




CITY OF SOMERSWORTH
Office of the City Manager

TO: Mayor Dana Hilliard and City Council Members

FROM: Robert M. Belmore, City Manager 

DATE: Friday, December 2, 2016

SUBJECT: City Manager's Report for Monday, December 5, 2016
City Council Agenda

6:40 p.m.
Non-meeting – Labor Union Negotiations

Unfinished Business (under Section 13 of Agenda)

Resolutions

- A. Resolution No. 20-17 Authorize the Somersworth Housing Authority to Sell Property Located at 35 Bartlett Avenue to the Somersworth Early Learning Center.** The Finance Committee discussed the proposed PILOT being offered by the Somersworth Early Learning Center at their November 18th meeting. Attached is a copy of the revised proposed Purchase & Sales Agreement which further defines the PILOT (Payment In Lieu Of Taxes).
- B. Resolution No. 21-17 To Authorize the City Manager to Execute a Letter of Intent with NH Solar Garden of Portsmouth, NH to Develop a Solar Project Pursuant to RSA 362-A on the Somersworth Sanitary Landfill on Blackwater Road.** Again, this Agreement does not bind the City to any final build or contract terms.
- C. Resolution No. 22-17 Naming Sunningdale Drive, Firefly Circle and Assigning Addresses, if Required.** Again, this Resolution ONLY designate Street Names and they DO NOT authorize acceptance as a City maintained road.
- D. Resolution No. 23-17 Naming Bears Way, Wolfs Lane and Dudley Court at Regan Estates, Route 108 and Assigning Addresses, if Required.** Again, this Resolution ONLY designate Street Names and they DO NOT authorize acceptance as a City maintained road.

New Business (under Section 14 of Agenda)

Ordinances

- A. Ordinance No. 5-17 City Council Meeting Schedule for 2017.** Mayor Dana Hilliard has proposed the following 2017 Council regular meeting calendar. City Council should consider waiving Council Rules to act on the meeting calendar this evening.
- B. Ordinance No. 6-17 Amending Chapter 4, Personnel Rules and Regulations, Section 2.3 Pledge Against Discrimination.**
- C. Ordinance No. 7-17 Amending Chapter 8a Sewer Ordinances.** The Finance Committee discussed this issue at a few of their recent Committee meetings and voted on November 18th to support this amendment. The Public Works & Environment Committee will be reviewing this proposed change prior to Monday's Council meeting. City Staff has worked closely with the Council Committees to outline the evaluation process that provides a fair approach on determining an appropriate sewer change of use connection fee. The proposed change incorporates the methodology and thought process recently used in granting abatements. Additionally, the change authorizes the Finance Committee to act on any future abatement request/s. Attached is a red-lined version of the proposed amendment to the Ordinance.
- D. Ordinance No. 8-17 Adopt New Section 6.9.4 Solar Exemption.** The Finance Committee met on November 18th and voted to recommend adoption to the full Council.

Ordinances No. 6-17, 7-17, 8-17. I recommend three (3) consecutive Public Hearings at the January 3, 2017 Council meeting starting at 6:45 p.m.

Resolutions

- A. Resolution No. 24-17 Proclamation Declaring January Diversity Month in the City of Somersworth.**

Other

- A. Vote to ratify the Tentative Agreement between the City of Somersworth and the New England Police Benevolent Associations (NEPBA).** The current Agreement is July 1, 2013 through June 30, 2016. This Agreement, once signed, will be through June 30, 2019. I have attached a confidential memorandum that outlines the significant components of the tentative Agreement.

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

A. Informational Items

1. **CIP FY 2018-2023.** In accordance with the City Charter, I hereby submit a proposed Capital Improvement Program for City Council consideration. I look forward to Council direction for future review and discussion opportunities.
2. **FY 17-18 Budget Presentation.** Enclosed is a copy of my Memorandum addressed to City Departments outlining the FY 17-18 Budget Presentation process. I have also included Finance Director Smith's preliminary analysis in regards to the limitations on any Budget increase-Tax Cap provisions of the City Charter.
3. **Brownfield's Clean-up Grant.** City Staff has scheduled a Public Hearing for Wednesday, December 14th at 6:00 p.m. to accept public comments regarding the City's application regarding planned Brownfield's Clean-up Grant application for 1 Winter Street (former Breton's Cleaners).
4. **Police Grants.** I am pleased to report the City has received \$9,408.00 in State of N.H. Highway Traffic Safety Grant Funds to conduct several police enforcement patrols over the next several months focusing on impaired drivers and distracted driving with the goal of reducing the overall number of traffic accidents in our Community.
5. **Idlehurst School Construction Bond (ISCB).** Attached is a letter from the NH Municipal Bond Bank regarding the ISCB. The Bond Bank refinanced this debt recently resulting in a savings of \$420,000 over the life of the loan. This is approximately \$19,100 – starting in 2018 through 2029.

B. Attachments:

1. City Attorney Certifications Five (5).
2. Department Head Monthly Reports.
3. 2017 Council Meeting/Holiday Calendar.

RESOLUTION NO. 20-17 AUTHORIZE THE SOMERSWORTH HOUSING AUTHORITY TO SELL
PROPERTY LOCATED AT 35 BARTLETT AVENUE TO THE SOMERSWORTH EARLY
LEARNING CENTER.

Somersworth, NH

November 7, 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 has now entered into an purchase and sales agreement with the SHA for this property, 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 purchase and sale agreement, and

WHEREAS, the City Council believes any sale must be subject to the creation of an agreement to make a payment in lieu of taxes (PILOT), and the deed be amended to stipulate that the facility retain the requirement to provide child care services to low and moderate income households,

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the Somersworth Housing Authority is authorized to sell the facility at 35 Bartlett Ave. to the Somersworth Early Learning Center, subject to the requirement that the purchase and sales agreement provide the covenants that the buyer make a payment in lieu of taxes to the City of Somersworth and the property shall continue to be used as a child care facility to be made available to low and moderate income households.

Sponsored by Councilors

David A. Witham

Martin Pepin

Martin P. Dumont, Sr.

Approved:

City Attorney

PURCHASE AND SALES AGREEMENT

THIS AGREEMENT made this ____ day of _____ 2016, by and between Somersworth Housing Authority of 25 Bartlett Avenue in the City of Somersworth, County of Strafford and State of New Hampshire (hereinafter referred to as the **SELLER**) and Somersworth Early Learning Center of 35 Bartlett Avenue also in said City of Somersworth, County of Strafford and State of New Hampshire, (hereinafter referred to as the **BUYER**).

WITNESSETH:

The **SELLER** agrees to convey and the **BUYER** agrees to buy certain land with the buildings and improvements thereon situate in the City of Somersworth, New Hampshire known as the Somersworth Early Learning Center at 35 Bartlett Avenue and more specifically described in a deed to the **SELLER** dated January 24, 1991 and recorded in the Strafford County Registry of Deeds in Book 1539 at Page 0504 ("premises").

1. **SELLING PRICE:** is Four Hundred and Fifty Thousand Dollars (\$450,000.00) which shall be paid in full at the time of transfer of title. There will be no earnest money deposit to be paid.
2. **DEED:** The **SELLER** agrees that the property shall be conveyed by a good and sufficient warranty deed, and shall be free and clear of all encumbrances, except those noted on record and usual public utilities servicing the property. This agreement shall be binding upon the heirs, executors, administrators and assigns of all parties.
3. **COVENANT:** It is agreed between the parties that the property shall continue to be used as a child care facility and shall continue to be made available to low and moderate income households for the remainder of the benefit period as established in a Grant Agreement (#07-218-CDPF) Attachment II, Subrecipient Agreement dated November 6, 2007 until such time as it expires (as it is set to do on June 30, 2029), such time as the Grant may otherwise be terminated, or such time as **BUYER** no longer occupies the premises. This covenant shall run with the land and be included in the deed. The **BUYER** further agrees to make a payment in lieu of taxes ("**PILOT**") to the City of Somersworth as mutually agreed by **BUYER** and by the City— as detailed in a separate written agreement between **BUYER** and the City. **BUYER** and the CITY have agreed that such document shall provide for the payment of a **PILOT** in the baseline amount of \$2,700 for at least the first year, which is a certain percentage of the taxes which would be applicable to a for profit entity based on the assessment of the premises to be effective April 2017. The **PILOT** payment may fluctuate each year, if the City's assessment of the premises increases or decreases, as the **PILOT** payment each year shall be the same percentage of the tax which would otherwise be applicable to a for profit entity in subsequent years as the initial \$2,700.00 payment is of the first year's otherwise applicable taxes. The City and **BUYER** have agreed to re-negotiate the **PILOT** in 20 years (2037).
4. **CONDITIONS PRECEDENT:** This Agreement shall be subject to the following conditions precedent:

a. Repairs to be made by SELLER. Prior to Closing, SELLER shall (i) replace the three natural gas boilers located on the premises; (ii) replace the air conditioning unit in the Multi-Purpose Room; and (iii) replace the flooring in the crib area of the infant room.

b. Financing. This Agreement is contingent upon BUYER obtaining financing through the Strafford Economic Development Corporation on terms acceptable to BUYER in its sole discretion. BUYER agrees to act diligently and in good faith in obtaining such financing. If written evidence of inability to obtain financing is provided within 45 days of the date of execution of this Agreement, BUYER shall have the option of declaring this Agreement null and void. Responsibility to provide SELLER with written evidence as outlined herein, shall be solely the BUYERs.

c. Title. BUYER shall have 45 days from the execution of this Agreement to examine title to the premises. If upon examination of title, title to the property is found to be not marketable (except liens to be paid at closing from sale proceeds), SELLER shall have a reasonable time, not to exceed thirty (30) days from the date of notification of defect, to remedy such defect. Should SELLER be unable to provide marketable title within thirty (30) days, BUYER may rescind this Agreement at BUYER's sole option, and both parties shall be released from any further obligations hereunder. SELLER hereby agrees to make a good faith effort to correct title defects within a thirty (30) day period once notification of said defect is received. The cost of examination of title shall be borne by BUYER.

5. SELLER'S REPRESENTATIONS: SELLER represents and warrants to BUYER that the following are true as of the date of this Agreement and agrees that the same will be true as of Closing:

a. Other than items of record, there are no outstanding pending or threatened liens, claims, rights of first refusal, licenses or encumbrances against or affecting the Property which would affect title or use of the premises.

b. To the extent not already paid by BUYER, all outstanding mortgages, bills, property taxes, utilities, and/or accounts payable concerning the premises are either paid or will be paid prior to or at the time of Closing.

c. To the best of SELLER's knowledge, there are no outstanding claims, losses or demands against SELLER by any person with respect to SELLER's ownership of the premises.

d. SELLER is duly organized and validly exists under the laws of the State of New Hampshire and is duly authorized to enter into this Agreement and to transfer all of the premises and consummate or cause to be consummated the transaction contemplated by this Agreement. The person signing this agreement on behalf of SELLER is authorized to do so. Performance of this agreement by SELLER will not result in any breach of or constitute any default under or result in the imposition of a lien or encumbrance under

any agreement or other instrument to which SELLER is a party or by which SELLER or the premises might be bound.

e. SELLER has not received any written notice and has no knowledge of any pending or threatened condemnation of the premises.

f. SELLER is not aware of and does not have in its possession any reports regarding environmental and/or hazardous materials located on, in or at the Property. To the best of the SELLER's knowledge, no hazardous materials and/or underground storage tanks are present on any portion of the Property.

g. That as of the date hereof, SELLER is not in receipt of any written notice from any federal, state or municipal authority alleging any existing fire, health, safety, building pollution or environmental violation of law, statute, code, encumbrance or regulation with respect to the Property or any part thereof.

All of the above representations and warranties shall survive the Closing. In the event any of the foregoing representations and warranties which would affect BUYER's title or use of the premises are untrue as of the date of this Agreement or as of Closing, BUYER shall have the right to terminate this Agreement and neither party shall have any remaining obligation hereunder.

6. **BUYER'S REPRESENTATIONS:** BUYER represents and warrants to SELLER that:

a. BUYER has the requisite power and authority to execute, deliver and perform this Agreement and to consummate the transactions contemplated hereby and has taken all action required by law to authorize such execution, delivery and performance. This Agreement is the valid and legally binding obligation of BUYER and is enforceable against BUYER in accordance with its terms.

b. The execution, delivery and performance of this Agreement and the consummation of the transactions contemplated hereby will not result in a breach or violation of, or a default under any Agreement to which BUYER is a party or by which BUYER is bound, or any fiduciary duty or any order, judgment, decreed, rule or regulation of any court or any governmental agency or body by which BUYER is bound.

All of these representations and warranties shall survive Closing.

7. **TRANSFER OF TITLE:** The parties agree that the transfer of title ("Closing") shall take place on or before December 29, 2016 at a time and place mutually agreeable to the parties.

8. **POSSESSION:** It is agreed that all personal property located on the premises is personal property of the BUYER. This conveyance shall include all fixtures located on the premises. The SELLER makes no warranties of fitness and/or merchantability either expressed or implied as to the property. The BUYER acknowledges that it has had ample

opportunity to inspect the property and that it is satisfied with the physical condition of the property. With the exception of an examination of title as referenced in Paragraph 4(c) of this Agreement to ensure marketable title, or as may be otherwise required to obtain the financing referenced in Paragraph 4(b), the sale of this property is not subject to any further inspections or testing but rather is being sold "as is."

9. **RISK OF LOSS:** Between the date hereof and the Closing, the risk of loss shall be on SELLER. SELLER agrees to maintain the current casualty insurance on the premises. In the event of any fire or other casualty, BUYER may (i) purchase the premises for the Purchase Price and SELLER shall assign all insurance proceeds to BUYER, or (ii) terminate this Agreement and neither party shall have any further obligation hereunder.
10. **BROKERS:** The parties acknowledge that no brokers or realtors participated in this sale as representatives of either party and that this sale shall be concluded without the payment of any real estate commission. Should any broker or realtor claim a commission as a result of this transaction, the party said broker and/or realtor claims to represent shall indemnify and hold harmless the other party from any claimed commission.
11. **CLOSING COSTS AND TRANSFER TAX:** The parties will each pay the cost of their respective attorneys and other consultants. The parties agree that they shall each pay one-half of any and all transfer taxes imposed in connection with the transfer of the premises to BUYER, which transfer taxes shall be paid as part of Closing.
12. **PRIOR STATEMENTS:** All representations, statement and agreements heretofore made between the parties hereto are merged in this agreement, which alone fully and completely expresses their respective obligations.
13. **EFFECTIVE DATE:** The effective "date of this Agreement" shall be the date the last party executed a counterpart of this Agreement.

Field Code Changed

A copy of this agreement is to be received by all parties and, by signature, receipt of a copy is hereby acknowledged. This agreement shall be binding upon the heirs, executors, administrators and assigns of both parties.

Dated:

SOMERSWORTH HOUSING AUTHORITY

By: _____
Deborah Evans, Executive Director

SOMERSWORTH EARLY LEARNING
CENTER

Dated:

By: _____

William Griffith, Chairman Board of
Directors

H:\RE & BUS\Somersworth Early Learning Center\P&S Agreement as revised 110316.docx



Somersworth Early Learning Center

Dawn Collins, Executive Director

35 Bartlett Avenue

Somersworth, NH 03878

Phone (603) 692-2081

Fax (603) 692-6671

dcollins@somersworthelc.org

www.somerswortheearlylearningcenter.org



11/10/16

To: Robert Belmore, City Manager
City of Somersworth

From: Dawn Collins, Executive Director

Re: PILOT

Dear Mr. Belmore,

As stated in the memo from Debbie Evans-Executive Director of the Somersworth Housing Authority that contingent upon the sale of the Somersworth Early Learning Center, SELC is committed to paying a yearly PILOT.

This letter is to provide you with the annual amount that Somersworth Early Learning Center is prepared to pay which is \$2700.

On behalf of the Board of Directors, Staff, children and families at SELC, we look forward to starting the New Year as the new owners of the center and continuing to provide quality child care to children of low to moderate income households here in Somersworth.

Sincerely

Dawn Collins



Deborah I. Evans
Executive Director

Public Housing - Community Development - Social Services
Somersworth Housing Authority
25 Bartlett Avenue, Suite A • PO Box 31 • Somersworth, NH 03878



November 8, 2016

To: Robert Belmore, City Manager
City of Somersworth

From: Deborah Evans, ED *Deborah Evans*

Subject: CY2016 PILOT in behalf of Somersworth Early Learning Center

This memo serves as notification that the Somersworth Housing Authority will be submitting to the City of Somersworth a PILOT payment for CY2016 of approximately \$5,300.00.

This PILOT is calculated as follows:

Total annual rental income from SELC
Less utilities (water, sewer only) SELC pays their own natural gas heat and electricity
Total Balance times 10% = PILOT

This estimation will be finalized upon closure of CY2016 financial records. Payment to the City of Somersworth will be made by June 30, 2017.

Contingent upon the sale of the Center, SELC has committed to paying a PILOT each year to the City. Their intent letter to follow.

If you have any questions, please feel free to contact me at 692-2864 x318. Thank you for your time and assistance.

RESOLUTION NO. 21-17 TO AUTHORIZE THE CITY MANAGER TO EXECUTE A LETTER OF INTENT WITH NH SOLAR GARDEN OF PORTSMOUTH, NH TO DEVELOP A SOLAR PROJECT PURSUANT TO RSA 362-A ON THE SOMERSWORTH SANITARY LANDFILL ON BLACKWATER ROAD.

Somersworth, NH
November 7, 2016

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

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

WHEREAS, one proposal was submitted by NH Solar Garden and city staff has reviewed the proposal and interviewed this company, and

WHEREAS, the Finance Committee and the Public Works and Environment Committee of the City Council reviewed the proposal with staff and recommends executing the letter of intent with NH Solar Garden,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to execute a letter of intent with NH Solar Garden of Portsmouth, NH to develop solar projects pursuant to RSA 362-A on the Somersworth Sanitary Landfill on Blackwater Road and take any and all other such actions relative to this letter of intent determined to be in the best interest of the City.

Sponsored by Councilors:

David A. Witham
Dale R. Sprague
Martin Pepin
Martin P. Dumont, Sr.
Jennifer G. Soldati

Approved:

City Attorney

RESOLUTION NO. 22-17 NAMING SUNNINGDALE DRIVE, FIREFLY CIRCLE AND
ASSIGNING ADDRESSES, IF REQUIRED

Somersworth, NH
November 7, 2016

Be it Resolved by the City Council of the City of Somersworth that the following roadways be named and addresses assigned, if required;

<u>NAME</u>	<u>REASONS/EXPLANATIONS</u>
"Sunningdale Drive"	Names for these proposed roadways in the Sunningdale Development Project. Sunningdale Drive beginning off of Stackpole Road and ending on Green Street, and Firefly Circle being the first right off Sunningdale Drive from Stackpole Road. These are private ways. E911/Street Name & Address Committee approved these names at their October 18, 2016 meeting.
"Firefly Circle"	

BE IT FURTHER RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT this action is in accordance with RSA 231:133; RSA 231:133-a; RSA 106-H; State of NH, Department of Safety, Division of Emergency Communications Addressing Standards, and Chapter 19, Section 23, City of Somersworth Ordinances; and that this action does not constitute "acceptance" of the above named roadways by the City of Somersworth City Council.

Sponsored by Councilor

Martin Pepin

Approved:

City Attorney

RESOLUTION NO. 23-17 NAMING BEARS WAY, WOLFS LANE AND DUDLEY COURT
AT REGAN ESTATES, ROUTE 108 AND ASSIGNING ADDRESSES, IF REQUIRED

Somersworth, NH
November 7, 2016

Be it Resolved by the City Council of the City of Somersworth that the following roadways be named and addresses assigned, if required;

<u>NAME</u>	<u>REASONS/EXPLANATIONS</u>
"Bears Way"	Names for these proposed roadways for a private mobile home park, Regan Estates located off of Route 108 across from Midway Buick, with homes bordering Route 108 (Bears Way), homes within an inner Courtyard area (Dudley Court), and homes along a north facing drive (Wolfs Lane). These are private ways. E911/Street Name & Address Committee approved these names at their October 18, 2016 meeting.
"Wolfs Lane"	
"Dudley Court"	

BE IT FURTHER RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT this action is in accordance with RSA 231:133; RSA 231:133-a; RSA 106-H; State of NH, Department of Safety, Division of Emergency Communications Addressing Standards, and Chapter 19, Section 23, City of Somersworth Ordinances; and that this action does not constitute "acceptance" of the above named roadways by the City of Somersworth City Council.

Sponsored by Councilor

Martin Pepin

Approved:

City Attorney

ORDINANCE NO. 5-17 CITY COUNCIL MEETING SCHEDULE FOR 2017.

Somersworth, NH
December 5, 2016

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT, in accordance with Chapter 3.7 of the City Charter which provides that the City Council's "regular meetings shall be held on the first and third Monday of the month at 7:00 p.m. unless otherwise designated by ordinance..." and Chapter 6, City Officials, Section 6.8.2 of the City Ordinances which also provides that the "City Council shall meet in regular session on the first and third Mondays of each month at 7:00 p.m., unless otherwise agreed on by a majority of the members of the Council" that the City Council Meeting schedule for 2017 shall be as follows:

- Tuesday, January 3rd and Tuesday, January 17th
- Monday, February 6th and Tuesday, February 21st
- Monday, March 6th and Monday, March 20th
- Monday, April 3rd and Monday, April 17th
- Monday, May 1st and Monday, May 15th
- Monday, June 5th and Monday, June 19th
- Monday, July 24th
- Monday, August 14th
- Tuesday, September 5th and Monday, September 18th
- Monday, October 2nd and Monday, October 16th
- Monday, November 6th
- Monday, December 4th

This ordinance shall take effect upon its passage.

Sponsored by:

Mayor Dana S. Hilliard

Approved:

City Attorney

ORDINANCE NO. 6-17 AMENDING CHAPTER 4, PERSONNEL RULES AND REGULATIONS, SECTION 2.3 PLEDGE AGAINST DISCRIMINATION

Somersworth NH
December 5, 2016

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

Amend Chapter 4, Personnel Rules and Regulations, Section 2.3 Pledge Against Discrimination, by deleting “or” after physical disability and adding “or gender identity” after sexual orientation.

The Ordinance shall read as follows:

2.3 Pledge Against Discrimination

The City of Somersworth shall apply all rules and regulations and carry out all dealings with its personnel, without discrimination as to age, marital status, race, color, creed, national origin, sex, political affiliation, or mental disability, physical disability, sexual orientation, or gender identity. All employees are expected to act in a like manner in all performance of their duties as City employees.

This Ordinance shall be effective upon its passage.

Sponsored by:

Mayor Dana S. Hilliard
Councilor David A. Witham
Councilor Denis Messier
Councilor Martin P. Dumont, Sr.
Councilor Jessica Paradis
Councilor Dale R. Sprague
Councilor Nancie Cameron
Councilor Martin Pepin

Approved:

City Attorney

ORDINANCE NO. 7-17 AMENDING CHAPTER 8A SEWER ORDINANCES

Somersworth NH
December 5, 2016

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

Amend Chapter 8A, SEWER ORDINANCES, Section D, Access and Connection Fees, subsection, All Other Sewer Connection – Fees, by removing, “All Other Sewer Connection – Fees” and adding, “Sewer Connection Fees”.

And further amend subsection, Change in Use, by adding the following:

To determine bedroom equivalents, the City of Somersworth Refers to the New Hampshire Code of Administrative Rules Table 1008-1 Unit Design Flow Figures to determine the average daily water consumption of a specific property use. The City reserves the right to use an alternative method of evaluation such as prior water consumption or estimated future water use provided by a certified/licensed engineering or architect. In addition, City Council may waive connection fees in part or in whole. Any expansion in business operations that result in increases in design flows as indicated in the New Hampshire Code of Administrative Rules Table 1008-1 Unit Design Flows will be subject to a connection fee charge prior to implementing the expansion. To the extent additional sewer connection fees are to be paid, those fees shall be due and payable prior to the issuance of a certificate of occupancy (CO), issuance of a building permit or at the time of change of use by the appropriate review body.

This Ordinance shall be effective upon its passage.

Sponsored by:

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

Approved:

City Attorney

**Proposed Amendments to Chapter 8A, Article XV, Section 7D, of the Sewer Use Ordinance –
Change in Use**

CHARGES ARTICLE XV

Section 1. The income from the sewer rents as hereinafter set forth shall be used for defraying the cost of construction, management, maintenance, operation, reconstruction, replacement, and repairs of City Sewers and sewer systems, including treatment and disposal works and for the payment of the interest and principal of any debt incurred to pay such costs.

Section 2. The income from sewer rents shall be paid into the City Treasury and shall be kept and applied exclusively for the purposes set forth in Article XV, Section 1 and shall be known as the sewer fund. The City Treasurer is hereby authorized in his/her discretion to deposit any present or future surplus income from sewer rents in commercial and/or savings account and withdraw or transfer the same for proper purposes, as provided for in RSA 149-1:10.

8A.31

Section 3. Sewer rents shall be paid by the owner or owners of real estate connected by sewer drain with the City sewers and sewer systems or those real estate which received special benefit therefrom in any way.

Section 4. Sewer rents shall be paid as follows:

- (A) Upon the metered consumption of water on premises connected with the sewerage;
- (B) Upon non-metered premises or upon premises where there is both a metered public supply of water and a non-metered private supply of water, the rate shall be determined by metering the use at the point of discharge;
- (C) Upon non-metered premises, the minimum rate shall apply unless it appears such rate would be inequitable, when the charge shall be made by the execution of a contract between the owner and owners and the Mayor and City Council;
- (D) In all other instances where the foregoing sections of this ordinance cannot reasonably be applied, an adjustment as to sewer rents may be made by the execution of a contract between the owner and owners and the Mayor and City Council, or upon application by the user to the Water Department for adjustment limited to a maximum of 3,000 cubic feet (30 units) of water, including a \$10.00 fee to cover special billing expenses, and limited to two adjustments per calendar year. (Amended 6/15/1998.)

(Amended 03/01/2004.)

(E) In the event a premise discharges into the sewerage system wastes which, in the opinion of the Mayor and City Council, contains unduly high concentrations or any substances which add to the normal costs of the sewerage disposal plant or sewerage system, then the Mayor and City Council may elect to establish special rates or charges based on the quantity of these circumstances, which rate of charge may be established in such a manner as the Mayor and City Council may elect.

Section 5. In all instances for metering other than by water works department meters, the owner or owners of the premises shall furnish, at their expense, a meter acceptable to the Director.

Section 6. Any owner may place on his premises, at his own expense, a meter which shall be approved by the Director, to measure the amount of water used on the premises which does not enter the sewerage system, and an adjustment of the rent shall be made in conformance with said metered use.

Section 7. The sewer rates shall be as follows:

(A) Service charges (Quarterly):

1. Single dwelling unit	\$10.00
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8A.32

2. Two dwelling units	\$ 8.50 per unit
3. Multiple dwelling units 3 or more	\$ 7.50 per unit
4. Commercial Establishments	\$25.00 per establishment
5. Industrial Establishments	\$50.00 per establishment

(B) Sewer Use Volume Charges: All sewer users will be charged at a rate of \$3.64 per 100 cubic feet of water used beginning July 1, 2008; \$4.55 per 100 cubic feet of water used beginning July 1, 2009; \$5.00 per 100 cubic feet of water used beginning July 1, 2010; \$5.50 per 100 cubic feet of water used beginning July 1, 2011. (Amended 05/03/1999.) (Amended 03/01/2004.) (Amended 06/16/2008.)

(C) Industrial User Charges: (Effective July 1, 2004.) Industrial users whose wastes entering the City's sewer system exceed the following standards will be charged at the rates shown for the amount by which the standard is exceeded.

Parameter	Standard	Surcharge
BOD	200 mg/l	\$ 7.00 per 100 lbs

All testing and reporting shall be the responsibility of the industrial user at no cost to the City. Reports submitted by industrial users and approved by the Director will be used for calculating industrial user charges.

Industrial User testing for required parameters is stated individually in each Industrial User's Industrial User Permit.

(Amended 03/01/2004.)

(D) Access and Connection Fees. Pursuant to RSA 149-1:7, the owners of real property shall be assessed a fee upon connection with the City sewer system for the right to connect and utilize a portion of the capacity of that system.

(Amended 03/01/2004.)

~~Upon adoption of the Ordinance establishing the Dover Rd. (Route 108) Sewer Special Assessment District, the access fee for all structures on properties in that district shall be two hundred and fifty dollars (\$250) per bedroom or bedroom equivalent. (Amended 03/01/2004.)~~

~~All Other~~ Sewer Connection – Fees. The owner of any structure which connects to a City sewer line, shall upon connecting to that sewer line pay a fee of one thousand eight hundred dollars (\$1,800) per bedroom or bedroom equivalent (defined as the use of 75 gallons of water per day). (Added 03/01/2004.)

8A:33

Change in Use. If a permanent change in the use of a structure occurs at any time after payment of a sewer access fee and if such change in use is reasonably expected to increase the water consumption and sewer discharge from the structure, then the owner of the structure shall pay an additional sewer fee based on the number of additional bedrooms or bedroom equivalents resulting from the change in use. To determine bedroom equivalents, the City of Somersworth Refers to the New Hampshire Code of Administrative Rules Table 1008-1 Unit Design Flow Figures to determine the average daily water consumption of a specific property use. See Table 1. (Attached). The City reserves the right to use an alternative ~~metod~~method of evaluation such as ~~prior water~~prior water consumption or estimated future water use provided by a certified/licensed ~~engineering~~engineering or architect. In addition, ~~City Council~~ the Finance Committee of the City Council may waive connection fees in part or in whole. Any expansion in business operations that result in increases in design flows as indicated in the New Hampshire Code of Administrative Rules Table 1008-1 Unit Design ~~Flows~~Flows will be subject to a connection fee charge prior to implementing the expansion. To the extent additional sewer connection fees are to be paid, those fees shall be due and payable prior to the issuance of a certificate of occupancy (CO), issuance of a building permit or at the time of change of use by the appropriate review body.

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No refund of sewer fees will be due on account of a change in use of a structure which can reasonably be expected to reduce the consumption of water or sewer usage. (Amended 8/14/1995.)

ORDINANCE NO. 8-17 ADOPT NEW SECTION IN CHAPTER 6 CITY OFFICIALS,
TITLED - SECTION 6.9.4 SOLAR EXEMPTION

Somersworth NH
December 5, 2016

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH
THAT the Ordinances of the City of Somersworth be amended by adopting Section 6.9.4:

Section 6.9.4 Solar Exemption. The City adopts the provisions of RSA 72:61-64, an exemption from the assessed value for property tax purposes, for persons owning real property which is equipped with a solar energy system as defined in RSA 72:61. Such Solar property tax exemption shall be in an amount equal to 100% of the assessed value of qualifying solar energy system equipment as defined in RSA 72:61 and as may be amended. This exemption shall be effective for the tax year that begins April 1, 2017.

Sponsored by:

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

Approved:

City Attorney

RESOLUTION NO. 24-17 PROCLAMATION DECLARING JANUARY DIVERSITY
MONTH IN THE CITY OF SOMERSWORTH.

Somersworth, NH
December 5, 2016

WHEREAS, January 15, 2017 will mark the 88th birthday of the Rev. Martin Luther King, Jr.; and

WHEREAS, the “dream” of equal treatment, is the foundation of human rights and democratic values;
and

WHEREAS, our nation has worked towards the goal of fulfillment of this commitment for over 241
years; and

WHEREAS, the City of Somersworth has become a model of a community which embraces and
promotes tolerance and diversity; and

WHEREAS, the City of Somersworth is committed to the values of equality and liberty stated in the
Declaration of Independence, United States Constitution, New Hampshire State Constitution and City
charter; and

WHEREAS, the Rev. Martin Luther King, Jr. reminded us that freedom, liberty and equality must be
protected for all citizens and that “from the prodigious hilltops of New Hampshire, let freedom ring.”

NOW, THEREFORE, BE IT RESOLVED THAT the City of Somersworth encourages all residents,
including community groups, schools and institutions to continue to work toward fulfilling Dr. King’s
dream of the elimination of all barriers to the fulfillment of equal opportunities and human rights; and

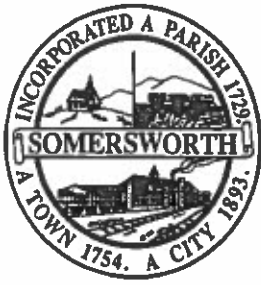
The City of Somersworth calls upon all citizens to reflect during this month on the message of Rev.
Martin Luther King, Jr. and commit themselves throughout the year to join the fight for the
elimination of all forms of discrimination and disadvantage and to ensure that everyone has the right
to live in conditions of dignity, respect and peace; and

The Somersworth Mayor and City Council hereby declare that January, 2017 be Diversity and
Tolerance Month in the City of Somersworth and that the City of Somersworth along with all of its
citizens hereby recommits itself to the fulfillment of Rev. Martin Luther King, Jr.’s “Dream.”

Sponsored by:
Mayor Dana S. Hilliard
Councilor David A. Witham
Councilor Denis Messier
Councilor Martin P. Dumont, Sr.
Councilor Jessica Paradis
Councilor Dale R. Sprague
Councilor Nancie Cameron
Councilor Jonathan McCallion
Councilor Martin Pepin

Approved:

City Attorney



MEMORANDUM

TO: Department Heads:
Scott Smith, Director of Finance & Administration;
David Kretschmar, Chief of Police; Keith Hoyle, Fire Chief;
Mike Bobinsky, Director of Public Works & Utilities;
Shanna Saunders, Director of Planning & Community Development

CC: Linda Corriveau, Human Resource Manager
Jeni Mosca, Superintendent of Schools

FROM: Bob Belmore, City Manager *BB*

DATE: November 30, 2016

SUBJECT: FY17-18 Budget Preparation

Worksheet Coordination with Finance

The City will be using the new financial system (MUNIS) for the purpose of developing this year's budget submittal. Finance Director Scott Smith will schedule an appointment with you for set-up and direction on how this will proceed. As is the custom, please note that the Finance Department will complete the salaries, wages, and benefit section for each budget. As soon as the salary, wage, and benefit sections are completed, they will be provided to you.

Limitation on Budget Increase – City Charter Tax Cap Provision

In accordance with the City Charter tax and spending cap, we are required to conform and implement its provisions during each budget cycle. Under the tax-cap, the City Manager is required to submit a proposed budget that complies with the National Consumer Price Index-Urban as published by the United States Department of Labor for the calendar year immediately preceding budget adoption with an adjustment for "net increase in new construction". *Although that information is not currently available, the National CPI-U for October 2016 is 1.6% (percent).* At this point, we are assuming that the rate of inflation for this budget year will be zero. As such, all departments should examine cost saving measures in order to comply with this portion of the Charter. Such measures should weigh efficiency, cost savings realized and the level of municipal service change, if any, i.e. a cost-benefit examination and performance based level analysis.

Clearly defined requests with specific backup detail is of the utmost importance. You should be ready and poised to justify all requests for appropriations. Please provide backup to your requests. Also, you should include quantities, per unit cost, vendor quotes, and any other information that will assist in validating requested appropriation amounts.

Budget Documentation & Detail

Include all CIP items as well as minor capital improvements with your submittals with any adjusted estimates and supporting documentation. These requests should include any capital item being requested for the FY18 budget *that wasn't included as part of the Capital Improvements Plan*. That is, any item less than \$10,000 that would otherwise have been included in the CIP. Please attach a quote for each request submitted.

Please include the following supporting documentation with this year's budget request:

- An organization chart of your entire department by position title

Revenues & Appropriations:

- Please address your projected **Revenues** in detail and offer recommendations for possible increases in department charges or proposals for new Revenues.
- A brief narrative to support the budget **Appropriations** that should include the following sections:
 - Budget Comments: to describe any significant changes in the budget request, new personnel requested, or new programs and services under consideration.
 - Programs and Services: a description of each department within your budget request, a description of services provided, and any statistical information that may be of use during budget deliberations. *Careful consideration should be given to improving efficiency in all service delivery components.*
 - Grants: Identify potential grant or other revenue sources.

As is customary, the SAU/School Department will be submitting the budget in another format.

After you have returned your completed budget worksheets with the supporting documentation, I will be meeting with you individually to review each of them. The budget worksheets, including supporting documentation, are due back to Scott Smith, Finance Director, no later than Wednesday, January 4, 2017.

Should you have any questions, please let Scott or I know.

Thank you.

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

	City Portion	School Portion	State Portion	County Portion	Total
A. Prior Fiscal Year Net Amount Raised By Taxes (FY2017 Actual Levy)	8,162,348	14,492,145	1,950,396	2,322,885	26,927,774
B. Multiplied by the National CPI-U (CPI Urban all cities index)	1.00%	1.00%	1.00%	1.00%	1.00%
C. Subtotal (A x B)	81,623	144,921	19,504	23,229	269,278
D. Prior April 1 to March 31 <i>Estimated</i> Net Construction Value	10,000,000	10,000,000	10,000,000	10,000,000	10,000,000
E. Multiplied by Prior Fiscal Year Tax Rate/1,000 of Value (Actual)	9.72	17.26	2.37	2.77	32.12
F. Subtotal (D x E)	97,200	172,600	23,700	27,700	321,200
G. Estimated Increase Allowed for FY2018 Tax Levy (C + F)	178,823	317,521	43,204	50,929	590,478

SOMERSWORTH, NEW HAMPSHIRE

City of Somersworth
One Government Way
Somersworth, NH 03878



City Hall
603.692.4262
www.somersworth.com

NOTICE OF MEETING

The City of Somersworth will hold a meeting on Wednesday, December 14, 2016 at 6:00 p.m. in the City Council Chambers at City Hall, One Government Way. There is a **public hearing** scheduled for the following:

CITY OF SOMERSWORTH'S INTENT TO APPLY FOR A FEDERAL BROWNFIELDS GRANT FOR THE PROPERTY LOCATED AT 1 WINTER STREET.

The City of Somersworth will conduct a public hearing to give citizens the opportunity to comment and have input on the draft grant proposal. The draft proposal will be available at the hearing and will include a description of the site contamination and cleanup proposal. It will also include costs and implementation plans. The grant documents are required to be submitted on or before December 22, 2016.

The draft grant proposal will be available for public review as of December 12, 2016 at the Somersworth Planning Office at One Government Way, Somersworth, NH and will be available on the City of Somersworth website www.somersworth.com.

Citizens are invited to attend the PUBLIC HEARING and to ask questions or otherwise speak on the proposal.



NEW HAMPSHIRE MUNICIPAL BOND BANK

November 28, 2016

Mr. Scott Smith
Finance Director
City of Somersworth
1 Government Way
Somersworth, NH 03878

Dear Scott:

Earlier this year, favorable market conditions allowed the New Hampshire Municipal Bond Bank to refinance a portion of its outstanding debt. A portion of this refinanced debt was originally issued to make one or more loans to your community. This refinancing resulted in a net debt service savings to the Bond Bank. In the past, the Bond Bank has returned savings to the communities by issuing a check to the community for the total amount of savings. We were not able to structure the 2016 Series E refunding to provide up front savings. The Bond Bank has determined to return savings realized through this refinancing to each borrower, whose loan was funded through the Bond Bank's refinanced debt, by revising the original debt service schedule. The savings allocable to each borrower is based upon the amount of the loan that was included in the particular maturities of bonds refinanced by the Bond Bank.

Please replace your original debt service schedule with the revised schedule enclosed with this letter. The revised debt service schedule reflects the savings allocated to your community.

<u>Series</u>	<u>Maturities</u>	<u>Savings</u>
2009 Series E	2021-2030	\$420,214

If you have any questions, call me at 603-271-2595 or toll free at 1-800-393-6422.

Sincerely,

Tammy J. St. Gelais
Deputy Director

tjs

Enclosure



20 YEAR DEBT SCHEDULE FOR

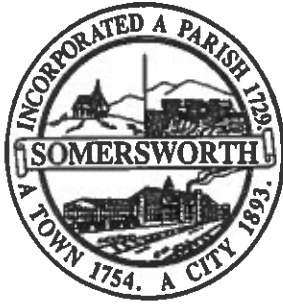
CITY OF SCHEMERSWORTH - CAB

NEW HAMPSHIRE MUNICIPAL BOND BANK

DATE PREPARED:	11/29/16	Amount of Loan to be Paid	\$18,953,000.00
BONDS DATED: 12/16/09	01/15/10	Premium	\$977,780.00
INTEREST START DATE: 209 days	12/16/09	Total Proceeds	\$19,930,780.00
FIRST INTEREST PAYMENT:	07/15/10		
TRUE INTEREST COST:	3.7300%		

DEBT YEAR	PERIOD ENDING	PRINCIPAL OUTSTANDING	PRINCIPAL	RATE	INTEREST	Less 2016 E Refunding	INTEREST after refunding	TOTAL PAYMENT	FISCAL YEAR TOTAL PAYMENT
	07/15/10	\$18,953,000.00	\$437,500.74		\$10,689.80		\$10,689.80	\$448,190.34	
1	01/15/11	18,515,499.28	940,783.92		43,217.33		43,217.33	984,001.25	\$1,432,191.59
	07/15/11	17,574,715.34	353,055.83		23,975.42		23,975.42	377,031.25	
2	01/15/12	17,221,859.51	989,458.21		87,575.04		87,575.04	1,057,031.25	1,434,062.50
	07/15/12	16,252,203.30	329,520.84		37,310.41		37,310.41	366,831.25	
3	01/15/13	15,922,682.46	938,808.80		128,222.45		128,222.45	1,066,831.25	1,433,662.50
	07/15/13	14,984,073.66	307,054.20		49,277.05		49,277.05	356,331.25	
4	01/15/14	14,677,018.46	912,632.76		168,698.49		168,698.49	1,081,331.25	1,437,662.50
	07/15/14	13,764,386.70	285,564.50		59,891.75		59,891.75	345,458.25	
5	01/15/15	13,478,822.20	882,866.09		207,590.16		207,590.16	1,090,458.25	1,435,912.50
	07/15/15	12,595,958.11	285,078.35		69,202.90		69,202.90	334,281.25	
6	01/15/16	12,330,877.76	853,778.77		245,502.48		245,502.48	1,099,281.25	1,433,582.50
	07/15/16	11,477,098.99	245,555.49		77,250.76		77,250.76	322,808.25	
7	01/15/17	11,231,543.50	829,096.30		283,709.95		283,709.95	1,112,808.25	1,435,612.50
	07/15/17	10,402,447.20	224,028.60		82,977.65		82,977.65	307,006.25	
8	01/15/18	10,178,418.60	805,482.64		321,523.61		321,523.61	1,127,006.25	1,434,012.50
	07/15/18	9,372,935.96	203,427.28		87,178.97	(19,101.00)	68,077.97	271,505.25	
9	01/15/19	9,169,508.68	785,439.10		360,167.15	(19,101.00)	341,066.15	1,128,505.25	1,398,010.50
	07/15/19	8,384,069.58	183,662.18		89,844.07	(19,101.00)	70,743.07	254,405.25	
10	01/15/20	8,200,407.40	781,468.30		402,037.95	(19,101.00)	382,936.95	1,144,405.25	1,398,810.50
	07/15/20	7,438,939.10	163,866.79		91,839.46	(19,101.00)	72,738.46	238,605.25	
11	01/15/21	7,275,072.31	740,904.98		439,801.27	(19,101.00)	420,700.27	1,161,605.25	1,398,210.50
	07/15/21	6,534,167.33	148,451.12		93,148.68	(19,101.00)	74,047.68	222,499.00	
12	01/15/22	6,385,716.21	722,966.87		478,633.33	(19,101.00)	459,532.33	1,182,499.00	1,404,998.00
	07/15/22	5,662,749.54	128,199.04		89,400.96	(19,101.00)	70,299.96	198,499.00	
13	01/15/23	5,534,550.50	698,652.38		510,947.64	(19,101.00)	491,846.64	1,188,499.00	1,386,998.00
	07/15/23	4,837,898.14	108,937.11		83,912.89	(19,101.00)	64,811.89	173,749.00	
14	01/15/24	4,728,981.03	687,457.62		555,392.38	(19,101.00)	536,291.38	1,223,749.00	1,397,498.00
	07/15/24	4,041,503.41	90,233.89		76,366.11	(19,101.00)	57,265.11	147,499.00	
15	01/15/25	3,951,269.52	674,393.06		597,208.94	(19,101.00)	578,105.94	1,252,499.00	1,399,998.00
	07/15/25	3,276,876.46	72,171.11		68,803.89	(19,100.00)	47,703.89	119,875.00	
16	01/15/26	3,204,705.35	680,541.78		638,433.22	(19,100.00)	619,333.22	1,279,875.00	1,399,750.00
	07/15/26	2,544,163.57	54,759.85		55,215.15	(19,100.00)	36,115.15	90,875.00	
17	01/15/27	2,489,403.72	648,018.08		678,956.94	(19,100.00)	659,856.94	1,305,875.00	1,398,750.00
	07/15/27	1,843,385.66	36,402.67		43,197.33	(19,100.00)	24,097.33	60,500.00	
18	01/15/28	1,806,982.99	605,858.40		748,741.60	(19,100.00)	729,641.60	1,335,500.00	1,396,000.00
	07/15/28	1,201,124.59	23,664.42		30,435.58	(19,100.00)	11,335.58	35,000.00	
19	01/15/29	1,177,460.17	589,965.19		789,134.81	(19,100.00)	770,034.81	1,360,000.00	1,395,000.00
	07/15/29	587,494.98	11,547.29		16,052.71		16,052.71	27,600.00	
20	01/15/30	575,947.89	575,947.89		831,652.31		831,652.31	1,407,600.00	1,435,200.00

TOTALS \$18,953,000.00 \$9,751,118.59 (\$420,214.00) \$9,330,902.59 \$28,283,902.59 \$28,283,902.59
 25 TRIANGLE PARK DRIVE, SUITE 102 • CONCORD, NEW HAMPSHIRE 03301 • (603) 271-2595 or 1 (800) 393-6422 • FAX (603) 271-3937
 E-MAIL info@nhmbb.com • WEBSITE: www.nhmbb.org



MEMORANDUM

To: Bob Belmore, City Manager

From: Scott Smith, Director of Finance and Administration

Date: November 30, 2016

Re: Monthly Report

Finance Department:

- Worked on Utility Billing conversion to new software. Conversion date still anticipated to be early January 2017.
- Completed FY2018-2023 Capital Improvement Program, presented to the Planning Board.
- Participated in Union Negotiations.
- Received Bids:
 - Hilltop School Re-use – November 10, 2016
 - Snow Plowing/Hauling Services – November 10, 2016
 - Winter Sand – November 17, 2016
- Upcoming Bids:
 - City Hall Energy Recovery Ventilator – December 1, 2016

City Clerk:

- Prepared for and took minutes at one scheduled City Council meeting, various workshops, public hearings, and standing committee meetings during the month.
- Conducted General Election on November 8, 2016.

Tax Collector:

- Motor vehicle registrations were a total of \$144,683 through November 29, 2016.

- Collected \$4,455 for Municipal Transportation Fund during month.
- Tax Bills were mailed with a due date of December 1.

Library

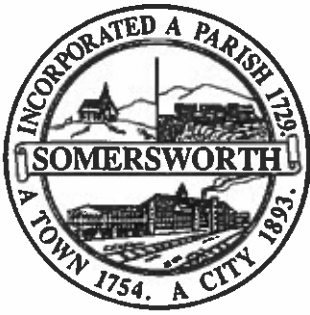
- The Friends and the Library Trustees are planning a holiday potluck to be scheduled around the holidays.
- The Library provided 12 programs this month in addition to hosting a fifth grade class from Tri-City Christian Academy..

Human Services:

- Total assistance for the month was \$12,845. That compares to \$10,535 for the month of October 2016.
- 9 new cases were opened compared to 7 in 2015.
- 25 cases were approved for varying levels of assistance, with 7 cases still pending, and 4 denials. 40 cases were referred to other agencies for support.

Information Technology

- Spent time in general server maintenance, checked systems, checked and cleared logs.
- Moved user files from old server to new server.



DEPARTMENT OF DEVELOPMENT SERVICES

Date: November 30, 2016

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

Re: November 2016 Monthly Report

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

- Zoning Board – November 2
- Conservation Commission – November 9
- Planning Board – November 16
- Historic District Commission – November 23

And attended the following Special Meetings:

- Pre Construction – Dairy Queen - October 24
- SRTC- November 5
- Pre Construction - Somersworth Storage - November 7
- Rec Committee – November 9
- Vision 20/20 - November 14
- Pre-Construction – Tri City Dodge – November 14
- Economic Development Committee Meeting- November 18
- Sustainability – November 17

Office of Assessing- November:

- Sales Verification inspections have taken place in the month of November.
- Permit inspections have begun in conjunction with the Cycled Inspections. Any changes that result will be for the 2017 tax year
- This office sent out letters in the beginning of November to schedule appointments for inspections on properties that were not inspected during the first round. Inspection appointments have been scheduled and are on going.
- In response to abatement denials, this office has received one BTLA case, which is under review.
- The tax rate was set, the Tax Warrant was signed by all members of the Board of Assessors and tax bills were mailed to all property owners in the City.

Property Maintenance and Code Enforcement- November:

Property Maintenance and Code Enforcement Activity Report for November 2016

Incident Location		Origin of complaint	Nature of Concern	Date of Complaint	Responsible person notified	Compliance
445	Main St.	DDS	trash	11/2/16	Yes	YES
358	Main St.	DDS	trash	11/2/16	Yes	PENDING
117	Green St.	DDS	trash	11/2/16	Yes	YES
47	Green St.	DDS	trash	11/2/16	Yes	YES
177-179	High St.	DDS	trash	11/4/16	Yes	YES
10-12	School St.	DDS	trash	11/4/16	Yes	YES
156 A-C	High St.	DDS	trash	11/4/16	Yes	YES
2-4	Union St.	DDS	trash	11/4/16	Yes	YES
315	High St.	DDS	trash	11/8/16		PENDING
38-40	Franklin St	DDS	roof	11/8/16	Yes	PENDING
70	Winter St.	DDS	trash	11/8/16	Yes	YES
73	Winter St.	DDS	trash	11/8/16	Yes	YES
90	High St.	DDS	trash out early	11/8/16	Yes	YES
6	Depot St.	DDS	trash	11/8/16	Yes	YES
20-24	Franklin St	DDS	trash	11/8/16	Yes	YES
108-110	Franklin St	DDS	trash	11/8/16	Yes	YES
29-31	Franklin St	DDS	trash	11/8/16	Yes	YES
6-8	School St.	DDS	trash	11/9/16	Yes	YES
42-44	Franklin St	DDS	trash	11/9/16	Yes	YES
9	Linden St.	DDS	trash	11/9/16	Yes	YES
14-16	Fayette St	DDS	trash	11/10/16	Yes	YES
198	Main St.	DDS	trash	11/10/16	NOV	YES
290	Main St.	DDS	trim under window	11/10/16	NOV	PENDING
358	Main St.	DDS	trash	11/10/16	NOV	PENDING
117	Green St.	DDS	trash	11/10/16	NOV	YES
17	Buffumsville Rd.	DDS	trash	11/14/16	Yes	YES
516	High St.	DDS	trash	11/14/16	Yes	YES
47	Green St.	DDS	trash	11/14/16	NOV	YES
15	Silver St.	DDS	trash	11/14/16	NOV	YES
17	Green St.	DDS	trash	11/14/16	Yes	PENDING
16-18	Green St.	DDS	trash	11/14/16	Yes	PENDING
18-20	Broad St.	DDS	trash	11/15/16	Yes	YES
132-134	Green St.	DDS	trash	11/15/16	Yes	PENDING
138-140	Green St.	DDS	trash	11/15/16	Yes	PENDING
14-16	Ford	DDS	trash	11/15/16	Yes	PENDING
29	Aspen	DDS	fence	11/16/16	Yes	PENDING
315	High St.	DDS	trash	11/16/16	NOV	PENDING
6	Depot St.	DDS	trash	11/16/16	NOV	PENDING
384	Main St.	DDS	trash	11/16/16	Yes	YES
22	Bartlett Ave.	DDS	trash	11/16/16	Yes	YES

219	Green St.	DDS	PM Inspection		NOV	PENDING
6-8	School St.	DDS	trash	11/17/16	NOV	YES
82	High St.	DDS	trash	11/17/16	Yes	YES
289	Main St.	DDS	trash	11/18/16	Yes	PENDING
30-32	Fremont St	DDS	trash	11/21/16	Yes	YES
51-53	Green St.	DDS	trim and deck	11/21/16	NOV	PENDING
47	Green St.	DDS	trim and siding	11/21/16	NOV	PENDING
358	Main St.	DDS	trash	11/22/16	TICKET	TICKET
290	Main St.	DDS	trim under bow windows	11/22/16	TICKET	TICKET
62	South St.	DDS	unreg. MV	11/22/16	TICKET	TICKET
104	Rocky Hill Rd	DDS	trash	11/22/16	Yes	PENDING
401	High St.	DDS	trash	11/22/16	Yes	PENDING
221	Rt. 108	DDS	fence	11/23/16	Yes	PENDING
17	Green St.	DDS	trash	11/23/16	NOV	PENDING
16-18	Green St.	DDS	trash	11/23/16	NOV	PENDING
63	W High St.	DDS	trash	11/23/16	Yes	PENDING
59	Myrtle St.	DDS	trash	11/23/16	Yes	PENDING
9	Curran Way	DDS	trash/siding	11/23/16	Yes	PENDING
289	Main St.	DDS	trash	11/28/16	NOV	PENDING
14-16	Ford St.	DDS	trash	11/28/16	NOV	PENDING
93-99	Main St.	DDS	trash	11/28/16	Yes	PENDING
8	Alicia St.	DDS	missing siding	11/28/16	Yes	PENDING
5	Ben-Rich	DDS	trash/tree limbs	11/29/16	Yes	PENDING
12	Myrtle St.	DDS	trash	11/29/16	Yes	PENDING
14	Myrtle St.	DDS	trash	11/29/16	Yes	PENDING
4	Pinkham Ave	DDS	no permit for siding	11/29/16	Yes	PENDING
47	Green St.	DDS	siding/trim	11/29/16	Yes	TICKET
6	Depot St.	DDS	trash	11/29/16	Yes	TICKET
In addition to new complaints received, work continues on the Work in Progress (WIP) files from past months.						
*Of the 11 pending complaints from October, six have been completed and five are in progress. *						

Building and Health Departments:**Major Building Permits Applied for in November 2016:**

			<u>Construction cost</u>	<u>Fee</u>
72	Buffumsville Rd	New Construction	\$61,300.00	\$623.00
10	Firefly Circle	New Construction	\$225,000.00	\$1,810.00
189	Rt. 108	New Construction	\$130,000.00	\$1,050.00
240	Rt. 108	New Construction	\$2,635,000.00	\$21,090.00

Minor Building Permits Applied for in November 2016:

8	Myrtle	Wall /new or re-construction	\$1,000.00	\$25.00
21	Grove	repair	\$4,000.00	\$42.00
6	Jessica Ct	Solar Photovoltaic system	\$32,123.00	\$266.00
112	Franklin	roof	\$7,300.00	\$68.00
112	Sherwood Glen MHP	Roof	\$5,130.00	\$51.00
432	Rt. 108	Fence	\$4,350.00	\$44.00
41	Crystal Springs Way	siding	\$2,000.00	\$26.00
73	Winter	siding	\$15,000.00	\$130.00
16	Indigo Hill Rd	Roof	\$3,400.00	\$37.00
72	Stackpole Rd	Window replacement	\$6,704.00	\$64.00
4	Wolf's Ln	Slab	\$5,500.00	\$54.00
5	Wolf's Ln	Slab	\$2,500.00	\$26.00
36	Canal	Remodel (Remove + upgrade)	\$5,000.00	\$60.00
62	Elm	Roof	\$5,500.00	\$65.00
289	Green	Window replacement	\$4,420.00	\$50.00
90	Noble	roof	\$9,850.00	\$90.00
446-448	High	Wall /new or re-construction	\$3,800.00	\$40.40
16	Copperhead Rd	garage	\$18,000.00	\$154.00
7	Somersworth Plaza	Wall /new or re-construction	\$7,500.00	\$85.00
397	Old Rochester Rd	addition	\$54,970.00	\$449.76

PERMIT RECEIPTS						
	2013	2014	2015	2016	DIFFERENCE this year to last	% OF CHANGE
January	\$1,387.72	\$1,820.00	\$2,157.00	\$6,148.85	\$3,991.85	185.1%
February	\$1,922.02	\$3,864.00	\$2,408.00	\$4,440.00	\$2,032.00	84.4%
March	\$2,974.00	\$2,191.64	\$5,287.28	\$27,399.40	\$22,112.12	418.2%
April	\$2,470.38	\$4,768.15	\$8,277.80	\$6,608.52	-\$1,669.28	-20.2%
May	\$6,979.20	\$26,049.95	\$7,194.16	\$12,089.70	\$4,895.54	68.0%
June	\$3,609.52	\$24,286.88	\$4,234.80	\$5,107.95	\$873.15	20.6%
July	\$3,968.83	\$3,646.20	\$4,914.41	\$14,315.00	\$9,400.59	191.3%
August	\$13,916.92	\$6,156.50	\$6,829.37	\$5,197.60	-\$1,631.77	-23.9%
September	\$8,522.70	\$6,224.10	\$4,438.20	\$3,980.40	-\$457.80	-10.3%
October	\$4,336.68	\$6,880.63	\$4,652.40	\$10,448.80	\$5,796.40	124.6%
November	\$2,930.29	\$2,377.78	\$18,322.40	\$27,260.16	\$8,937.76	48.8%
December	\$2,990.12	\$2,338.80	\$7,886.00		N/A	
Year total	\$56,008.37	\$90,604.63	\$76,601.82	\$122,996.37	\$54,280.56	
Difference of change this year to last (completed months only)						

Total Permits 2013 to Present						
	2013	2014	2015	2016	DIFFERENCE this year to last	% OF CHANGE
January	31	26	30	33	3	10.0%
February	39	29	24	49	25	104.2%
March	44	29	48	71	23	47.9%
April	60	48	58	57	-1	-1.7%
May	65	66	55	60	5	9.1%
June	77	66	73	77	4	5.5%
July	54	47	51	89	38	74.5%
August	62	55	67	79	12	17.9%
September	72	67	69	69	0	
October	60	63	58	57	-1	-1.7%
November	50	47	64	49	-15	-23.4%
December	42	38	52	0	N/A	
YTD Totals	656	581	649	689	92	15.4%

Land Use Boards:

Conservation Commission November 2016:

The Commission held a workshop meeting for a review of the co-occurrence data from the Natural Resources Inventory.

At the regular meeting the Commission reviewed the following:

- SWCE Holding, LLC, 10 Centre Road, Assessor's Map 04, Lot 06, CUP # 02-2016 and Site # 15-2016. Reviewed application for a conditional use permit for a parking lot expansion.

The Commission held a site walk of the above referenced property.

Historic District Commission November 2016:

At the regular meeting the Commission discussed the following:

- Joseph & Mary Boucher, 90 Noble Street, Assessor's Map 13, Lot 17, HDC # 23-2016. Application for roof replacement was **approved**.

Planning Board November 2016:

The Board held a workshop meeting to review the 2018-2023 Capital Improvement Plan where they forwarded it to Council with full support and no recommendations.

At the regular meeting the Board reviewed the following:

- Cumberland Farms, Inc., 208 & 216 Route 108, Assessor's Map 62, Lots 09 & 13, SUB # 03-2016 and SITE # 10-2016. Application for a lot line adjustment and site plan for a retail motor fuel outlet with associated site improvements was **approved with conditions**.
- B Well Fitness, LLC, Willand Drive, Assessor's Map 43, Lot 1H, SITE # 13-2016. Application for a site plan to construct a new building with associated site improvements was **approved with conditions**.
- White Worth Realty, LLC and Prime Storage Somersworth, LLC, 380 Route 108 and 115 Whitehouse Road, Assessor's Maps 57 & 58, Lot 04, SUB # 04-2016 and SITE # 14-2016. Application to expand the existing storage facility was **tabled** at the applicant's request.

Zoning Board November 2016:

At the regular meeting the Board reviewed the following:

- Todd & Jennie Berry for 29 Lil Nor Avenue, Assessor's Map 24, Lot 36, ZBA # 21-2016. Motion for a rehearing of the Board's decision to deny the appeal from administrative decision was **approved**.

Parks and Recreation

- The Dept. has begun getting ready for the winter season by removing all park swings, tennis nets, and volleyball nets. Removing swings for the winter helps keep them in good shape and will last longer.
- The Dept. is busy planning for our annual Flashlight Candy Cane Hunt at Millennium Park. This is a free event for children ages 3 and up. This year we will hold the event at the Somersworth High School Football field due to construction at Millennium Park. This is typically a big draw as Santa comes on the fire truck.
- Our Youth Basketball program started on Saturday, November 12th. This program is for children in grades 1-6 and is held on Saturday mornings for 8 weeks. This year we have a total of 100 participants. We continue to receive late registrations and will accept them until our program is full.
- Planning for 2016/17 Travel Basketball season is now underway. This season we'll have 4 teams. Practices begin the first week in December and the season will run through mid-March. This program is for children in grades 3-6 that are currently enrolled in our Saturday morning Rec Basketball Program.
- Registrations for Biddy Basketball continue to trickle in. Our early bird fee runs until December 8th. This program is for children ages 3-6. We offer two sessions and this program is run by Recreation Supervisor and several parent volunteers.
- The boat launch at Mast Point Dam Recreation Area is now complete. The City plans to finish this project by the LWCF grant deadline which is December 31, 2016. The remaining components of the project are a culvert replacement, improving the access road, adding trail signs, parking signs, & a park message center to display maps.



MEMORANDUM from Director Public Works & Utilities

TO: Robert M. Belmore, City Manager

DATE: December 1, 2016

SUBJECT: Public Works Department Monthly Report for November/December 2016

FROM: Michael Bobinsky, Director of Public Works & Utilities

DIRECTOR'S COMMENTS

The Department has been involved with a wide range of activities during the past month. The following are highlights:

- Worked on plans to complete the Mast Point Dam canoe/kayak launch and parking improvements. Staff worked jointly with Recreation on remaining details, to include constructing the actual boat launch, and preparations for installation of a new culvert, laying out the parking and drop off area and locations for new parking and trail signage
- Indigo Hill Road improvements were completed from Main Street to Green Street, including base pavement, new water and drainage, curbing and sidewalk. Severino will continue the road improvements along Indigo Hill Road from Green Street to Davis Street. Completed surface improvements to Down St., Alicia St. and Wiggins Ct.
- Worked with a college student attending Great Bay Community College on a research project involving the City's Community Garden program. The student conducted research into the development of the program and is preparing a report as part of a Sustainable Resource class. The report will offer suggestions on expanding the program and other improvements.
- Completed residential brush collection and bagged leaf collection along city streets. Bagged leaf volume was much higher than during the last collection in October.
- City crews conducted street sweeping, parks clean up and began fall clean up in Forest Glade Cemetery. Prepared specific parks and the Cemetery for Veterans' Day.
- Began preparations for Winter Operations, including holding a winter briefing with other Departments including Police, Fire and the School Department; crews began preparing heavy equipment for future snow and ice control operations.
- Completed removal of US flags along High Street and placed flags in storage for future use. Highway crews completed downtown Christmas holiday decorations.
- Participated in a workshop on funding stormwater management programs at UNH sponsored by the New England Stormwater Institute.
- Attended one day session at the annual New Hampshire Municipal Association (NHMA) conference in Manchester.
- Held a kickoff meeting with Wright-Pierce team on the Wastewater facility assessment and plant improvements project.

HIGHWAY DIVISION

Operations/Maintenance:

- Conducted Snow plow and sander maintenance
- Mounted & mobilized leaf vacuum truck
 - Fall clean-ups at City Hall, Library & parks
 - Leaf debris removal from roadside ditches, swales & curb lines
- Continued roadside brush cutting
- American flags; removed & stored
- Street & sidewalk Sweeping
- Collected brush and bagged leaves
- Completed Downtown Holiday Decoration Installation:
 - Garland & Christmas lights on down town street lights
 - Wreaths on City Hall Entries
 - Faux Christmas tree installed at U.S. Somersworth Park

Forest Glade Cemetery

- Prepared for two burials, 11-23 and 11-30.
- Fall Clean-up in progress

Contracted Services

- WWTP
 - Provided labor & trucking in conjunction with Wayne McKay's excavation services to repair broken water line at headworks building at the WWTF.

Recreation Support

- Removed and stored swings, volley ball & tennis nets from all parks
 - Laid out signage and access road improvements @ Mast Point Dam

WASTEWATER DIVISION

Operations/Maintenance:

- Switched over to the winter seasonal operation mode (A2O). This process is used to treat Biochemical Oxygen Demand (BOD), Total Suspended Solids (TSS) and ammonia. The permit defines the winter season from October 1st thru April 30th.
- NH-DES conducted a Laboratory audit/inspection during the month. No issues were discovered but legal changes in procedures as defined by the State will affect several existing Standard Operating Procedures (SOP's). We will update the affected SOP's and submit them for approval within the response time.
- Water Distribution completed the semi-annual inspection of backflow preventers at the WWTF and Blackwater Rd pump station. In all (5) were checked and passed.
- Experienced an underground water line break to the influent headworks building on 10/31. Water Distribution and Highway completed the repairs on 11/1.
- Treated a total of 42,400 gallons of septage from residents not on city sewer.

Compliance:

- Preparing monthly reports to US-EPA and NH-DES.
- Reported no permit exceedances for the month of November.
- Treated a total of 38-million gallons of wastewater during the month.

Capital Improvements Plan Items:

- Blackwater Rd pump station upgrade – We are moving forward with a formal application to NH-DES with construction expected in the spring of 2017.
- Replacement vehicle purchase – Ordered the replacement Ford F350 which is currently being prepared with options. Delivery is expected within 5-days.

WATER DIVISION***Items completed this month***

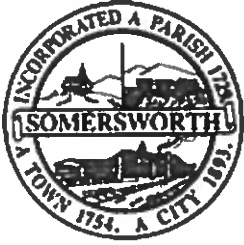
- Bacteria's and TOC's completed
- Pumped 36,000,188 gallons of raw water
- Filtered and pumped to the City 32,844,125 of finished water
- Installed new Flygt raw water pumps
- Continued testing chlorine residuals in the High St from Washington St to Blackwater Rd
- Presented a tour to Eric Momsen's class from Maplewood Elementary
- Replaced Phosphate pump
- Installed new sample port in the equalization basin manhole

Action items

- Flip lagoon sludge material to help with drying and reduce costs when removed this spring.

Water Distribution

- Water Distribution personnel completed over 45 work orders and service requests in the month of November. Personnel also made an emergency service repair at the WWTP.
- The division received delivery of its new one ton pick up truck.
- Hydrant painting has been suspended for the winter season. Requests to have a specific hydrant painted are welcomed. This request can be made by calling us at 692-6718.
- Winter hydrant maintenance will be the focus in November and December.



Somersworth Police Department
12 Lilac Lane
Somersworth, NH 03878
Business: (603) 692-3131 Fax: (603) 692-2111

David B. Kretschmar
Chief of Police

MEMORANDUM

Memo To: Bob Belmore, City Manager
From: David Kretschmar, Chief of Police
Date: November 30, 2016
Subject: Monthly Report – Month of November, 2016

Bob:

Below are some of the activities of our Department for the month of November:

COMMUNITY POLICING:

- Maplewood Elementary students toured the station and received safety information.
- A Cub Scout troop toured the station and received safety information.

PERSONNEL:

- Our Department Firearms Instructors received their recertification for instruction.
- All officers received firearms recertification.
- Our Department National Crime Information Center Terminal Agency Coordinators received certification with the State Police.
- We have hired Janis Dunham for our open Dispatcher position. She is currently in training.

OTHER NEWS:

- We were awarded Highway Traffic Safety Grants in the amount of \$9,408.00. The patrols will focus on impaired drivers and distracted driving with the goal of reducing the overall number of traffic accidents in Somersworth.



City of Somersworth

Fire Department

195 Maple Street – Somersworth, NH 03878-1594



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

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

NOVEMBER 2016 MONTHLY REPORT

EMERGENCY ACTIVITIES

Building Fires:	6
Vehicle Fires:	0
Outside Fires:	4
Emergency Medical:	56
Motor Vehicle Crash:	9
Malfunction/false alarm:	5
Accidental/public service:	38
Hazardous Condition:	6
Hazardous Materials:	6

NON-EMERGENCY ACTIVITIES

Burning Permits:	6
Fireworks Permits:	1
Oil Burner Permits:	1
Place of Assembly Permits:	1
Fire Safety Inspections:	14
Fire Drills:	8

CALLS FOR SERVICE

- We responded to 23 more emergency calls this November (130) than in November 2015 – an increase of 22%.
- A small fire at Walmart caused \$65,000 damage in lost merchandise due to smoke.
- We responded to mutual aid fires in Rochester and Berwick and Lebanon ME.
- American Ambulance continues to provide excellent EMS services to the city with an average response time that is approximately 4 minutes.

PLANNING/PROJECTS/GRANTS

- Mr. Alexander Marinaccio was appointed as our Field Rep for the NH Homeland Security so we now can pursue a state COOP grant.
- Met with municipal Emergency Management Directors in conjunction with "Ready Strafford" organization.

- Researched more information for the FY18-23 CIP.
- Witnessed final test and approved fire alarm, sprinkler and kitchen fire protection systems at Walmart.
- Attended pre-construction meetings for Tri City Dodge and Somersworth Storage.
- Attended tour of hydro-electric plant off of Buffamsville Rd.
- New call firefighter candidate interviewed and accepted (training starts in North Berwick on Dec 1).
- Assisted DPW with holiday decorations in downtown.
- Landlord reporting to the city clerk on requirements of RSA 540: 1-c is proceeding after our mailing to 330 building owners in September.

TRAINING/MEETINGS

- Continued training 4 new career firefighters on shift.
- Career crews completed vehicle extrication training on duty all month.
- Attended annual Fire Chiefs Symposium in Concord.
- Attended “Critical Thinking” course at Primex.
- 1 career firefighter attending EMT-Advanced course.
- Chaired JLMC meeting.
- Attended “SRTC”; “Traffic Safety Committee”; and “9-1-1 Committee” meetings.
- Attended “Snow Briefing” meeting.
- Attended Seacoast Fire Chiefs Association meeting.

COMMUNITY SERVICE

- Toy Bank sign ups began on November 28th at the fire station.
- Participated in Dover Holiday parade.

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

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

December 2, 2016

CERTIFICATION

Re: City of Somersworth, New Hampshire

Ordinance No. 5-17

Title: **CITY COUNCIL MEETING SCHEDULE FOR 2017**

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.

Date: 12/2/16

MITCHELL MUNICIPAL GROUP, P.A.
City Attorney

by 

MITCHELL MUNICIPAL GROUP, P.A.

ATTORNEYS AT LAW
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December 2, 2016

CERTIFICATION

Re: City of Somersworth, New Hampshire

Ordinance No. 6-17

Title: **AMENDING CHAPTER 4, PERSONNEL RULES AND
REGULATIONS, SECTION 2.3 PLEDGE AGAINST DISCRIMINATION**

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: 12/2/16

by: 

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December 2, 2016

CERTIFICATION

Re: City of Somersworth, New Hampshire

Ordinance No. 7-17

Title: **AMENDING CHAPTER 8A SEWER ORDINANCES**

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: 12/2/16

by: 

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December 2, 2016

CERTIFICATION

Re: City of Somersworth, New Hampshire

Ordinance No. 8-17

Title: **ADOPT NEW SECTION IN CHAPTER 6 CITY OFFICIALS,
TITLED - SECTION 6.9.4 SOLAR EXEMPTION**

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: 12/2/16

by: 

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December 2, 2016

CERTIFICATION

Re: City of Somersworth, New Hampshire

Resolution No. 24-17

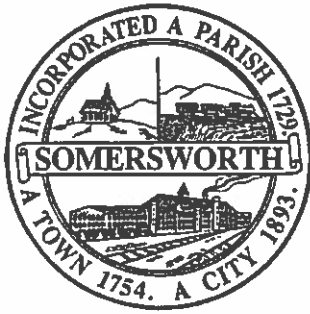
Title: **PROCLAMATION DECLARING JANUARY DIVERSITY MONTH
IN THE CITY OF SOMERSWORTH**

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: 12/2/16

By: 



Mayor/Council
FYI

**Shanna B. Saunders, Director
Development Services**

To: Bob Belmore, City Manger
Date: November 9, 2016
Re: Status of Millennium Park upgrades by Joe Falzone- Sunningdale
Development

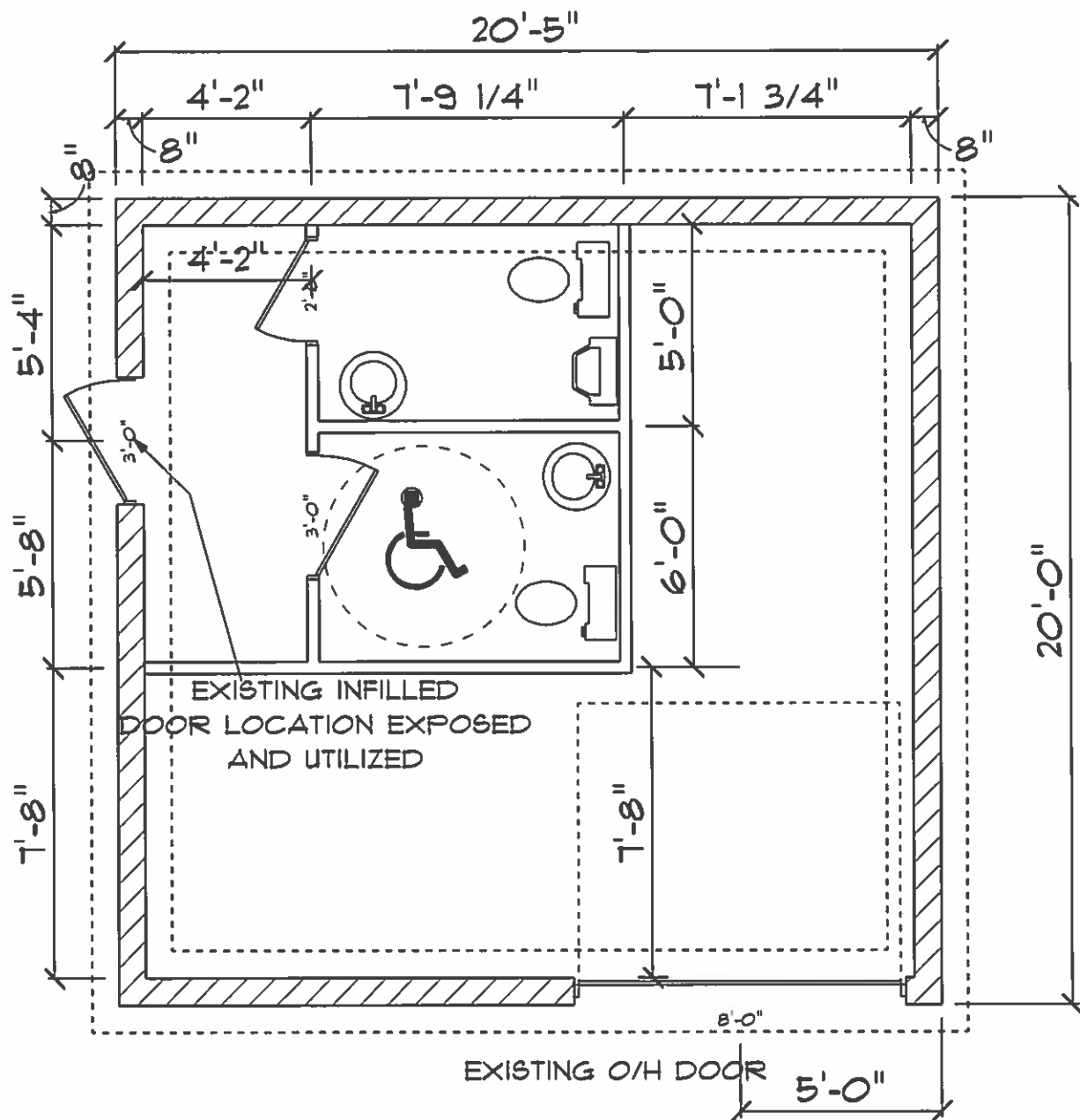
We have been working with Joe Falzone, developer of Sunningdale Subdivision on refining the scope of work for the Millennium Park upgrades for several months. An on-site meeting was held April 4, 2016 and a Memo from Dubois and King (D&K) summarizing the work task items was issued May 5, 2016.

At that time we were told the sewer line install could not happen until June/July at which time we asked that that work be put off until September because of heavy park use in the June – August timeframe.

A playground structure was decided on in September. (See attached) In addition the City decided to keep 4 (two playing lengths) of the 10 horseshoe pits.

We met the developer out on site on October 6th in anticipation of the start of work. At that time we decided as a group to reroute the pedestrian path from next to the bathhouse to through the woods directly to the play area. This path connects the park to the Sunningdale sidewalk system. We also decided that when Joe reconstructs the bathroom space in the bath house that we would design the bathrooms to be accessed from a new exterior door rather than through the garage and past the City storage area. (See attached floor plan)

We had a conference call yesterday with Joe to talk about schedule since work has still not started and we were assured that work on the improvements would begin this week.



MILLENNIUM PARK REST ROOM

