUND LANDFILL SOLAR PROJECT UPDATE

Finance Director Smith spoke about looking at rates from a financial perspective. Currently we are paying over 8 cents/kwh. It is hard to know which way to go because we could lock in rates over time but lose the ability to go to the market when rates are less. Councilor Sprague said we should put this out again. Councilor Pepin, seconded by Councilor Sprague made a motion to develop a new RFP for the solar project at the landfill site. Councilor Sprague said they will know the incentives after July 1st. Councilor Witham agrees they should develop a new RFP after July 1st. The motion passed, 4-0.

REPORTING

Finance Director Smith spoke about fire overtime. He said Public Works is in good shape pending weather emergencies. The Police Department may go over but they are looking at a transfer. He reported on the financial software upgrade which is going live for payroll today. General billing and accounts receivable are already in use. Utility billing will begin in January 2017 and Taxes in July of 2016. He said it is going fairly smoothly, so far.

Mr. Smith said that there will be a presentation by the auditors at the next meeting.

MISCELLANEOUS

Greg Kirchofer, Chief Operator for the Wastewater Treatment Facility, reported on the purchase order for the Flygt raw water replacement pumps. This is a discussion which will move to the full Council. The City has had the current pumps since 1991. There is usually a 15-20 year lifespan; they have gone beyond their expected lifespan. He said that electrical issues are usually the biggest problem. New pumps will up the capacity: current pumps are at 1850 gallons/minute now with a potential full capacity of 2100 gallons/minute. The new pumps would allow 3000 gallons/minute. They can keep the old pumps as backup since they have been well maintained and compatible. He said that they will likely require more capacity with the developments and high flow in summer. Councilor Sprague wondered how long it takes to change out a pump. Mr. Kirchofer said it would take about an hour. He wants to go with Flygt because of the rails. He endorses this pump.

Mr. Bobinski complimented Mr. Kirchofer for his work behind the scenes. Councilor Sprague, seconded by Councilor Soldati, made a motion for this to go to the full Council. The motion passed, 4-0. Mr. Kirchofer excused himself and left the meeting at 9:27 am.



CONSENT FOR ACCESS TO PROPERTY

OWNER NAME:

City of Somersworth

SITE NAME:

Old Police Station, 5 Main Street, Somersworth, NH

I (We) consent to the officers, employees, agents, contractors, subcontractors, consultants (including Credere Associates, LLC), and other authorized representatives of the Strafford Regional Planning Commission (SRPC) entering and having continued access to the above-referenced property for the purpose of conducting EPA Brownfields Assessment Grant funded work on the above referenced property including, but shall not be limited to, any or all of the following activities:

- Conducting Site Visits
- Property Surveys
- Taking soil, sediment, water, building materials, and air samples as may be determined necessary
- Sampling any solids or liquids stored or disposed of on-site
- Drilling or excavating holes and the installation of monitoring wells for subsurface investigation
- Taking other actions related to the investigation of surface or subsurface contamination

The Owner understands and agrees that drilling of exploratory borings or probes, installation of groundwater monitoring wells and other activities may involve penetration of the ground within paved and/or unpaved areas and other disturbances of the Property. Such disturbances will depend on the type of drilling techniques and other activities used. Proposed locations for such activities will be identified in the Phase II Scope of Work and are based on property-specific conditions. The installation of test pits, borings, probes and/or wells and other activities may result in damage to landscape, parking areas or driveway improvements. SRPC will coordinate with the Owner to locate such installations and activities as reasonably requested to minimize, prevent and/or avoid these impacts.

In addition, the Owner understands and agrees that the results of our activities conducted and reports generated for or with respect to the Property under this Program are public documents and will be kept on file with the USEPA and the New Hampshire Department of Environmental Services (NHDES). The report may be disclosed to the public if the USEPA or NHDES receives a request for a copy of such report under the Freedom of Information Act. The Owner further understands and agrees that the report may also be disclosed by SRPC to interested third parties (including municipal officials, realtors and developers) in connection with the planning, redevelopment and other programmatic and service activities of SRPC.

I (We) give this written permission voluntarily and understand that we may refuse to grant access at any time.

Date

Signature of Property Owner or Owner's Authorized Representative

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 10, 2016

CERTIFICATION

Re: City of Somersworth, New Hampshire

Ordinance No. 17-16

Title: SUPPLEMENTAL APPROPRIATION TO INCREASE FUNDS
AVAILABLE IN THE CITY'S MUNICIPAL AND TRANSPORTATION
IMPROVEMENT FUND

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: 5/10/16

by: [Signature]

MITCHELL MUNICIPAL GROUP, P.A.

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

WALTER L. MITCHELL
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STEVEN M. WHITLEY

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

May 13, 2016

CERTIFICATION

Re: City of Somersworth, New Hampshire


Resolution No. 36-16

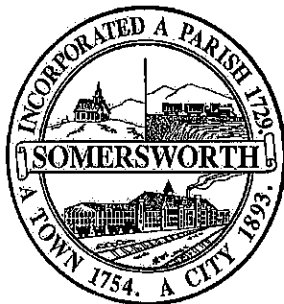
Title: TO AUTHORIZE THE CITY MANAGER TO ENTER INTO A
CONTRACT WITH RESOURCE MANAGEMENT INC. OF
HOLDERNESS, NH FOR WATER TREATMENT FACILITY
LAGOON CLEANING

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: 5/13/16

By: 



MEMORANDUM

To: Bob Belmore, City Manager

From: Scott Smith, Director of Finance and Administration

Date: May 11, 2016

Re: **Monthly Report**

Finance Department:

- Assisted in preparation and presentation of the State of the City Address.
- Attended City Council's goal setting meeting.
- Assisted in completion of the City Manager's FY17 budget submittal.
- Attended a Hilltop Commission meeting.
- Participated in Union Negotiations.
- Bids:
 - Copier Lease – City Hall – Due May 10th
 - WWTF Loader Purchase – Due June 2nd

City Clerk:

- Prepared for and took minutes at two scheduled City Council meetings, various workshops, public hearings, and standing committee meetings during the month.
- Total Receipts for the month were \$11,697.
- Permits:
 - 04/02/16 End 68 Hours of Hunger
 - 04/08/16 Hilltop Fireworks permit
 - 04/12/16 Lions Club Fishing Derby 2016
 - 04/22/16 Global Friendships –exchange students
 - 04/22/16 KOC Supermarket Sweep

Tax Collector:

- Liened a total of 308 accounts on April 25th.
- A total of 1187 vehicles were registered for a total of \$154,625 during the month.
- Collected \$5,885 for Municipal Transportation Fund during month.
- 19 customers used the drive up window during the month.
- Total receipts for the month were \$1,827,684.

Human Services:

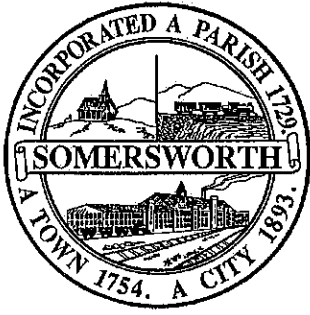
- Total assistance for the month was \$6,341. That compares to \$4,770 for the month of March 2016 and \$8,717 for April 2015.
- 6 new cases were opened compared to 14 in 2015.
- 19 cases were approved for varying levels of assistance, with 4 cases still pending and 3 cases denied. 24 cases were referred to other agencies for support.

Library

- The spring book sale is on-going. It started April 23rd, and will continue through May 14th.
- The Library held 10 programs this month including holding a book discussion meeting with members of the Women's Club.

Information Technology

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



DEPARTMENT OF DEVELOPMENT SERVICES

Date: May 11, 2016

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

Re: April 2016 Monthly Report

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

- Planning Board – April 20
- Conservation Commission – April 13
- Historic District Commission – April 27

I also continue to interact on a regular basis with various Development Services Staff.

Office of Assessing- April:

- Sales Verification inspections have taken place in the month of April.
- Permit inspections/checks have taken place in the month of April.
- Data entry from permit inspections took place in April. All changes will be shown on the spring 2016 bill.
- Resulting from the letters sent in January, appointments for inspections on properties that were not inspected during the first round of the Cycled Inspections were scheduled in April.
- Data entry continued for these inspections. All changes will be shown on the spring 2016 bill.
- The deadline for Elderly Exemptions and Veteran's Credit applications was April 15th. These applications are being reviewed and processed for the 2016 tax year. All Credits and Exemptions that were granted will be shown on the spring 2016 bill.
- 26 Abatement applications were turned in by the March 1st deadline and are being reviewed, scheduled for inspections as needed, and processed.
- In response to letters that were sent in March, Religious and Charitable Exemption applications were turned in by the April 15th deadline. These are being reviewed and filed.
- There was one new Charitable application for the 2016 year, which is being reviewed and processed.
- We have received one new application for Current Use on parcel 35-03 for the 2016 tax year. This is being reviewed and processed.

Property Maintenance and Code Enforcement- April:

Property Maintenance and Code Enforcement Activity Report for April 2016						
Incident Location		Origin of Complaint	Responsible person notified	Compliance	Nature of Concern	Date of Complaint
102	Green St.	CC	yes	yes	trash	4/15/16
96	Rocky Hill Rd	DDS	yes	yes	Trash	4/15/16
78-80	Union St.	DDS	yes	yes	Stove/Trash	4/15/16
62	Green	DDS	yes	yes	Trash	4/15/16
67	Winter St.	DDS	yes	yes	Trash/Mattress	4/18/16
9	Mt. Auburn St.	DDS	yes	yes	TV	4/18/16
283-285	Main St.	DDS	yes	yes	Trash	4/18/16
42-46A	Green St.	DDS	yes	yes	Trash	4/18/16
48	Green St.	DDS	yes	yes	Trash	4/18/16
70	Winter St.	DDS	yes	yes	Mattress	4/18/16
19-21	Union St.	DDS	yes	yes	Trash/Recyclables	4/18/16
21	Silver St.	DDS	yes	yes	Trash/Recyclables	4/18/16
81	Union St.	DDS	yes	yes	Trash/Recyclables	4/18/16
29	Lil-Nor Ave.	DDS	yes	pending	Home Occupation	4/18/16
99	Indigo Hill Rd.	DDS	yes	pending	Junkyard	4/21/16
93-99	Main St.	DDS	yes	yes	Trash/Recyclables	4/25/16
62	South St.	DDS	yes	pending	Unreg. Vehicles	4/25/16
14-16	Fayette St	DDS	yes	yes	Mattresses/Oth. Bulky	4/25/16
363	Main St.	DDS	yes	yes	TV's/trash/rubbish	4/25/16
69	Union St.	DDS	yes	yes	Chair	4/25/16
7	South St.	DDS	yes	yes	Couch	4/25/16
59-61	Union St.	DDS	yes	yes	Couch	4/25/16
50	Myrtle St.	DDS	yes	yes	Trash/Recyclables	4/25/16
71	Franklin St	DDS	yes	yes	Trash/Recyclables	4/25/16
53-55	Franklin St	DDS	yes	yes	Trash/Recyclables	4/25/16
8	Tri City Plz	DDS	yes	yes	Chg Copy Sign- 2 Colors	4/26/16
23	Works Way	DDS	yes	yes	Chg Copy Sign- 2 Colors	4/26/16
8	Emery St.	DDS	yes	pending	WM dumpster bag	4/26/16
42-46A	Green St.	DDS	yes	yes	Trash/Recyclables	4/26/16
48	Green St.	DDS	yes	yes	Trash/Recyclables	4/26/16
55	Green St.	DDS	yes	yes	Trash/Recyclables	4/26/16
62	Green St.	DDS	yes	yes	Trash/Recyclables	4/26/16
124	Green St.	DDS	yes	yes	Trash/Recyclables	4/26/16
140	Green St.	DDS	yes	yes	Trash/Recyclables	4/26/16
142	Green St.	DDS	yes	yes	Trash/Recyclables	4/26/16
52	Mt. Auburn St.	DDS	yes	yes	Trash/Recyclables	4/26/16
86	Union St.	DDS	yes	yes	Trash/Recyclables	4/26/16
34	South St.	DDS	yes	yes	Trash/Recyclables	4/26/16
36-38	South St.	DDS	yes	yes	Trash/Recyclables	4/26/16
36-38	Market St.	DDS	yes	yes	Trash/Recyclables	4/26/16
78-80	Market St.	DDS	yes	yes	Trash/Recyclables	4/26/16
33	Page St.	DDS	yes	pending	Trash/Trash bags	4/26/16
7	Works Way	DDS	yes	yes	Chg Copy Sign- 2 Colors	4/26/16
446-448	High St.	DDS	yes	yes	Trash/Recyclables	4/26/16
117	Green St.	DDS	yes	yes	Trash/Recyclables	4/26/16

Property Maintenance and Code Enforcement- April (cont.):

219	Green St.	DDS	yes	yes	Fridge/trash/Couch	4/29/16
34	Lil-Nor Ave.	DDS	yes	pending	Rubbish/trash/toilet/bldg supp.	4/29/16
14	Myrtle St.	DDS	yes	pending	Painting/Hand-Guard Rails	4/29/16
7	Grove St.	DDS	yes	pending	Shutters/trash/rubbish/paint	4/29/16
4	Primrose Ln.	DDS	yes	yes	Trash/Recyclables	4/29/16
22	Union St.	DDS	yes	yes	Trash/Recyclables	4/29/16
55	Green St.	DDS	yes	yes	Trash out early	4/29/16
In addition to new complaints received work continues on the Work in Progress (WIP) files from past months						
Of the 7 pending complainants from February, 4 properties have complied and the remaining 3 properties are progressing on compliance						

Building and Health Departments:

Major Building Permits Applied for in April 2016:

Construction cost

Fee

There were no Major Building Permits in April.

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Minor Building Permits Applied for in April 2016:

10	Fox Ct	Fence	\$3,590.00	\$38.00
86	Stackpole Rd	Deck/Deck Stairs	\$400.00	\$25.00
2	Alex Ct	Finish Basement/Attic	\$400.00	\$25.00
432	Rt. 108	Shed	\$500.00	\$25.00
4	Grand	Fire Restoration	\$210,000.00	\$1,690.00
11	Lee	Fence	\$6,436.00	\$61.50
14	Garden	Roof	\$17,629.00	\$151.00
28.5	Blackwater Rd	Roof	\$1,500.00	\$25.00
15	Lil-Nor Ave	Garage	\$8,500.00	\$78.00
32	Hawthorne Circle	Fence	\$11,342.00	\$100.74
7	Coombs Rd	Shed	\$2,000.00	\$26.00
18	Broad	Repair	\$6,000.00	\$70.00
10	Garden	Window replacement	\$13,250.00	\$114.00
10	Garden	Solar Photovoltaic system	\$5,000.00	\$50.00
1	Market	Steps	\$67,682.00	\$551.46
156	Blackwater Rd	Fence	\$0.00	\$25.00
497	High	Remodel (Remove + upgrade)	\$100,000.00	\$810.00
1	Market	Steps	\$18,800.00	\$158.00
10	Clement Rd	Deck/Deck Stairs	\$13,425.00	\$117.00
7	Cinnamon Ridge Rd	Pool	\$12,200.00	\$107.00
175	West High	Fence	\$387.00	\$25.00
25	Green	Roof	\$7,500.00	\$70.00
2	Alex Ct	Solar Photovoltaic system	\$28,000.00	\$234.00
3	Patricia	siding	\$16,358.00	\$140.00
12	Mt. Auburn	Pool	\$0.00	\$25.00
30	Laurel Ln	siding	\$47,228.00	\$387.82

PERMIT RECEIPTS						
	2013	2014	2015	2016	DIFFERENCE this year to last	% OF CHANGE
January	\$1,387.72	\$1,820.00	\$2,157.00	\$6,143.85	\$3,986.85	184.8%
February	\$1,922.02	\$3,864.00	\$2,408.00	\$4,319.00	\$1,911.00	79.4%
March	\$2,974.00	\$2,191.64	\$5,287.28	\$27,399.40	\$22,112.12	418.2%
April	\$2,470.38	\$4,768.15	\$8,277.80	\$9,101.02	\$823.22	9.9%
May	\$6,979.20	\$26,049.95	\$7,194.16			
June	\$3,609.52	\$24,286.88	\$4,234.80			
July	\$3,968.83	\$3,646.20	\$4,914.41			
August	\$13,916.92	\$6,156.50	\$6,829.37			
September	\$8,522.70	\$6,224.10	\$4,438.20			
October	\$4,336.68	\$6,880.63	\$4,652.40			
November	\$2,930.29	\$2,377.78	\$18,322.40			
December	\$2,990.12	\$2,338.80	\$7,886.00			
Year total	\$56,008.37	\$90,604.63	\$76,601.82	\$46,963.26	\$28,833.18	159.0%
Difference of change this year to last (completed months only)						

Total Permits 2012 to Present						
	2013	2014	2015	2016	DIFFERENCE this year to last	% OF CHANGE
January	31	26	30	34	4	13.3%
February	39	29	24	49	25	104.2%
March	44	29	48	71	23	47.9%
April	60	48	58	58	0	0.0%
May	65	66	55			
June	77	66	73			
July	54	47	51			
August	62	55	67			
September	72	67	69			
October	60	63	58			
November	50	47	64			
December	42	38	52			
YTD Totals	656	581	649	212	52	32.5%

Conservation Commission April 2016:

The Commission held a workshop meeting for an update from the Strafford Regional Planning Commission on the Natural Resource Inventory.

At the regular meeting the Commission reviewed the following:

- Request from the Sustainability Committee for the Commission to review and recommend types and locations for new tree planting.
- Request from Vision 2020 Committee for the Commission to review the Growth and Development Strategy Implementation Matrix from the City's Master Plan.

Historic District Commission April 2016:

The Commission held a workshop meeting to discuss the size of Historic District and if the boundaries should be modified.

At the regular meeting the Commission discussed the following:

- Christopher Chartier, 38 Highland Street, Assessor's Map 11, Lot 46, HDC #03-2016. Application to replace windows and install siding on the barn was **approved** and application to erect a fence was **tabled** for more specifications.

Planning Board April 2016:

- Brixtmor Tri City Plaza, LLC, 184 Tri City Plaza, Assessor's Map 40, Lots 5 & 5E, SITE #02-2016. Application for a site plan to re-develop the outparcel building for a Dairy Queen was **approved with conditions**.
- Reagan Estates MHP, LLC, 44 Route 108, Assessor's Map 63, Lot 01. Application for a voluntary merger was **approved**.
- Sunoco Co., on behalf of Walmart R W Business Trust, 59 Walton's Way, Assessor's Map 37, Lot 10, SITE #01-2016. Application for a site plan for interior and exterior renovations to the fueling station was **approved with conditions**.
- Michael Davis for Sumner Printing, 433 Route 108, Assessor's Map 56, Lot 3B, SITE #03-2016. Application for a site plan for a building addition was **approved with conditions**.
- Gunwale Properties, LLC and No. Two Mill, LLC, 44 & 50 Market Street, Assessor's Map 11, Lots 187 & 188, SUB #01-2016. Application for a minor subdivision for a lot line adjustment was **approved with conditions**.

Zoning Board April 2016:

Prior to the meeting the Board conducted a site walk of Reagan Estate MHP, LLC at 44 Route 108.

At the regular meeting the Board reviewed the following:

- Scott Johnson, 40 Mt. Auburn Street, Assessor's Map 09, Lot 173, ZBA #04-2016. Application for a variance to build a garage within setbacks was **approved**.
- Edwin Aviles, 3 Woodside Commons, Assessor's Map 84, Lot 3M, ZBA #05-2016. Application for a variance to increase a nonconforming use was **tabled** at the applicant's request.
- 450 High Street, LLC, 450 High Street, Assessor's Map 38, Lot 37, ZBA #06-2016. Application for a variance for an industrial/light industrial use was **approved**.
- Reagan Estates MHP, LLC, 44 Route 108, Assessor's Map 63, Lot 01, ZBA #07-2016 and ZBA #08-2016. Application for a variance regarding nonconforming uses was **withdrawn** and application to appeal the administrative decision to deny building permits was **approved with conditions**.

Parks and Recreation

- The Dept. will participate in the 9th annual Somersworth Clean- Up Day on Saturday, May 7th.
- The deadline for the Granite State Track and Field Program was on Friday, April 29th. This year we have 16 participants. This program is coached by the Recreation Supervisor. The program will run on Tuesdays and Thursdays from 3:30-4:30 p.m. at the Idlehurst School Track.
- All swings, volley ball nets, and tennis nets have been installed in our parks.
- The Dept. will once again be participating in Serve with Liberty. This year we will have 50 volunteers at Mast Point Dam to help spread stone dust along the trails, trail clean up, etc. This will be a collaborative effort with the Public Works Department.
- The Early Bird Fee for our summer camp programs will run until May 6th. After May 6th the cost will go up \$50 per session. We are currently seeing parents taking advantage and registering early.
- The Dept. met with representatives for the improvements at Millennium Park. The park will remain open for rentals until August 31st. Major improvements to the field and bathhouse will begin in September and the park will be closed.
- We are currently exploring options for resurfacing our splash pad this year to eliminate the slipperiness.



MEMORANDUM from Director Public Works & Utilities

TO: Robert M. Belmore, City Manager

DATE: May 12, 2016

SUBJECT: Public Works Department Monthly Report for April/May, 2016

FROM: Michael Bobinsky, Director of Public Works & Utilities

DIRECTOR'S COMMENTS

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

- -Highway personnel from the Department focused on spring clean-up duties including street and sidewalk sweeping and debris removal in parks and cemeteries.
- -Pothole patch crew was kept busy responding to both complaint calls and internal reports of road issues.
- -Attended several planning meetings for the Sat., May 7 Spirit Up Community Clean up event.
- -Met with officials of EPA and DES regarding the Superfund Site. EPA organized an optimization study of our current closure approach to affirm if more efficient and cost effective methods should be considered.
- -Arranged an on-site meeting at Millennium Park and the Sunningdale Developer to review developer required park improvements. Contract City Engineer, Recreation Supervisor, DPW staff and the developer and the developer contractor all attended.
- -Participated in Strafford Regional Planning Commission (SRPC) TAC meetings; attended a Seacoast Stormwater Coalition meeting to discuss future EPA stormwater permit; and attended a Rte. 108 Complete Streets planning meeting with officials of Dover, Rochester, and Somersworth, Coast Bus SRPC and NHDOT staff.
- -Participated in Cemetery Trustees Meeting; arranged for future on site tours of Forest Glade to assist staff with determining maintenance priorities at the Cemetery. Noticing an uptick in the number of request for burials at Forest Glade; will be rebidding for burial services to assist the Department.
- -Participated in Labor Negotiations with the Water and Wastewater Bargaining Unit.

HIGHWAY DIVISION

Operations/Maintenance:

- Highway crews completed the downtown sweeping effort during the week of May 2-6, during a 3am-11am shift period. The off peak hours combined with parking restrictions allowed equipment to clear debris from curb line.
- Attended a meeting with the Director and officials of the City of Dover on joint planning for spring lane marking work scheduled for May.

Completed Work:

- Reopened the Malley Farm for public use of leaves and landscape material drop off
- Prepared site for the reopening and use of the Community Gardens at the Malley Farm
- Ended winter moratorium on street excavations for driveways; utility connections.

WASTEWATER DIVISION**Operations/Maintenance:**

- Met with Bad Lab brewery on 4/7 and answered questions pertaining to the permit process. They are expecting to come online in May and are expecting to discharge up to 31,000 gals/day of medium strength wastewater.
- Met with Tim Vadney from Wright-Pierce engineering on 4/20 and discussed the wastewater capacity evaluation and the need for a new proposal to consider for building on next steps.
- Treated a total of 15,500 gallons of septage from residents not on city sewer.

Safety:

- Staff reviewed safety policies for ergonomics, back safety, and aerial lifting.

Compliance:

- Prepared monthly reports to EPA and NH-DES on water quality discharges.
- Treated a total of 58-million gallons of wastewater during the month.

Industrial Pretreatment Program:

- ContiTech Thermopol has been issued a revised industrial discharge permit from the City and NH-DES. Permit is valid for 3 years.

Capital Improvements Plan Items:

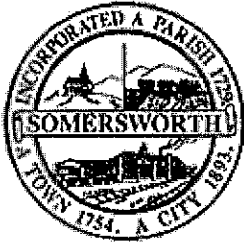
- Blackwater Rd pump station upgrade – Underwood Engineers is near 100% design completion. We will discuss with the City Manager once the design is complete and consider next steps.
- Replacement Pay loader – Completed bid specifications for the new front end loader. Next step is preparing a Request for Proposal (RFP).
- Maple St Culvert – A contract signing is scheduled for early May with the selected contract, Manter Inc. Work is to start in later June.

WATER DIVISION**Items completed this month:**

- Conducted monthly Bacteria's and TOC's water tests
- Pumped 38,894,977 gallons of raw water
- Filtered and pumped to the city 33,967,475 of finished water

WATER DISTRIBUTION

- Water Distribution personnel completed 64 customer service requests and work orders in the month of April.
- Seasonal water service has been restored to all city parks and baseball fields.
- Water Distribution personnel will be flushing the entire distribution system in the month of May. Please visit www.somersworth.com for details.



Somersworth Police Department

12 Lilac Lane

Somersworth, NH 03878

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

Dean W. Crombie
Chief of Police

MEMORANDUM

Memo To: Bob Belmore, City Manager
From: Dean Crombie, Chief of Police
Date: May 2, 2016
Subject: Monthly Report – Month of April 2016

COMMUNITY POLICING:

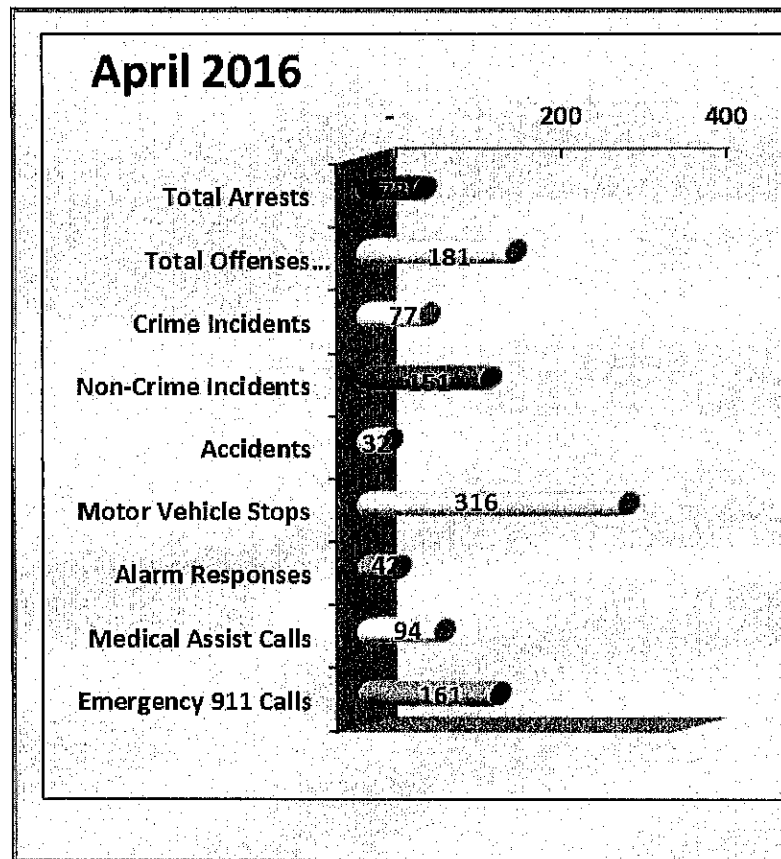
- Lieutenant McLin attended the Opioid Summit at Wentworth Douglass Hospital. The event was structured for dealing with the Opioid Crisis in the area. U.S. Senator Jean Shaheen was also in attendance.
- We participated in the prescription drug take back day sponsored by the Drug Enforcement Agency (DEA). This effort supplements our prescription drug collection box in the lobby of our police department.

PERSONNEL (TRAINING & STAFFING):

- Officer Nicole Lefebvre graduated from the NH Police Academy. She is assigned to the Patrol Division and is completing her field training.
- Detective Lieutenant Kelly attended the New England Crisis Negotiators Conference in Hyannis, Massachusetts. This conference was co-sponsored by the FBI.
- Officer Orlando attended Field Training Officer certification training at the New Hampshire Police Standards and Training Council.

SPD STATISTICS:

	Month of Apr-16	Year to Date Totals
Total Arrests	73	342
Calls for Service (Including Items Below)	1,647	6,688
Total Offenses Committed	181	777
Crime Incidents	77	281
Non-Crime Incidents	151	632
Accidents	32	166
Motor Vehicle Stops	316	1,154
Alarm Responses	42	273
Medical Assist Calls	94	458
Emergency 911 Calls	161	661
Revenues Deposited FY 2015-2016	\$ 5,250.34	\$ 126,473.19





City of Somersworth

Fire Department

195 Maple Street – Somersworth, NH 03878-1594



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

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

APRIL 2016 MONTHLY REPORT

EMERGENCY ACTIVITIES

Building Fires:	8
Vehicle Fires:	0
Outside Fires:	11
Emergency Medical:	55
Motor Vehicle Crash:	7
Malfunction/false alarm:	2
Accidental/public service:	17
Hazardous Condition:	3
Hazardous Materials:	4

NON-EMERGENCY ACTIVITIES

Burning Permits:	83
Fireworks Permits:	1
Oil Burner Permits:	1
Place of Assembly Permits:	1
Fire Safety Inspections:	10
Fire Drills:	4

CALLS FOR SERVICE

- We responded to 9 fewer emergency calls this April (107) than in April 2015 – a decrease of 8%.
- We responded to mutual aid fires in Dover and Rochester (3).
- American Ambulance continues to provide excellent EMS services to the city with an average response time that is approximately 4 minutes.

PLANNING/PROJECTS/GRANTS

- Lieutenant Ken Vincent retired on April 1st after 34 years with the Fire Department.
- Captain Marc Vaillancourt announced his retirement effective May 1st after 35 years with the Fire Department.
- Firefighter Matt Moore promoted to Lieutenant to fill the vacancy created by Lt. Vincent's retirement.
- Primex approved exercise equipment awarded through SAFER Act grant.

- Hired firefighter candidate to fill vacant position.
- Awaiting FEMA approval of the City Hazard Mitigation Plan after assistance in the re-write by the Strafford County Regional Planning Commission.
- Met with municipal EMDs in conjunction with “Ready Strafford” organization as American Ambulance has taken over coordination of the agency’s activities in Strafford County.
- Advertised and searching for 4 more call firefighters approved by FEMA amendment for the remaining \$29,252 of the SAFER Act grant. This means the two-year grant now will yield 14 call firefighters for us.
- Inmates from Strafford County performed clean-up of fire station grounds in preparation for spring plantings which they return in May to do.
- Received 2 cardiac defibrillators from American Ambulance from their proposal to give two cardiac defibrillators to the city annually. Our two 10 year old units now will go into city buildings for public use.
- Crews continue to assist the vendor with traffic pre-emption device problems at High and West High Streets intersection.
- Continue meeting with SAU 56, Police and American Ambulance for the “Fatal Reality” exercise with the junior/senior class at the High School prior to the prom on May 21st.
- Attended pre-construction meeting for the new Staples store.
- Tested new fire alarm system at 67-71 High Street.

TRAINING/MEETINGS

- The 3 newest call firefighters continue to attend the state Firefighter I course: a 1 year F/F is enrolled in the state Firefighter II curriculum: one call firefighter is enrolled in the NH State EMT basic course while another is in an EMT-Advanced course - all paid for by the federal FEMA SAFER Act grant.
- Lt. Clough is training to be the Department’s Fire Investigator formerly done by Lt. Vincent.
- Attended Budget Workshop with City Council.
- Chaired JLMC meeting.
- Attended the “911 Committee” meeting.
- Attended the Chamber of Commerce breakfast meeting at City Hall.
- Attended Primex course on “Limiting Liability at Public Events”.
- Attended meeting of the Seacoast Fire Chiefs Association.

COMMUNITY SERVICE

- Attended Drug Task Force meeting.

Respectfully Submitted:
Keith E. Hoyle, Fire Chief/EMD