


CITY OF SOMERSWORTH
Office of the City Manager

TO: Mayor Dana Hilliard and City Council Members
FROM: Robert M. Belmore, City Manager 
DATE: Friday, April 29, 2016
SUBJECT: City Manager's Report for Monday, May 2, 2016
City Council Agenda

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 on May 16th at 6:45 p.m.

Unfinished Business (under Section 13 of Agenda)

Resolutions

- A. Resolution No. 31-16 Authorizing the City Manager to Sell City Tax Deeded Property Located at 16 Winter Street.** The Finance Committee met on April 4th and voted to sponsor this Resolution and forward to the full Council. The Committee did discuss any potential benefits to keeping the property, but none were identified.
- B. Resolution No. 33-16 Proclaiming "Proud Past, Bright Future" as the Official Motto of the City of Somersworth.**
- C. Resolution No. 34-16 To Authorize the Somersworth Housing Authority to Enter into a Lease Agreement with the Somersworth Early Learning Center.** The Finance Committee discussed this issue with Somersworth Housing Authority (SHA) Executive Director Debbie Evans. I have also discussed the issue with Community Development Finance Authority (CDFA) Director George Hunton. Respectfully I would offer that this is somewhat of a housekeeping issue in order to comply with certain Grant conditions regarding the City's approval of any lease arrangement. The Council will also need to approve any eventual sale of the property.

D. Resolution No. 35-16 Amending the City of Somersworth Sustainability Committee.

New Business (under Section 14 of Agenda)

Ordinances

- A. Ordinance No. 17-16 Supplemental Appropriation To Increase Funds Available In The City's Municipal And Transportation Improvement Fund.** The City Charter requires a Public Hearing; I recommend it be scheduled prior to the next regular Council meeting on May 16th at 6:30 p.m. 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.

Other

- A. Vote to Reconsider Budget Ordinance No. 16-16.** Finance Director Scott Smith has provided a revised Tax Rate Estimate as well as a Tax Cap Analysis based on the City Council's adoption of the 2017 FY Budget. The projected change for the total City Tax Rate stands at a (0.03) decrease: from \$32.25 to \$32.22.

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

A. Informational Items:

- 1. Strafford Regional Planning Commission (SRPC) Assessment Program.** SRPC staff has requested that the City prioritize our three (3) project nominations. Without objection, I will notify them of the following:
 1. Former Police Station
 2. Former Hilltop School
 3. Former Breton's Cleaners Site – based on the recent meeting with Environmental Protection Agency (EPA) and NH Department of Environmental Services (DES) representatives, it appears that this project will be supported by these agencies for Brownfield's Assessment Funding.

B. Attachments:

1. City Attorney Certifications (4).
2. Planning Board's Strafford Regional Planning Commission (SRPC) Nomination Letter to appoint three (3) SRPC Commissioners.
3. Miscellaneous.

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 town 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 R. Sprague
David A. Witham
Denis Messier
Jennifer G. Soldati

Approved:

City Attorney

Effective Date: _____

RESOLUTION NO. 31-16 AUTHORIZING THE CITY MANAGER TO SELL CITY
TAX DEEDED PROPERTY LOCATED AT 16 WINTER STREET.

Somersworth, NH
April 18, 2016

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

- 16 Winter Street, Map 11 Lot 178

And,

WHEREAS, after a review of the aforementioned there has been no determined municipal need for the 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

RESOLUTION NO. 33-16 PROCLAIMING "PROUD PAST, BRIGHT FUTURE" AS
THE OFFICIAL MOTTO OF THE CITY OF SOMERSWORTH.

Somersworth, NH
April 18, 2016

WHEREAS: "Summersworth" was incorporated as a parish in 1729, a town in 1754 and a city in 1893 and;

WHEREAS: Somersworth has a rich and vibrant history and a culturally diverse community, and;

WHEREAS: Somersworth continues to dedicate itself to celebrating and honoring its "Proud Past" while planning and progressing towards its "Bright Future", and;

WHEREAS: Hilltoppers throughout the community embrace and reflect the values of Somersworth's "Proud Past" and "Bright Future", and;

WHEREAS: The phrase "Proud Past, Bright Future" continues to be used as the unofficial motto of the Hilltop community and reflects the Hilltopper spirit,

NOW, THEREFORE, be it resolved by the Somersworth City Council, that "Proud Past, Bright Future" be adopted as the official motto of the City of Somersworth.

Sponsored by
Mayor Dana S. Hilliard

Approved
City Attorney

RESOLUTION NO. 34-16 TO AUTHORIZE THE SOMERSWORTH HOUSING
AUTHORITY TO ENTER INTO A LEASE AGREEMENT WITH THE SOMERSWORTH
EARLY LEARNING CENTER.

Somersworth, NH

April 18, 2016

WHEREAS, The City of Somersworth, as "Grantee", and the Somersworth Housing Authority (SHA), as "Sub-recipient", entered into an agreement with the Community Development Finance Authority for a grant to expand the facility at 35 Bartlett Ave. used by the Somersworth Early Learning Center (SELC), and

WHEREAS, on January 1, 2014 the SELC separated from the SHA and established their own non-profit status and then entered into a lease agreement which included monthly rent paid to the SHA for use of the facility, and

WHEREAS, pursuant to the CDFA grant agreement, the SHA as a sub-recipient must seek approval from the City of Somersworth to enter into this lease agreement,

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the Somersworth Housing Authority is authorized to enter into a lease agreement with the Somersworth Early Learning Center.

Sponsored by Councilors

Councilor David A. Witham

Councilor Dale R. Sprague

Councilor Martin Pepin

Councilor Jennifer G. Soldati

Approved:

City Attorney

RESOLUTION NO. 35-16 AMENDING THE CITY OF SOMERSWORTH
SUSTAINABILITY COMMITTEE.

Somersworth, NH
April 18, 2016

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF SOMERSWORTH that the "Sustainability Committee", formed by Resolution No. 17-11 and adopted on February 2, 2011 **be amended as to membership, function and goals.**

Be it further resolved that the Committee shall hereby be comprised of the following members:

- The Mayor or his/her designee.
- One member of the City Council appointed by the Mayor.
- The City Manager or his/her designee.
- The Director of Planning & Community Development or his/her designee.
- Four members of the community at large, and/or Somersworth business community, appointed by the Mayor.
- One student approved by the Mayor.
- One member of the Conservation Commission appointed by the Chair of the Conservation Commission.

Members of the Committee must be residents or employees of the City and shall be appointed for a two-year term.

Be it further resolved that the Committee shall hereby:

- Serve as a resource and clearinghouse for the City Council and City Departments concerning issues of sustainability.
- Develop recommendations for the implementation of the goals in the Master Plan related to sustainability.
- Identify existing sustainable practices and identify areas needing improvement.
- Assist in coordinating efforts of various departments in implementing sustainability projects.
- Adopt an open meeting concept to encourage involvement of the community at large in the activities of the Committee.
- Promote public awareness of sustainability issues.
- Report regularly to the City Council on the meetings and activities of the Committee.
- Develop recommendations to prepare the city for, and reduce the city's contribution to, climate change.

Amendments Introduced by

Mayor Dana S. Hilliard
Councilor Jennifer G. Soldati

Approved:
City Attorney

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

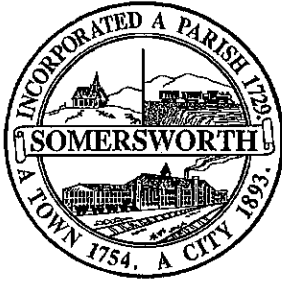
Approved:

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.



MEMORANDUM

To: Bob Belmore, City Manager

From: Scott Smith, Finance Director

Date: April 26, 2016

Re: **Ordinance 16-16 FY2016-2017 Budget**

Attached for your review please find Ordinance 16-16, FY2016-2017 Budget, as adopted by the City Council at their April 18, 2016 meeting.

I have included a spreadsheet detailing the individual amendments to the budget ordinance, by department, and a revenue sheet including the amendment to use an additional \$850,000 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 \$32.22, which is .03 cent (three cents) less than the prior year. The budget as amended is under the tax cap limitation by \$354,862.

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

Cc: Pam Constance, Assistant Finance Director

ORDINANCE NO. 16 -16 FY2016-2017 BUDGET

SOMERSWORTH, NH

April 4, 2016

The City of Somersworth Ordains that Budgets for the City of Somersworth for the
2016-2017 Fiscal Year shall be:

DEPARTMENT

PROPOSED BUDGET

GENERAL FUND

Elected Leadership	\$123,811
City Management	483,895
Finance and Administration	1,179,515
Development Services	1,003,221
Police	3,593,619
Fire	2,176,866
Public Works	2,685,982
Other Expenses	1,300,279
Capital Outlay	205,909
Intergovt Assessments - County	2,409,243
School Department	25,973,820
TOTAL GENERAL FUND	41,136,160

ENTERPRISE FUNDS

Wastewater Department	2,133,671
Water Department	2,032,719
Solid Waste	401,700
TOTAL ENTERPRISE FUNDS	4,568,090

SPECIAL REVENUE FUND

Cable Fund	85,107
TOTAL FY 2016-2017 APPROPRIATION	\$45,789,357

TOTAL FY 2016-2017 APPROPRIATION

\$45,789,357

This ordinance shall take effect upon its passage.

Introduced by
Mayor Dana Hilliard
by request

Approved:

City Attorney

As Adopted April 18, 2016

City of Somersworth
Ordinance No. 16-16 FY 2016-2017 Budget
Adjustments by City Council
As of April 18, 2016

Department	Description	Proposed Budget	Amendments	Amended Budget
GENERAL FUND				
Elected Leadership	Increase HAVEN - 01-400-111-5475 Increase Festival Association - 01-400-111-5483	121,311	1,000 1,500	
Elected Leadership				123,811
City Management	Decrease Health/Dental	487,879	(3,984)	
City Management				483,895
Finance and Administration	Decrease Health/Dental	1,190,239	(10,724)	
Finance and Administration				1,179,515
Development Services	Decrease Health/Dental	1,011,589	(8,368)	
Development Services				1,003,221
Police	Decrease Health/Dental	3,631,125	(37,508)	
Police				3,593,618
Fire	Decrease Health/Dental	2,209,592	(32,726)	
Fire				2,176,866
Public Works	Decrease Health/Dental Increase Road Resurfacing 01-406-610-9104 Increase Road Resurfacing 01-406-610-9104	2,092,873	(14,691) 108,000 500,000	
Public Works				2,685,982
Other Expenses		1,300,279		
Other Expenses				1,300,279
Capital Outlay		205,909		
Capital Outlay				205,909
Intergovt Assmnts - County Estimate		2,409,243		2,409,243
School Department		25,973,820		
School Department				25,973,820
TOTAL GENERAL FUND		\$40,833,659	\$502,601	\$41,336,260
ENTERPRISE FUNDS				
Wastewater Department	Decrease Health/Dental	2,143,498	(9,827)	
Wastewater Department				2,133,671
Water Department	Decrease Health/Dental	2,040,717	(7,998)	
Water Department				2,032,719
Solid Waste		401,700		401,700
TOTAL ENTERPRISE FUNDS		\$4,585,915	(\$17,825)	\$4,568,090
Cable Fund		85,107		85,107
TOTAL FY 2016-2017 APPROPRIATIONS		\$45,304,681	\$484,676	\$45,789,357



General Fund Revenue Estimates

	FY 15-16	FY 16-17
TAXES		
LOCAL PROPERTY TAXES	24,561,584	25,058,860
STATE PROPERTY TAXES	2,003,328	1,950,396
INTEREST AND PENALTIES	280,000	280,000
	26,844,912	27,289,256
LICENSES, PERMITS, AND FEES		
MOTOR VEHICLE PERMITS AND FEES	1,460,000	1,460,000
BUSINESS LICENSES, PERMITS, AND FEES	119,625	119,625
	1,579,625	1,579,625
INTERGOVERNMENTAL		
<u>CITY:</u>		
HIGHWAY BLOCK GRANT	220,750	220,750
MEALS & ROOMS TAX DISTRIBUTION	563,506	563,506
PAYMENT IN LIEU OF TAXES	112,356	112,356
OTHER	1,494	1,494
SUBTOTAL CITY INTERGOVERNMENTAL	898,106	898,106
<u>SCHOOL:</u>		
STATE ADEQUACY GRANT	7,803,111	7,555,464
MEDICAID REIMBURSEMENT	350,000	375,000
BUILDING AID	879,309	850,556
CATASTROPHIC VOCATIONAL AID	435,000	400,000
VOCATIONAL AID	51,000	40,000
TUITION	523,747	423,198
MISCELLANEOUS SCHOOL	9,500	9,000
SUBTOTAL SCHOOL INTERGOVERNMENTAL	10,051,667	9,653,217
TOTAL INTERGOVERNMENTAL	10,949,773	10,551,323



General Fund Revenue Estimates

	FY 15-16	FY 16-17
OTHER REVENUE		
INTEREST ON INVESTMENTS	20,000	20,000
INCOME FROM DEPARTMENTS	408,705	418,705
SALE OF CITY PROPERTY	25,000	25,000
LEASE PAYMENTS	104,750	104,750
HYDRO LEASE	110,000	110,000
	<u>668,455</u>	<u>678,455</u>
OTHER FINANCING SOURCES		
USE OF FUND BALANCE - APPROPRIATION	297,000	0
USE OF FUND BALANCE - REDUCE TAXES	535,000	1,385,000
	<u>832,000</u>	<u>1,385,000</u>
TOTAL	<u>40,874,765</u>	<u>41,483,659</u>
INCREASE IN REVENUES FROM PREVIOUS YEAR		608,894
PERCENTAGE OF INCREASE IN REVENUES		1.49%

2016/17 Tax Rate Estimate



			Estimated FY16-17 Tax Rate	FY15-16 Tax Rate	Change
CITY PORTION					
Gross Appropriations	17,406,294				
Less: Revenues	9,474,383				
Less: Shared Revenues	-				
Add: Overlay	51,636				
Add: War Service Credits	259,800				
Net Town Appropriation		8,243,347	9.84	10.12	(0.28)
SCHOOL PORTION					
Net Local School Budget	23,876,066				
Less: Equitable Education Grant	7,555,464				
Less: State Education Taxes	1,950,396				
Net School Tax Total		14,370,206	17.15	16.83	0.32
STATE EDUCATION TAXES					
Equalized Valuation (no utilities)					
Net State Education Total		1,950,396	2.37	2.45	(0.08)
COUNTY PORTION					
Due to County	2,409,243				
Less: Shared Revenue	-				
Net County Total		2,409,243	2.87	2.85	0.02
Total Tax Rate			32.22	32.25	(0.03)
Total Property Taxes Assessed					
		26,973,192			
Less: War Service Credits		(259,800)			
Total Property Tax Commitment		26,713,392			
Net Assessed Valuation (Estimate)					
State Education Taxes (No utilities)	823,000,000	2.37	1,950,396.00		
All Other Taxes	838,000,000	29.86	25,022,796.00		
			26,973,192.00		

Analysis of Tax Cap - Estimate for FY2017 Budget Year
City of Somersworth, NH

	City Portion	School Portion	State Portion	County Portion	Total
A. Prior Fiscal Year Net Amount Raised By Taxes (FY2016 Actual Levy)	8,451,375	14,047,276	2,003,328	2,374,369	26,876,348
B. Multiplied by the National CPI-U (CPI Urban all cities index)	0.1%	0.1%	0.1%	0.1%	0.1%
C. Subtotal (A x B)	8,451	14,047	2,003	2,374	26,876
D. Prior April 1 to March 31 Estimated Net Construction Value	13,173,000	13,173,000	13,173,000	13,173,000	13,173,000
E. Multiplied by Prior Fiscal Year Tax Rate/1,000 of Value (Actual)	10.12	16.83	2.45	2.85	32.25
F. Subtotal (D x E)	133,311	221,702	32,274	37,543	424,829
G. Increase Allowed for FY2017 Tax Levy (C + F)	141,762	235,749	34,277	39,917	451,706
H. FY2017 Amount allowed to be Raised by Taxes (Capped Tax Levy) (A + G)	8,593,137	14,283,025	2,037,605	2,414,286	27,328,054
I. FY2017 Estimated Amount Adopted to be Raised by Taxes	8,243,347	14,370,206	1,950,396	2,409,243	26,973,192
J. Variance between estimated and capped tax levy (H -I)	349,790	(87,181)	87,209	5,043	354,862
K. Amount required to be absorbed by City and School	5,043	87,209	(87,209)	(5,043)	0
L. Amount of Budget Adjustment Required for FY2016 (J +K)	354,834	28	0	0	\$354,862

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

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 21, 2016

CERTIFICATION

Re: City of Somersworth, New Hampshire

Resolution No. 31-16

Title: **AUTHORIZING THE CITY MANAGER TO SELL CITY TAX
DEEDED PROPERTY LOCATED AT 16 WINTER 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: 4/21/16

By: 

MITCHELL MUNICIPAL GROUP, P.A.

ATTORNEYS AT LAW
25 BEACON STREET EAST
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April 21, 2016

CERTIFICATION

Re: City of Somersworth, New Hampshire

Resolution No. 33-16

Title: **PROCLAIMING "PROUD PAST, BRIGHT FUTURE" AS
THE OFFICIAL MOTTO OF THE CITY OF SOMERSWORTH**

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MITCHELL MUNICIPAL GROUP, P.A.
City Attorney

Date: 4/21/16

By: 

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April 21, 2016

CERTIFICATION

Re: City of Somersworth, New Hampshire


Resolution No. 34-16

Title: TO AUTHORIZE THE SOMERSWORTH HOUSING AUTHORITY
TO ENTER INTO A LEASE AGREEMENT WITH THE
SOMERSWORTH EARLY LEARNING CENTER

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MITCHELL MUNICIPAL GROUP, P.A.
City Attorney

Date: 4/21/16

By: 

MITCHELL MUNICIPAL GROUP, P.A.
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LACONIA, NEW HAMPSHIRE 03246

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April 21, 2016

CERTIFICATION

Re: City of Somersworth, New Hampshire

Resolution No. 35-16

Title: **AMENDING THE CITY OF SOMERSWORTH
SUSTAINABILITY COMMITTEE**

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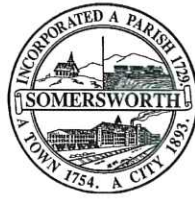
MITCHELL MUNICIPAL GROUP, P.A.
City Attorney

Date: 4/21/16

By: 

SOMERSWORTH, NEW HAMPSHIRE

City of Somersworth
One Government Way
Somersworth, NH
03878



City Hall
603.692.4262
www.somersworth.com

April 29, 2016

Re: Nomination of a Strafford Regional Planning Commission member.

Honorable Mayor and Members of the City Council:

Please accept this letter on behalf of the Planning Board as their recommendation for the reappointment of William Connor and Brian Tapscott to the Strafford Regional Planning Commission. If approved, the membership term would run from May 2016 to May 2020. The Board also recommends the appointment of Mark Fearis as a new member to the Commission. If approved by the City Council, the membership term would run from May 2016 to May 2018.

Thank you,

Shanna B. Saunders
Director of Planning and Community Development

SBS: tag

Miscellaneous

04/29/2016 07:59
sasmith

City of Somersworth
YEAR-TO-DATE BUDGET REPORT

1
glytdbud

FOR 2016 10

ACCOUNTS FOR: 01 General Fund	ORIGINAL APPROP	TRANSFRS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01400100 Mayor and Council	24,925	0	24,925	20,017.87	.00	4,907.13	80.3%
01400110 Civic Promotions	10,200	4,500	14,700	13,517.27	.00	1,182.73	92.0%
01400111 Community Support	88,686	0	88,686	84,186.00	.00	4,500.00	94.9%
01401120 City Manager	336,511	0	336,511	283,627.80	.00	52,883.20	84.3%
01401121 Administration	132,935	0	132,935	101,678.60	.00	29,256.40	78.0%
01403300 Finance	313,125	0	313,125	267,175.65	.00	45,949.35	85.3%
01403310 City Clerk	169,342	0	169,342	138,125.87	.00	31,216.13	81.6%
01403311 Elections	16,775	0	16,775	12,417.73	102.14	4,255.13	74.6%
01403320 Tax Collector	198,354	0	198,354	161,395.51	.00	36,958.49	81.4%
01403330 Human Services	213,404	0	213,404	125,962.95	.00	87,441.05	59.0%
01403350 Library	253,492	0	253,492	198,902.65	.00	50,240.99	80.2%
01404400 Planning	317,617	0	317,617	251,962.80	.00	65,654.20	79.3%
01404401 Economic Development	6,905	0	6,905	3,849.38	.00	3,055.62	55.7%
01404410 Code Enforcement	181,779	200	181,979	153,759.37	.00	28,219.63	84.5%
01404420 Assessing	142,209	-200	142,009	102,266.80	15,426.36	24,315.84	82.9%
01404426 Parks and Recreation	180,498	8,500	188,998	123,822.09	976.89	64,199.02	66.0%
01404427 City Hall	132,247	0	132,247	95,884.55	4,583.00	31,779.45	76.0%
01405500 Police Administration	395,995	0	395,995	338,519.30	.00	57,475.70	85.5%
01405510 Patrol	2,006,772	0	2,006,772	1,549,873.30	18.00	456,880.70	77.2%
01405520 Investigations	459,661	0	459,661	375,497.18	.00	84,163.82	81.7%
01405530 Police Support	412,398	0	412,398	325,931.89	.00	86,466.11	79.0%
01405540 Traffic	44,663	0	44,663	32,560.72	.00	12,102.28	72.9%
01405550 Prosecutor	193,812	0	193,812	98,790.66	.00	24,031.34	80.4%
01405570 Fire Administration	193,812	0	193,812	149,162.90	.00	44,649.10	77.0%
01405580 Fire Fighting	1,931,828	1,000	1,932,828	1,544,408.75	3,643.34	384,775.91	80.1%
01406600 Public Works Administration	1,186,939	0	1,186,939	757,785.48	2,985.56	426,167.96	64.1%
01406610 Street Maintenance	586,160	197,758	783,918	49,328.53	39,134.23	695,455.13	11.3%
01406611 Snow Removal	145,400	0	145,400	88,493.83	18,034.39	38,871.78	73.3%
01406613 Street Lighting	119,600	0	119,600	114,351.69	1,840.00	3,408.31	97.2%
01406620 Equipment Maintenance	70,232	0	70,232	54,094.34	3,995.00	12,142.66	82.7%
01406630 City Engineer	53,110	0	53,110	46,132.89	3,500.00	3,477.11	93.5%
01406650 Building and Grounds	38,700	0	38,700	23,942.19	1,200.00	13,557.81	65.0%
01406660 Cemetery	8,818	956	9,774	1,126.86	.00	8,647.32	11.5%
01406670 Solid Waste Collection	155,606	0	155,606	134,557.43	.00	21,048.57	86.5%
01407700 Debt Service	1,105,967	0	1,105,967	1,105,966.23	.00	.77	100.0%
01407710 Capital Leases	199,885	0	199,885	199,883.30	.00	1.70	100.0%
01407710 Transfers to Other Funds	106,159	0	106,159	106,159.00	.00	.00	100.0%
01408800 Contingency	80,000	9,700	89,700	36,158.13	2,489.38	51,052.01	43.1%
01408900 Capital Outlay	254,594	2,139	256,733	89,357.16	3,850.00	163,526.09	36.3%
01408910 Intergovernmental Assessme	2,374,369	0	2,374,369	2,374,369.00	.00	.00	100.0%
01409920 School Expenses	24,062,227	0	24,062,227	18,404,772.22	.00	5,657,454.78	76.5%
01409930 School Debt Service	2,040,044	0	2,040,044	2,040,044.12	.00	-.12	100.0%
TOTAL General Fund	40,874,765	224,553	41,099,318	32,179,819.99	108,126.65	8,811,371.20	78.6%

*70 Annual Fee
Committed
4-29-16*

04/29/2016 07:59
sasmith

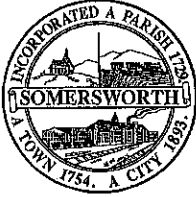
City of Somersworth
YEAR-TO-DATE BUDGET REPORT

P 2
glytdbud

FOR 2016 10

	ORIGINAL APPROP	TRANSFRS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	40,874,765	224,553	41,099,318	32,179,819.99	108,126.65	8,811,371.20	78.6%

** END OF REPORT - Generated by Scott A. Smith **



TO PW & E
Committee
05/02/16 JB

MEMORANDUM from Director Public Works & Utilities

DRAFT

Date: April 28, 2016

To: Bob Belmore, City Manager

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

Cc: Nate Mears, General Foreman-Highway

Re: Proposed Weed Abatement Program along sidewalks and curbing ROW

The Department of Public Works and Utilities will apply herbicide to control unwanted weeds and vegetation along sidewalks and curbing ROW on designated streets. This is an annual program and involves use of an outside licensed contractor to apply the herbicide. Ideally the application occurs in early summer (June) and then again in later summer (August).

This year the Department proposes to use a weed control herbicide known as Rodeo (which functions like Roundup, but is not petroleum based) along designated primary streets and to demonstrate with an alternative product known as "Avenger" on secondary streets. Staff has received proposals for the service application and recommends using Municipal Pest Management Services (MPMS). The contractor has indicated they are shifting from use of Roundup to Rodeo since it is more environmentally friendly since no petroleum is in the product, less impact on stormwater runoff. Avenger is a biodegradable, natural-citrus based agent that works to curb the development of weeds. I would like to try this product as a demonstration and to compare its effectiveness with the traditional Roundup-Rodeo product. Both products require the use of licensed applicator. The Attached map and summary listing reflects proposed street locations identified as primary (Rodeo) and secondary streets. (Avenger). This street listing is subject to adjustment based on policy and program approval.

Staff is finalizing details of a cost proposal from Municipal Pest Management Services for the application; for one (1) application the cost will be \$1,599.60 and for two (2) applications the cost will be \$3,199.20. In addition Municipal Pest Management Services will submit an application for a special permit on behalf of the City of Somersworth to New Hampshire Division of Pesticide Control. Municipal Pest Management Services will apply the herbicide once they receive approval from the City and the State Permit is approved; I anticipate the State Permit to be approved in early June.

Municipal Pest Management Services has indicated they will be under contract with the City of Dover for their weed abatement program this spring and have suggested coordinating work schedules with Dover and Somersworth for efficiency reasons. I agree with that effort and if program is approved I will work toward ensuring proper coordination with the contractor and the communities. In addition, the City of Dover will be demonstrating with an organic alternative to the Rodeo product on selected locations. I have been in contact with Doug Steele, Director of Community Services for Dover, on their demonstration program and we will work together on reporting out collective results with both products to assess effectiveness. Municipal Pest Management has indicated they are willing to demonstrate the Avenger product on designated secondary streets at minimal or no cost to the City given the fact the product is relatively new for this vendor and they too want to learn its effectiveness as a weed abatement herbicide.

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

2016 Somersworth ROW

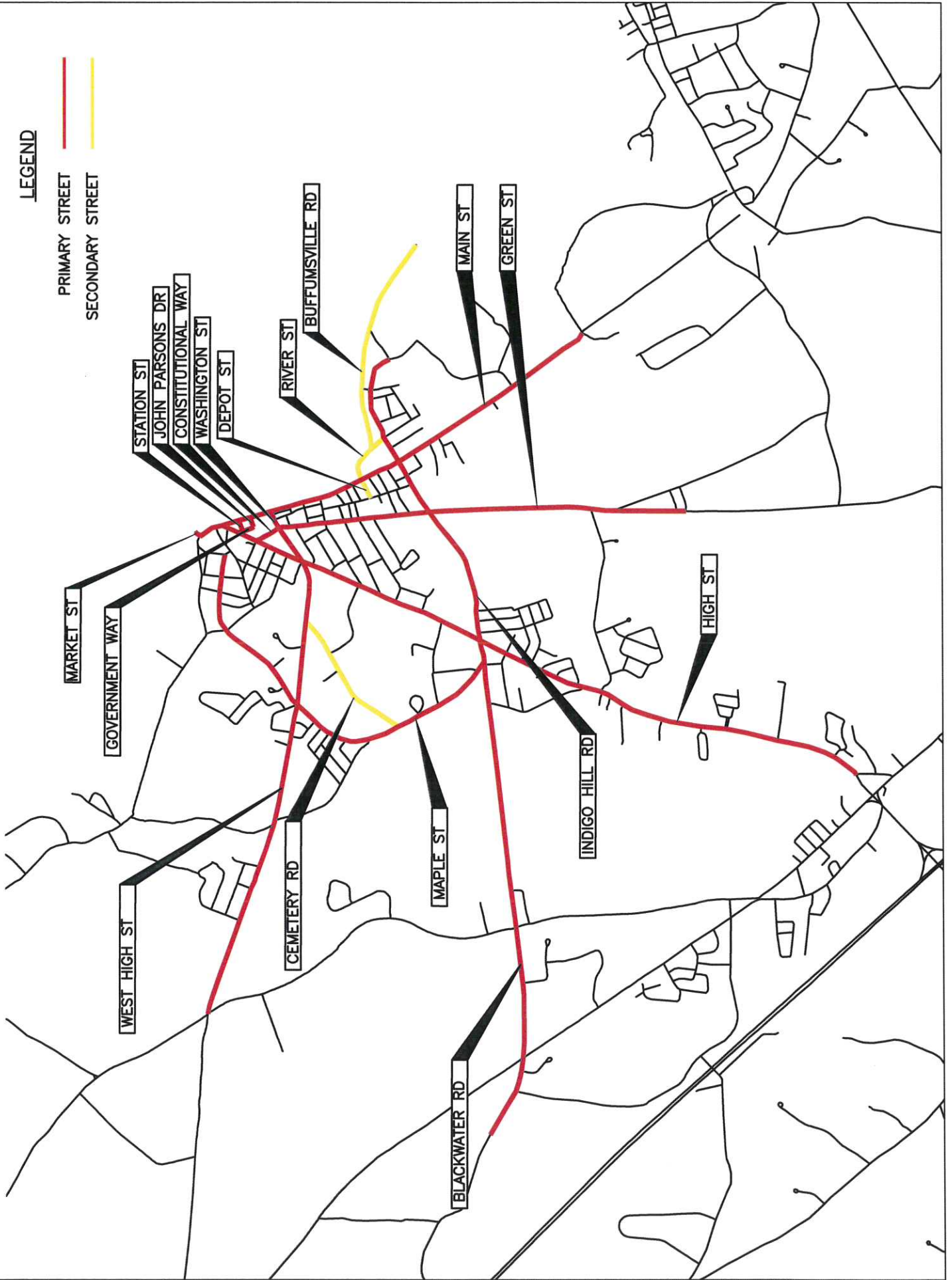
Streets and Facilities Recommended for Herbicide Treatment

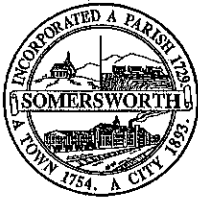
Streets with Curbing As Follows:	PRIMARY	SECONDARY	RESIDENTIAL	PARKING LOTS
1. Ash St.				
2. Beacon St.				
3. Blackwater Rd.				
4. Buffumsville Rd.				
5. Cemetery Rd.				
6. City Hall Parking Lot & Back Retaining Wall				
7. Constitutional Way				
8. Depot St.				
9. Elm St.				
10. Emery St.				
11. Fayette St.				
12. Ford St.				
13. Government Way				
14. Grand St.				
15. Green St.				
16. Grove St.				
17. Hamilton St.				
18. High St.				
		19. Indigo Hill Rd.		
		20. John Parsons Dr.		
		21. Lincoln St.		
		22. Linden St.		
		23. Main St.		
		24. Maple St.		
		25. Market St.		
		26. Mt. Vernon St.		
		27. Myrtle St.		
		28. Noble St.		
		29. Page St.		
		30. River St.		
		31. School St.		
		32. Station St.		
		33. South St.		
		34. Tri-City Plaza Parking Lot		
		35. Washington St.		
		36. West High St.		

2016 HERBICIDE TREATMENT

LEGEND

- PRIMARY STREET
- SECONDARY STREET





Miscellaneous

MEMORANDUM from Director Public Works & Utilities

Date: April 28, 2016

To: Bob Belmore, City Manager

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

Cc: Scott Smith, Director of Finance and Administration

Nate Smith, General Foreman, Highway Division

Scott Bourcier, PE, Contracted City Engineer, Dubois and King

Re: Current Project Updates

The following is an update on key Departmental projects:

Maple Street Culvert Replacement Project-

- City Council awarded the contract to Manter Construction at March 7, 2016, City Council meeting.
- CMA Engineers to serve as project manager; Josh Bouchard to serve as project manager and provide inspection services
- Notice of Award and Contract signing to be completed in early May
- Construction Schedule –
 - Start on June 20, 2016
 - Substantial Completion before August 19, 2016
 - Fully Complete by September 30, 2016
- Public Notice to abutters by mid- May 2016

Update on Core Sampling and Utility Examinations for Road Improvement Projects:

Pavement Core Sampling

- Proposals were solicited from soils testing contractors in late March-early April
- Selected Geotechnical Services, Inc., Waver NH for the sampling work.
- Sampling work is anticipated for mid-May inspection.

Utility Inspections and Line Cleaning Services

- Proposals were solicited for TV inspections and sewer line cleaning services, received two (2) proposals on April 11, 2016.
- Selected Hartigan Wastewater Services for the TV inspections and Sewer Line cleaning
- Currently reviewing list of streets/sewer lines with contractor.

- Anticipated start date is week of May 16, 2016
- Overall project specifications and bid documents are underway; Scott Bourcier has walked the project roads and identified utilities and other existing conditions. Preparing an existing conditions report on the Roads scheduled for pavement overlay as part of the bid documents. Anticipate completion by end of May, 2016.

Pavement Marking Project

- Joint Bid documents with the City of Dover for pavement marking services was released in February 2016; 2 proposals received.
- Contract award to Highway Safety Systems Inc. Rockland, Massachusetts
- Work Scheduled for May 15-16, for long lines and May 17, 18, 19, for the handwork, crosswalks.

Spring Clean up

- Highway personnel have begun street and sidewalk sweeping along primary streets
- Downtown Sweeping Operations Scheduled for week of May 2-6, 3am-11 am.
- Use of Temporary No Parking Restrictions will occur on downtown streets during these hours.

Water Main Flushing

- City Water Distribution personnel to flush water mains as part of annual maintenance.
- Personnel to flush selected mains via hydrants from Monday May 9-19,
- Work activity to occur from 7:30pm -5:00am on selected primary streets
- Day time flushing to occur later in May-June.



Miscellaneous

City of Somersworth

1 Government Way – Somersworth, NH 03878

*TO Mayor & Council
FYI*

MEMORANDUM

TO : **Bob Belmore**
CC : Shanna Saunders
FROM : Marybeth Walker

RE : 2015 Abatements
DATE : April 15, 2016

We have received 25 abatement applications for 2015. The quantity of abatement applications received is not unusual; however the difference between the assessed value and the taxpayer opinion of value is quite high.

I have provided a list of the abatement requests. The total assessed value of these properties is \$15,023,000. If we were to abate each property to what the taxpayer opinion of value is we would be abating \$5,376,000 in assessed value. This totals \$173,376 in cash plus interest.

I do not want to be misleading in any way. We are currently at the initial investigation stage of each abatement application. We will process the applications in our normal method by inspecting each property, if it has not already been done, and investigating the facts to see if there is cause for abatement. If the claims are not substantiated we will deny the abatement requests.

The taxpayers will then have the opportunity to file for appeal with the Board of Tax and Land Appeals or Superior Court prior to September 1, 2016.

Aclara Meters, LLC, Rite Aid & Freedom Ring all have tax representatives. Typically when a property has a tax rep and there is a high dollar value involved it is a given that they will file with one of the appeal courts.

We will have all of the abatement applications processed on or prior to July 1, 2016. I will continue to update you after the appeal deadline has passed or sooner if requested.

2015 Abatements

PARCEL	OWNER	LOCATION	RES/COM	ASSESS	TAXPAYER	Difference
10-196	(MRH Meters LLC) ACLARA Meters LLC	130 Main St.	COM	\$6,347,400	\$3,200,000	\$3,147,400
10-199	(MRH Meters LLC) ACLARA Meters LLC	Main St.	COM	\$79,500	\$80,000	-\$500
11-190A	(MRH Meters LLC) ACLARA Meters LLC	50 Main St.	COM	\$514,700	\$250,000	\$264,700
09-282C	(MRH Meters LLC) ACLARA Meters LLC	16 River St.	COM	\$190,800	\$100,000	\$90,800
11-189	(MRH Meters LLC) ACLARA Meters LLC	Market St.	COM	\$262,600	\$130,000	\$132,600
53-1B	(MRH Meters LLC) ACLARA Meters LLC	123 Salmon Falls Rd.	LAND	\$2,100	\$2,000	\$100
11-93	17-31 Market Street Apartments LLC	17-31 Market St.	COM	\$510,200	\$382,500	\$127,700
09-278	260 Main Street Somersworth Apartments LLC	260 Main St.	COM	\$582,500	\$436,900	\$145,600
10-21	62 Somersworth Apartments LLC	62 Green St.	COM	\$446,900	\$440,700	\$6,200
31-22	Allen L. Perkins (Becky Perkins)	19 Oakridge Dr.	RES	\$279,000	\$134,900	\$144,100
48-24G	Brian T Stern	Enterprise Dr.	LAND	\$224,200	\$120,000	\$104,200
48-24I	Brian T Stern	Enterprise Dr.	LAND	\$165,400	\$40,000	\$125,400
69-2D15	Brian+Sara Potter	52 Victoria Dr.	RES	\$315,000	\$290,000	\$25,000
21-252	CKR LLC, C/O Rite Aid	341 High St.	COM	\$1,657,100	\$1,235,800	\$421,300
63-10	Coteco Realty Group LLC- Brian+Joanna Cote	165 Rt. 108	COM	\$2,104,000	\$1,900,000	\$204,000
A-05	Freedom Ring Communications, C/O BayRing Communications LLC	Utility	UTILITY	\$120,000	\$0	\$120,000
62-19	Gregory Merkley	156 Blackwater Rd.	RES	\$161,700	\$50,000	\$111,700
15-101	Jessica Gardner	294 High St.	RES	\$135,700	\$112,000	\$23,700
84-8M	Larry Rodrigue	8 Woodside Commons	RES	\$11,100	\$0	\$11,100
11-100A	Michael V Clough	26 Linden St.	LAND	\$57,400	\$20,000	\$37,400
08-57	Paul Callahan	5 Wiggins Ct.	RES	\$163,800	\$132,000	\$31,800
21-153	Robert+Deborah Hollis	5 Joyce St.	RES	\$201,100	\$194,000	\$7,100
34-01	Stanley I Shaw Rev Tst 50%; Helen T Shaw Rev Tst 50%	97 Blackwater Rd.	RES	\$178,800	\$172,200	\$6,600
18-35	Trise Simanjuntak	307 Green St.	RES	\$158,300	\$129,000	\$29,300
09-197	Vincent Rev. Tst.; Francis C/June A Vincent Tste.	14 Central St.	RES	\$153,700	\$95,000	\$58,700
					Total exposure	\$5,376,000