


CITY OF SOMERSWORTH
Office of the City Manager

TO: Mayor Dana Hilliard and City Council Members

FROM: Robert M. Belmore, City Manager 

DATE: Friday, September 4, 2015

SUBJECT: City Manager's Report for Tuesday, September 8, 2015
City Council Agenda

6:30pm Non-Meeting
Discuss the Tentative Agreement for the Somersworth Public Administrators Association (SPAA).

Lay on the Table (under Section 12 of Agenda)

Ordinances

- A. Ordinance No. 24-15 Amend Chapter 13, Police Offenses, Section 3.G, Permits and Reserved Parking (Re-referred to the Public Safety Committee).**
- B. Ordinance No. 4-16 Amending Chapter 30 Conduct in Public Parks.** Chief Crombie, Director Sharples and I have re-visited the concern raised at the last Council meeting. Staff's recommendation is to change "*or any other City Official*" to "*or any Somersworth Code Official*". This will allow our Code Enforcement Officer and Code Compliance Officer to enforce this City Regulation.

New Business (under Section 14 of Agenda)

Ordinances

- A. Ordinance No. 5-16 Amend Chapter 7, Streets, Highways, Sewers, Section 7.4 Fees.** Attached is a memorandum and spreadsheet from Finance Director Scott Smith providing a brief explanation regarding our pay-per-bag program and the associated balance in this enterprise fund. The Finance Committee did review this issue and recommends moving forward with the increase. Presently we charge \$1.75 for a 30 gallon bag and \$1.20 for a 15 gallon bag. The new costs would rise to \$1.80/1.85 over the 2 years and \$1.25/1.30 respectively. I recommend a Public Hearing prior to the next Council meeting on Monday, September 21st at 6:45 p.m. (FYI: The City of Dover charges residents \$2.15 and \$1.45 for their bags).

- B. Ordinance No. 6-16 Supplemental Appropriation for Road Resurfacing Projects.** Attached is a memorandum from Finance Director Scott Smith that provides a breakdown of the cost for the High Street-Pike Road Project. The Finance Committee supports this Supplemental Appropriation. These funds, if approved, would be added to other available funds for road projects. That is, \$168,908 encumbered from the Blackwater/ Whitehouse Road projects and \$150,000 in this year's road resurfacing budget. This would provide a new total of \$615,932 in available funding for road improvements. The City Charter requires a Public Hearing which could follow the Hearing on the pay-per-bag proposed cost increase at 6:50 p.m. at the Council meeting on September 21st.
- C. Ordinance No. 7-16 Adopt New Chapter 13F, Juvenile City Curfew.** This Ordinance has been reviewed and amended per City Attorney recommendations. If approved, this Chapter would be added to our Police Offenses Ordinance section.

Resolutions

- A. Resolution No. 4-16 To Install Security Cameras at Noble Pines Park.** This was re-referred to the Finance Committee which is meeting on Tuesday, September 8th at 8:00 a.m. Please see attached memorandum from Director Dave Sharples that summarizes the discussion to date.
- B. Resolution No. 5-16 Elderly Tax Exemption.** Attached is a memorandum from Director Sharples that highlights the proposed changes as well as the projected tax rate impact if adopted (0.03 cents). As indicated, this Resolution is written to be effective next year. Therefore, the tax impact would not be realized this fiscal year.

Other

- A. Vote to Ratify a 1-Year Wage and Working Agreement between the City of Somersworth and the Somersworth Public Administrators Association.** There is a confidential memo from our Labor Relations Attorney and the Tentative Agreement's (TA) related cost to the City should the TA be ratified.

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

A. Information Items:

- 1. Timeline Regarding Career Technical Center Renovation Project.** Attached is a memorandum from Superintendent Jeni Mosca regarding the CTC Project's progress and projected timeline. The City Council and School Board are now being asked to appoint two (2) members to form a Joint Building Committee (JBC) to oversee this construction project. Attached is a copy of the State RSA regarding JBC's.

2. **Malley Farm.** Attached is a letter from Executive Director Mark Sipple regarding the Lease Termination Agreement with the City of Somersworth. For now, the City will be entirely responsible for the property. City staff will be monitoring the property.
3. **Downtown 25 MPH Zone.** Police Department reports regarding their “directed patrols” are attached. Additional 25MPH signage has also been erected.
4. **Capital Improvement Program FY 2017-2022.** Attached is a copy of the City Manager’s memorandum to Department Heads regarding the development of the next City CIP. Again, I welcome any City Council suggestions as to projects or the adoption process.

B. Attachments:

1. NH DOT Public Hearing Schedule for the 2017-2026 Transportation Ten-Year Plan.

ORDINANCE NO. 24-15 AMEND CHAPTER 13, POLICE OFFENSES, SECTION 3.G,
PERMIT AND RESERVED PARKING.

Somersworth, NH
June 1, 2015

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 13, Police Offenses, Section 3.G, Permit and Reserved Parking, paragraph 5, by
adding the word "Street" after the word "Market" and adding the following sentence at the end:

"A permit fee of \$10.00 per month will be charged."

Further amend Chapter 13, Police Offenses, Section 3.G, Permit and Reserved Parking,
paragraph 8, by amending number 1, 3 and 3 as follows:

1. Delete the word "one" and replace with the word "three", replace P.T. with P.T.,
(Plaza Terrace,)" and replace the amount "\$20.00" with the amount "\$10.00".
2. Delete the number "3" and correct to "2" and delete the amount "\$20.00" and replace
with "\$10.00".
3. Add the word "marked SSP, (Somersworth Shopping Plaza,)" between the words
"permits" and "will"; delete the word "ten" and replace with the word "five"; delete
the words "center" and running" and replace the words "east to west" with the words
"closest to Main Street" in the first sentence. Add the following sentence, "Vehicles
with permits will be allowed to park all day in the Somersworth Shopping Plaza."
before the last existing sentence; "A permit fee of \$10.00 will be charged."

This Ordinance shall take effect upon its passage.

Introduced by Councilor

Martin Pepin
Brian Tapscott
Denis Messier
Jennifer G. Soldati

Approved:

City Attorney

(This Ordinance establishes a fee structure of \$10.00 per month for Plaza Terrace parking which
is now 24-hour parking and exempt from winter snow bans, and \$10.00 per month for daytime
parking for businesses. This resolution requires a Public Hearing.)

ORDINANCE NO. 04-16 AMENDING CHAPTER 30 CONDUCT IN PUBLIC PARKS

July 20, 2015
Somersworth NH

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 30 City of Somersworth Conduct in Public Parks Section 9 Enforcement
by DELETING SECTION 9.1 and REPLACE with the following:

Section 9. Enforcement.

1. **Officials.** Enforcement of this Ordinance will be the responsibility of the
Somersworth Police Department or any Somersworth Code Officer.

This Ordinance shall be effective upon its passage.

Introduced by Councilors:

Martin Pepin
Brian Tapscott
Jonathan McCallion

Approved:

City Attorney

ORDINANCE NO. 5 - 16 AMEND CHAPTER 7, STREETS, HIGHWAYS, SEWERS,
SECTION 7.4 - FEES.

Somersworth, NH
September 8, 2015

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 7, Streets, Highways, Sewers, Section 7.4 – Fees, by deleting it in its entirety
and replacing it with the following:

Section 7.4 – Fees : Effective January 1, 2016, the retail cost of the bags shall be
\$1.80 for a 30-gallon bag and \$1.25 for a 15-gallon bag. Effective January 1, 2017,
the retail cost of the bags shall be \$1.85 for a 30-gallon bag and \$1.30 for a 15-gallon
bag. The cost to vendors shall be \$.02 cents less to provide financial incentive for
selling the bags.

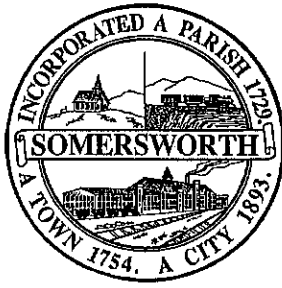
This Ordinance shall take effect upon its passage.

Introduced by Councilors

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

Approved:

City Attorney



MEMORANDUM

To: Bob Belmore, City Manager

From: Scott Smith, Finance Director

Date: September 2, 2015

Re: Pay-per-bags

The City solicited proposals for the purchase and delivery of trash bags for the pay-per-bag program on May 28, 2015. Included in the request for bids were two options. Staff reviewed the options with the Finance Committee, and the recommendation is to continue the program as it currently operates.

In addition to a review of the operation of the program, we also looked at the current rate structure of the bags. Rates have not been adjusted since 2008. Based on recent results, the recommendation is to adjust rates as follows:

- Increase the cost of bags 3% effective 1/1/16 and another 3% effective 1/1/17. In real terms this would increase the cost to the consumer .05 cents per bag each year.

Attached you will find a brief spreadsheet that details the estimated impact to the Solid Waste Fund should the rates be adopted as proposed.

If you would like any additional information or clarification, please let me know.

**City of Somersworth
Pay-Per-Bag Fees
Current Program**

	Actual FY 13-14	Estimated FY 14-15	Estimated FY 15-16	Estimated FY 16-17
Rate Growth				
Charge 30 Gal Bags	\$432	\$432	3.00%	3.00%
Charge 15 Gal Bags	\$295	\$295	\$445 \$304	\$458 \$313
Expenditures				
Bags	47,522	48,000	50,047	50,000
Collection Service	316,927	326,990	330,914	334,885
Bulky Waste Disposal	5,489	7,500	8,000	8,500
Other	3,952	4,555	4,600	4,600
Total	\$373,890	\$387,045	\$393,561	\$397,985
Revenues				
Bag Sales	364,967	355,000	369,602	380,690
Bulky Waste Collection	17,638	18,600	18,000	18,000
Other	1,490	2,000	2,000	2,000
Total	\$384,095	\$375,600	\$389,602	\$400,690
Net Revenues/(Loss)	10,205	(11,445)	(3,959)	2,705
Fund Balance/(Deficit)	58,729	47,284	43,325	46,031
Resident Cost/bag 30 gal	1.75	1.75	1.80	1.85
Resident Cost/bag 15 gal	1.20	1.20	1.25	1.30

Effective 1/1/16 Effective 1/1/17

ORDINANCE NO. 6 -16 SUPPLEMENTAL APPROPRIATION FOR ROAD
RESURFACING PROJECTS.

Somersworth, NH
September 8, 2015

THE CITY OF SOMERSWORTH ORDAINS THAT pursuant to Section 7.7(A) of the City Charter:

The annual budget for the City of Somersworth for Fiscal Year 15-16 is amended as follows:

Appropriate \$297,000 from General Fund Unassigned Fund Balance to the Public Works section of the FY 15-16 General Fund budget as follows:

Original Budget	Amendment	Revised Budget
\$ 2,067,565	\$ 297,000	\$ 2,364,565

Approved as to Funding:

Recorded by:

Scott A. Smith
Director of Finance and Administration

Trish Harris
City Clerk

Background:

This ordinance appropriates the use of General Fund Unassigned Fund Balance for the purpose of increasing the funding available for road resurfacing projects. The amount appropriate represents the balance of funds available at the completion of the High Street improvements project.

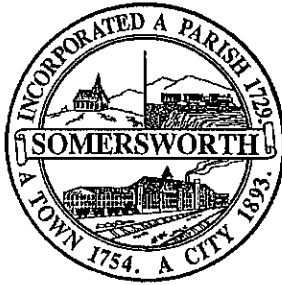
This Ordinance requires a public hearing and requires a 2/3 majority vote of the City Council after the public hearing subject to Section 7.4.1 and .Section 7.7 (A) of the City Charter.

Introduced by Councilors

David Witham
Dale Sprague
Martin Pepin
Jennifer Soldati

Approved

City Attorney



MEMORANDUM

To: Bob Belmore, City Manager

From: Scott Smith, Finance Director

Date: September 2, 2015

Re: Supplemental Appropriation

The City has received final invoicing from Pike Industries for the High Street reclamation project. The actual amount left is slightly lower than my estimate. The final numbers are as follows:

- Project Funding
 - Bond Issue \$1,100,000
 - Supplemental Appropriation 1,133,888
- Total Funding \$2,233,888
- Total Project Cost (\$1,936,864)

Amount Available for Supplemental Appropriation \$ 297,024

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

ORDINANCE NO. 7 -16 ADOPT NEW CHAPTER 13F, JUVENILE CITY CURFEW

Somersworth, NH
September 8, 2015

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH
THAT the Ordinances of the City of Somersworth be amended by adopting Chapter 13F:

CHAPTER 13F

Juvenile City Curfew

Purpose:

The purpose of this ordinance is to protect the youth and community, reduce juvenile crime and support parental authority.

Guidelines:

- A. It shall be unlawful for any juvenile under the age of 16 years to be or remain in or upon any public street, highway, City Park, vacant lot or any other public place between the hours of 9:00 PM and 5:00 AM.
- B. Curfew Signal: There shall be a bell or whistle that can be heard in every part of the City and rung or blown at the appropriate time, and shall be called the curfew signal, in which all children under the age of 16 shall be required to leave the street.

Exception:

- A. This curfew shall not apply when:
 - The minor is accompanied by his/her parent, legal guardian or other responsible adult.
 - The minor is engaged in an errand requested by his parent(s) or legal guardian or other person having the legal care and custody of the Juvenile.
 - The minor is legally employed, for the period from 30 minutes before to 30 minutes after work, while going directly between the home and place of employment of the minor.
 - The minor is returning directly home from a public meeting or a place of public entertainment, such as a movie, play or a sporting event. The exception applies for 30 minutes after the completion of the event, but in no event later than midnight.
 - The minor is responding to or acting specifically to an emergency.
 - The minor is on the sidewalk abutting his/her residence or the residence which is immediately adjacent to the residence.

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- The minor is emancipated.

Procedure for Detention and Release:

A Police Officer who has reasonable cause to detain a minor for the curfew violation may release the minor as follows. The Officer may release the minor to his/her parent or legal guardian, or responsible adult 21 years of age or older either at the scene, at the minor's address or the Police Station, or at a location within Somersworth indicated by the parent or legal guardian.

Violations and Penalties:

- A. Minors for the first violation shall be counseled by the officer and released to a suitable person as stated above. If not the parent or guardian, said parent or guardian shall be notified no later than the following day. The parent or guardian shall be informed that any further violation could result in a fine.
- B. Second Offense: The child shall be taken to the police station and the parents will be called to pick the child up. If they refuse, the child will be taken home and a 50 dollar fine imposed on the parent and/or guardian.
- C. Third Offense: A third and all future offenses will be subject to a 100 dollar fine imposed on the parent and/or guardian.
- D. Failure to pay the fine to the City of Somersworth City Clerk within 72 hours of issuance of the summons will cause the police department to summons the offender to the court for prosecution.

This Ordinance shall be effective upon its passage.

Introduced by

Councilor David Witham
Mayor Dana Hilliard

Approved:

City Attorney

RESOLUTION NO. 4 – 16 TO INSTALL SECURITY CAMERAS AT THE NOBLE PINES PARK

Somersworth, NH
September 8, 2015

WHEREAS, the City owns and maintains the Noble Pines Park located at 45 Grand Street in Somersworth;

WHEREAS, the Noble Pines Park has numerous amenities that include a ball field, seating, concession stand, dugouts, a splash pad, a pavilion, a recreation building, skate park, playground equipment, picnic tables, and other associated improvements, and,

WHEREAS, the Recreation Committee supports the installation of security cameras at the Noble Pines Park to protect these amenities, and

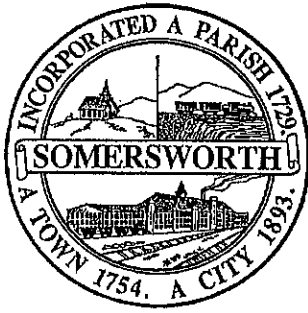
NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to expend funds to purchase and install security cameras at the Noble Pines Park for approximately \$10,300 and take any and all necessary action to complete this project in the best interest of the City.

Introduced by Councilor
David Witham

Approved:

City Attorney

Background: Total estimated cost is \$10,300 which includes purchase and installation of four cameras, associated improvements to support the cameras, and contingency. Funding will be provided by a Police escrowed forfeiture account.



David E. Sharples
Director of Planning and Community Development

September 1, 2015

To: Robert M. Belmore, City Manager

Re: Surveillance Cameras at Noble Pines

This memorandum is in response to the request for an overview of the camera project. The following is a brief description of what has been done to date:

- At the suggestion of the Police Department, the City contacted Paul Hackworth of Hackworth Fire and Security for a recommendation and quote on the installation of cameras at the Noble Pines Park.
- Paul has recommended the installation of four cameras with infrared lighting to improve nighttime visibility.
- The recorder would be housed in the utility closet in the recreation building that would need to be heated. We can install an electric baseboard heater in the room that will provide the temperature needed to protect the equipment during colder months.
- The total cost to purchase and install the cameras and other needed improvements is estimated to be \$10,300.

Thank you

RESOLUTION NO. 5-16 ELDERLY TAX EXEMPTION.

Somersworth, NH
September 8, 2015

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF SOMERSWORTH that the elderly exemptions from property tax in the City of Somersworth, based on assessed value, for qualified taxpayers, are amended effective April 1, 2016.

1. For a person 65 years of age up to 74 years, Fifty Thousand (\$50,000) Dollars.
2. For a person 75 years of age up to 79 years, Sixty-Five Thousand (\$65,000) Dollars.
3. For a person 80 years of age or older, Seventy-Five Thousand (\$75,000) Dollars.

To qualify for the elderly exemption:

1. The taxpayer must be a New Hampshire resident for at least three (3) years and own the real estate individually or jointly or, if the real estate is owned by such person's spouse, they must have been married at least five (5) years.
2. The taxpayer must have a net income of not more than Thirty-Two Thousand, (\$32,000) Dollars or, if married, a combined net income of less than Fifty Thousand (\$50,000) Dollars.
3. The taxpayer must not own assets in excess of One-Hundred Thousand (\$100,000) Dollars, excluding the value of the person's residence and up to 2 acres of land.
4. The property cannot have been transferred to the applicant, from a person under the age of 65, if they were related to the applicant by blood or marriage, within the past five (5) years, per RSA 72:40-a.
5. The property must meet the definition of a residential real estate, per RSA 79:39-a (c), which includes the housing unit which is the person's principal home and related structures. It does not include attached dwelling units and unattached structures used or intended for commercial or other non-residential purposes.

FURTHERMORE, the application form for tax exemption, as authorized by RSA 72:33, must be filed by the taxpayer with the local Assessing Officials by April 15th, prior to the setting of the tax rate and showing that the applicant was duly qualified upon April 1st of the year in which the exemption or tax credit is first claimed.

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The following documentation must be provided at the time of application:

List of assets, value of each asset, net encumbrance and net value of each asset (Provide year end statements for each of the assets);

Statement of applicant and spouse's income;

W-2 and 1099 forms;

Federal Income Tax Forms;

State Interest and Dividends Tax Form;

Property Tax Bill for any other property owned;

Novemeber and December bank statements for all accounts;

Copy of license or birth certificate;

Copy of Vehicle registrations.

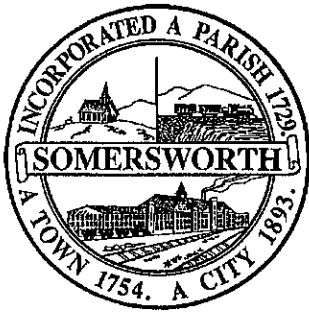
Documents are considered confidential and are returned to the applicant at the time a decision is made on the application.

Introduced by

Councilor Martin P. Dumont Sr.

Approved:

City Attorney



Resolution No. 5-16

David E. Sharples
Director of Planning and Community Development

September 1, 2015

To: Robert M. Belmore, City Manager

Re: Elderly Exemption

This memorandum is in response to the request to review a draft elderly exemption submitted by a City Councilor. Marybeth Walker, the City Assessor, and I examined Somersworth's elderly exemptions relative to other NH communities. We are currently at or above the median level for Income and Asset limits but below the median level on the exemption amount. A spreadsheet showing this comparison is enclosed for your review. We prepared the attached draft resolution that we believe is consistent with the intent of the draft we reviewed. However, the Assessor recommends incrementally increasing the exemption to avoid significant impact to the tax revenue and the enclosed draft resolution reflects that strategy. The draft can be summarized by the following points:

- Increase Income Limits from \$30,000 to \$32,000 for Single
- Increase Income Limit from \$45,000 to \$50,000 for Married.
- Increase Exemption amount for persons aged 65 to 74 from \$45,000 to \$50,000
- Increase Exemption amount for persons aged 75 to 79 from \$50,000 to \$65,000
- Increase Exemption amount for persons aged 80 and up from \$55,000 to \$75,000
- Increase Asset Limits from \$80,000 to \$100,000

I also asked Marybeth to provide the estimated impact on tax revenue should the resolution be approved. Using the current elderly exemptions in place, she estimates a \$575,000 reduction in assessed value if the resolution is adopted. A \$575,000 reduction in assessed value would have an estimated \$0.03 impact on the City's tax rate.

Thank you

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over —

ELDERLY EXEMPTIONS 2015

Current Guidelines	Income Single	Income Married	Asset Limits	Exemption 65 to 74	Exemption 75 to 79	Exemption 80 up
	\$ 30,000	\$ 45,000	\$ 80,000	\$ 45,000	\$ 50,000	\$ 55,000

Assessor Recommend \$ 32,000 \$ 50,000 \$ 80,000 \$ 50,000 \$ 65,000 \$ 75,000

Town/City	Income Single	Income Married	Asset Limits	Exemption 65 to 74	Exemption 75 to 79	Exemption 80 up
STRAFFORD	\$ 20,000	\$ 30,000	\$ 75,000	\$ 30,000	\$ 40,000	\$ 50,000
MIDDLETON	\$ 21,000	\$ 33,000	\$ 50,000	\$ 20,000	\$ 25,000	\$ 30,000
NEW DURHAM	\$ 26,000	\$ 35,000	\$ 60,000	\$ 45,000	\$ 65,000	\$ 90,000
BARRINGTON	\$ 30,000	\$ 50,000	\$ 125,000	\$ 85,000	\$ 127,500	\$ 161,500
FARMINGTON	\$ 30,000	\$ 50,000	\$ 75,000	\$ 50,000	\$ 70,000	\$ 100,000
MILTON	\$ 30,000	\$ 40,000	\$ 75,000	\$ 42,500	\$ 64,000	\$ 85,000
SOMERSWORTH	\$ 30,000	\$ 45,000	\$ 80,000	\$ 45,000	\$ 50,000	\$ 55,000
ROCHESTER	\$ 31,400	\$ 41,500	\$ 50,000	\$ 48,000	\$ 84,000	\$ 108,000
ROLLINSFORD	\$ 32,000	\$ 36,000	\$ 100,000	\$ 50,000	\$ 75,000	\$ 100,000
DURHAM	\$ 32,500	\$ 43,700	\$ 200,000	\$ 125,000	\$ 175,000	\$ 225,000
MADBURY	\$ 35,000	\$ 45,000	\$ 180,000	\$ 60,000	\$ 80,000	\$ 100,000
DOVER	\$ 38,000	\$ 52,000	\$ 155,000	\$ 107,000	\$ 149,000	\$ 191,000
LEE	\$ 46,500	\$ 59,400	\$ 222,500	\$ 174,000	\$ 210,000	\$ 270,000
MEDIAN	\$ 30,000	\$ 43,700	\$ 80,000	\$ 50,000	\$ 75,000	\$ 100,000
AVERAGE	\$ 30,954	\$ 43,123	\$ 111,346	\$ 67,808	\$ 93,423	\$ 120,423



SCHOOL ADMINISTRATIVE UNIT FIFTY SIX
Rollinsford School District – Somersworth School District
51 West High Street
Somersworth, NH 03878
(603) 692-4450 • Fax (603) 692-9100



Information Items # 1

TO: Honorable Mayor Hilliard, City Council Members, and City Manager Belmore

FROM: Jeni A. Mosca- Superintendent of Schools

RE: Timeline regarding Career Technical Center Renovation Project

DATE: September 7th, 2015

Just an update as to our progress regarding the renovation of the CTC. This timeline demonstrates where we began, current decisions being made and our future plans.

March 16, 2015 the City Council passed a resolution to authorize the City Manager to borrow up to \$1,625,000 under the Municipal Finance Act and issue bonds and notes payable within 15 years from their dates.

March, 2015 the School Board issued an RFQ for an Architect Firm to complete conceptual Design for the project.

April, 2015 Board interviewed a variety of firms and hired Banwell Architect Firm for conceptual design work.

April, 2015 Project was presented to Senate Capital Budget Committee.

July, 2015 Received notification that project funding remained in Capital Budget.

Summer, 2015 Banwell has provided Building, Grounds and Transportation with a variety of designs, met with staff to review designs, as well as CTC program advisory boards.

August, 2015 Banwell presented to the full school board a design that captures the programs we would like to offer.

August, 2015 Building, Grounds and Transportation issued an RFQ for construction management firm.

September, 2015 Full School Board will interview and select construction management firm. The board will also determine if they will continue with Banwell to do the architectural planning of the project.

October, 2015 Formation of the JBC (which will include 2 City Council members, 2 School Board members)

October 2015-March 2016 JBC will be meeting with Architect and Construction firm to finalize the design, cost etc.

April 2016 Start Renovation

September 2016 Hoping to have the projected completed and ready for students.

TITLE XV EDUCATION

CHAPTER 199 SCHOOLHOUSES

Location and Building

Section 199:3

199:3 Construction in Cities; Joint Building Committees. –

I. No schoolhouse shall be erected, altered, remodeled or changed in any city school district unless the plans have been previously submitted to the school board of that district and received its approval.

II. (a) All construction relating to schoolhouses in any city school district shall be done under the direction of a joint building committee which shall be established and chosen in equal numbers by the city council and the school board.

(b) The chairperson of a joint building committee shall be chosen by a majority vote of the committee members.

(c) Any vacancy in the committee membership shall be filled by the respective appointing authority on or before the close of the next regularly scheduled meeting of the appointing authority following the creation of the vacancy.

(d) The joint building committee shall meet monthly and at other times as the chairman deems necessary.

III. The joint building committee shall have the following duties:

(a) Oversee and decide all matters relating to any construction on schoolhouse buildings.

(b) Prepare and submit monthly status reports relating to construction progress to the city council and the school board.

(c) Prepare and submit monthly financial reports relating to the total authorized construction budget and expenditures to date to both the city council and the school board.

IV. All funds appropriated by the city council for construction of a new schoolhouse shall be administered by the appropriate joint building committee, and those funds shall be disbursed upon authorization of the committee until final acceptance of the schoolhouse by the city council.

Source. 1897, 65:2. 1921, 85, VII:3. PL 122:3. RL 141:3. RSA 199:3. 1993, 185:1, eff. Aug. 8, 1993.



MALLEY FARM
BOYS HOME

Directors

Mark Sipple
Executive Director

Jeannine Ryan
Program Director

David Andre, M.Ed.
Treatment Coordinator

Information Items # 2

August 31, 2015

Mr. Robert Belmore
City Manager
City of Somersworth
1 Government Way
Somersworth, NH 03878

RE: Termination of Lease Agreement

Dear Mr. Belmore:

After 35 years, the Somersworth Group Home/Malley Farm Boys Home is ending its lease with the City of Somersworth for the building located at 45 Malley Farm Road in Somersworth. This will take effect on September 1, 2015. Furniture, 2 refrigerators, and a stove will be left behind for the benefit of future tenants. The house is in good working condition, but like any 120 year old house there is a need for ongoing repairs. Insurance and utility bills are current and I will mow the lawn for the last time this week.

It's with much pride that I look back at all we have accomplished. Providing a safe, nurturing, consistent, and caring home for over 400 boys in need of shelter, direction, and a sense of belonging has been quite the social experiment. It provided experiences that to this day are shaping lives. Countless boys report of the importance of the Malley Farm in getting them through their teenage years and onto better times. Staff also report positively on how the experience impacted the direction of their lives.

Without the support of the City, school, police, fire, and public works personnel, as well as all the citizens of Somersworth and Rollinsford who came in direct contact with us, none of this would have been possible. On behalf of all of us ever involved with the Malley Farm Boys Home, "Thank You!"

Sincerely yours,

Mark Sipple

Executive Director
Malley Farm Boys Home

45 Malley Farm Road • Somersworth, New Hampshire 03878 • Phone: (603) 692-5479 • Fax: (603) 692-5702
e-mail: malleyfarmboyshome@myfairpoint.net • website: www.malleyfarm.org



Dean W. Crombie
Chief of Police

Somersworth Police Department

12 Lilac Lane
Somersworth, New Hampshire 03878
Business (603) 692-3131 Fax (603) 692-2111

August 25, 2015

Memo To: Bob Belmore
From: Dean Crombie
Subject: Speed Survey – High, Market and Main Streets – 25 MPH Zone

Bob:

With concern over the new 25 mph speed limit on High, Market and Main Streets, we did an enforcement survey of the area. Two-Eight hour speed surveys were conducted using an officer within a 2 week period. The first clocking a high speed of 40 mph and several at 35 (see Officer Hanson's report). The average speed was approximately 28 mph.

We also set up our monitoring device on High Street for 3 days recording 24 hours per day, monitoring 24,000 cars with an average speed of 25 mph, the 40th percentile of 26 and the 85th percentage of 30 mph. (The 85th is what people are going to travel). There was one spike of 46 mph at 1815 at night.

The Main Street survey was pretty much the same monitoring 10,000 vehicles with an average speed of 24.5 mph, a 50th percentile of 25 mph and the 85th percentage going 31mph. There was one spike of 50 mph at 9:00 pm.

In conclusion, I don't feel there is a major speed problem in the downtown, but will continue to do enforcement and issuing warnings to try and educate the drivers of the new speed limits. We will also be proactive with added 25 mph signs in both areas, as well as with our new speed display sign. Please see the attached surveys for more information.

Sincerely,

Dean Crombie
Chief of Police

DC:kmc

To: Chief Dean Crombie

Date: August 20, 2015

Subject: Speed Enforcement

Location: High Street/Market Street

August 19, 2015 I was assigned to enforce and monitor speed in the area of High Street between Washington Street north to Market Street. There are several businesses in this area as well as apartments. The posted speed in this described area is 25mph and is newly paved.

At 0730hrs I was operating a fully marked motorcycle unit and first set up stationary radar in the area of High Street and Constitutional Way. I monitored traffic in both directions with a hand held radar gun. Traffic was relatively light during the first part of the day but picked up as the day went forward. The traffic stops by call numbers were as follows:

0858hrs

15-15566; warning 15-1936-CN issued for speed, 35mph

0914hrs

15-15568; warning 15-1937 was issued for speed, 35mph

0955hrs

15-15572; warning 15-1938-CN was issued for speed, 35mph

1031hrs

15-15573; warning 15-1939-CN was issued for speed, 35mph

The fastest recorded speed during my enforcement was 38mph.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'R. Campbell', written in a cursive style.

Officer Richard Campbell



SOMERSWORTH POLICE DEPARTMENT

12 Lilac Lane
SOMERSWORTH, NH 03878
Chief of Police Dean Crombie
603-692-3131

To: Chief Crombie
From Captain Timmons
Date: August 13th 2015
Subj: Traffic Survey

Re: High Street

I conducted a traffic survey on High Street. The data was collected in the area between Constitutional Way and Grove St.

The survey began August 10th at 0715 hrs and was completed on August 12th at 1845 hrs. During this survey the following data was collected.

- Total Vehicles recorded 24,401 (total both directions)
- Average Speed 25.71 mph
- 50th percentile 26 mph
- 85th percentile 30 mph
- Minimum speed recorded was 11 mph.
- Maximum speed recorded was 46 mph at 1815 hrs Tuesday night.

To: Chief Dean Crombie
Date: August 10, 2015
Subject: Speed Enforcement
Location: High Street/Market Street

August 7, 2015 I was assigned to enforce and monitor speed in the area of High Street between Washington Street north to Market Street. There are several businesses in this area as well as apartments. The posted speed in this described area is 25mph and is newly paved.

At 0730hrs I was operating fully marked cruiser 213 and first set up stationary radar in the area of High Street and Constitutional Way. I monitored traffic with both front and rear radar. Traffic was relatively light during the first part of the morning and the average speed of vehicles was approximately 28mph. Between the hours of 0730hrs and 1100hrs four traffic stops for speed were made, three were issued warnings as a result of being clocked at (35mph) and only one vehicle warranted a citation for speed, (40mph) at 0822hrs. At the time of this stop there was little to no traffic and the vehicle was traveling south from Market Street. Stationary radar was conducted in three different locations on High Street and Market Street throughout the day.

During the hours of 0900 and 1500hrs traffic became heavier and hundreds of vehicles were clocked via radar. The average estimated speed during this time frame was approximately 27mph. Only one vehicle was observed at a rate of 35mph. This vehicle was stopped and warned for speed.

The fastest recorded speed during my enforcement was 40mph and only one vehicle reached this speed and was issued a citation.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "R. Campbell", written over a horizontal line.

Officer Richard Campbell



MEMORANDUM

TO: Chief Crombie, Police Department; Chief Hoyle, Fire Department; Scott Smith, Finance Director; Dave Sharples, Development Services Director; interim Public Works/Utilities Director; Jeni Mosca, Superintendent, SAU 56

FROM: Robert M. Belmore, City Manager

CC: Mayor Hilliard and City Councilors

DATE: August 19, 2015

SUBJECT: Capital Improvement Program Fiscal Year 2017-2022

Finance Director Smith will send you copies of your Department's CIP summary FY 2016-2021 under separate cover. The schedule for submitting projects is:

Wednesday, August 19, 2015 -	City Manager directive issued.
Wednesday, August 26, 2015 -	Staff Meeting discussion on CIP, 9:00 a.m., Executive Conference Room, SAU invited to attend.
Wednesday, September 9, 2015 -	Deadline for submittals to Finance Director Smith.
Week of Sept. 14, 2015 -	City Manager to meet individually with Department Heads with follow-up meetings as necessary.
On or before October 30, 2015 -	CIP submitted by City Manager to Planning Board for their consideration at their November 21st meeting.
On or before December 15, 2014 -	City Manager submittal to City Council (Charter deadline is December 15 th).

Instructions:

The CIP data forms are electronically constructed and electronically managed. The Data Entry sheet is "linked" to the CIP summary sheet. So once data is entered onto the data sheet, it is automatically posted and totaled on the CIP summary sheet.

Each Department Head is responsible for filling out the material on this sheet. There is one sheet for each capital request. As you can see, there is a section for a photo to be inserted in the document to better understand the need and nature of the CIP request item.

Each department will find a file on the Public Server so labeled. You simply enter your data at your convenience and save it to the server. In addition, Finance Director Smith will email you your file.

It is also important that you obtain written estimates for requests or supply other documentation to validate the project's total cost.

Special Notes:

Capital Outlay: It might be helpful as you develop your needs assessment for capital improvements that you take some extra time to consider other capital needs in maintaining your department's current infrastructure such as costs items relating to buildings and grounds upkeep.

Sustainability: I would like you to investigate best management and sustainability practices during these preparations as they relate to capital costs and capital outlay. Perhaps you could check with other departments next door and within the region to research any new success stories regarding the use of fuel efficient cars/vehicles, or building retrofitting to use solar panels for energy, etc.

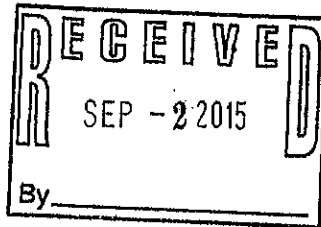
Please contact me with any questions.

Thank you.



WILLIAM CASS, P.E.
ASSISTANT COMMISSIONER

THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



Bureau of Planning & Community Assistance
Tel: (603) 271-3344
August 28, 2015

To Whom It May Concern:

We are sending the enclosed notice to your organization in an effort to encourage your participation regarding transportation projects planned between 2017-2026. throughout the State of New Hampshire.

Attached is a listing of all the dates, times and locations of public meetings planned throughout NH for review of the State of New Hampshire Transportation Ten Year Plan. In order to develop the best transportation solutions for your community, our Department needs your help. Experience has shown that the best transportation projects evolve as a result of close cooperation between planners, designers, and policy makers, and the residents, business owners, and interest groups who know and care about their residents and communities. The meetings are being hosted by the Department of Transportation, your Executive Councilor, and Regional Planning Commissions. We invite you, your residents and communities to actively participate in this meeting. Our goal is to hear from you what your transportation needs are.

If you have questions regarding these meetings or the scope of planned projects in your area, please contact me at (603) 271-3344.

Sincerely,

William E. Watson Jr., PE
Administrator

Enclosure
WEW/sa

Fall 2015

Public Hearing Schedule for 2017 - 2026 Ten Year Plan

Executive Councilor	Date	Town/City	Time	Location
District 1 Cnclr. Joseph D. Kenney	(Tue) 9/15/15	Lebanon	7:00 PM	City Council Chambers 51 North Park Street 5 th Floor
District 1 Cnclr. Joseph D. Kenney	(Wed) 9/16/15	Berlin	6:00 PM	City Hall Auditorium 168 Main Street
District 2 Cnclr. Colin Van Ostern	(Thur) 9/17/15	Rochester	6:00 PM	Community Center 150 Wakefield Street, Room 1A
District 2 Cnclr. Colin Van Ostern Co-Hosted with District 5 Cnclr. David K. Wheeler	(Fri) 9/18/15	Keene	12:00 NOON	Keene Parks and Recreation 312 Washington Street, Room 14
District 2 Cnclr. Colin Van Ostern Co-Hosted with District 1 Cnclr. Joseph D. Kenney	(Fri) 9/18/15	Charlestown	3:00 PM	Town Hall 19 Summer Street
District 4 Cnclr. Christopher C. Pappas Co-Hosted with District 5 Cnclr. David K. Wheeler	(Mon) 9/21/15	Bedford	7:00 PM	Bedford Cable TV Meeting Room 10 Meetinghouse Road
District 4 Cnclr. Christopher C. Pappas	(Wed) 9/23/15	Manchester	7:00 PM	Aldermanic Chambers – 3 rd Floor City Hall, 1 City Hall Plaza
District 2 Cnclr. Colin Van Ostern Co-Hosted with District 4 Cnclr. Christopher C. Pappas	(Thur) 9/24/15	Concord	5:30 PM	NH Department of Transportation 7 Hazen Drive, Room 114
District 3 Cnclr. Christopher T. Sununu	(Tue) 9/29/15	Hampton	7:00 PM	Seashell Complex Ocean Front Pavillion Room 170 Ocean Blvd.
District 3 Cnclr. Christopher T. Sununu	(Thur) 10/1/15	Kingston	7:00 PM	Kingston Community Library 56 Church Street by GPS Actual address 2 Library Lane
District 4 Cnclr. Christopher C. Pappas Co-Hosted with District 3 Cnclr. Christopher T. Sununu	(Thur) 10/8/15	Londonderry	7:00 PM	Town Office Council Chambers Moosehill Room 268B Mammoth Road
District 5 Cnclr. David K. Wheeler	(Tue) 10/13/15	Merrimack	6:30 PM	Merrimack Town Hall – West Wing Matthew Thornton Room 8 Baboosic Lake Road



District 1 Cnclr. Joseph D. Kenney	(Mon) 10/26/15	Conway	8:00 AM	Town Hall, Upstairs 1634 East Main Street
District 1 Cnclr. Joseph D. Kenney	(Mon) 10/26/15	Wakefield	11:30 AM	Sanbornville Public Safety Building 2017 Wakefield Road
District 1 Cnclr. Joseph D. Kenney	(Mon) 10/26/15	Plymouth	3:00 PM	Town Hall – Upstairs 6 Post Office Square
District 1 Cnclr. Joseph D.. Kenney	(Mon) 10/26/15	Laconia	6:30 PM	Belknap Mill 25 Beacon Street East Third Floor Meeting Room

**Governor's Advisory Commission on Intermodal Transportation
(GACIT)
2017-2026 Ten Year Plan Public Hearing**

**(Place)
Address**

(Date and Time)

SAMPLE AGENDA

1. Executive Councilor
 - Welcome
 - Introduce presenters
 - GACIT process
2. Regional Planning Commission
 - Regional philosophy
 - Regional priorities
3. NH Department of Transportation
 - Statewide philosophy
 - Statewide prioritization process
4. Public Comments
5. Closing Comments

Written Comments should be addressed to:

William E Watson, P.E.
Administrator
Bureau of Planning and Community Assistance
New Hampshire Department of Transportation
7 Hazen Drive
P.O. Box 483
Concord, NH 03302-0483
and should be received no later than **November 5, 2015**

TITLE XX

TRANSPORTATION

CHAPTER 228

ADMINISTRATION OF TRANSPORTATION LAWS

Statewide Intermodal Transportation Planning and Improvement Program

Section 228:99

228:99 Statewide Transportation Improvement Program (STIP). – The governor shall develop a statewide transportation improvement program as required by 23 U.S.C. sections 134 and 135, as amended. The governor shall revise and update the program every 2 years. Adoption of the STIP and revised STIP shall be as follows:

I. Each metropolitan planning organization and rural regional planning commission shall reach agreement with the department of transportation relative to funding unified planning work programs consistent with 23 U.S.C. sections 134 and 135 no later than December 1 of each even-numbered year. Each metropolitan planning organization and rural regional planning commission shall provide a regional transportation improvement program (TIP) to the department of transportation no later than April 1 of each odd-numbered year. Such plans shall include a public involvement plan and education initiative to ensure early and adequate input from residents, municipalities and any other interested parties in New Hampshire.

II. The commissioner shall submit the tentative STIP in accordance with the state planning process as required in 23 U.S.C. section 135 to the governor's advisory commission on intermodal transportation no later than July 1 of each odd-numbered year.

III. The **governor's advisory commission on intermodal transportation** shall conduct at least one public hearing in each executive council district to present the tentative STIP to the public and to receive the public's comments and recommendations regarding the program. The governor's advisory commission on intermodal transportation shall submit such program along with the commission's recommendations to the governor no later than December 1 of each odd-numbered year. Each metropolitan planning organization and rural regional planning commission should conduct an informational meeting after the commission submits its recommendations to receive the public's final comments and recommendations regarding the proposed programs before adoption by the governor.

IV. The governor shall submit the STIP to the general court to be acted on no later than January 15 of each even-numbered year. After an enactment by the general court of the STIP or by June 1 of each even-numbered year, whichever is earlier, each metropolitan planning organization and rural regional planning commission should continue its public involvement program by conducting at least one informational meeting concerning the STIP.

Source. 1994, 283:1, eff. July 1, 1994.