

CITY OF SOMERSWORTH  
CITY COUNCIL MEETING

AGENDA FOR JUNE 6, 2016

6:00 P.M. – CITY COUNCIL WORKSHOP  
Property Tax Assessment Program – Marybeth Walker and Will Corcoran  
6:30 P.M. – CITY COUNCIL WORKSHOP  
Invasive Plant Program, Milton Three Ponds – Paul Gregory and John McPhedran, Maine DEP  
7:00 P.M. – CITY COUNCIL MEETING

1. Roll Call of Members
2. Pledge of Allegiance
3. Minutes of Previous Meetings
  - A. Minutes of City Council Meeting held on May 16, 2016.
4. Comments by Visitors
5. Announcements by Councilors
6. Communications
7. Presentation of Petitions and Disposal Thereof by Reference or Otherwise
8. Mayor's Report
9. Reports of Standing Committees
10. Reports of Special Committees, City Officers and City Manager
11. Nominations, Appointments and Elections
  - A. Mayoral Appointment  
Supervisor of the Checklist – Ward 2  
Thomas Sheehan - 5 year term to expire June 2021
12. Lay on Table
13. Unfinished Business

Ordinances:

- A. Ordinance No. 18-16 Amending Chapter 29, Administrative Code, by Amending Section 3.6.16, Division of Public Works

Resolutions:

- A. Resolution No. 37-16 To Authorize the City Manager to Request Proposals to Develop a Solar Project Pursuant to RSA 362-A at the Former Somersworth Sanitary Landfill on Blackwater Road

14. New Business

Ordinances:

- A. Ordinance No. 19-16 Transfer Between Departments
- B. Ordinance No. 20-16 Amending Chapter 13 Police Offenses, Section 3.1.F.5, 15 Minute Parking
- C. Ordinance No. 21-16 Amending Chapter 4, Personnel Rules and Regulations

Resolutions:

- A. Resolution No. 38-16 To Seek to Establish a Sister City Relationship with Thetford Mines, Quebec
- B. Resolution No. 39-16 Authorizing the City Manager to Engage in Discussions with the Strafford County Administration to Explore the Feasibility of a County Property Tax Assessing Program to Include the City of Somersworth.
- C. Resolution No. 40-16 Authorizing the City Manager to Engage in Discussions with the City Managers of the Cities of Rochester and Dover to Explore the Feasibility of Joint City Fire Administrative Services.

Other:

- A. Vote to Approve and Adopt the City's Multi-Hazard Mitigation Plan Update 2016

15. Comments by Visitors

16. Closing Comments by Council Members

17. Future Agenda Items

18. Nonpublic Session (as necessary, pending roll call vote by Council)

19. Adjournment



City of Somersworth  
Boards, Commissions & Committee Application

Instructions: Please complete all information.

Name: THOMAS J. SHEEHAN

Telephone: 692-2898 Email: SAPDADDY9700@MYFAIRPOINT.NET

Residence Address: 8 PINKHAM AVE

Mailing Address (if different): \_\_\_\_\_

Resident of Somersworth for 13 Years Ward 2

Registered Voter: Yes  No

Education Level: HIGH SCHOOL

Please list any organizations, groups, or other committees you are involved in:  
BOY SCOUTS, SOMERSWORTH MUSIC BOOSTERS

I am interested in serving on the following Board, Commission or Committee (s):

SUPERVISOR OF THE CHECKLIST

My Background or Interests are: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

over



I have served on the following Committee (s) in the past: SELECTMAN WARD 2

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Would you be able to commit to attending all meetings? Yes  No

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By submitting this Application you understand that:

1. This application is for consideration and does not mean you will necessarily be appointed to this Board/Commission; and
2. The Mayor will review your application, may contact you, check your references, and determine any potential conflict of interests; and
3. This application will be forwarded to the City Council for consideration.
4. Application will be kept on file for one (1) year from date of receipt.

Signature: Thomas J. Sheehan

Date: 6/1/16

**Please submit application to:  
City Clerk's Office  
City Hall, One Government Way  
Somersworth, NH 03878**

**ORDINANCE NO. 18-16 AMENDING CHAPTER 29, ADMINISTRATIVE CODE,  
BY AMENDING SECTION 3.6.16, DIVISION OF PUBLIC WORKS**

Somersworth, NH  
May 16, 2016

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

AMEND Chapter 29, Section 3.6.16.c, Division of Public Works, by removing "that" and adding "as may be" and "and to provide general maintenance to all City parks not otherwise assigned".

The Section will read as follows:

- c) Maintain City buildings and land except as may be assigned to another department, and to provide general maintenance to all City parks not otherwise assigned.

This ordinance will take effect upon its passage.

Sponsored by Councilors:

Jennifer G. Soldati  
Martin P. Dumont, Sr.  
Nancie Cameron  
Jessica Paradis

Approved:

City Attorney

**RESOLUTION NO. 37-16 TO AUTHORIZE THE CITY MANAGER TO REQUEST PROPOSALS TO DEVELOP A SOLAR PROJECT PURSUANT TO RSA 362-A AT THE FORMER SOMERSWORTH SANITARY LANDFILL ON BLACKWATER ROAD**

Somersworth, NH  
May 16, 2016

WHEREAS the City of Somersworth solicited proposals from qualified companies to design, engineer, install, monitor, evaluate, maintain, finance and decommission community solar projects pursuant to the New Hampshire Group Net Metering statute, RSA 362-A and locate them on the closed sanitary landfill site on Blackwater Road; and

WHEREAS the request for proposal required qualified companies to build the most economical, cost beneficial system that will maximize the power generating capacity of the site and provide the highest and best economic benefit to the City of Somersworth, and

WHEREAS the City Council voted to approve Resolution No. 30-15 to authorize a memorandum of understanding with American Capital Energy of Lowell, MA., for this purpose; and

WHEREAS the Finance Committee and Public Works & Environment Committee of the City Council reviewed American Capital Energy financing proposal for this project and recommends the City not accept the proposal and to re-issue a Request for Proposals;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the proposal of American Capital Energy is not accepted and that the City Manager is re-authorized to re-issue a request for proposals to develop solar projects pursuant to RSA 362-A at the former Somersworth Sanitary Landfill on Blackwater Road and take any and all other such actions relative to this project determined to be in the best interest of the City.

Sponsored by Councilors:

David A. Witham  
Dale R. Sprague  
Martin Pepin  
Jennifer G. Soldati  
Denis Messier

Approved:

City Attorney

**ORDINANCE NO. 19-16 TRANSFER BETWEEN DEPARTMENTS**

Somersworth, N.H.  
June 6, 2016

THE CITY OF SOMERSWORTH ORDAINS THAT pursuant to Section 7.7 (D) of the City Charter, that the following General Fund unencumbered balance transfer be made:

<u>DEPARTMENTS</u>	<u>FROM</u>	<u>TO</u>
ELECTED LEADERSHIP		
CITY MANAGEMENT		
FINANCE AND ADMINISTRATION		
DEVELOPMENT SERVICES		
POLICE		100,000
FIRE		30,000
PUBLIC WORKS	130,000	
CAPITAL EXPENSES ( <i>DEBT SERVICE</i> )		
OTHER EXPENSES ( <i>CONTINGENCY</i> )		
INTERGOVT ASSESSMENTS-COUNTY TAX		
SCHOOL DEPARTMENT		
	_____	_____
TOTAL GENERAL FUND	130,000	130,000

This ordinance shall take effect upon its passage.

Sponsored by Councilors:

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

Approved:

City Attorney

**ORDINANCE NO. 20-16 AMENDING CHAPTER 13 POLICE OFFENSES, SECTION 3.1.F.5, 15 MINUTE PARKING**

Somersworth, NH  
June 6, 2016

**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 3.1, Parking, § F, Time Limited Parking, § 5. 15 Minute, by adding the following:**

**Market Street on the westerly side one (1) parallel space at 45 Market Street.  
Any day except Saturday, Sundays or Public Holidays, between the hours of 7:00 a.m. and 8:00 p.m.**

**This Ordinance shall be effective upon its passage.**

**Sponsored by Councilors:**

**Jennifer G. Soldati  
David A. Witham**

**Approved:**

**City Attorney**

**Background:**

**The Traffic Safety Committee discussed a request to authorize a 15 minute parking stall at 45 Market Street. Presently the parking in that area is authorized at 2 hours. The business owner has indicated some issues with legally parked vehicles holding the stall for the prescribed period of time. This has impacted their walk-in business flow during their hours of operation. The 45 Market Street Bakery and Café is open Monday thru Friday 7:00 a.m. to 3 and 4 p.m. Our recommendation is to authorize a single 15 minute parking stall adjacent to the business. The ordinance compliments the hours of operation of the facility.**

ORDINANCE NO. 21-16 AMENDING CHAPTER 4. PERSONNEL RULES AND REGULATIONS

Somersworth, NH

June 6, 2016

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

Amend Chapter 4 by deleting the Compensation Schedule in its entirety and replacing it with the following:

**Personnel Rules and Regulations  
FY2016-2017 Compensation Schedule  
(2.5% Increase effective July 1, 2016)**

GRADE		HIRE	1	2	3	4	5
6	A	21,707.99	22,634.40	23,485.69	24,437.14	25,413.62	26,390.10
	H	10.4365	10.8819	11.2912	11.7486	12.2181	12.6876
7	A	22,759.59	23,610.88	24,662.48	25,638.96	26,565.37	26,890.87
	H	10.9421	11.3514	11.8570	12.3264	12.7718	12.9283
8	A	23,911.34	24,837.75	25,814.23	26,890.87	27,992.54	29,119.25
	H	11.4958	11.9412	12.4107	12.9283	13.4580	13.9996
9	A	25,113.16	26,114.69	27,166.28	28,267.96	29,369.63	30,596.50
	H	12.0736	12.5551	13.0607	13.5904	14.1200	14.7099
10	A	26,340.03	27,391.63	28,443.22	29,645.05	30,771.76	32,098.78
	H	12.6635	13.1691	13.6746	14.2524	14.7941	15.4321
11	A	27,692.08	28,818.80	29,895.43	31,097.26	32,374.20	33,676.18
	H	13.3135	13.8552	14.3728	14.9506	15.5645	16.1905
12	A	29,094.21	30,245.96	31,397.71	32,674.65	33,901.52	35,253.57
	H	13.9876	14.5413	15.0951	15.7090	16.2988	16.9488
13	A	30,546.42	31,748.25	33,050.23	34,402.28	35,729.30	37,231.58
	H	14.6858	15.2636	15.8895	16.5396	17.1775	17.8998
GRADE		HIRE	1	2	3	4	5
14	A	31,998.63	33,275.57	34,602.58	36,054.79	37,481.96	38,959.21
	H	15.3840	15.9979	16.6359	17.3340	18.0202	18.7304

15	A	33,676.18	35,053.27	36,430.36	37,857.53	39,284.70	40,837.06
	H	16.1905	16.8525	17.5146	18.2007	18.8869	19.6332
16	A	35,278.61	36,680.74	38,157.99	39,835.54	41,312.78	43,040.41
	H	16.9609	17.6350	18.3452	19.1517	19.8619	20.6925
17	A	37,106.39	38,608.67	41,212.63	41,738.43	43,390.94	45,118.57
	H	17.8396	18.5619	19.8138	20.0666	20.8610	21.6916
18	A	38,959.21	40,511.56	42,063.92	43,816.59	45,569.25	47,472.14
	H	18.7304	19.4767	20.2230	21.0657	21.9083	22.8231
19	A	40,837.06	42,514.61	44,267.27	46,095.05	47,872.75	49,825.72
	H	19.6332	20.4397	21.2823	22.1611	23.0157	23.9547
20	A	43,015.37	44,768.03	46,445.58	48,323.44	50,251.37	52,204.33
	H	20.6805	21.5231	22.3296	23.2324	24.1593	25.0982
21	A	45,118.57	46,896.27	48,849.23	50,752.13	52,780.21	54,833.33
	H	21.6916	22.5463	23.4852	24.4001	25.3751	26.3622
22	A	47,447.10	49,274.88	51,252.89	53,205.86	55,459.28	57,662.63
	H	22.8111	23.6898	24.6408	25.5797	26.6631	27.7224
23	A	49,775.64	51,778.69	53,731.65	55,960.04	58,188.43	60,542.00
	H	23.9306	24.8936	25.8325	26.9039	27.9752	29.1067
24	A	52,204.33	54,307.53	56,460.80	58,764.30	61,042.76	63,521.53
	H	25.0982	26.1094	27.1446	28.2521	29.3475	30.5392
25	A	54,833.33	57,111.79	59,315.14	61,768.87	64,297.71	66,826.55
	H	26.3622	27.4576	28.5169	29.6966	30.9124	32.1282
26	A	57,637.59	60,341.70	62,194.52	64,723.36	67,427.47	69,956.31
	H	27.7104	29.0104	29.9012	31.1170	32.4171	33.6328
27	A	60,391.78	62,945.66	65,399.39	68,103.49	70,832.64	73,561.79
	H	29.0345	30.2623	31.4420	32.7421	34.0542	35.3662
28	A	63,446.42	66,025.34	68,529.14	71,308.37	74,237.82	77,167.27
	H	30.5031	31.7430	32.9467	34.2829	35.6913	37.0996
29	A	66,601.21	69,305.32	72,009.43	74,863.77	78,018.56	81,073.20
	H	32.0198	33.3199	34.6199	35.9922	37.5089	38.9775

(2.5% increase of minimum and maximum effective July 1, 2016)

<u>Grade</u>		<u>MINIMUM</u>	<u>MAXIMUM</u>
25	A	56,134.86	71,549.54
	H	26.9879	34.3988
30	A	71,270.30	86,894.05
	H	34.2646	41.7760
31	A	77,858.31	94,729.88
	H	37.4319	45.5432
32	A	78,587.43	95,747.50
	H	37.7824	46.0325
33	A	82,571.48	100,408.59
	H	39.6978	48.2734
34	A	86,737.81	105,512.34
	H	41.7009	50.7271
35	A	91,086.43	110,746.30
	H	43.7916	53.2434
36	A	95,669.39	116,292.72
	H	45.9949	55.9100
37	A	100,356.51	122,021.43
	H	48.2483	58.6641

This Ordinance will take effect upon adoption.

Sponsored by Councilors:  
 Jennifer G. Soldati  
 Martin P. Dumont, Sr.  
 Nancy Cameron  
 Jessica Paradis

Approved:

City Attorney

**RESOLUTION NO. 38-16 TO SEEK TO ESTABLISH A SISTER CITY RELATIONSHIP WITH THETFORD MINES, QUEBEC**

Somersworth, NH  
June 6, 2016

WHEREAS, Somersworth has a rich history of cultural diversity and;

WHEREAS, Somersworth's Vision 2020 master plan seeks to continue to be a "vibrant and highly sought after community in which to live, work and play that celebrates its history, culture, diversity and industrial roots." and;

WHEREAS, the community of Thetford Mines, Quebec is linked to the Hilltop community through citizens of Somersworth and their families who immigrated from Thetford Mines and;

WHEREAS, Somersworth continues to honor and celebrate its Franco American history and culture and;

WHEREAS, Somersworth is a member of the North American Francophone and Francophile network and;

WHEREAS, seeks to formally establish a sister city relationship with the City of Thetford Mines, Quebec;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH NEW HAMPSHIRE THAT, the City Council seeks to formally establish a sister city relationship with the City of Thetford Mines, Quebec, Canada.

Sponsored by

Mayor Dana S. Hilliard  
Councilor Denis Messier  
Councilor Jennifer G. Soldati  
Councilor Martin P. Dumont, Sr.  
Councilor Jessica Paradis  
Councilor David A. Witham  
Councilor Martin Pepin  
Councilor Nancie Cameron

Approved:

City Attorney

Effective Date: \_\_\_\_\_

**RÉSOLUTION NO. 38-16 CHERCHANT A ETABLIR UN RAPPORT DE VILLE JUMEELEE  
AVEC THETFORD MINES, QUEBEC**

Somersworth, NH  
Le 6 juin 2016

ATTENDU QUE, Somersworth a une riche histoire de diversité culturelle et;

ATTENDU QUE, Vision 2020 de la stratégie globale de Somersworth cherche à continuer à être une <<communauté dynamique et très recherchée où vivre, travailler et jouer qui célèbre son histoire, sa culture, sa diversité et ses racines industrielles>> Et;

ATTENDU QUE, la communauté de Thetford Mines au Québec, est liée à la communauté Hilltopper, par les citoyens de Somersworth et de leurs familles, qui ont immigré de Thetford Mines et;

ATTENDU QUE, Somersworth continue d'honorer et de célébrer son histoire et culture franco-américaine et;

ATTENDU QUE, Somersworth est membre du Réseau des villes francophones et francophiles d'Amérique;

ATTENDU QUE, cherche à établir formellement un rapport de ville jumelée avec la ville de Thetford Mines, Québec;

PAR CONSEQUENT, IL EST RÉSOLU PAR LE CONSEIL MUNICIPAL DE LA VILLE DE SOMERSWORTH NEW HAMPSHIRE QUE, le conseil municipal cherche à établir formellement un rapport de ville jumelée avec la ville de Thetford Mines, Québec, Canada.

Soutenu par:

Mayor Dana S. Hilliard  
Councilor Denis Messier  
Councilor Jennifer G. Soldati  
Councilor Martin P. Dumont, Sr.  
Councilor Jessica Paradis  
Councilor David A. Witham  
Councilor Martin Pepin  
Councilor Nancie Cameron

Approuvé par:

L'avocat de la ville

**RESOLUTION NO. 39-16 AUTHORIZING THE CITY MANAGER TO ENGAGE IN DISCUSSIONS WITH THE STRAFFORD COUNTY ADMINISTRATION TO EXPLORE THE FEASIBILITY OF A COUNTY PROPERTY TAX ASSESSING PROGRAM TO INCLUDE THE CITY OF SOMERSWORTH.**

Somersworth, NH  
June 6, 2016

WHEREAS, the City of Somersworth is a member of the Tri-City Coalition (Coalition) whose mission is to foster dialog, exploration and implementation of joint policies and programs which would benefit the member Communities of the Coalition, and

WHEREAS, the members of the Coalition include the Mayors of the Cities of Somersworth, Rochester, and Dover, and two City Councilors from each Community, and

WHEREAS, the Coalition has discussed the possibility of a County Assessing Cooperative run under the direction of the Strafford County Commissioners and its Administration, providing assessing services to each participating Community in Strafford County,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to engage in discussions with the Strafford County Administration to explore the feasibility of a County property tax assessing program.

Sponsored by:

Councilor Dale R. Sprague  
Councilor David A. Witham  
Mayor Dana S. Hilliard

Approved:

City Attorney

**RESOLUTION NO. 40-16 AUTHORIZING THE CITY MANAGER TO ENGAGE IN DISCUSSIONS WITH THE CITY MANAGERS OF THE CITIES OF ROCHESTER AND DOVER TO EXPLORE THE FEASIBILITY OF JOINT CITY FIRE ADMINISTRATIVE SERVICES.**

Somersworth, NH  
June 6, 2016

WHEREAS, the City of Somersworth is a member of the Tri-City Coalition (Coalition) whose mission is to foster dialog, exploration and implementation of joint policies and programs which would benefit the member Communities of the Coalition, and

WHEREAS, the members of the Coalition include the Mayors of the Cities of Somersworth, Rochester, and Dover, and two City Councilors from each Community, and

WHEREAS, the Coalition has discussed evaluating the benefits to the member Communities working together to establish joint fire administrative services,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to engage in discussions with the City Managers of the cities of Rochester and Dover to evaluate the benefits of joint fire administrative services.

Sponsored by:

Councilor Dale Sprague  
Mayor Dana S. Hilliard

Approved:

City Attorney