

CITY OF SOMERSWORTH
CITY COUNCIL MEETING

AGENDA

MARCH 21, 2011

7:00 P.M.

6:00 P.M. – JOINT WORKSHOP OF THE CITY COUNCIL AND
SCHOOL BOARD

6:45 P.M. – PUBLIC HEARING ON RESOLUTION NO. 18-11 TO
ESTABLISH A CAPITAL RESERVE FUND FOR THE PURPOSE OF
SIDEWALK CONSTRUCTION, RECONSTRUCTION, OR
REHABILITATION

1. Roll Call of Members
2. Pledge of Allegiance
3. Minutes of the Previous Meeting
 - A. Minutes of City Council Meeting held on 3/7/11.
4. Comments by Visitors
5. Communications
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. Cemetery Board of Trustees

- David Eastman, Term to Expire 02/16
- Frank Kennedy, Term to Expire 04/15

B. Conservation Commission

- Frank Richardson, Term to Expire 04/14
- Imants Millers, Term to Expire 04/14
- Elizabeth Wilson, Term to Expire 04/14

C. Planning Board

- Erwin Grant, Term to Expire 04/14
- Ron LeHoullier, Term to Expire 04/14

11. Lay on Table

12. Unfinished Business

A. Resolution No. 18-11 To Establish a Capital Reserve Fund for the Purpose of Sidewalk Construction, Reconstruction, or Rehabilitation.

B. Discussion Item – Hilltop School Reuse.

13. New Business

Ordinances:

A. Ordinance No. 9-11 Amend Chapter 19, Zoning Ordinance, Section 13, Riparian and Wetland Buffer District Ordinance.

Resolutions:

A. Resolution No. 19-11 To Authorize the City Manager to Order One Police Cruiser which will be Funded in the Fiscal Year 2011-2012 Budget.

B. Resolution No. 20-11 Resolution for the City of Somersworth to Encourage/Participate in Regionalization Efforts.

Other:

A. Vote to Authorize the City Manager to Petition the Commissioner of the Department of Resources and Economic Development (DRED) for the Extension of Economic Revitalization Zones within the City of Somersworth.

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

UNFINISHED

BUSINESS

RESOLUTION NO. 18-11 TO ESTABLISH A CAPITAL RESERVE FUND FOR THE PURPOSE OF SIDEWALK CONSTRUCTION, RECONSTRUCTION, OR REHABILITATION.

Somersworth, NH
March 7, 2011

WHEREAS the City of Somersworth's Capital Improvement Plan proposes the creation of a Capital Reserve Fund for the purpose of a city-wide sidewalk rehabilitation plan; and

WHEREAS the Somersworth Planning Board voted during their review of the Capital Improvement Plan to support the creation of a Capital Reserve Fund for the purpose of a city-wide sidewalk rehabilitation plan; and

WHEREAS RSA 34:1 permits the establishment of a capital reserve fund for the construction, reconstruction, or acquisition of capital improvements,

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the Somersworth Sidewalk Improvement Capital Reserve Fund is established for the purpose of construction, reconstruction, or rehabilitation of sidewalks in the City of Somersworth, including the cost of engineering, survey, or other ancillary costs directly related to the construction, reconstruction, or rehabilitation of sidewalks; and

BE IT FURTHER RESOLVED THAT the City Council authorizes \$50,000 within the Fiscal Year 2011 approved road resurfacing budget be transferred into this fund; that future contributions to this fund shall come from the operating budget; and further that the City Council is hereby designated as agents to expend these funds.

Introduced by Councilors

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

Approved:

City Attorney

NEW

BUSINESS

ORDINANCE NO. 9-11 AMEND CHAPTER 19, ZONING ORDINANCE, SECTION 13, RIPARIAN AND WETLAND BUFFER DISTRICT ORDINANCE.

Somersworth, NH
March 21, 2011

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

Amend Chapter 19, Zoning Ordinance, Section 13, Riparian and Wetland Buffer District Ordinance, by deleting 19.13.9.A.7. in its entirety and replacing with the following:

- 19.13.9.A.7. No mechanized logging, no clear cutting of trees, no removal of rocks or stumps, and no cutting or removal of vegetation or natural ground cover below three (3) feet in height shall be permitted with the exception of forest management that is not associated with shoreland development or land conversion, and is conducted in compliance with RSA 227-J:9 and a Notification of Forest Management or Timber Harvest Activities having Minimum Wetlands Impact Form (or its subsequent equivalent if there is a name change) has been submitted to the New Hampshire Department of Environmental Services.

This ordinance shall take effect upon its passage.

Introduced by Councilor

David Witham
By Request

Approved:

City Attorney

MEMORANDUM

DATE: MARCH 1, 2011

TO: ROBERT M. BELMORE

FROM: DAVID E. SHARPLES, CITY PLANNER ^{D.S.}

SUBJECT: RIPARIAN AND WETLAND BUFFER ORDINANCE AMENDMENT

On behalf of the Planning Board, I am forwarding a proposed amendment to Section 13 Riparian and Wetland Buffer Ordinance of the Zoning Ordinance for review by the City Council. This amendment was first reviewed by the Conservation Commission where it was unanimously voted to send the amendment to the Planning Board with a recommendation for approval. The Planning Board held a public hearing on the amendment and voted to forward it to the City Council with a recommendation for approval. I will provide a brief history of the amendment followed by a statement of intent.

History:

In applying the ordinance, I noticed that although forestry activities could be allowed in the district, a Conditional Use Permit would be required. I raised this concern to the Commission and they agreed to discuss it at a workshop. The Commission held a workshop on October 13, 2010 and recommended the following amendment to Section 13.9.A.7 of the Zoning Ordinance (the underlined language represents proposed new language to be added):

19.13.9.A.7: No mechanized logging, no clear cutting of trees, no removal of rocks or stumps, and no cutting or removal of vegetation and or natural ground cover below 3 feet in height shall be permitted with the exception of forest management that is not associated with shoreland development or land conversion, and is conducted in compliance with RSA 227-J:9 and a Notification of Forest Management or Timber Harvest Activities Having Minimum Wetlands Impact form (or its subsequent equivalent if there is a name change) has been submitted to the New Hampshire Department of Environmental Services.

Statement of Intent: It is the intent of this amendment to exempt certain timber harvesting activities from having to secure a Conditional Use Permit. It is also the intent that all exempt timber activities within any water body within the City's Riparian Buffer and Wetland District shall meet the minimum requirements set forth in RSA 227-J:9 regardless of the classification of the water body in question. For example, timber activities within the buffer of a first order stream shall comply with the provisions of RSA 227-J:9.

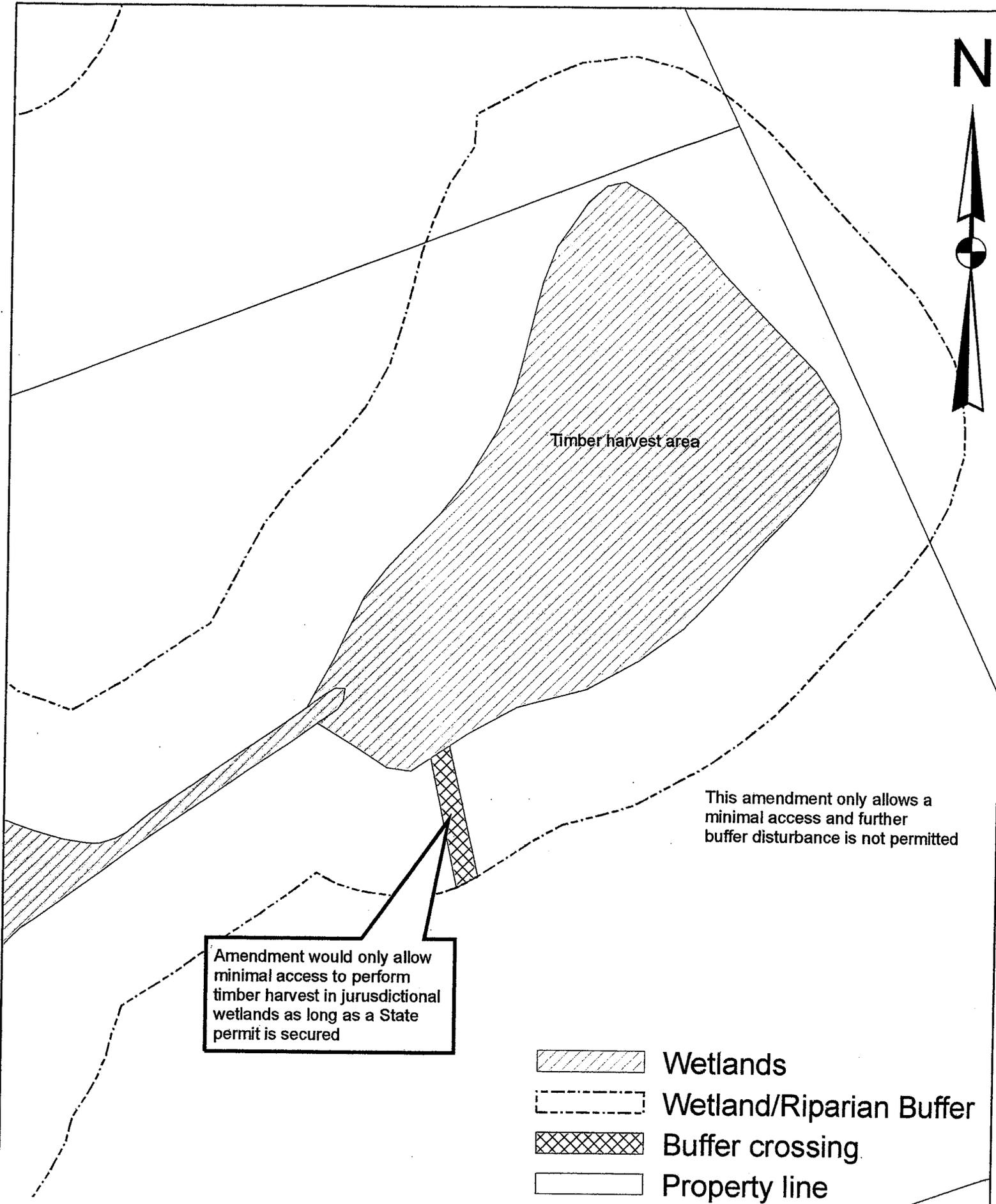
It is the intent of this amendment to allow one small access in order to conduct timber harvesting within a jurisdictional wetland or to allow access through the buffer to conduct timber activities to areas that would otherwise be inaccessible. I've enclosed a figure that could be placed in the ordinance that depicts the intent of this provision.

Thank you.

DES: tag

Enc (1)

Buffer Amendment



RESOLUTION NO. 19-11 TO AUTHORIZE THE CITY MANAGER TO ORDER
ONE POLICE CRUISER WHICH WILL BE FUNDED IN THE FISCAL YEAR 2011-
2012 BUDGET.

Somersworth, NH
March 21, 2011

WHEREAS the City of Somersworth's Capital Improvement Plan proposes a replacement schedule for police cruisers to maintain fleet integrity and reduce maintenance costs, and

WHEREAS the Somersworth City Council established a goal by consensus at their February 19, 2011 goal setting session whereby they may review and approve a priority list of CIP (capital improvement plan) items earlier than the actual FY budget approval process is complete in order to allow for timely ordering,

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to order one new police cruiser which will be funded through an appropriation in the Fiscal Year 2011-2012 budget, said purchase with necessary patrol set-up would not exceed \$32,000.

Introduced by Councilor

David A. Witham

Approved:

City Attorney

RESOLUTION NO. 20-11 RESOLUTION FOR THE CITY OF SOMERSWORTH TO ENCOURAGE/PARTICIPATE IN REGIONALIZATION EFFORTS.

Somersworth, NH
March 21, 2011

WHEREAS, the City of Somersworth, Strafford County, the State of New Hampshire, and the nation are confronted with major economic challenges; and

WHEREAS, the solution to these economic challenges is in strengthening our local and regional economies; and

WHEREAS, there are common interests and services shared by all communities and being delivered within Strafford County; and

WHEREAS, studies have shown that sharing resources and services with neighboring communities can provide substantial savings to individual communities; and

WHEREAS, the City of Somersworth could realize substantial savings and reduce its budget thereby lessening the burden on local taxpayers through regionalization of services and procurement without diminishing the quality of such services; and

WHEREAS, the County of Strafford, through its Board of Commissioners is willing to host meetings to provide leadership, organization, funding resources, and facilitation of this effort:

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City of Somersworth explore and participate in regionalization efforts with communities throughout Strafford County in an effort to realize cost savings opportunities for the City of Somersworth and its taxpayers.

Introduced by

Lincoln T. Soldati, Mayor
City of Somersworth

Approved:

City Attorney

Public Notice
CITY OF SOMERSWORTH, NH

Pursuant to the Somersworth City Charter, The City Council has scheduled a public hearing on the Fiscal Year 2011/2012 fiscal year budget for the City of Somersworth on Monday April 11, 2011 at 7:00 PM in the City Council Chambers, City Hall, One Government Way, Somersworth, NH.

The proposed expenditures of the various funds are:

Expenditures by Department and Activity:	FY09-10	FY10-11	FY11-12
GENERAL FUND	Actual Expenses	Budget	Proposed
MAYOR-COUNCIL	20,874	24,088	24,088
CIVIC PROMOTIONS	8,983	8,900	8,900
COMMUNITY SUPPORT	77,117	81,862	81,859
CITY MANAGER	206,573	212,981	222,517
ADMINISTRATION	97,535	110,678	110,592
FINANCE DEPARTMENT	274,401	279,578	293,500
CITY CLERK	137,605	144,216	150,012
ELECTIONS	8,240	13,325	11,400
TAX COLLECTOR	169,064	179,838	187,473
HUMAN SERVICES	158,651	197,112	204,369
LIBRARY	302,133	308,967	318,431
PLANNING	272,013	278,999	288,443
ECONOMIC DEVELOPMENT	4,854	5,547	5,250
CODE ENFORCEMENT	129,144	132,357	135,197
ASSESSING	123,930	124,819	160,472
RECREATION	161,944	180,066	185,199
CITY HALL	129,046	122,012	122,369
POLICE ADMIN	358,477	355,195	365,100
PATROL	1,518,472	1,669,676	1,743,486
INVESTIGATIONS	353,532	366,698	382,069
POLICE SUPPORT	310,129	334,750	349,385
TRAFFIC	41,073	42,438	44,990
PROSECUTION	105,058	108,618	112,346
FIRE ADMIN	184,457	183,397	178,491
FIREFIGHTING	1,522,932	1,584,268	1,676,865
PUBLIC WORKS ADMIN	967,805	998,099	1,077,781
STREET MAINTENANCE	327,738	273,996	278,300
SNOW REMOVAL	93,201	126,900	133,200
STREET LIGHTING	131,725	128,000	134,500
EQUIPMENT MAINTENANCE	56,732	59,004	57,432
CITY ENGINEER	116,411	124,345	125,807
BUILDINGS AND GROUNDS	28,982	35,412	32,500
CEMETERY	5,775	8,218	8,218
SOLID WASTE COLLECTION	136,458	159,492	142,652
TRANSFER TO DEBT SERVICE	991,415	958,936	919,710
CAPITAL LEASES	186,489	211,496	195,570
TRANSFER TO OTHER CAPITAL FUNDS	163,167	789,469	192,152
CONTINGENCY	13,348	80,000	80,000
CAPITAL OUTLAY	114,252	80,561	131,652
Subtotal City	10,009,735	11,084,313	10,872,277
INTERGOVT ASSESSMENTS/County	2,223,263	2,211,961	2,277,390
SCHOOL EDUCATIONAL EXPENSES	20,233,700	21,236,379	21,986,926
SCHOOL CAPITAL/CIP	0	131,000	291,413
SCHOOL FOOD SERVICE DEFICIT	0	0	121,949
SCHOOL DEBT SERVICE	734,324	2,011,916	1,991,687
TOTAL GENERAL FUND	33,201,022	36,675,569	37,541,642
ENTERPRISE FUNDS			
SOLID WASTE DISPOSAL	343,941	403,300	368,300
WATER DEPT	1,917,080	2,034,683	1,951,232
WASTEWATER DEPT	1,977,497	1,963,581	2,166,752
TOTAL ENTERPRISE FUNDS	4,238,518	4,401,564	4,486,284
DEBT SERVICE FUNDS			
ROUTE 108 SEWER	155,063	0	0
TOTAL DEBT SERVICE FUNDS	155,063	0	0
TOTAL ALL APPROPRIATIONS	37,594,603	41,077,133	42,027,926

Copies of the FY 2011-2012 Proposed Budget are available online at www.somersworth.com, or in the Office of the City Clerk, the Finance Office, and the Public Library during regular business hours.

Robert M Belmore
City Manager



CITY OF SOMERSWORTH

Office of the City Manager

TO: Mayor Lincoln Soldati and City Council Members

FROM: Robert M. Belmore, City Manager

DATE: Friday, March 18, 2011

SUBJECT: City Manager's Report for Monday, March 21st, 2011
City Council Agenda

6:00 p.m. City Council and School Board Workshop

**6:45 p.m. Public Hearing on Resolution No. 18-11 to
Establish a Capital Reserve Fund for the Purpose of
Sidewalk Construction, Reconstruction, or Rehabilitation**

Unfinished Business (under Section 12 of the Agenda):

- A. Resolution No. 18-11 To Establish a Capital Reserve Fund for the Purpose of Sidewalk Construction, Reconstruction, or Rehabilitation.** As a reminder, the Finance Committee and Public Works Committee have met and voted to support the establishment of this fund. The City Manager's FY 2011 Budget proposed \$50,000 and next years City Manager Proposed FY 2012 includes \$50,000 as a recommendation for this purpose.
- B. Discussion Item – Hilltop School Reuse.**

New Business (under Section 13 of the Agenda):

Ordinances:

- A. Ordinance No. 9-11 Amend Chapter 19, Zoning Ordinance, Section 13, Riparian and Wetland Buffer District Ordinance.** Please see the attached information provided by City Planner Dave Sharples. The Conservation Commission sent this recommended change to the Planning Board. The Board held a Public Hearing and voted to send the recommended change to the City Council. I recommend a Council Public Hearing prior to next regular meeting on April 4th at 6:45 p.m.

Resolutions:

- A. Resolution No. 19-11 To Authorize the City Manager to Order One Police Cruiser which will be Funded in the Fiscal Year 2011-2012 Budget.** I have attached an explanation regarding the timing needed to order Police Cruisers provided to me by Captain Timmons. At this time, this Resolution is on the Public Safety Committee's March 22nd agenda for discussion.

B. Resolution No. 20-11 Resolution for the City of Somersworth to Encourage/Participate in Regionalization Efforts. At the February Goal Setting Workshop, the Mayor and City Council did identify the support of Regionalization Efforts as a new goal moving forward.

Other:

A. Vote to Authorize the City Manager to Petition the Commissioner of the Department of Resources and Economic Development (DRED) for the Extension of Economic Revitalization Zones within the City of Somersworth. The Council's Economic Development Committee reviewed this extension to Zone #2 and recommends taking this action. An explanation and map from Development Services Director Wheeler are attached.

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

A. Informational Items:

1. **PSNH Community Meeting.** I attended a PSNH Community Outreach meeting on March 15th with Captain Timmons, Fire Chief Fred Butts and Public Works Director Tom Willis. Attached is a handout of their presentation. I draw your attention to slide number 9 on page 5 regarding PSNH's Power Restoration Philosophy and Priorities.
2. **Safe Routes to School Grant Program.** The SAU-City Task Force continues to meet. Attached is a copy of the executive summary regarding a survey conducted as part of their October 2010 'Walk to School' day event.
3. **Forrest Management Plan.** The Public Works Department will be working with a UNH Forestry student as he drafts a plan for Timber Management of City-owned land off Rocky Hill Road for our consideration.
4. **Grants.**
 - **Engineering Services Grant.** Attached is a draft application for \$10,000 of engineering services for a Subsurface Infrastructure Evaluation project in the Downtown Area as part of DuBois & King 50 year anniversary celebration program.
 - **Highway Safety Grant.** The Police Department recently received funding for 5 days of extra patrol through the State Operation Safe Commute Program: one Officer for 3-hours in the morning and afternoon. (Approx. \$1,875.00)
 - **National Law Enforcement Grant Program.** This grant, sponsored through Target, has been applied for by the Police Department. The \$5,000 grant would be put towards a computer server (virtual server) that would combine the three current servers that support the station.
 - **Community Technical Assistance Program.** The Planning Board has authorized the City Planner to apply for a \$8,330 project grant to develop a Conservation Subdivision ordinance with the assistance of a consultant at no funding cost to the City. This will address other newly established goals in the City Master Plan.