

CITY COUNCIL MEETING

JANUARY 8, 2014

His Honor, Mayor Hilliard, called the meeting to order, and upon roll call the following members were found present: Pepin, Soldati, Hebert, McCallion, Messier, Tapscott, Witham and Sprague.

MINUTES OF THE PREVIOUS MEETING.

Councilor Pepin moved to approve the minutes of the meeting held on December 9, 2013. The motion was seconded by Council Witham and passed unanimously.

ANNOUNCEMENTS BY COUNCILORS.

Councilor Soldati wished to let the business community know that on Friday, January 24th, the Somersworth Chamber of Commerce will be attending a business before hours hosted by the City of Somersworth from 8:00 a.m. to 9:30 a.m. in Council Chambers. This will be an opportunity for the business community and residents to meet City staff. People can sign up for this on the Chamber of Commerce web site.

COMMUNICATIONS.

LETTER FROM FRANCIS J. MENEZ.

December 20, 2013

From: Francis J. Menez

To: Somersworth Planning Dept.

Subject: Zoning Board of Adjustment

Due to my poor health I will not be able to continue as a member of the ZBA. I shall resign as a member of the ZBA effective this date. In the near future I will return all material that I have pertaining to the ZBA to the Planning Dept. It has been a pleasure serving the community.

Francis J. Menez

Councilor Witham moved to accept this resignation with regret. The motion was seconded by Councilor Pepin and passed unanimously.

MAYOR'S REPORT.

Mayor Hilliard extended his gratitude to the electorate for the confidence they placed in him by electing him to the position in November, 2013. He looks forward to building a team which is comprised of high-energy, statesmanship and balance, and to focus and continue to overcome the

barriers and obstacles to move our great community forward. As your Mayor, he promised to lead not only with professionalism, vision and distinction, but also with sensitivity and patience.

He will be announcing regular business hours in the Mayor's Office. Two interns who attend St. Anselm's College, Christien Dubois, and William Travascio, will be manning the Mayor's Office on the 2nd and 4th Mondays of the month from 9:30 a.m. to 1:00 p.m., Wednesdays from 9:30 a.m. to 1:00 p.m., and Fridays from 9:30 a.m. to 4:00 p.m. They will attend Council Meetings on the first and third Mondays of the month.

REPORTS OF SPECIAL COMMITTEES.

CTC RENOVATION COMMITTEE.

Councilor Pepin reported he attended a meeting of this Committee today, 1/08/14 and discussed the following items:

- Goal setting – established seven goals.
- Went over paperwork that must be submitted to the state regarding self-evaluation.
- Committee members are going to be going to different vocational schools that have been renovated so they can see new processes.
- They are sending out for input from local businesses on what their visions are for the next 20 years.

STRAFFORD REGIONAL PLANNING COMMISSION.

Councilor Tapscott reported he passed out meeting minutes for a policy meeting of this commission which he attended on 12/20/13. The following items were noted:

- Rad Nichols of COAST stated that Somersworth is the only community that has a process in place where the developer is directed to contact COAST to discuss how public transit may be facilitated as part of the development and noted it is a good first step. William Connor noted at the former Sunningdale Country Club there are plans for 179 building lots on 150 acres and stated communities should let Ms. Copeland know about these projects in the area. Ms. Copeland explained it is the call of the local planning board to determine if a development has the potential for regional impact.
- They had a discussion about a very large development for the City of Dover and also noted that Rochester is also facing a very large development.

CITY MANAGER'S REPORT.



CITY OF SOMERSWORTH
Office of the City Manager

TO: Mayor Dana Hilliard and City Council Members
FROM: Robert M. Belmore, City Manager
DATE: Friday, January 3, 2014
SUBJECT: City Manager's Report for Wednesday, January 8, 2014
City Council Agenda

6:30 P.M. Public Hearing

Resolution No. 21-14 Bond for Road & Utility Improvements

I have attached copies of three (3) PowerPoint slides that will be part of a brief presentation given by Finance Director Scott Smith regarding the City's General Fund Debt Service obligations.

Old Business (under Section 13 of Agenda)

Resolutions:

- A. Resolution No. 21-14 Bond for Road and Utility Improvements for a Portion of High Street from the Sinclair Avenue Intersection Location to the Dover City Line and Road and Utility Improvements to Tri City Road.** I have attached a duplicate copy of information provided to you in the last meeting packet. Interim Public Works Director, Carol Murray and City Engineer, Joe Ducharme are planning to be present to answer any project questions.

New Business (under Section 14 of Agenda)

- A. Resolution No. 22-14 Proclamation Declaring January Diversity Month in the City of Somersworth.**

- B. Resolution No. 23-14 Authorizing the City Manager to Sell City Tax Deeded Property at 43 Colonial Village, 207 Sherwood Glen, and 613 Sherwood Glen.** These properties are manufactured housing units that I would advertise for sale through a sealed bid process in the first instance.
- C. Resolution No. 24-14 Amend Council Rules and Regulations, Section 4.A, City Clerk, Regarding Electronic Recordings of City Council and Other Such Special Meetings.**
- D. Resolution No. 25-14 Amend Council Rules and Regulations, Section 17, Appointments.**

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

A. Information Items:

- 1. TE Grant Project.** Attached is a memorandum from Director Sharples that provides the welcomed news of Station Street being added to the Downtown Transportation Enhancement (TE) Grant work. This will provide new sidewalks and curbing to Station Street. Respectfully, City Council should now consider funding for other improvements to this Street such as road resurfacing and streetscaping as well as approving the expansion of the present TE Grant onto Station Street. This discussion might be good to have during the upcoming workshop session with HTA Engineers.
- 2. Canal Street Railroad Crossing.** I was recently contacted by a representative of the Railroad, Mr. David Campbell, informing me that this Railroad crossing will see improvements as part of the recent Tiger Grant rail project work.
- 3. City Council Workshops.**
 - Joint Council-School Board Session at the Career Technical Center on January 21st, at 5:30 pm regarding the tax cap process.
 - City Council Session on February 3rd at 5:30 pm with HTA Engineers to discuss Downtown Project.
 - City Council Session to receive a presentation on the Landfill Solar Energy Feasibility Study. Staff has reached out to the EPA funded consultant to find out if they could attend a session on Tuesday, February 18th or Monday, March 3rd with a proposed 5:30 pm starting time.

B. Attachments:

- 1. City Attorney Certification (1)**

NOMINATIONS, APPOINTMENTS AND ELECTIONS.

Mayor Hilliard made the following appointments to Council Standing Committees:

- Finance Committee – David Witham, Chair; Dale Sprague, Vice Chair; Martin Pepin; Jennifer Soldati
- Government Operations – Jennifer Soldati, Chair; David Witham, Vice Chair; Brian Tapscott; new At Large Councilor
- Economic Development – Jonathan McCallion, Chair; David Witham, Vice Chair; Dale Sprague; new At Large Councilor
- Public Safety – Martin Pepin, Chair; Marcel Hebert, Vice Chair; Denis Messier; Jennifer Soldati
- Public Works & Environment – Dale Sprague, Chair; David Witham, Vice Chair; Denis Messier; Jennifer Soldati
- Recreation Committee - Martin Pepin, Chair; Marcel Hebert, Vice Chair; Brian Tapscott; Jonathan McCallion

Nominations to Other Committees:

- E-911 Street Name/Address Committee – Martin Pepin
- Vision 2020 – David Witham, Chair; Jonathan McCallion
- Sewer Appeals – Brian Tapscott; Marcel Hebert
- School Board Rep. – Martin Pepin
- Building Trades Trust – Martin Pepin
- Lamprey Regional Board of Directors – Denis Messier
- Sustainability Committee – Jennifer Soldati
- Planning Board Rep. – David Witham; Marcel Hebert, Alternate
- COAST Board of Directors – Martin Pepin
- Historic District Commission – Marcel Hebert
- Cable Committee – Brian Tapscott
- Traffic Safety Committee – David Witham
- CTC Renovation Committee – Martin Pepin

Councilor Witham moved to suspend rule 17 in order to act on these nominations tonight. The motion was seconded by Councilor Soldati and passed unanimously. The nominations were passed by a vote of 8 yeas, 0 nays.

Mayor Hilliard nominated Jennifer Soldati to serve as Acting Mayor. Councilor Witham moved to suspend rule 17 in order to act on this tonight. The motion was seconded by Councilor McCallion and passed unanimously.

Mayor Hilliard's nomination of Councilor Jennifer Soldati to serve as Acting Mayor passed by a vote of 8 yeas, 0 nays.

UNFINISHED BUSINESS.

RESOLUTION NO. 21-14 BOND FOR ROAD AND UTILITY IMPROVEMENTS FOR A PORTION OF HIGH STREET FROM THE SINCLAIR AVENUE INTERSECTION LOCATION TO THE DOVER CITY LINE AND ROAD AND UTILITY IMPROVEMENTS TO TRI CITY ROAD.

Councilor Sprague moved to adopt this Resolution. The motion was seconded by Councilor Hebert.

Councilor McCallion said it is not easy when we have to spend money. We have to look at this as an investment.

Councilor Sprague said this will be replacing a bond we are retiring. This will account for a ten cent increase in the current tax rate. We want to do this right the first time.

Councilor Witham said there is no question the need is there for this road which is the main thoroughfare. It is the gateway to our community. The Finance Director indicated this will come within the parameters of the tax cap. It is important to move forward and leverage this money as best we can. If there is money left over it can be used for other projects.

Resolution No. 21-14 passed by roll call vote of 8 yeas, 0 nays.

NEW BUSINESS.

RESOLUTION NO. 22-14 PROCLAMATION DECLARING JANUARY DIVERSITY MONTH IN THE CITY OF SOMERSWORTH.

Somersworth, NH
January 8, 2014

WHEREAS, January 15, 2014 will mark the 85th birthday of the Rev. Martin Luther King, Jr.; and

WHEREAS, the “dream” of equal treatment, dignity and respect of all people is a “dream” worth striving for; and

WHEREAS, our nation has worked towards the goal of fulfillment of this commitment for over 238 years; and

WHEREAS, the City of Somersworth has a proud history of tolerance and diversity; and

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

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

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

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

The Somersworth Mayor and City Council hereby declare that January, 2014 be Diversity and Tolerance Month in the City of Somersworth and that the City of Somersworth along with all of its citizens hereby recommits itself to the fulfillment of Rev. Martin Luther King, Jr.’s “Dream.”

Introduced by Mayor

Dana S. Hilliard
Councilor Martin Pepin
Councilor Denis Messier

The remaining six Council members asked to have their names added to this Resolution.

Councilor Tapscott moved to suspend the rules in order to act on this tonight. Motion was seconded by Councilor Hebert and passed unanimously.

Following the second reading of Resolution No. 22-14 by title, the Resolution passed by roll call vote of 8 yeas, 0 nays.

RESOLUTION NO. 23-14 AUTHORIZING THE CITY MANAGER TO SELL CITY TAX DEEDED PROPERTIES AT 43 COLONIAL VILLAGE, 207 SHERWOOD GLEN, AND 613 SHERWOOD GLEN.

Somersworth, NH
January 8, 2014

WHEREAS, the City of Somersworth has acquired through tax deed the following taxable properties (that is, manufactured housing units) located at:

- 43 Colonial Village, Map 81 Block 43M
- 207 Sherwood Glen, Map 87 Block 207M
- 613 Sherwood Glen, Map 87 Block 613M

and

WHEREAS, after a review of the aforementioned there has been no determined municipal need for the property and it may be considered surplus,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to sell these surplus city properties by any means determined to be in the best interest of the City.

Introduced by

Mayor Dana S. Hilliard

By Request

Approved:

City Attorney

Following the first reading of Resolution No. 23-14, it was referred to the next meeting.

RESOLUTION NO. 24-14 AMEND COUNCIL RULES AND REGULATIONS, SECTION 4.A, CITY CLERK, REGARDING ELECTRONIC RECORDINGS OF CITY COUNCIL AND OTHER SUCH SPECIAL MEETINGS.

Somersworth, NH

January 8, 2014

WHEREAS, current Council Rules and Regulations, under Section 4.A, City Clerk, state that electronic recordings of all regular meetings of the City Council and other such special meetings shall be kept on file for one (1) year after the date of each meeting; and

WHEREAS, the Government Operations Committee of the City Council has recommended that such electronic recordings of all regular meetings of the City Council and other such special meetings shall be kept on file for five (5) years after the date of each meeting;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT Council Rules and Regulations, Section 4.A, City Clerk, be amended to reflect that electronic recordings of all regular meetings of the City Council and other such special meetings shall be kept on file for five (5) years after the date of each meeting.

Introduced by

Mayor Dana S. Hilliard

By Request

Approved:

City Attorney

Following the first reading of Resolution No. 24-14, it was referred to the next meeting.

RESOLUTION NO. 25-14 AMEND COUNCIL RULES AND REGULATIONS, SECTION 17, APPOINTMENTS.

Somersworth, NH

January 8, 2014

WHEREAS, the Government Operations Committee of the City Council has made the recommendation that all nominees to serve on City of Somersworth Boards, Commissions, and Committees be required to complete the City's Application Form for Boards, Commissions, and Committees;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT Council Rules and Regulations, Section 17, Appointments, be amended by adding the following: "All nominees are required to complete the City's Application for Boards, Commissions, and Committees."

Introduced by

Mayor Dana S. Hilliard

By Request

Approved:

City Attorney

Councilor Witham moved to suspend the rules to act on this Resolution tonight. The motion was seconded by Councilor Soldati and passed unanimously.

Councilor Witham said over the last several years the Council has had material come to them in a variety of ways. The idea of the Application for Boards, Commissions and Committees was to put some consistency around the process and to simplify the process. It is straightforward. He supports this.

Councilor Soldati moved to strike the word “all” from the first paragraph. The motion was seconded by Councilor Witham and passed unanimously.

Councilor Soldati noted that most other communities have a form they use for this purpose.

Resolution No. 25-14, as amended, passed by roll call vote of 8 yeas, 0 nays.

CLOSING COMMENTS BY COUNCIL MEMBERS.

Councilor McCallion applauded how this meeting went tonight, stating is it a good start to doing business in 2014 in the City of Somersworth.

Councilor McCallion said the Inauguration Ceremony held on 1/07/14 was awesome and brought a sense of pride to the City. It was good for the high school, middle school, and leadership in the community. If anybody has new ideas on how to move Somersworth forward he would like to hear them.

Councilor Messier said it is wonderful to be back on the Council after his absence. His phone number is in the book and will also be on-line, as well as his email address.

Councilor Witham said the Inauguration Ceremony was a great event, having energy and vibrance to it. It is exactly what we need. Last night set the tone for this community and this body. Thank you for that.

Councilor Witham said the Christmas parade took place on a very cold night. Having walked in two parades, he realizes there are only so many resources and feels that perhaps we can rekindle our efforts with Berwick, ME as we used to do. We might want to explore that idea.

Councilor Witham recognized Public Works for their efforts so far this winter. Some storms have required lots of hours from a very lean Public Works staff. Our roads were very well maintained. Thank you for your efforts.

Councilor Witham said he brought to light several streetlight outages, none of which have been repaired as yet. Maybe we could put a fire under PSNH. They are busy too, but maybe we can get some of the more important lights fixed.

Councilor Witham said regarding the workshop with Hoyle, Tanner & Associates, he feels we ought to be including VHB in this also.

Councilor Sprague welcomed the Mayor and welcomed everyone back, especially Councilor Messier.

Councilor Sprague said he takes his hat off to the Public Works Department on the good job they did on the streets. The crew is very lean right now.

Councilor Sprague said the Christmas Parade was very exciting and well put together. He would also like to see it done in conjunction with Berwick.

Councilor Sprague also felt the Inauguration Ceremony was very well done. He wished a Happy New Year to everybody and hopes we will get through this budget season.

FUTURE AGENDA ITEMS.

The City Manager had requested that time be scheduled for a presentation on the landfill prior to the 2/18/14 or 3/03/14 Council meeting at 5:30 p.m.

Councilor Witham moved that we schedule the presentation on the 2/18/14 date at 5:30 p.m. prior to the regular City Council Meeting. There were no objections from the Council members.

ADJOURNMENT.

Councilor McCallion moved to adjourn. The motion was seconded by Councilor Messier and passed unanimously.

The meeting adjourned at 8:00 p.m.

Respectfully submitted,

Diane M. DuBois, City Clerk

X

Diane DuBois