



# 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, August 8, 2014

**SUBJECT:** City Manager's Report for Monday, August 11, 2014  
City Council Agenda

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### *6:30 p.m. – Public Hearing*

- *Re: Ordinance No. 1-15 Supplemental Appropriation for Building Improvements for the Reuse of the Former Hilltop School.*
  - *Resolution No. 1-15 To Establish a Trust Fund for the Purpose of Holding Post-Withdrawal Capital Payments Made by the Rollinsford School District to the Somersworth School District Pending Payment on Outstanding Bonded School Debt, 1996 – Series C Bonds, Dated August 15, 1996.*
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### *Unfinished Business (under Section 13 of Agenda)*

#### Ordinances:

- A. **Ordinance No. 1– 15 Supplemental Appropriations for Building Improvements for the Reuse of the Former Hilltop School.**
- B. **Ordinance No. 2-15 Amend Chapter 4, Personnel Rules & Regulations, Appendix 1, Assignment of Class to Grade for Human Resource Manager, Recreation Supervisor and Cable Access Coordinator.** This recommendation is forwarded from the Government Operations Committee.
  - Human Resource Manager - Housekeeping action.
  - Recreation Supervisor - City Council approved funding in this FY 14/15 Budget to upgrade the labor grade of this position.
  - Cable Access Coordinator – Funded through Cable Franchise Fees.

### Resolutions:

- A. Resolution No. 1-15 To Establish a Trust Fund for the Purpose of Holding Post-Withdrawal Capital Payments Made by the Rollinsford School District to the Somersworth School District Pending Payment on Outstanding Bonded School Debt, 1996 – Series C Bonds, Dated August 15, 1996.** The Finance Committee is recommending passage. In order to accept these payments this action is necessary (to be IAW State Law).
- B. Resolution No. 2-15 To Authorize the City of Somersworth Trustees of Trust Funds to Pay Fees for Banks, Brokerage Firms, Portfolio Management Firms, and/or Investment Advisors from Capital Reserve Income.** The Finance Committee is recommending passage as requested by the Trustees of Trust Fund. This action adopts a recent change in the State Law.
- C. Resolution No. 4-15 To Notify the City Tax Collector that the City Council shall not Accept a Tax Deed on Properties Located on Wexford Lane Subject to an Unredeemed Tax Lien.** This property contains buried debris/trash.
- D. Resolution No. 5-15 To Notify the City Tax Collector that the City Council shall not Accept a Tax Deed on Certain Properties Subject to an Unredeemed Tax Lien.** These are manufactured housing units.
- E. Resolution No. 7-15 To Direct the City Manager to Draft a Resolution to Bond \$3,000,000 (Three Million Dollars) To Bring Hilltop School in Compliance with Current Building and Life Safety Codes.** The Architect's revised plans dated June 17, 2014 is located on our website under "News & Announcements".

### *New Business (under Section 14 of Agenda)*

### Ordinances:

- A. Ordinance No. 3-15 Supplemental Appropriation for Additional Improvements as Part of the Downtown Improvement Project.** This action item was reviewed at the July 24<sup>th</sup> Public Works & Environment and Finance Committee meetings. Attached is a breakdown of Project expenses provided by Finance Director Scott Smith. The change orders total \$148,804 plus 20% equals \$29,761; we then rounded the total to \$180,000.
- B. Ordinance No. 4-15 Supplemental Appropriation for Additional Funding for High Street and Tri-City Road Improvements.** This action item was reviewed at the July 24<sup>th</sup> Public Works & Environment and Finance Committee meetings. A memorandum outlining funding options is attached. The new estimate has increased by \$1.4 million with the additional 7%, the new estimate requires approximately \$1,498,000.

### Public Hearings

Both of these Supplemental Appropriations require a Public Hearing. I recommend Council schedule both for 6:30 p.m. prior to the next Council meeting on Tuesday, September 2<sup>nd</sup>. Ordinance No. 4-15 can immediately follow Ordinance No. 3-15.

**Other:**

- A. Vote to Authorize City Manager to Sign TE Grant Funding Letter.** Attached is a "Draft" letter that NH DOT has requested. Also a memorandum from Director Sharples is provided that explains the funding dilemma.

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

**A. Information Items:**

- 1. Former Police Station Property.** We received no proposals to purchase this property. I asked our Economic Development Manager Christine Soutter to contact some folks to see why they did not respond to our RFP. Attached are 2 memo's from Christine; one that provides some of their rationale for not responding. Respectfully, I would appreciate some further direction from the Mayor and City Council in regards to this City owned property.
- 2. PSNH Lighting Rebate.** Attached is a copy of an application for a PSNH rebate of \$4,000 for installation of out new downtown LED Streetlights. Once the lights are installed, PSNH conducts a site visit then the rebate check is cut.

**B. Attachments:**

1. City Attorney Certifications Seven (7).
2. Department Head Monthly Reports.
3. Sustainability Committee Invitation to the Community regarding an upcoming Composting Presentation on Thursday, August 21<sup>st</sup> at 6:00 p.m.
4. Community Cookout Invitation from Safe Haven for Monday, August 18<sup>th</sup> from 5:00 -7:00 p.m.

# Ordinance No. 3-15

## Downtown Improvements Project

*from FD Smith*

Funding	
Initial Bond Issue	4,000,000.00
Subsequent Bond Issue - estimate	430,000.00
Supplemental Appropriation	363,485.00
Verizon Funding	60,000.00
Total funding	4,853,485.00

Expenses:	
Issuance Fees Initial Bond Issue	20,500.00
Subsequent Bond Issue Estimated	10,000.00
	30,500.00
HTA - Engineering, Design Contract	317,470.00
HTA - Contract Admin/Inspection	440,950.00
	758,420.00

Severino - Const Base Bid	3,342,786.00
- Alt 1	21,000.00
- Alt 2	151,700.00
- Alt 3	81,600.00
- Alt 4	225,000.00
- Alt 5	7,199.00
	3,829,285.00

Change Order 1	25,240.50
Change Order 2	73,128.00
Change Order 3	45,253.00
Change Order 4	110,622.00
Change Order 5	(306,600.00)
Change Order 6	274,300.00
Change Order 7 (Est)	61,356.67
Change Order 8 (Est)	38,325.00

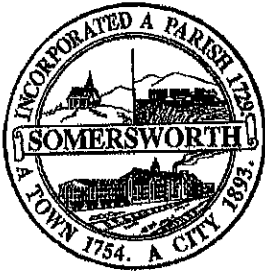
*- STATION ST, STAIRS*

Contract Total to Date (6.13.14)	4,150,910.17
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Total Costs	4,939,830.17
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Net Amount Available	-86,345.17
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*P.W. Comm. Mtg 07/24/14*



## MEMORANDUM

To: Bob Belmore, City Manager

From: Scott Smith, Finance Director

Date: July 22, 2014

Re: **Funding Options – High Street Improvements**

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At their previous meeting, the Finance Committee requested information on possible funding option for the estimated increased cost of the High Street Improvement project.

My understanding is the current estimate for the project is approximately \$2,500,000. As you know we have already provided funding through a recent bond issue in the amount of \$1,100,000, leaving a balance of \$1,400,000 required to fund the entire project.

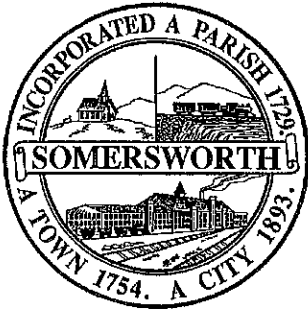
The options available are as follows:

- Bond the additional funding required to complete the project.
- Prepare a supplemental appropriation, utilizing unassigned fund balance for the funding required to complete the project.
- Utilize the unencumbered amount for road resurfacing of \$620,000, and prepare a supplemental appropriation utilizing unassigned fund balance for the funding required to complete the project.

I also should point out that there is approximately \$50,000 in the municipal and transportation fund, which could be used for this project. However, because of the limited amount of funds in this account, I don't see it as a viable option for this project.

Also, it is important to note that any funding provided for utility improvements (i.e. Water and Sewer), will come from those funds whether it is provided through an additional bond issue or a supplemental appropriation.

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



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**Dave Sharples**  
**Director of Planning and Community Development**

August 4, 2014

To: Robert M. Belmore, City Manager

Re: NHDOT Advanced Construction Funding

I've attached a draft letter that the NHDOT is requesting we supply to them prior to the authorization to award the bid. The NHDOT is asking both communities that have locally managed projects currently being advertised to submit a letter. The purpose of the letter is to reemphasize the risk associated with moving forward with our project. There is language regarding this risk in the Municipal Agreement we already signed when we accepted the grant award but the NHDOT is requesting this follow up letter to insure we are aware of this risk due to the current state of the Highway Trust Fund.

In conversation with the NHDOT, they expect to utilize currently available 2014 federal funding for this project. However, they may have to utilize some future federal funding anticipated to be available after the beginning of next federal fiscal year (After October 1, 2014). Advertising a project for construction with some of the funding coming from future federal dollars is known as "advanced construction funding". The NHDOT, like many other state DOT's has used advanced construction funding for many years.

In the event the project uses advanced construction funding, the project will still move ahead as planned but the City will get reimbursed for eligible project costs with future federal dollars on the portion of funding that is advanced. Future federal dollars could be available after October 1, 2014; however, the NHDOT cannot guarantee reimbursement to the City until a federal solution for the highway trust fund solvency issue is achieved and a multiyear reauthorization bill is passed by congress.

Thank you.

enc (1)



**THE STATE OF NEW HAMPSHIRE**  
**DEPARTMENT OF TRANSPORTATION**



July 25, 2014

**CHRISTOPHER D. CLEMENT, SR.**  
**COMMISSIONER**

**JEFF BRILLHART, P.E.**  
**ASSISTANT COMMISSIONER**

David Sharples, Director  
Planning and Community Development  
City of Somersworth  
One Government Way  
Somersworth, NH 03878

RE: SOMERSWORTH, X-A001(109), #16049  
Downtown Pedestrian and Bicycle Improvements  
Transportation Enhancement Program  
**PS&E APPROVAL – OK TO SOLICIT BIDS**

Dear Dave:

The New Hampshire Department of Transportation (NHDOT) has reviewed the Final Plans, Specifications, and Estimate submitted by Vanasse Hangen Brustlin, Inc. (VHB) dated July 21, 2014, and finds them to be satisfactory. In addition, we have reviewed the Right-of-Way Certificate and Environmental Classification. The NHDOT submitted this information as part of a PS&E package to the Federal Highway Administration (FHWA) to seek authorization of federal construction funds. The FHWA recently approved our funding request on July 25, 2014.

**The Town is authorized to solicit bids for construction of the above-referenced project. Please send a copy of the advertisement to me for my files. In the future, the NHDOT will need to review and approve the bid analysis documentation prior to the Town awarding the contract to the lowest responsible and responsive bidder. In addition, prior to construction we will need to review and approve the construction engineering (CE) scope, fee, and Independent Government Estimate.**

I look forward to helping you begin construction of this project. If you have any questions, do not hesitate to contact me.

Sincerely,

A handwritten signature in dark ink that reads "C.R. Willeke".

C.R. Willeke, PE  
Project Manager  
Bureau of Planning and Community Assistance  
Tel. (603) 271-6472

CRW/dmp

cc: Greg Bakos - Vanasse Hangen Brustlin, Inc.

## SOMERSWORTH, NEW HAMPSHIRE

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City of Somersworth  
One Government Way  
Somersworth, NH 03878



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

August 12, 2014

Mr. Charles Willeke  
Bureau of Planning & Community Assistance  
John O. Morton Building  
7 Hazen Drive  
PO Box 483  
Concord, NH 03302-0483

Dear Mr. Willeke:

I am in receipt of your email dated July 28, 2014 where you request a letter of acknowledgement from the City of Somersworth regarding the funding availability for our Transportation Enhancement grant. The City acknowledges the risk that if this project uses advanced construction funding, then future federal funds will not be available for reimbursement to the City until a federal solution for the Highway Trust Fund solvency issue is achieved and a multiyear reauthorization bill is passed by Congress.

Respectfully,

Robert M. Belmore, ICMA-CM  
City Manager



**Somersworth  
Development  
Services**  
Christine Soutter  
Economic Development Manager

# Memo

**To:** Bob Belmore  
**From:** Christine Soutter  
**CC:** Dave Sharples  
**Date:** July 23, 2014  
**Re:** RFP on former police station feedback

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In response to not receiving any proposals for the former police station I have reached out to some of the RFP recipients to get their feedback. The following responses came from four local developers:

- Lack of available funds at the moment
- Busy with other projects
- High cost of renovation
- Lack of on site parking
- Downtown Somersworth is still a risky investment
- Rate of return
- Too busy to even look at the proposal or the building
- Waiting to see if downtown "improves" before they consider investing
- Concern about contamination risk from adjacent BP gas station
- Auto repair across the street is an eyesore

All four developers agreed that they felt the cost of renovation would be high and that the area is still considered to be a risky investment.

Two developers felt that we would have a better chance of getting it redeveloped if we had an end user lined up.

I can continue to gather feedback but I think I am going to get a lot more of the same responses.

**Somersworth  
Development  
Services**  
Christine Soutter  
Economic Development Manager

# Memo

**To:** Bob Belmore  
**From:** Christine Soutter  
**CC:** Dave Sharples  
**Date:** July 22, 2014  
**Re:** Former Police Station RFP

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An RFP to solicit proposals for the former police station on Main St. was created and distributed through the following channels:

- Direct mail to local and regional commercial realtors
- Direct mail to local developers
- Announcement and distribution of materials at the June meeting
- Email announcement to the members of CIBOR and NECPE
- An ad was placed in the Business Expansion Journal for the July/August issue that mentions the availability of City owned property



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**Dave Sharples**  
**Director of Planning and Community Development**

August 1, 2014

To: Robert M. Belmore, City Manager

Re: PSNH Rebate

I've attached a rebate form from PSNH for your signature. As you will note, PSNH has offered a \$4,000 rebate (\$100/light x 40 lights) on our new downtown LED streetlights. After installation, PSNH will come up and complete an inspection to finalize the rebate.

Thank you.

enc (1)



**Public Service  
of New Hampshire**

The Northeast Utilities System

**COPY**

**NHSaves@work**

new equipment & construction

## 2013-2014 Lighting Rebate

### Section A: CUSTOMER INFORMATION

Customer Name <i>City of Somersworth</i>	Electric Account Number <i>TBD</i>	Rate <i>G</i>	Application Number
Facility Address	City	State	Zip Code
Service Location Identification <i>Main/Market/High Decorative street lights</i>		Email <i>Dsharples@Somersworth.com</i>	
Mailing Address (if different from above) <i>1 Government Way</i>	City <i>Somersworth</i>	State <i>NH</i>	Zip Code <i>03878</i>
Contact Person/Title	Telephone Number	Incorporated? (Check one) <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Exempt	
Please Assign Payment to Contractor. Customer Signature:	Additional Information	Rebate Payment Preference (Check one.) <input type="checkbox"/> Check <input type="checkbox"/> Bill Credit <input type="checkbox"/> Pay Contractor	

### Section B: CONTRACTOR INFORMATION

Contractor Name	Contact Person/Title (Print)	Contact Person Signature	
Mailing Address	City	State	Zip Code
Email	Telephone Number	Additional Information	Incorporated? (Check one) <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Exempt

### Section C: DOCUMENT APPROVALS

#### PRE-INSTALLATION INSPECTION

Utility Signature	Date
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#### PRE-APPROVAL OFFER

Technical Review - Utility Signature	Date
Utility Signature <i>ML Z</i>	Date <i>7/31/14</i>
Amount of Rebate Offer (\$) <i>4000</i>	Offer Valid Through: <i>12/1/14</i>

By signing and dating below, customer accepts this rebate offer and agrees to the Utility Terms and Conditions available from your Utility. Pursuant to a Commission order, customers also agree that the utility alone may capture all kW and kWh savings and any ISO-NE capacity payments resulting from this energy efficiency project. This agreement is contingent upon continued approval and authorization by the Commission to recover said amounts from the System Benefits Charge. The rebate, in conjunction with all other sources of funding, cannot exceed the total project cost.

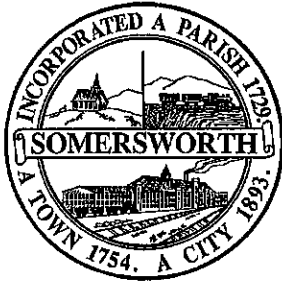
Customer Signature <i>[Signature]</i>	Date: <i>08-01-14</i>
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#### POST-INSTALLATION INSPECTION

Utility Signature	Date	Total Project Cost (\$)	Amount of Rebate (\$)
Customer Signature	Date		

#### MANAGEMENT APPROVAL

Utility Signature	Date
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## MEMORANDUM

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To: Bob Belmore, City Manager

From: Scott Smith, Director of Finance and Administration

Date: August 6, 2014

**Re: Monthly Report**

Finance Department:

- Completed Bond sale of \$2,220,000 bond issue (\$1,000,000 for Downtown Project, Bridge Project, School HVAC, \$1,100,000 High Street Improvements, \$120,000 School HVAC).
- Participated in various interviews for open positions.
- Attended meeting of Trustees of Trust Funds.
- Attended various Council committee meetings.
- Started preparations for annual audit – fieldwork scheduled to begin on September 15 at the School.

Requests for Bids/Proposals:

- Bids Opened:
  - Water Treatment Plant Lagoon Cleaning – July 24, 2014
  - Utility Buildings Roof Repair – July 24, 2014
- Bids in Progress
  - High Street Improvements – Opening August 19, 2:00PM
  - Fire Rescue Tool – Opening August 21, 2:30PM
  - City Drainage Projects – Opening August 28, 2:00PM
  - TE Project – Opening August 22, 2:00PM
  - Winter Salt (Joint bid with the City of Rochester) – Opening September 4 at 2:15PM.

#### City Clerk:

- Prepared for and took minutes at one scheduled meeting during the month.
- Prepared for and took minutes for various Council standing committees.
- Started preparations for the September Primary elections.
- The City Licensing board issued the following permits:
  - Boy scouts of Maine – Bake sale at Wal-Mart on 7/12/14
  - First Parish United Church of Christ – Sign Permit
  - Somersworth Christmas Parade – Christmas Parade and Gala
  - Friends of Somersworth – Jakarta Fair on 8/23/14
  - Market Basket employees – Picketing/Demonstrating – 7/29-8/7/14
  - Melanie Jackson (Hutcheson Enterprises – Advertising Door to Door – 7/1-7/2/14
- Cash receipts for the month were \$6,440.

#### Tax Collector:

- Motor Vehicle registrations for the month totaled \$115,877.
- 19 customers used the drive up window during the month.
- Total receipts for the month were \$1,927,939.

#### Human Services:

- Total assistance for the month was \$13,608. That compares to \$ 10,404 for the month of June 2014 and \$ 8,407 for July 2013.
- 14 new cases were opened compared to 9 in 2013 and 9 in 2012.
- 39 cases were approved for varying levels of assistance in July, with 7 cases still pending and 7 cases denied. 15 cases were referred to other agencies for support.

#### Library

- The summer reading program has been on-going with 63 children registered.
- The automation program has been well received and is working well. The Library has issued 1,373 library cards for the new system.
- The Friends donated four new chairs for the large oak table on the lower level..
- The Library held 11 programs this month.

#### Information Technology

- Spent time in general server maintenance, checked systems, checked and cleared logs.
- Assisted, and will be assisting, the City and School Departments with replacement of CCTV equipment for use on Channel 22 and eventually new School channel.

**Department of Development Services (DDS)**  
**Monthly Report**  
**July 2014**

**Office of Assessing:**

- Preparations are being made for the 2014 Revaluation.
- Assessing officials are in the field doing field reviews of all properties within the City.
- Extensive data entry has begun for all changes resulting from the field reviews of all the properties.
- Current Use recertification letters were mailed for the Revaluation and are awaiting responses. All Current Use folders have been reviewed.
- Pictures within the AssessPro program are being updated for various parcels within the City. Approximately 180 parcels have been updated so far.
- Sales Verification inspections have taken place, in order to better assist with the Revaluation.

**Office of Code Enforcement / Property Maintenance:**

Property Maintenance and Code Enforcement Activity Report for July 2014					
Incident Location	Origin of Complaint	Nature of Concern	Responsible person notified	Compliance	Comments
15 / 17 Grove Street	DDS	property maintenance	yes	pending	
7 Central Street	CC	property maintenance	yes	pending	foreclosure
55 Green Street	CC	property maintenance	yes	pending	
2 / 4 Green Street	DDS	property maintenance	yes	pending	scrapping business
395 Main Street	DDS	property maintenance	yes	yes	
23 Third Street	CC	property maintenance	yes	yes	foreclosure
10 Noble Street	DDS	property maintenance	yes	yes	
70 Winter Street	CC	property maintenance	yes	yes	
73 Winter Street	CC	property maintenance	no	no	nothing found
22 Fayette Street	DDS	property maintenance	no	yes	called DPW
18 Myrtle Street	CC	property maintenance	yes	yes	
199 High Street	CC	ordinance violation	no	no	nothing found
438 Route 108	DDS	ordinance violation	yes	yes	
129 High Street	CC	ordinance violation	yes	yes	building without permit
8 Broad Street	CC	property maintenance	yes	yes	
149 High Street	CC	property maintenance	yes	yes	
151 Indigo Hill Road	DDS	property maintenance	yes	yes	
62 Green Street	DDS	property maintenance	yes	yes	
445 Main Street	CC	property maintenance	yes	yes	
198 Main Street	DDS	property maintenance	yes	yes	
110 Indigo Hill Road	DDS	ordinance violation	yes	yes	building without permit
27 Green Street	CC	property maintenance	yes	yes	
43 Green Street	DDS	property maintenance	no	yes	called DPW
146 Rocky Hill Road	CC	property maintenance	yes	yes	
76 Franklin Street	CC	property maintenance	no	yes	called DPW
61 Winter Street	CC	property maintenance	no	no	

**Building and Health Departments:****Major Building Permits issued in July 2014:****Construction cost      Fee**

9	Jack & Jill MHP	mobile home set and rehab	\$3,000.00	\$40.00
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**Minor Building Permits issued in July 2014:**

283	Old Rochester Rd	Deck/Deck Stairs	\$2,500.00	\$35.00
3	Francoure Dr	Roof	\$2,500.00	\$35.00
45	Washington	Addition	\$28,763.00	\$240.00
87	Franklin	Roof	\$3,000.00	\$34.00
12	Coombs Rd	Porch	\$12,950.00	\$113.60
6	Deer Creek Run	Deck/Deck Stairs	\$6,000.00	\$58.00
38	Highland	Remodel (Remove + upgrade)	\$30,000.00	\$250.00
16	Myrtle	door	\$100.00	\$25.00
8	Sinclair Ave	Deck/Deck Stairs	\$8,000.00	\$74.00
22	Lil Nor Ave	Roof	\$8,000.00	\$74.00
4	Lemlin Ct	Fence	\$260.00	\$25.00
19	Morning	Shed	\$3,700.00	\$39.60
127	High	Repair	\$600.00	\$25.00
32	Market	Roof	\$19,000.00	\$162.00
12	Autumn	Other/See notes	\$3,000.00	\$40.00
11	Cinnimon Ridge	Roof	\$3,200.00	\$40.00
290	Old Rochester Rd	Fence	\$2,600.00	\$36.00
320	High	Deck/Deck Stairs	\$500.00	\$25.00
306	High	Roof	\$3,000.00	\$40.00
31	Myrtle	Roof	\$14,196.00	\$248.00
76	South	Window replacement	\$23,167.00	\$195.00



PERMIT RECEIPTS						
	2011	2012	2013	2014	DIFFERENCE this year to last	% OF CHANGE
January	\$1,648.82	\$1,789.50	\$1,387.72	\$1,820.00	\$432.28	31.2%
February	\$807.00	\$658.60	\$1,922.02	\$3,364.00	\$1,941.98	101.0%
March	\$1,299.75	\$2,141.00	\$2,974.00	\$2,191.64	-\$782.36	-26.3%
April	\$4,288.05	\$1,811.00	\$2,470.38	\$4,738.13	\$2,297.78	93.0%
May	\$2,738.50	\$5,532.00	\$6,979.20	\$26,049.95	\$19,070.75	273.3%
June	\$1,844.50	\$1,701.00	\$3,609.52	\$24,212.38	\$20,603.36	570.8%
July	\$2,670.26	\$3,750.70	\$3,968.83	\$3,346.20	-\$322.63	-8.1%
August	\$2,437.74	\$3,059.03	\$13,916.92			
September	\$4,306.25	\$3,422.70	\$8,522.70			
October	\$1,473.41	\$2,217.25	\$4,336.68			
November	\$1,969.50	\$4,126.12	\$2,930.29			
December	\$877.00	\$1,726.75	\$2,990.12			
Year total	\$26,256.28	\$31,935.65	\$56,008.37	\$66,552.82	\$43,241.16	65.0%
Difference of change this year to last (completed months only)						

Total Permits 2011 to Present						
	2011	2012	2013	2014	DIFFERENCE this year to last	% OF CHANGE
January	42	34	31	28	-3	-9.7%
February	20	27	39	31	-8	-20.5%
March	27	27	44	32	-12	-27.3%
April	42	40	60	50	-10	-16.7%
May	77	41	65	68	3	4.6%
June	55	16	77	67	-10	-13.0%
July	54	48	54	49	-5	-9.3%
August	66	50	61			
September	58	51	72			
October	56	61	56			
November	61	36	48			
December	65	45	42			
YTD Totals	781	589	503	325	-45	-12.2%

## **Land Use Boards:**

### **Conservation Commission July 2014:**

- There was no workshop or regular Conservation Commission meeting held during the month of July.

### **Historic District Commission July 2014:**

- The Commission held a workshop meeting to discuss HDC decals and fences.
- Michael Clough, 26 Linden Street, Assessor's Map 11, Lot 100A, HDC #13-2014. Application to build a new single family dwelling was **tabled**.

### **Planning Board July 2014:**

- The Board voted to release the Gerrish Park, LLC maintenance bond.
- Crockett's Crossing, 445 Main Street, Assessor's Map 06, Lot 04, CUP #01-2014. Application for a conditional use permit to install a solar photovoltaic array within the wetland buffer was **approved**.

### **Zoning Board July 2014:**

- Kevin Turgeon, Cole's Pond Road, Assessor's Map 50, Lot 12A, ZBA #07-2014. The Board **approved** the variance request from Table 5.A.1 to build a new home within setbacks.
- Mareld Company, Inc., 100 Tri City Road, Assessor's Map 39, Lot 01, ZBA #08-2014. The Board **approved** the variance from Section 4.A and Table 4.A.5(20) to allow a motor vehicle repair garage/station in a district that prohibits the use.

## **Economic Development**

- See separate report attached

## **Parks and Recreation**

- The Department of Public Works (DPW) installed a paver walkway connecting the pavilion and splash pad in order to improve the drainage and overspray. They also started laying pavers around the pavilion and an area for the permanent trash can. Weather pending this project should be completed shortly.
- The Department ordered 'No Hunting' signs to be placed throughout the Somersworth side of Willand Pond. 'No Dogs Allowed in the Athletic Areas' signs have also been ordered to be placed on the ball fields at Noble Pines, Millennium Park, and Jules Bisson.
- Session 2 of summer camp started on July 21<sup>st</sup> and will conclude on August 15<sup>th</sup>. Session 2 of Kids Camp has a total of 61 participants enrolled and Trends Teen Camp has a total of 30 participants.
- The Department is actively marketing our Pee Wee Soccer program for children ages 3 and 4. The program starts Sept. 6<sup>th</sup> and will run on Saturday mornings for six weeks.
- The Community Walking Club will resume on Sept. 8<sup>th</sup> for six weeks. This program will be held Monday's and Wednesday's at the Mount Calvary Cemetery from 8:30- 9:30 a.m.

- On August 2<sup>nd</sup>, Hershey Track and Field participant Shelby Anderson competed in the North American Finals in Hershey, Pennsylvania. Shelby competed in the Girls 9-10 Softball Throw and finished in 8<sup>th</sup> place. Great job Shelby!

Submitted by Dave Sharples

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**Monthly Update**

- Christine did an hour long radio interview with Mike Pomp on WTSN AM 1270 on July 30<sup>th</sup> to provide an update on the downtown construction project and the economic climate in Somersworth.
- The department continues to participate on Vision 2020, Great Falls Development Corporation, The Somersworth Chamber, Granite State Future, The CTC Renovation Committee and the seacoast area CIBOR.
- Christine met with three potential new businesses and continues to provide support and guidance as they work through the decision making process.
- The Seacoast Manufacturers Exchange met and continues to expand. This is a regional effort to provide support to our current manufacturing industries.
- Christine continues to provide communication and outreach assistance for the downtown construction project.
- Business visits and Chamber Ambassador visits continue on a regular basis.
- The department is working to find a developer for the former police department which includes building research, utility assessment and mtgs. with developers.
- The department now has a resource board that promotes the variety of local, state and federal business resources. It is located on the lower level of City Hall outside of Development Services.
- Christine met with the new Director of the Somersworth Career Technical Center and they will be working together on the BizEd Connect regional internship program and NH Manufacturing Week.

# Monthly Report



**To:** Bob Belmore, City Manager  
**From:** Carol Murray, Interim Director  
**Date:** August 7, 2014  
**Re:** Public Works Monthly Report for July, 2014

## INTERIM DIRECTOR'S COMMENTS

In July, DPW got some maintenance projects done, such as cleaning the salt shed for the first time in years. The roof rafters were repaired, the concrete cleaned and new grout put in the joint between the walls and floor. The final step is to seal the concrete. Improvements were made at the Pines by the first baseline dugout to stabilize the slope. This was done using some of the old granite salvaged to the City from the downtown construction project. Work began at the splash pad to build a brick walkway and repair the irrigation piping. Catch basin and manhole repairs were made to raise covers back to grade level. Some gravel was used to backup shoulders to prevent the pavement from raveling. The equipment is being readied for winter, with work such as repairs to hydraulic systems, welding plow frames and replacing hoses being done in July.

The quick hitting, soaking rains lead to spikes at the wastewater plant that were successfully handled. Some color issues were experienced at the water treatment plant, but were corrected promptly. Some minor erosion problems were corrected with ditching and backfill.

## WASTEWATER DIVISION, Jamie Wood, Chief Operator

### *Operations/Maintenance:*

- Maintaining Mean Cell Residence Time (MCRT) at 6-days for optimal nutrient removal. Target nutrients include phosphorus and ammonia nitrogen. Nutrient Removal season runs annually from May 1st through September 30th.
- A walkthrough with vendors concerning the water and wastewater roof repairs was conducted on 7/11. Roof bids have been submitted and are currently being evaluated. This is a Capital Improvements Plan line item.
- Installation of the flow meter at Blackwater Rd was scheduled to be completed on 7/16, however an issue with a sub-contractor took place. We are currently in the process of re-scheduling this install. This is a Capital Improvements line item.
- A representative from NH-DES conducted an operations review on 7/11. This included a full tour of the facility as well as a review of our operations logs. This is a scheduled visit from the operations group at NH-DES and is not related to the compliance division which conducts annual inspections.

- Conducted the quarterly storm water inspection in accordance with the storm water prevention plan (SWPP) assigned to the wastewater treatment facility.
- Experienced (3) pager call-backs for the month of July due to pump related issues caused by high flow.

***Safety:***

- No incidence or issues to report.

***Compliance:***

- Preparing Monthly Reports to US-EPA and NH-DES. Reports are due to the agencies by the 15<sup>th</sup> of each month.
- Reported one exceedance for the month of July. Reported a Total Suspended Solids (TSS) result of 23 mg/l which exceeds the limit of 17 mg/l. This was due to a localized rain event.
- Treated a total of 41-million gallons of wastewater during the reporting month.

***Industrial Pretreatment Program:***

- Notified by Velcro on 7/29 that a batch of heavy red dye had been mistakenly discharged to the sewer. Wastewater staff monitored influent conditions and confirmed a slug of deep red dye had reached the facility. No issues or exceedances were incurred during this time.

**WATER DIVISION, Greg Kirchofer, Acting Water Plant Operator**

**Items completed this month:**

- Bact's completed
- Toc's completed
- Greg Thibault transferred to plant
- Replaced pump tubing on Alum pump and chlorine
- Drafted new PO's for Caustic #1880, Alum #1878, and Chlorine #1879
- Train #1 now on line for the summer.
- Filter surveillance on Filter #3 and #4, racked media and washed lamella
- Filed Q2 report with Chris Silke and state to meet sampling requirements
- July 10<sup>th</sup> roof bid meeting
- July 11<sup>th</sup> met with painters for standpipe bids
- Ordered 2 bulk deliveries of Alum and Caustic
- Ordered 1 bulk delivery of Chlorine
- July 17<sup>th</sup> prebid meeting for lagoons #2 and #3
- Lagoon #1 to be cleaned in spring
- Found carbon leak into plant repaired and cleaned dust residual on all surfaces
- Changed carbon bag
- Met with Hach regarding current service plan and future equipment purchases
- Responded to Manganese complaint at Velcro and 22 Francoeur Dr
- Flushed Flynn Hydrant and Hydrant behind Black Dog carwash 108
- Met with Oaks regarding backflow for the well
- Met with Tata and Howard on standpipe proposal for Rocky Hill standpipe
- Training with Greg Thibault on plant operation

- Inspected sewage pumps for plant
- Contacted Hach regarding repair of #3 turbidimeter and train #2 solitax
- Power loss at plant and knocked off line
- Started Aluminum residual correlation in lab
- Manganese testing weekly
- Calibrated TOC and put back on-line

#### **Action Items:**

- Calibration of Magnetic meters due
- Scheduling of UCMR3 testing
- Scheduling of Lead and Coppers
- Continuing training Greg Thibault
- Well waiver for SOC and VOC
- Stage 2 test week of 8/4

### **HIGHWAY and WATER DISTRIBUTION, Shawn McLean, General Foreman**

#### ***Highway:***

- : Splash Pad walk way at Noble Pines
- : Fremont drain line was dug and a manhole installed
- : addressed cave in on new pavement on High Street at Indigo hill rd
- : Repaired curb in front of two brother sub on Main St
- : Mowing of City Properties
- : Shoulder work on Blackwater Rd
- : Training on new pavement management program

#### ***Water Distribution***

- : Meter Reading July 10-11<sup>th</sup>
- : Marked water services on High Street for paving.
- : Replaced gate valve at Nash Parkway.
- : Water on at hydrant and set meter for construction at 450 High St
- : Dug up water service at 472 High Street and found 1" copper on city side. Will replace curb when new service is run from building to curb.
- : Responded to report of "sound of running water". Leak evident on owners' side of service line. Service line replaced by Bill MacKinnon.
- : Responded to report of high usage at 17 Wildflower Circle. Usage went from 39 units to 171. Meter was sent to be tested. Meter tested fine and is functioning properly. No clear explanation of high usage. Usage is back to normal.
- : Several work orders to repair or replace malfunctioning meters.
- : Replaced gate valve on Myrtle Street
- : Dug test pits on High Street at Crest to look for a missing gate. Determined map is wrong . Figured out how it shuts off.
- : Greg Thibault is now in the water plant. Only have one distribution mechanic.

**Emergency Calls:**

- : Emergency Dig Safe at 445 High St
- : Emergency Dig Safe at 75 Prospect St
- : Emergency Call for shut of at curb at 317 Main St.
- : Many Emergency repairs and shut offs in the downtown area

<b>Work orders:</b>	23
<b>Final Reads:</b>	17
<b>DigSafes:</b>	13
<b>Backflow Devices Tested:</b>	Contracted





# City of Somersworth

## Fire Department

195 Maple Street – Somersworth, NH 03878-1594



**Keith E. Hoyle**

Fire Chief & Emergency Management Director

[khoyle@somersworth.com](mailto:khoyle@somersworth.com)

**Business: (603) 692-3457**

**Fax: (603) 692-5147**

[www.somersworth.com](http://www.somersworth.com)

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### **JULY 2014 MONTHLY REPORT**

#### **EMERGENCY ACTIVITIES**

Building Fires:	2
Vehicle Fires:	0
Outside Fires:	5
Emergency Medical:	58
Motor Vehicle Crash:	7
Malfunction/false alarm:	7
Accidental/public service:	34
Hazardous Condition:	9
Hazardous Materials:	4

#### **NON-EMERGENCY ACTIVITIES**

Burning Permits:	48
Fireworks Permits:	10
Oil Burner Permits:	1
Place of Assembly Permits:	2
Fire Safety Inspections:	11
Fire Drills:	5

#### **CALLS FOR SERVICE**

- We responded to 18 more emergency calls this July (127) than in July 2013 – an increase of 17%.
- A gas leak on Market Street kept 3 fire department crews busy for 2 hours.
- A porch fire on Walnut Street was extinguished before the home ignited.
- American Ambulance continued with excellent service to the City.

#### **PLANNING/PROJECTS/GRANTS**

- We have 5 new call firefighters added as a result of a comprehensive selection and screening process funded by the federal SAFER Act grant. We now have 13 call firefighters and hope to add one or two more throughout the year. Two of the new personnel are already trained and will go on line. The other three are enrolled in a basic training course in Greenland starting in early September.

- ABK Reality cited for lack of smoke and carbon monoxide detection and other exitway issues at 17, 23 and 31 Market Street. They corrected detection issues and have until August 4 to correct other fire safety issues.
- Players Club complex has new fire alarm system installed and will install sprinklers by November 1.
- Attended pre-construction meeting for Next Level Church.
- Attended several meetings due to code issues at the Hilltop School.
- City Council approved CIP item for \$36,000 for Year 1 (of 4) to replace Fire Department radios.
- The state's Strafford County emergency management and public health vendor (Ready Strafford) has continued their meetings with county municipalities to address our concerns about poor delivery of services over the first 9 months of their contract.

### **TRAINING/MEETINGS**

- Three personnel are continuing to attend the EMT-Advanced course sponsored by American Ambulance.
- Attended meetings of the SRTC: Active Shooter Committee; Finance Committee; Public Safety Committee; Community Mutual Aid Association.

### **COMMUNITY SERVICE**

- Participated in "The Works" Summer Camp Safety Day
- Participated in the Somersworth Hydroelectric Dam emergency drill

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



# City of Somersworth

## Fire Department

195 Maple Street – Somersworth, NH 03878-1594



**Keith E. Hoyle**  
Fire Chief & Emergency Management Director  
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**Business: (603) 692-3457**  
**Fax: (603) 692-5147**  
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### PRESS RELEASE

AUGUST 7, 2014

At 2:41pm, the Somersworth Fire Department was dispatched for a report of a lightning strike at 18 Walnut Street. A pumper arrived at 2:42 pm and the firefighters discovered a smoke condition on the 3<sup>rd</sup> floor. Several other Somersworth apparatus with off-duty firefighters were dispatched simultaneously for two other lightning strike calls at 12 School Street and 99 Union Street.

At 3:01pm, the Lieutenant in command at Walnut Street requested additional help and a pumper, aerial ladder and chief officer responded. Berwick was called to cover Somersworth's station.

Charring was found in the attic: a light and cable and cornice on one corner at the rear of the building was blown out and burned: and multiple electrical breakers tripped. Firefighters removed plaster and lathe ceilings in both ends of the building that exhibited charring and were registering heat levels on thermal imaging cameras. The aerial ladder was raised to inspect a chimney for possible damage and Berwick was called to the scene to assist. Rolinsford dispatched one pumper to cover the Somersworth station.

Approximately \$8,000 damage occurred to the 3<sup>rd</sup> floor ceiling and attic framing system, the electrical system, exterior lighting, cabling and siding. The structure is owned by Mr. Michael Zucino of Somersworth. No tenants were displaced. Fire personnel cleared Walnut Street at 4:46pm.

There was no damage at either of the other lightning strikes at 12 School Street or 99 Union Street. There were 10 Somersworth firefighters staffing two pumpers and an aerial ladder on the scene along with one chief officer. Berwick provided one pumper at the scene and Rolinsford covered our station. There were no injuries to firefighters.



## City of Somersworth Report

July 2014

**Number of Responses:** 141

**Response Time Average:** 4 min 09 seconds

**Training:**

Advanced EMT course is complete.

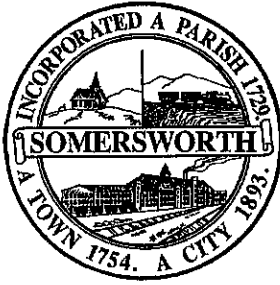
EMTB course is complete

**Community Events:**

Multiple meetings for response to an active shooter in the schools continue.

**Training:** N/A

**Other:** CAAS submission had occurred in previous months, received word that the site visit will be August 21<sup>st</sup> and 22<sup>nd</sup>.



## MEMORANDUM

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

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

**DATE: August 8, 2014**

**SUBJECT: American Ambulance "Somersworth 911 Report"**

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Attached is information provided to the Public Safety Committee from American Ambulance representative Paul Robidas. It provides comments on each section of our current agreement regarding their efforts to meet all the contract agreement provisions.

*July 1, 2013 – June 30, 2014*

***Somersworth 911 Report***

**Response Time Standards**

1. AANE has responded to 1462 calls for service with the average response time of 4 min 6 sec.

**Emergency Medical Services**

***“The Contractor shall provide the City a cardiac monitoring device...”***

1. A Zoll M-series monitor/defibrillator has been provided to SFD with appropriate training.

**Reporting**

***“Contractor shall provide monthly, a copy of the record of incidents to the City...”***

1. The operations manager has sent monthly reports to the Somersworth Fire Chief.
2. The general manager attends weekly city staff meetings.

**Disaster Response and Planning**

1. The operations manager has participated in the City EOP rewrite.

**Bills for the Transportation of City Officials**

***“There will be no charge for transportation of City Fire Fighters, Police Officers or other City officials...”***

1. Several city employees and officials have been transported and no bills have been sent.

**Stand by Services**

***“City sponsored civic and sporting events where EMS is requested.”***

1. AANE has provided an ambulance for the High School fundraiser involving the Harlem Wizards
2. AANE has provided an ambulance for the Somersworth Children’s Festival
3. AANE has provided an ambulance for several Touch-a-Truck events
4. AANE has provided an ambulance for several 5K road races.

***“FF rehabilitation at Fire and Emergency scene...”***

1. AANE has developed a comprehensive FF rehab program.



A Falck USA Company

***“Contractor shall purchase and maintain an MCI trailer...”***

1. An MCI trailer has been purchased, inventoried, supplied, and organized
2. The trailer is available at the Somersworth station 24 hours a day for deployment in the Seacoast area.

***“Community outreach programs...”***

1. AANE has taught the Somersworth Recreation staff CPR and First Aid.
2. Over 400 middle school students were instructed in hands-only CPR.
3. The little league coaches were taught hands-only CPR.
4. AANE management assisted with the elderly housing picnic.

***“...a mock high school disaster event...”***

1. A mock DUI event, Fatal Reality, was staged at the Somersworth High School.
2. There is also ongoing planning for an active shooter in schools.

**Quality Improvement**

***“The Contractor shall provide...annual CPR certification to all Police Officers and Firefighters.”***

1. CPR classes have been provided to both Somersworth Fire Department personnel and all interested City Employees.

***“The Contractor shall provide annual EMT re-certification...and shall invite the City to participate in all EMT continuing education...”***

1. A 24 hour BLS refresher course was offered in Fall 2013 and SFD personnel were invited to attend.

***“The Contractor shall offer an annual EMT basic course....The Contractor shall offer an annual EMT-A course...”***

1. An EMT course was offered from January through July 2014 and the students are awaiting final testing.
2. An AEMT course was offered from January through July 2014 and the students are awaiting final testing.

Additionally, monthly continuing education training sessions were held which SFD personnel were invited to attend.

1. EVOC
2. Trauma
3. Car Seat and Ambulance Operations
4. EVOC
5. Trauma
6. HEMS LZ Training
7. Mass Casualty Incident Training
8. EVOC



*A Falck USA Company*

9. Trauma
10. CPR Training
11. EMT-B Refresher
12. ALS Refresher
13. Responder and family stress class has been offered

### **Somersworth is a "Heart Safe" Community**

***"The Contractor shall provide at no cost AED maintenance and training of City staff."***

1. The City's AED needs were evaluated and one critical AED item was resolved.
2. AED training has been provided to City staff.
3. AEDs for City owned units are inspected monthly
4. AANE maintains inspection logs for all City AED units

### **Accreditation**

1. AANE is undergoing the CAAS accreditation process with on-site inspection scheduled for August 21-22, 2014.



**MITCHELL MUNICIPAL GROUP, P.A.**

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

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

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

July 29, 2014

**CERTIFICATION**

Re: City of Somersworth, New Hampshire

Ordinance No. 1-15

**Title: SUPPLEMENTAL APPROPRIATION FOR BUILDING  
IMPROVEMENTS FOR THE REUSE OF THE FORMER HILLTOP SCHOOL**


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: \_\_\_\_\_

7/31/14

by: \_\_\_\_\_



**MITCHELL MUNICIPAL GROUP, P.A.**  
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FACSIMILE (603) 524-0745

July 29, 2014

**CERTIFICATION**

Re: City of Somersworth, New Hampshire

Ordinance No. 2-15

Title: AMEND CHAPTER 4, PERSONNEL RULES & REGULATIONS.  
APPENDIX 1. ASSIGNMENT OF CLASS TO GRADE.

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: 7/31/14

by: 

**MITCHELL MUNICIPAL GROUP, P.A.**

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

October 10, 2013

**CERTIFICATION**

Re: City of Somersworth, New Hampshire

Resolution No. 1-15

Title: TO ESTABLISH A TRUST FUND FOR THE PURPOSE OF HOLDING  
POST-WITHDRAWAL CAPITAL PAYMENTS MADE BY THE  
ROLLINSFORD SCHOOL DISTRICT TO THE SOMERSWORTH SCHOOL DISTRICT  
PENDING PAYMENT ON OUTSTANDING BONDED SCHOOL DEBT.  
1996 - SERIES C BONDS, DATED AUGUST 15, 1996

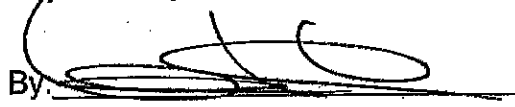
This is to confirm that in accordance with Somersworth City Council Rules and Regulations #17 (D)1, we have reviewed the above referenced resolution. To our examination it is in correct technical form, and to our understanding is not repugnant to the laws and constitution of the State of New Hampshire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

**MITCHELL MUNICIPAL GROUP, P.A.**  
City Attorney

Date: \_\_\_\_\_

7/31/14

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



**MITCHELL MUNICIPAL GROUP, P.A.**

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

August 1, 2014

**CERTIFICATION**

Re: City of Somersworth, New Hampshire

Resolution No. 2-15

Title: TO AUTHORIZE THE CITY OF SOMERSWORTH TRUSTEES  
OF TRUST FUNDS TO PAY FEES FOR BANKS, BROKERAGE  
FIRMS, PORTFOLIO MANAGEMENT FIRMS, AND/OR  
INVESTMENT ADVISORS FROM CAPITAL RESERVE INCOME.

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: \_\_\_\_\_

8/1/14

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



**MITCHELL MUNICIPAL GROUP, P.A.**

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STEVEN M. WHITLEY

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

August 1, 2014

**CERTIFICATION**

Re: City of Somersworth, New Hampshire

Resolution No. 4-15

Title: TO NOTIFY THE CITY TAX COLLECTOR THAT THE CITY COUNCIL  
SHALL NOT ACCEPT A TAX DEED ON PROPERTIES LOCATED  
ON WEXFORD LAND SUBJECT TO AN UNREDEEMED TAX LIEN

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: \_\_\_\_\_

8/1/14

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



**MITCHELL MUNICIPAL GROUP, P.A.**  
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STEVEN M. WHITLEY

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FACSIMILE (603) 524-0745

August 1, 2014

**CERTIFICATION**

Re: City of Somersworth, New Hampshire

Resolution No. 5-15

Title: TO NOTIFY THE CITY TAX COLLECTOR THAT THE CITY COUNCIL  
SHALL NOT ACCEPT A TAX DEED ON CERTAIN PROPERTIES SUBJECT  
TO AN UNREDEEMED TAX LIEN

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: 8/1/14

By: 

**MITCHELL MUNICIPAL GROUP, P.A.**  
ATTORNEYS AT LAW  
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FACSIMILE (603) 524-0745

August 1, 2014

**CERTIFICATION**

Re: City of Somersworth, New Hampshire

Resolution No. 7-15

Title: TO DIRECT THE CITY MANAGER TO DRAFT A RESOLUTION  
TO BOND \$3,000,000 (THREE MILLION DOLLARS) TO BRING HILLTOP SCHOOL  
IN COMPLIANCE WITH CURRENT BUILDING AND LIFE SAFETY CODES.

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.

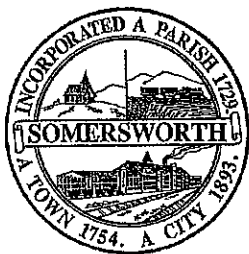
**MITCHELL MUNICIPAL GROUP, P.A.**  
City Attorney

Date: \_\_\_\_\_

*8/1/14*

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

*[Signature]*



## CITY OF SOMERSWORTH

1 Government Way – Somersworth, NH 03878

July 25, 2014

Dear Somersworth Community Member,

The Somersworth Sustainability Committee invites you to attend a presentation by Mr. Fox Composting, on August 21, 2014 at 6pm at Somersworth City Hall (Council Chambers). The owner, Rian Bedard will discuss the benefits and potential cost savings of composting food and other material waste compared with that of traditional waste disposal.

Mr. Fox Composting is a Dover-based business dedicated to reducing the amount of food and other compostable waste that gets put into landfills. In fact, Mr. Fox has diverted over 3 million pounds of waste from landfills since 2009 through curbside composting services to households, schools, commercial businesses, and municipalities around the seacoast.

Mr. Fox educates consumers and students as part of this convenient curb-side service. There are multiple options to best your needs, from residential to commercial.

Please join the Sustainability Committee on Thursday to hear about financial and environmental benefits that the services of Mr. Fox Composting can provide.

The courtesy of an RSVP is requested by August 14, 2014. Feel free to also contact me with any further questions.

Sincerely,

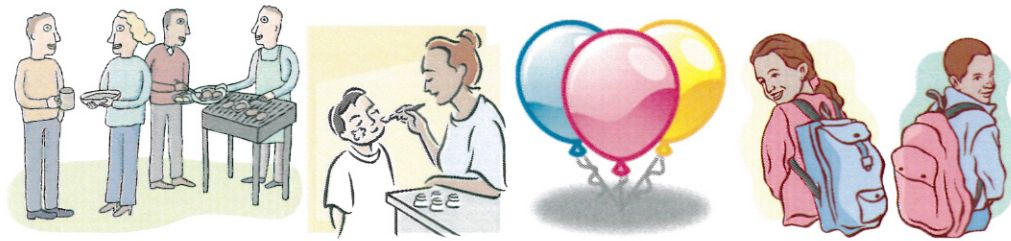
Angela Ficco  
Somersworth Sustainability Committee Member  
603-973-9997  
[angefo@comcast.net](mailto:angefo@comcast.net)

FYI

Margot  
Councilors

7-28-14





# Community Cookout and Garden Celebration

Sponsored by Safe Haven & Plant for Growth

August 18<sup>th</sup> 5pm – 7pm Rain or Shine (inside if it rains)

In the Basketball Court next to our Garden!!

Free Hotdogs, Ice Tea, Flavored Water,

Bring a salad or dish to share with your neighbors and friends. Take a tour through our Community Garden and Hydroponic Garden. Meet our Garden Coordinators Sarah Garstika and Ross Forester.

Registration for Fall Program inside Safe Haven. School starts on August 27<sup>th</sup> sign up for our After School Program.

**FREE BACKPACKS FOR ALL WHO REGISTER FOR FALL PROGRAM! ALL BACKPACKS WILL BE FILLED WITH SCHOOL SUPPLIES!**

Free gently used clothes! Walgreens will be offering Flu Shots for the first 200 people. (Not sure of the cost)

Big Brothers/Big Sisters will be here to sign up kids for Bigs and also looking for volunteers to be Big Brothers/Sisters.

Veterinarian Sarah Proctor will be here taking appointments for the September Cat/small dog clinic.

UNH COOP Extension will be here signing up people for Fall Classes. Wentworth Dental will be here!

Chris Placy will also be signing up people for Fall Classes. Julie Hodgkins from NH Food Bank will be having signups for Cooking Matters Class in October. Cooking Matters is a cooking class for parents and kids to participate together.

Tracy Willerman will be recruiting parents for our new Parents group starting up in September.

Mayor Hillard and Governor Hassan may be stopping by for a Garden tour and Hotdog!

Face Painting and more! Don't miss this huge event!



Need more info? Call Betty or Sarah at 692-3976