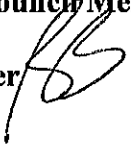


CITY OF SOMERSWORTH
Office of the City Manager

TO: Mayor Dana Hilliard and City Council Members

FROM: Robert M. Belmore, City Manager 

DATE: Friday, November 7, 2014

SUBJECT: City Manager's Report for Monday, November 10, 2014
City Council Agenda

6:00 p.m. – Workshop with School Board and SAU Superintendent, Jeni Mosca.

6:15 p.m. – Workshop for an Update from HTA Engineer, Bill Davidson on the Downtown Infrastructure Project and Presentation from VHB Engineer, Greg Bakos Regarding TE Grant Project Changes.

6:45 p.m. – Public Hearing

Re: Ordinance No. 8-15 Amending Chapter 13, Police Offenses, Section 3.3, One Way Streets Relative to Main Street for Northerly Traffic Only between Station Street and Market Street.

Lay on the Table (under Section 12 of Agenda)

Ordinances:

- A. Ordinance No. 6-15 Amend Chapter 13, Police Offenses, Section 3.3 One Way Streets, Relative to Constitutional Way.

Other:

- A. Authorize City Manager to Sign Until Agreement to Extend Natural Gas Service to Former Police Department Building.

New Business (under Section 14 of Agenda)

Ordinances:

- A. Ordinance No. 8-15 Amend Chapter 13, Police Offenses, Section 3.3, One Way Streets Relative to Main Street for Northerly Traffic only Between Station Street and Market Street.**

Other:

- A. Discuss Former Police Station Building Site – Request of Councilor Denis Messier.** FYI – The Economic Development met on Friday, November 7th. The disposition of this property was part of their meeting deliberations.
- B. Vote to Authorize the City Manager to Sign Agreement to Delay Eviction.** The property owner/resident is working with appropriate social service agencies to secure funding to remain in her home. She is battling an illness and needs more time. This “Draft” Agreement was written by City Attorney. Please consider approving City Staff’s recommendation for approval to allow an eviction stay with this Agreement.

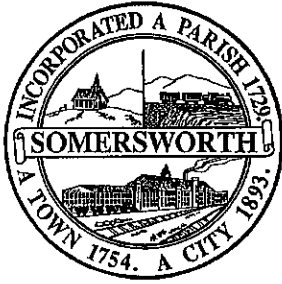
City Manager’s Items (under section 10 of Agenda)

A. Information Items:

- 1. Tax Rate.** Attached is a memorandum that provides a detail breakdown of the City’s tax rate for 2014 as recently set by the NH Department of Revenue Administration. The 2014 rate is set at \$31.14 which is a .67 increase. Property Tax Bills will be mailed out the week of November 10th.
- 2. Highway Safety Grants.** I wanted to share that the Police Department submitted Grants for Cruiser Laptops (maximum of \$10,000) and a Radar Speed Display Trailer (maximum of \$6,000). It will be a few months before we know if we receive these Grant requests.
- 3. Goal Session.** I wanted to remind you that an annual Goal Session follow-up meeting is presently scheduled for Saturday, November 15th at 10:00 a.m.

B. Attachments:

1. City Attorney Certifications: One (1).
2. Department Head October Monthly Reports.



MEMORANDUM

To: Bob Belmore, City Manager
From: Scott Smith, Director of Finance and Administration
Date: November 6, 2014

Re: Tax Rate

We received official notification from the Department of Revenue Administration today on the City's 2014 tax rate. The State of New Hampshire has set the City's tax rate at \$31.14.

The comparison to the 2013 tax rate breaks down as follows:

	<u>2014 Tax Rate</u>	<u>2013 Tax Rate</u>	<u>Increase/(Decrease)</u>
City	10.35	10.07	0.28
Local School	15.54	15.39	0.15
State School	2.40	2.32	0.08
County	<u>2.85</u>	<u>2.69</u>	<u>0.16</u>
 Totals	 31.14	 30.47	 0.67

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

Cc: Pam Constance, Assistant Finance Director

Bob Belmore

From: Bob Belmore
Sent: Thursday, November 06, 2014 1:29 PM
To: briantapscott@comcast.net'; Councilor Dale Sprague (dsprague@somersworth.com); Councilor David Witham (dwitham@somersworth.com); Councilor Jon McCallion; Councilor Marcel Hebert; councilorsoldati@me.com; Denis Messier (messier3@comcast.net); Martin Pepin (mpepin@comcast.net); Mayor Dana Hilliard; Sean Collins
Cc: Brenda Breda; Christien Dubois; William Travascio; 'Jeni Mosca'; Dave Sharples; Dean C; Keith Hoyle; Scott A. Smith; Todd Smith
Subject: 2014 Tax Rate
Attachments: doc00069620141106104111.pdf

Good Morning Mayor, Councilors and others,
Attached is a Memorandum from Finance Director Smith regarding receipt from NH DRA of the City's official 2014 tax rate.

RECAP

- When City Council adopted the budget, our projection was a total (city/school/county) tax rate increase of approximately 71cents, from \$30.47 to \$31.18.
- After City Council passed supplemental appropriation/s, the new total rate increase was estimated at 77cents +/-.

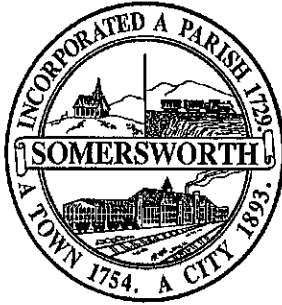
2014 TAX RATE

The attached memo will provide the complete breakdown of the 67cent increase; from \$30.47 (2013) to the new rate of \$31.14 (2014).

Please contact me with any questions,
Sincerely,
Bob

Robert M. Belmore, ICMA-CM
City Manager
City of Somersworth, NH
office 603-692-9503
direct 603-692-9502

11/7/2014



MEMORANDUM

To: Bob Belmore, City Manager
From: Scott Smith, Director of Finance and Administration
Date: November 5, 2014
Re: **Monthly Report**

Finance Department:

- Participated in Union Negotiations
- Met with City Manager and Department Heads on 2016-2021 CIP.
- Started Training with Cable Access Coordinator.

Requests for Bids/Proposals:

- Bids Opened:
 - Financial Management System – Opening October 16, 2014
 - Catch Basin Cleaning – October 2, 2014
 - Public Safety Recoding System – October 16, 2014
- Bids in Progress
 - WWTF Backup Generator – November 6, 2014
 - Winter Sand – November 6, 2014

City Clerk:

- Prepared for and took minutes at two scheduled meetings during the month. Also attended and took minutes at Council Standing Committee meetings.
- Prepared for November election.
- Cash receipts for the month were \$5,726.

Tax Collector:

- A total of 1,080 vehicles were registered for a total of \$125,605 during the month.
- Collected \$5,310 for Municipal Transportation Fund during month of October.
- 27 customers used the drive up window during the month.
- 46 Motor Vehicles were registered in September using the E-Reg online process.
- Total receipts for the month were \$1,299,934.

Human Services:

- Total assistance for the month was \$9,156. That compares to \$ 9,217 for the month of September 2014 and \$ 9,234 for October 2013.
- 8 new cases were opened compared to 11 in 2013 and 12 in 2012.
- 24 cases were approved for varying levels of assistance in September, with 9 cases still pending and 3 cases denied. 15 cases were referred to other agencies for support.

Library

- Library Assistant completed PRIMEX's Emerging Leaders Program. As part of the program she is developing a Facebook page for the Library which should be completed later this year.
- The Friends completed their purchases of new chairs to go with the oak tables in the building. They have planned a cookbook and bake sale for November 15th, and have tentative plans for a romance and chocolates sale on Valentine's Day 2015.
- The library provided 11 programs this month, including 9 story times and a visit from Strafford County Head Start.

Information Technology

- Spent time in general server maintenance, checked systems, checked and cleared logs.
- Moved server and other equipment to downstairs room. This should help with the heat issues we were having, and also provided the ability to clean up the space in the CCTV room.

Department of Development Services (DDS)
Monthly Report
October 2014

Office of Assessing:

- Hearings were held about the value changes resulting from the Revaluation from September 5th through September 19th.
- Letters were mailed to all property owners who had hearings resulting from the Revaluation, to inform them of the Final Values placed on their property.
- The MS-1 form was completed and mailed to the DRA
- Preparations were made to gather information for the Equalization Ratio.
- All information received from Current Use recertification letters was reviewed in October.
- Sales Verification inspections have taken place in the month of October.
- Permit inspections/checks have taken place in the month of October.
- The City received one abatement appeal to the BTLA, which will be going through mediation in the upcoming months.

Office of Code Enforcement / Property Maintenance:

Property Maintenance and Code Enforcement Activity Report for October 2014					
Incident Location	Origin of Complaint	Nature of Concern	Responsible person notified	Compliance	Comments
95 Main Street	CC	property maintenance	yes	pending	with building inspector
33 Coles Pond Road	CC	property maintenance	yes	pending	
Blue Heron Drive	CC	rubbish	yes	yes	
62 Green Street	DDS	ordinance violation	yes	yes	garbage
349 Main Street	DDS	property maintenance	yes	pending	
9 Andrews Road	CC	ordinance violation	yes	yes	sign violation
13 Langelier Court	CC	property maintenance	yes	yes	
48 Green Street	DDS	ordinance violation	yes	yes	rubbish
62 Green Street # 2	DDS	ordinance violation	yes	yes	rubbish
400 High Street	CC	ordinance violation	yes	pending	dumpster enclosure
407 Main Street	DDS	property maintenance	yes	pending	construction dumpster
20 Hanson Street	CC	property maintenance	yes	yes	
317 Main Street	CC	property maintenance	yes	pending	retaining wall in disrepair
55 Green Street	DDS	ordinance violation	yes	yes	rubbish on sidewalk
62 Green Street # 3	DDS	property maintenance	yes	yes	rubbish & garbage
334A Main Street	DDS	ordinance violation	yes	pending	junkyard issue
139 Indigo Hill Road	CC	property maintenance	Yes	Yes	no heat
13 Central Street	DDS	property maintenance	yes	yes	rubbish
In addition to new complaints received work continues on the Work in Progress (WIP) files from past months					

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

361	Rt 108	New Construction	\$300,000.00	\$2,410.00
30	Jack and Jill	mobile home set and rehab	\$3,000.00	\$34.00
8	Jack and Jill	mobile home set and rehab	\$3,000.00	\$34.00
31	Jack and Jill	mobile home set and rehab	\$3,000.00	\$34.00
407	Main	Rehab (Gut and rebuild)	\$50,000.00	\$410.00

Minor Building Permits issued in October 2014:

36	Rocky Hill Rd	Fence	\$5,995.00	\$58.00
130	Indigo Hill Rd	Porch	\$15,000.00	\$130.00
267	Rt 108	Other/See notes	\$20,500.00	\$174.00
3	Lenox	Fence	\$6,536.00	\$62.29
99	Buffimsville	Roof	\$62,625.00	NA
38	West High	Fence	\$2,350.00	\$28.50
130	Sherwood Glen	Deck/Deck Stairs	\$1,000.00	\$25.00
199	West High	Roof	\$8,500.00	\$78.00
0	Memorial Dr	Shed	\$10,400.00	NA
27	Pinewood Dr	Deck/Deck Stairs	\$1,000.00	\$25.00
31	Second	Roof	\$8,700.00	\$79.60
25	Drew Rd	Bathroom addition/Remodel	\$7,600.00	\$70.80
157	Rt 108	Other/See notes	\$75,000.00	\$600.00
224	Rt 108	Tenant fit up	\$1,500.00	\$25.00
7	Memorial Dr	Shed	\$1,500.00	NA
31	Prospect	Window replacement	\$12,000.00	\$106.00
136	Old Rochester Rd	Fence	\$3,960.00	\$41.50
7	Stackpole Rd	Remodel (Remove + upgrade)	\$20,000.00	\$170.00
15	RonWyn Dr	Shed	\$500.00	\$25.00
67A	Maple	Bathroom addition/Remodel	\$8,500.00	\$78.00
17	Broad	Roof	\$5,000.00	\$50.00
22	Canal St	Tenant fit up	\$15,000.00	\$130.00
16	Tates Brook Rd	Chimney/Chimney lining	\$2,800.00	\$32.40
7	Lil Nor Ave	Window replacement	\$11,558.00	\$102.46
9	Wells	Roof	\$52,260.00	\$428.08

PERMIT RECEIPTS						
	2011	2012	2013	2014	DIFFERENCE this year to last	% OF CHANGE
January	\$1,643.82	\$1,789.50	\$1,387.72	\$1,820.00	\$432.28	31.2%
February	\$807.00	\$658.60	\$1,922.02	\$3,864.00	\$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	\$4,768.15	\$2,297.78	93.0%
May	\$2,738.50	\$5,532.00	\$6,979.20	\$26,049.95	\$19,070.75	273.3%
June	\$1,844.30	\$1,701.00	\$3,609.52	\$24,212.88	\$20,603.36	570.8%
July	\$2,570.96	\$3,750.70	\$3,968.83	\$3,646.20	-\$322.63	-8.1%
August	\$2,437.74	\$3,059.03	\$13,916.92	\$6,156.50	-\$7,760.42	-55.8%
September	\$4,306.25	\$3,422.70	\$8,522.70	\$6,224.10	-\$2,298.60	-27.0%
October	\$1,473.41	\$2,217.25	\$4,336.68	\$6,880.63	\$2,543.95	58.7%
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	\$85,814.05	\$35,726.09	41.6%
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	62	58	-4	-6.5%
September	53	51	72	68	-4	-5.6%
October	56	61	60	70	10	16.7%
November	61	36	50			
December	35	45	42			
YTD Totals	781	589	656	521	-43	-7.6%

Land Use Boards:

Conservation Commission October 2014:

- Key Auto Group, on behalf of the Mareld Company, Inc., 100 Tri City Road, in the Business (B) District, Assessor's Map 39, Lot 01, CUP #02-2014. The Commission discussed the request for a Conditional Use Permit at their regular meeting. The Commission held a site walk of the property and voted to recommend approval of the application to the Planning Board.

Historic District Commission October 2014:

- 335-337 Main Somersworth, LLC, 67-73 High Street, Assessor's Map 11, Lot 63, HDC #05-2014. Application for exterior renovations was **approved**.
- ABK Realty Management, LLC, 17-31 Market Street, Assessor's Map 11, Lot 93, HDC #18-2014. Application to re-side three buildings was **approved**.
- Arthur Hendrickson, 105 High Street, Assessor's Map 11, Lot 35, HDC #19-2014. Application for window and door replacement was **approved**.
- Dan & Britney Bard, 31 Prospect Street, Assessor's Map 11, Lot 115, HDC# 21-2014. Application for exterior renovations was **approved**.

Planning Board October 2014:

- Roger Therrien, Roger's Auto Body, 371 Route 108, Assessor's Map 48 Lots 20 & 20B, SITE #09-2014. Application for a building addition and voluntary lot merger was tabled until the November 19, 2014 Planning Board meeting.

Zoning Board October 2014:

- Elm Grove East, LLC, 65 Green Street, Assessor's Map 10, Lot 24, ZBA #10-2014. Application for a variance regarding minimum parking spaces was **tabled** until the November ZBA meeting.
- Katie Parker, 136 Old Rochester Road, Assessor's Map 65, Lot 01, ZBA #11-2014. Application for a variance for a fence greater than four feet in height in the front yard was **approved**.

Economic Development

- See separate report attached

Parks and Recreation

- The Saturday morning Pee Wee Soccer program concluded on October 18th. The program had a total of 52 participants.
- The Community Walking Club at Mount Calvary Cemetery concluded its 6 week session on Wednesday, October 15th.
- The Dept. has been actively marketing our Rec. Youth Basketball program for children in grades 1-6. Registrations are now being accepted and the deadline to sign up is

November 12. This year we added an early bird price of \$45 until October 31st. We got a total of 98 participants who signed up for the early bird price. The price is now \$60 until Nov. 12. This program runs for 8 weeks and begins on November 15.

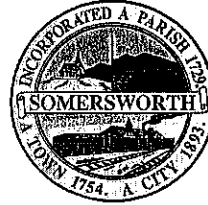
- A security camera was installed at Millennium Park on the top of the pavilion. A surveillance sign has also been installed on the equipment box as you enter the park.
- Recreation Clerk, Mona Potter, had her last day in the office on October 31. Mona worked part-time Monday-Thursday from 11:30-4:30.
- The water was shut off on October 20th at Noble Pines and Millennium Park for the winter. All water lines have been blown out and winterized.
- The volleyball nets at Millennium Park were removed for the winter months.
- The Dept. received final approval for the Mast Point Dam Revitalization Project. The Dept. will have an intern from UNH to help assist with this project.

Submitted by Dave Sharples

Monthly Update

- Christine attended the monthly Seacoast CIBOR mtg. to promote the available properties, incentives and development opportunities in Somersworth including the former PD downtown and the City-owned parcel at Malley Farm.
- Christine promoted the City through interviews with: UNH Cooperative Extension, ED Academy; Foster's, Exit 10 and Rte. 108 improvements; NHPR, the resurgence of community minded Millennials in the City.
- The NH Economic Development Association met in Conway to discuss investment in start-ups and the resources needed for new business success.
- Christine attended the Distinguished Leaders in Advanced Manufacturing in New Castle on October 2nd and the Women in Technology panel discussion in Portsmouth on Oct. 21st.
- Attendance at Chamber Board mtgs. and events, Strafford Regional Planning Commission, the high school Career Technical Center Renovation Committee and leadership roles with the Skyhaven Airport and the Chamber Ambassador Committee continue.
- Christine continues to develop relationships between the CTC and local businesses to grow and promote internship opportunities. J-Pac Medical, Blue Dolphin and Tradeport USA are now reviewing resumes for Internship candidates.
- Business outreach and assistance continues with a focus on the medical community in the City. Several mtgs. took place with individuals either interested in starting a business in Somersworth or who are in the planning stages of opening a business in Somersworth.
- A shared working space, Ampersand, opened up in the Canal St. Mills.
- Christine participated in a regional resource mtg. at Safran/Albany in Rochester to address the growing need for qualified talent for these and other advanced manufacturing businesses in the region. Also in attendance were representatives from the CTC's, Great Bay Community College and the Advanced Technology and Academic Center.
- Last but definitely not least, the downtown construction project communications and outreach continue and will be wrapping up for the season around Thanksgiving.

Monthly Report



To: Bob Belmore, City Manager
From: Todd Smith, Director
Date: November 4, 2014
Re: Public Works Monthly Report for October, 2014

DIRECTOR'S COMMENTS

- Attended T2 training covering NH Road Law for Municipalities; and Reasonable Suspicion Training.
- Assisted in reorganization of cemetery Trustees meetings.
- Organized painting of Italian Well House at Forest Glades Cemetery.
- Organized removal of 17 Fairpoint poles from W. High Street.
- Organized removal of directional poles from old AMR site.
- Scheduled winter training class for all DPW personnel with Primex for 11/7/14.
- Organizing a Winter Storm Workshop for DPW and other city personnel for early November.
- Oversight with City Engineer of High Street Paving Project.

WASTEWATER DIVISION, Jamie Wood, Chief Operator

Operations/Maintenance:

- Maintaining Mean Cell Residence Time (MCRT) at 6-days. Now operating under winter target limits. Nutrient Removal season runs annually from May 1st through September 30th.
- Conducted and submitted the semi-annual sludge analysis report to Waste Management Inc.. Results were accepted for another 6-months.
- Submitted the annual chemical co-op quantities request for the 2015 purchasing program. The list includes sodium hypochlorite, sodium bisulfite and sodium aluminate. A bid request is pending and will be due back in December.
- Called in Granite Industrial Trucks to address a motor alarm on the fork lift. The main computer required a re-boot which resolved the issue.
- A water hydrant cracked at the headwork's building after hours which required a page out to water distribution. The hydrant required replacement which was conducted on 10/3 & 4 with the assistance of Public Works.
- A bid request concerning the replacement generator has gone out and is due on 11/6/14. I've been scheduling and meeting with vendors upon request.
- Rockwell roofing conducted the roof repairs on the main facility building in accordance with the CIP program. This was completed on 10/16-10/20.
- Treated a total of 46,000 gallons of septage from throughout the city.

Safety:

- Reviewed NH-DES Q&A concerning Enterovirus D68 and Ebola for wastewater employees.
- Ned attended JLMC meeting on 10/2/14.

Compliance:

- Preparing Monthly Reports to US-EPA and NH-DES. Reports are due to the agencies by the 15th of each month.
- Treated a total of 36-million gallons of wastewater during the reporting month.
- Completed quarterly storm water inspection in accordance with the onsite Storm water Prevention Plan (SWPP).

Industrial Pretreatment Program:

- Stephanie attended the Region 1 annual pretreatment conference on 10/29 & 30.

WATER DIVISION, Greg Kirchofer, Water Plant Operator***Items completed this month:***

- Annual Flushing of distribution system.
- Lagoon 2&3 cleaned by RMI.
- Shifted sludge water to lagoon 2 for dewatering.
- Updated and entered water use reporting for 3rd quarter.
- Scheduled compressor repair on oil separation filters.
- Contacted contractor regarding scheduling of slate roof repair.
- Completed UCMR3 data entry to EPA.
- Contacted NHDES regarding BMP training for well waiver (tentative schedule 11/13).

Action items:

- Slate Roof repair.
- SCADA upgrade.

HIGHWAY and WATER DISTRIBUTION, Shawn McLean, General Foreman

Highway:

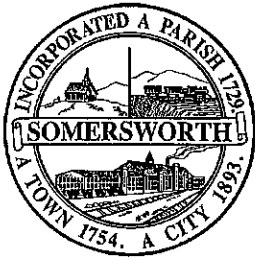
Roads

- Catch Basin installed on Buffumville Road.
- Assisted with Pumpkin Festival set up.
- Dismantled beaver dam on Rocky Hill road and Memorial Drive.
- Brush and Leave pick up started in October.
- Roadside mowing city wide.

Water Distribution:

- Directional Flushing throughout City 5th – 17th
- Winterized and flagged Hydrants
- Water off and winterized parks and cemeteries
- Exercised Gates and Valves in various areas of the city
- Continuing work with Severino and Pike
- New water connection at 88 Lily Pond
- New water connection at 450 High St

Work orders:	30
Final Reads:	9
DigSafes:	26
Backflow Devices Tested:	Contracted



Somersworth Police Department

12 Lilac Lane

Somersworth, NH 03878

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

Dean W. Crombie
Chief of Police

MEMORANDUM

Memo To: Bob Belmore, City Manager
From: Dean Crombie, Chief of Police
Date: October 1, 2014
Subject: Monthly Report – Month of September 2014

COMMUNITY POLICING:

- The Department assisted in the annual Senior Picnic held at the Flanagan Center. Chief Crombie emceed the event. It was a great turnout and everyone had a good time.
- The DEA Prescription Drug take back day was successful with citizens turning in unwanted prescriptions.

PERSONNEL (TRAINING & STAFFING):

- Chief Dean Crombie celebrated his 20th anniversary as Chief of Police. He is the first Police Chief for the City that has achieved that milestone.
- Jason Sanborn was hired as a full time patrolman. He will complete field training before attending the police academy.
- Officer Alex McMillen is currently in the full time police academy in Concord.
- Dispatcher Lefebvre has received her training and certification for the SPOTS Network through the State Police.

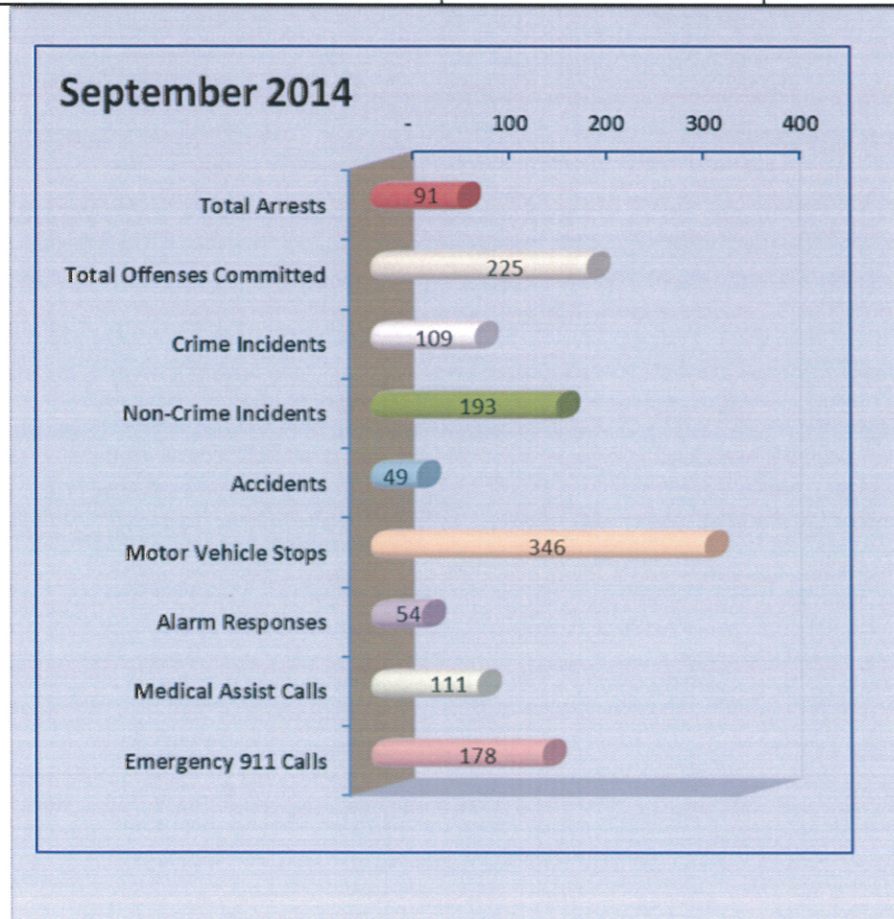
OTHER ITEMS TO REPORT:

- CVS Pharmacy graciously awarded us a grant for a new prescription drug turn in box. It has been delivered and installed in our lobby. It will allow citizens to turn in unwanted prescriptions and over the counter medications year round (without having to wait for a drug take back day).

- We were awarded a grant for a new Portable Breath Test (PBT) Unit from the Liquor Commission.

SPD STATISTICS

	Month of Sep-14	Year to Date Totals
Total Arrests	91	817
Calls for Service (Including Items Below)	2,136	19,023
Total Offenses Committed	225	2,093
Crime Incidents	109	972
Non-Crime Incidents	193	1,652
Accidents	49	369
Motor Vehicle Stops	346	3,436
Alarm Responses	54	550
Medical Assist Calls	111	1,045
Emergency 911 Calls	178	1,671
Revenues Deposited FY 2014-2015	\$2,827.83	\$35,557.07





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

OCTOBER 2014 MONTHLY REPORT

EMERGENCY ACTIVITIES

Building Fires:	3
Vehicle Fires:	0
Outside Fires:	4
Emergency Medical:	54
Motor Vehicle Crash:	9
Malfunction/false alarm:	5
Accidental/public service:	20
Hazardous Condition:	4
Hazardous Materials:	2

NON-EMERGENCY ACTIVITIES

Burning Permits:	14
Fireworks Permits:	0
Oil Burner Permits:	1
Place of Assembly Permits:	6
Fire Safety Inspections:	6
Fire Drills:	12

CALLS FOR SERVICE

- We responded to 2 more emergency calls this October (101) than in October 2013 – an increase of 2%.
- Responded to two mutual aid fires in Dover and one in Rochester.
- American Ambulance continues with excellent service to the City, with their average response time still around 4 minutes.
- We have been working closely with American Ambulance and Wentworth Douglass about Ebola procedures and protocols.

PLANNING/PROJECTS/GRANTS

- The three new call firefighters added through the SAFER Act grant who are attending the firefighter basic training academy in Greenland sponsored by the NH Department of Safety are excelling.
- The Fire Station Study Committee continues its monthly meetings.
- Met with Pinewood Medical Center engineers relative to a re-design of their basement area.

- Met with fire protection engineers relative to the Verizon Tower project inside the VFW building.
- Ordered 7 new Scott SCBA for \$55,764 from IPS of Wilmington MA. for the aerial ladder.
- All county fire chiefs/EMDs continued meeting with the state's Strafford County emergency management and public health vendor (Ready Strafford) relative to public health and emergency management initiatives in the county.
- Took delivery of the new TNT "rescue tool" for motor vehicle accidents and industrial rescues. Training now ongoing and we expect to place the unit in service shortly.
- Acquired 25 cots for Idlehurst School for use when we set up a shelter there. Red Cross training scheduled next month.
- NH Department of Safety has revamped its application process for EMPG grants and we will be exploring the new process for possible grants.
- Notified by FEMA that we did not receive a 2013 FIRE Act grant. We will be applying next month for the 2014 FIRE Act grant process and scaled down request.
- Conducted acceptance test of the new fire protection systems at Tri-City Subaru.
- Assisted SAU 56 with grant preparation for security and safety grant for the high school through the state.
- Engine 3 taken by Eastern Fire Apparatus for warranty paintwork. It should return in mid-November.
- IMC Corporation here to demonstrate their inspection software.

TRAINING/MEETINGS

- All personnel received U.S. Navy shipboard firefighting training at the Portsmouth Naval Shipyard (we are in their first-due mutual aid network).
- Attended American Ambulance CASS award luncheon.
- Three personnel attended leadership course in Dover sponsored by Seacoast Fire Chiefs.
- Attended Primex class on "Organizational Alignment".
- Attended meetings of the SRTC; JLMC; EMS presentation at City Council; Active Shooter Committee; Public Safety Committee; and Seacoast Fire Chiefs.

COMMUNITY SERVICE

- Annual "Open House" on October 4 attended very well by the public (photos attached).
- Numerous Somersworth School children visited the fire station during Annual Fire Prevention Week and we spent one day at the Middle School instructing children on fire safety behaviors utilizing the Fire Safety House and our portable fire extinguisher training module.
- Continued providing coverage for Somersworth Youth Football.

Respectfully Submitted:

Keith E. Hoyle, Fire Chief/EMD

BE SAFE – FIRE SPRINKLERS SAVE LIVES – CHECK SMOKE DETECTORS



City of Somersworth Report

October 2014

Number of Responses: 144

Response Time Average: 3 min 56 seconds

Training:

-Training provided on Ebola

Other:

A very significant amount of time has been spent during the Month of October preparing for Ebola. Our philosophy is that in the unlikely event we were to manage a Patient Under Investigation of Ebola Virus we want to assure our staff is prepared to do so safely. In addition to this we have taken it as an opportunity to prepare for the unknown infectious disease of the future.

We have coordinated with Somersworth Police Department, Somersworth Fire Department, Frisbie Memorial Hospital, Wentworth Douglas Hospital, NH State Authorities, and monitored CDC conference calls. In addition we have taken the proactive out of the box steps of applying for the residents of Somersworth. These steps require waivers from NH EMS and I are currently pending. Once the waivers are approved we will officially share our plans further, the Fire Chief has our draft plan at this time.

Somersworth should take comfort that neighboring departments in the region have been reaching out to our leadership seeking our advice and expertise in best practices for this unlikely disease.



ORDINANCE NO. 6-15 AMEND CHAPTER 13, POLICE OFFENSES, SECTION 3.3 ONE WAY STREETS, RELATIVE TO CONSTITUTIONAL WAY.

Somersworth, NH

September 2, 2014

The City Council of the City of Somersworth ordains that the ordinances of the City of Somersworth, as amended, be further amended as follows:

Amend Chapter 13, Police Offenses, Section 3.3 One Way Streets, by rescinding the following:

- Constitutional Way for southerly traffic only between High Street and Washington Street.

When signs are removed prohibiting north bound traffic flow on Constitutional Way, travel lanes will be for both north and south bound traffic. Parallel parking will be allowed as indicated by painted parking stalls.

Introduced by

Mayor Dana S. Hilliard

Councilor Denis Messier

Approved:

City Attorney

ORDINANCE NO. 8-15 AMEND CHAPTER 13, POLICE OFFENSES, SECTION 3.3 ONE WAY STREETS RELATIVE TO MAIN STREET FOR NORTHERLY TRAFFIC ONLY BETWEEN STATION STREET AND MARKET STREET.

Somersworth, NH
November 10, 2014

THE CITY COUNCIL OF THE CITY OF SOMERSWORTH ORDAINS THAT the Ordinances of the City of Somersworth, as amended, be further amended as follows:

Amend Chapter 13, Police Offenses, Section 3.3 One Way Streets by adding the following:

Upon being designated and signs posted, the following streets shall be one direction for vehicular traffic:

- Main St., for northerly traffic only between Station St. and Market St.

This ordinance shall take effect upon its passage.

Introduced by

Mayor Dana S. Hilliard

Councilors:

Dale R. Sprague

David Witham

Denis Messier

Brian Tapscott

Approved:

City Attorney

MITCHELL MUNICIPAL GROUP, P.A.

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

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

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

November 4, 2014

CERTIFICATION

Re: City of Somersworth, New Hampshire

Ordinance No. 8-15

Title: AMEND CHAPTER 13. POLICE OFFENSES.
SECTION 3.3 ONE WAY STREETS RELATIVE TO
MAIN STREET FOR NORTHERLY TRAFFIC ONLY
BETWEEN STATION STREET AND MARKET STREET

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: 11/4/14

by: 