

CITY OF SOMERSWORTH

CITY COUNCIL MEETING

AGENDA

DECEMBER 12, 2011 – 7:00 P.M.

1. Roll Call of Members
2. Pledge of Allegiance
3. Minutes of the Previous Meeting
 - A. Minutes of 11/14/2011 City Council Meeting.
4. Comments by Visitors
5. Communications
 - A. Letter from Michael Micucci.
 - B. Memorandum from Jennifer Soldati.
6. Presentation of Petitions and Disposal Thereof by Reference or Otherwise
7. Mayor's Report
8. Reports of Standing Committees
9. Reports of Special Committees, City Officers and City Manager
10. Nominations, Appointments and Elections
 - A. Supervisor of the Checklist, Ward 2 – Donald Carr, Term to Expire 12/2016.
 - B. Ward Clerk, Ward 2 – Jeanette Gagne, Term to Expire

1/8/2014.

11. Lay on Table

A. Discussion of Monthly Water and Sewer Billing.

12. Unfinished Business

Resolutions:

A. Resolution No. 16-12 Authorizing the City Manager to Enter Into a Grant Agreement with the New Hampshire Department of Transportation for a Transportation Enhancement (TE) Grant for a Downtown Sidewalk and Streetscape Improvement Project.

B. Resolution No. 17-12 Authorizing a Public-Private Collaboration between the City of Somersworth and the Friends of Somersworth to Pursue the Preservation of the Hilltop School as a Community Resource.

13. New Business

Ordinances:

A. Ordinance No. 8-12 City Council Meeting Schedule for 2012.

Resolutions:

A. Resolution No. 18-12 Accept Hawthorne Circle.

Other:

A. Somersworth-Berwick Bridge Design Request Letter – Councilor Witham.

B. City Council Certification of Results of Recount for Ward 4 City Council Seat held on 11/16/2011.

C. Set Hours for January 10, 2012 Presidential Primary –
8:00 A.M. to 7:00 P.M.

14. Comments by Visitors
15. Closing Comments by Council Members
16. Future Agenda Items
17. Nonpublic Session (as necessary, pending roll call vote by Council)
18. Adjournment

Mayor and City Council

The time has come to make a decision. Nancie Cameron has asked and not received an answer on a revote in Ward 2 due to a mistake. Attornies have said it is a City decision. I ask that you discuss this in New Business tonight. I would like to have honest discussion on this item. If this happened to you how would you want the dicision to go?

Respectfully submitted

Michael Micucci
Ward 3

12/8/11

MEMORANDUM

TO: Diane DuBois

FROM: Jennifer Soldati JS

RE: Resignation

Please consider this notice as my official resignation as the Supervisor of the Checklist for Ward 2 in Somersworth, effective immediately.

RESOLUTION NO. 16-12 AUTHORIZING THE CITY MANAGER TO ENTER INTO A GRANT AGREEMENT WITH THE NEW HAMPSHIRE DEPARTMENT OF TRANSPORTATION FOR A TRANSPORTATION ENHANCEMENT (TE) GRANT FOR A DOWNTOWN SIDEWALK AND STREETScape IMPROVEMENT PROJECT.

Somersworth, NH
November 14, 2011

WHEREAS, the City of Somersworth had applied for a Transportation Enhancement (TE) Grant to the State of New Hampshire by and through the Federal Highway Administration to make pedestrian and bicycle improvements to the City's urban core; and

WHEREAS, the City of Somersworth has received notification of a \$379,477.35 TE Grant Award to design and construct these improvements; and

WHEREAS, the City of Somersworth is matching this Award with the required 20% funding match of \$94,869.34; and

WHEREAS the City Council adopted Resolution No. 7-12 that established a Downtown and Transportation Enhancement Improvements fund that will provide this match for a total project cost of \$474,346.69; and

WHEREAS, this project is supported by the City's Master Plan, particularly Goal 1 that states "Make the downtown a livable, walkable, vibrant focal point for the City and region that is physically attractive, socially and culturally energized, and offers the opportunity for a diversity of business activity";

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to enter into a grant agreement with the NH Department of Transportation for a Transportation Enhancement Grant and execute any documents, agreements and take any necessary actions in the best interest of the City to complete this downtown improvement project.

Introduced by Councilors

Robin S. Jarvis
Michael X. Watman
Dale R. Sprague

Approved:

City Attorney

RESOLUTION NO. 17-12 AUTHORIZING A PUBLIC-PRIVATE COLLABORATION BETWEEN THE CITY OF SOMERSWORTH AND THE FRIENDS OF SOMERSWORTH TO PURSUE THE PRESERVATION OF THE HILLTOP SCHOOL AS A COMMUNITY RESOURCE.

Somersworth, NH
November 14, 2011

WHEREAS the City of Somersworth has assumed care and control of the former Hilltop Elementary School Building and associated property designated as Assessor's Map 11 Lot 49; and

WHEREAS the City of Somersworth recognizes that preservation of the former Hilltop School building and property is a reasonable goal given its iconic value and its presence in an established historic neighborhood; and

WHEREAS the re-use of the property will help to keep the building and property from becoming a hazardous or blighted condition through prolonged abandonment; and

WHEREAS such a public-private partnership will provide City guidance and assistance in seeking out and applying for grants open to the City as well as grants open to the Friends of Somersworth that will support the necessary steps to ensure the legal, safe and effective re-use of the building and property; and

WHEREAS the Friends of Somersworth do not wish for the adaptive re-use of the property to be a financial burden on City taxpayers and such a partnership does not obligate the City of Somersworth to any funding; and

WHEREAS the establishment of a partnership does not prohibit other action by the City Council of the City of Somersworth relative to other public or private re-use alternatives,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT a public-private collaborative partnership between the City of Somersworth and a duly incorporated non-profit community based group known as the Friends of Somersworth be established and that the City Manager is authorized to execute any documents and agreements necessary for any grant application on the City's behalf, and to take any other action deemed to be in the best interest of the City to facilitate the vision and goals of the City Council and the Friends of Somersworth in furtherance of the adaptive re-use of the former Hilltop Elementary School Building and associated property into a community building to promote arts, cultural growth and community engagement.

Introduced by Councilors

Jonathan McCallion

Robin Jarvis

Dale Sprague

Martin Pepin

David Witham

Approved:

City Attorney

ORDINANCE NO. 8-12 CITY COUNCIL MEETING SCHEDULE FOR 2012.

Somersworth, NH
December 12, 2011

BE IT ORDAINED BY THE MAYOR AND 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 2012 shall be as follows:

- January - 01/03/2012 (Tuesday) and 01/17/12 (Tuesday)
- February - 02/06/12 and 02/21/12 (Tuesday)
- March - 03/05/12 and 03/19/12
- April - 04/02/12 and 04/16/12
- May - 05/07/12 and 05/21/12
- June - 06/04/12 and 06/18/12
- July - 07/16/12
- August - 08/13/12
- September - 09/04/12 (Tuesday) and 09/17/12
- October - 10/01/12 and 10/15/12
- November - 11/13/12 (Tuesday)
- December - 12/10/12

This ordinance shall take effect upon its passage.

Introduced by

Mayor Matthew Spencer

Approved:

City Attorney

RESOLUTION NO. 18-12 ACCEPT HAWTHORNE CIRCLE.

Somersworth, NH
December 12, 2011

WHEREAS, the City of Somersworth Planning Board approved a certain subdivision known as Gerrish Commons prepared for Maplecroft Building & Development, LLC, Tax Map 48, Lots 12 & 24, West High Street, Somersworth, Strafford Co., NH, Dated June 6, 2005, Prepared by Trittech Engineering Corporation, recorded as Plan #94-23 and #94-24 at the Strafford County Registry of Deeds and the roadway was to be accepted by the City of Somersworth; and

WHEREAS, the City Council named Hawthorne Circle by Resolution No. 33-08 on February 4, 2008; and

WHEREAS, the road known as Hawthorne Circle has been constructed to the satisfaction of the City,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to accept and record a deed to Hawthorne Circle and said way is hereby accepted as a public way.

Introduced by Councilors

Dale Spainhower
Dale Sprague

Approved:

City Attorney

FINAL TALLY SHEET

RECOUNT RESULTS FOR WARD 4 CITY COUNCIL SEAT

NOVEMBER 16, 2011 – 4:00 P.M.

Jon McCallion 118

Dana S. Hilliard 114

December 7, 2011

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Re: NHDOT Project No. 12228 Somersworth-Berwick (Route 9) Bridge - Design Considerations

Dear < >,

The City Council of the City of Somersworth, NH wants to again state our strong position for the incorporation of design enhancements into the above referenced bridge rehabilitation project which is now undergoing initial engineering work. The City has worked extensively with our Congressional delegation in recent years to secure additional funding towards aesthetic enhancements during the bridge rehabilitation process. Some examples of the design enhancements we envision are black railings, prominent bridge abutments and period street lighting atop the abutments to name a few.

The Somersworth-Berwick (Route 9) Bridge is an extremely prominent and important project for the City of Somersworth, NH and for its downtown. This project represents the gateway into the City and into the State of New Hampshire from neighboring Berwick, Maine and is a definite image maker for the City and State. More than 11,600 cars cross the bridge and travel through downtown daily. Furthermore, from the adjacent neighborhoods' viewpoint, this project represents an opportunity for enhancement as the bridge is a prominent feature at the entry into the City's Historic District, the largest contiguous historic district in the State of New Hampshire. For these reasons it is critical that this project be attractive and sensitive to its surroundings.

It is well documented that urban bridges must be high-quality in appearance and not resemble more rural or highway styles. Such bridges should respond to their surrounding neighborhood character, identity, and scale. The design of bridges and related gateways are opportunities for enhancements and should be closely considered particularly when the design phase of planned improvements is initiated as is the case with this project.

While we recognize that the project is vital for safety and vehicle ride-ability we also know that it is critical that this project be attractive and sensitive to its surroundings and this is an ideal time to incorporate such design enhancements.

City staffs, including City Manager Robert Belmore and City Planner David Sharples, are well familiar with the community's vision and this request and we would invite further dialog with them towards a desirable outcome.

Thank you in advance for being considerate of our request.

Sincerely,

Mayor Mathew Spencer and Members of the Somersworth City Council



CITY OF SOMERSWORTH Office of the City Manager

TO: Mayor Matthew Spencer and City Council Members
FROM: Robert M. Belmore, City Manager
DATE: Friday, December 9, 2011
SUBJECT: City Manager's Report for Monday, December 12, 2011
City Council Agenda

*Council Non-Meeting
City Attorney– 6:00 p.m.*

Lay on Table (under Section 11 of the Agenda):

- A. **Discussion of Monthly Water and Sewer Billing.** Attached is information presented to the Finance Committee at their December 6th meeting.

Unfinished Business (under Section 12 of the Agenda):

Resolutions:

- A. **Resolution No. 16-12 Authorizing the City Manager to Enter Into a Grant Agreement with the New Hampshire Department of Transportation for a Transportation Enhancement (TE) Grant for a Downtown Sidewalk and Streetscape Improvement Project.** As a reminder, further City Council action will be required to award contracts and expend funds when we get to the bricks and mortar construction stages of the project.
- B. **Resolution No. 17-12 Authorizing a Public-Private Collaboration between the City of Somersworth and the Friends of Somersworth to Pursue the Preservation of the Hilltop School as a Community Resource.** As a reminder, this Resolution was a work product stemming from the Economic Development Committee's meeting of November 1, 2011.

New Business (under Section 13 of the Agenda):

Ordinances:

- A. **Ordinance No. 8-12 City Council Meeting Schedule for 2012.** City Council will need to consider suspending rules to set the calendar.

Resolutions:

A. Resolution No. 18-12 Accept Hawthorne Circle. Attached is a draft deed approved by City Attorney as well as a recommendation from the City Engineer.

Other:

A. Somersworth-Berwick Bridge Design Request Letter- Councilor Witham.

B. City Council Certification of Results of Recount for Ward 4 City Council Seat held on 11/16/2011.

C. Set Hours for January 1-, 2012 Presidential Primary – 8:00 A.M. to 7:00 P.M.

City Manager's Items (under Section 9 of the Agenda):

A. Informational Items:

1. **CIP FY 2013-2018.** 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. **Budget Preparation FY 2013.** Attached is a copy of my Budget directive to department heads as we begin next year's budget process. I welcome any Council direction as I move forward in this budget development process.
3. **Cable Franchise Renewal with Comcast.** The Cable Committee met with the City's Special Legal Counsel on November 15th to discuss final negotiation strategy. Attached is a letter from Attorney Ciandella outlining a proposed strategy. I would appreciate a non-public (or public) session to discuss the letter and negotiation process to date.
4. **Yankee Thermal Imaging.** Company representatives provided the City Council an overview of their Program benefits last month. Attached is a follow-up letter from the company. I would appreciate direction from Council as to what action you would like to take on this matter (Council Resolution, Committee review or other).
5. **Economic Development.** I am pleased to report the State of New Hampshire Division of Economic Development's approval of a new City Economic Revitalization Zone. As mentioned in the approved letter, it is our hope that this designation will allow for increased business development and job creation in Somersworth. This is the City's third such designated zone.