



**CITY OF SOMERSWORTH**  
*Office of the City Manager*

**TO:** Mayor Dana Hilliard and City Council Members  
**FROM:** Robert M. Belmore, City Manager *RB*  
**DATE:** Friday, April 14, 2017  
**SUBJECT:** City Manager's Report for Monday, April 17, 2017  
City Council Agenda

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*6:45 p.m. Public Hearing*  
*Re: Ordinance No. 18-17 Supplemental Appropriation LED Lighting*

*6:50 p.m. Public Hearing*  
*Re: Ordinance No. 16-17 Police Offenses – Right Turn High St. onto Station St.*

*6:55 p.m. Public Hearing*  
*Re: Ordinance No. 17-17 Police Offenses – Right Turn W. High St. onto High St.*

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*Communications (under Section 6 of Agenda)*

- A. Vachon Clukay, Auditor's Presentation of Financial Audit for Fiscal Year Ending June 30, 2016.**  
A copy of the Financial Statements for the Fiscal Year ending June 30, 2016 has been provided. The Auditor will give a summary at the meeting.

*Lay on the Table (under Section 12 of Agenda)*

**Ordinances**

- A. Ordinance No. 15-17 FY 2017-2018 Budget.** Attached is a copy of the Proposed Budget, page C-93, that shows the vehicles being proposed with the lease/purchase funding.

Also, attached is a breakdown provided by Finance Director Scott Smith on the revised health insurance premium costs for both the General Fund and Enterprise Funds. City Council can consider reducing the General Fund by a total of \$32,500 and the Enterprise Funds: Wastewater by \$3,692 and Water by \$3,164 and authorize the adjustment to the various lines as shown on this spreadsheet.

Additionally, in regards to Streetlights, account No. 45430 on page C-73, Council might consider a reduction of \$37,500 based on an early projection of cost savings due to the contracted LED upgrades having been approved. The new budgeted number would be \$87,500 on this line and a new bottom line of \$107,100.

## ***Unfinished Business (under Section 13 of Agenda)***

### **Ordinances**

- A. Ordinance No. 16-17 Amending Chapter 13 Police Offenses, Section 3.4-F, Right Turn Prohibited – High Street onto Station Street.**
- B. Ordinance No. 17-17 Amending Chapter 13 Police Offenses, Section 3.4-F, Right Turn Prohibited – West High Street onto High Street.** Again, Ordinance No. 16-17 and Ordinance No. 17-17 were reviewed at the March 15<sup>th</sup> Traffic Safety Committee and were voted on to seek Council approval.
- C. Ordinance No. 18-17 Supplemental Appropriation to Provide Funding for Resolution No. 34-17 Which Will Upgrade the Street Lights Throughout the City of Somersworth and Lights in Certain City Facility Lots to LED Lighting.** Again, this Ordinance will require 6-Council votes to pass; i.e. a 2/3rds majority vote of the Council.

## ***New Business (under Section 14 of Agenda)***

### **Ordinances**

- A. Ordinance No. 19-17 Supplemental Appropriation for Improvements to the Somersworth Blackwater Road Pump Station.** The Finance Committee reviewed this proposal at their meeting on Tuesday, April 11<sup>th</sup> and voted to support the project as proposed as well as the funding source, which would be available cash in the Wastewater Fund. Per City Charter, this Supplemental Appropriation requires a Public Hearing. I recommend it be scheduled for 6:45 pm prior to the next Council meeting on Monday, May 1<sup>st</sup>. Approval will also require a 2/3<sup>rd</sup>'s majority vote of City Council.

### **Resolutions**

- A. Resolution No. 38-17 To Authorize The City Manager to Sign a Payment-In-Lieu-Of-Taxes (PILOT) Agreement with NhSolar Garden of Portsmouth, NH Pursuant to a 20 Year Land Lease on the Somersworth Sanitary Landfill on Blackwater Road.** Attached is a “*draft*” of the PILOT Agreement provided by NhSolar Garden. This will need to be reviewed by our City Attorney and City Assessor to ensure full compliance with State Law. This requires a Public Hearing, therefore I recommend it be scheduled prior to the next Council meeting on May 1<sup>st</sup> at 6:50 p.m.
- B. Resolution No. 39-17 To Authorize the Trustees of Trust Funds to Release the Balance of the Somersworth-Berwick Bridge Capital Reserve Fund and Close The Somersworth-Berwick Bridge Capital Reserve Fund.** This is basically a housekeeping measure as we close the financial allocations for this project with the NH DOT and Maine DOT. The Finance Committee reviewed the attached spreadsheet provided by Finance Director Scott Smith before voting to support this action. As of the end of March there was \$15,615 in this Fund. Based on final approvals we may have an overrun of approximately \$2,000.

- C. Resolution No. 40-17 To Authorize the City Manager to Contract with Underwood Engineers of Portsmouth, New Hampshire For Professional Engineering Services Associated with the Rehabilitation of the Blackwater Road Sewer Pump Station.** The Finance Committee has met and voted to support staying the course with our Project Engineer – Underwood Engineers and to award the project bid to Apex Construction.
- D. Resolution No. 41-17 To Authorize the City Manager to Contract with Apex Construction of Somersworth, NH for the Rehabilitation of the Blackwater Road Sewer Pump Station.** Apex Construction was the lowest of five (5) bids received. Underwood Engineers, Senior Project Manager Valerie Giguere vetted out references, confirmed the bid met all project specs, and received approval from NH DES to move forward with the project design. The Finance Committee met with City Staff and Valerie, and voted to support moving forward with the base bid and alternate 3 (driveway improvements). Attached are copies of the documents reviewed by the Finance Committee to include the bid comparison sheet and recommendation letters. The Public Works & Environment Committee is meeting Friday, April 14<sup>th</sup> and this project is on their Agenda.

### **Other**

- A. Request to Waive Excavation Moratorium in Location Area of Tri-City Road and High Street Intersection (City Ordinance Ch. 12 Streets & Sidewalks).** Attached are copies of the request as well as a recommendation on certain conditions to be met from Public Works Director Mike Bobinsky should the City Council grant the waiver. A copy of the pertinent section of the City Ordinance has also been provided. I also have some large design maps should Council want to view one. I anticipate the applicant's engineer to be in attendance on Friday, April 14<sup>th</sup> when the Public Works & Environment Committee reviews this request.

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

#### **A. Informational Items**

- 1. Malley Farm.** The City's brush & leaf drop off facility is now open. It is located off Centre Road in the Malley Farm Industrial Park (off Main Street). Hours: Monday-Friday, 7:30 a.m. – 2:30 p.m. Saturday-Sunday, 8:00 a.m. – 6:00 p.m.
- 2. General Fund Budget.** Attached is a copy of the General Fund year-end projections provided to the Finance Committee. We are still monitoring a couple of particular accounts that may require transfers, such as Public Works. That said, our General Fund total bottom line will be in the black by an early estimate of \$300,000 (+).

#### **B. Attachments**

- 1. City Attorney Certifications Five (5).**
- 2. Department Head Reports.**
- 3. City Road Repair Estimates – Engineer Memorandum dated March 1, 2017.**

**ORDINANCE NO. 15-17 FY2017-2018 BUDGET**

Somersworth, NH

April 3, 2017

The City of Somersworth Ordains that Budgets for the City of Somersworth for the 2017-2018 Fiscal Year shall be:

<b><u>DEPARTMENT</u></b>	<b><u>PROPOSED BUDGET</u></b>
<b><u>GENERAL FUND</u></b>	
Elected Leadership	\$128,511
City Management	478,954
Finance and Administration	1,183,964
Development Services	1,004,664
Police	3,824,176
Fire	2,188,077
Public Works	2,311,751
Other Expenses	1,274,237
Capital Outlay	203,915
Intergovt Assessments - County	2,380,054
School Department	26,171,172
	<hr/>
<b>TOTAL GENERAL FUND</b>	<b>41,149,475</b>
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<b><u>ENTERPRISE FUNDS</u></b>	
Wastewater Department	2,162,766
Water Department	2,076,173
Solid Waste	400,200
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<b>TOTAL ENTERPRISE FUNDS</b>	<b>4,639,139</b>
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<b><u>SPECIAL REVENUE FUND</u></b>	
Cable Fund	60,107
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<b>TOTAL FY 2017-2018 APPROPRIATION</b>	<b>\$45,848,721</b>
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This ordinance shall take effect upon its passage.

Sponsored by  
Mayor Dana Hilliard  
by request

Approved:

City Attorney



## GENERAL FUND FY2017-2018 PROPOSED BUDGET

### 408 OTHER EXPENSES

#### 900 CAPITAL OUTLAY

<i>ACCT NUMBER</i>	<i>DESCRIPTION</i>	<i>17-18 PROPOSED</i>	<i>Detail</i>
49054	City Hall HVAC Control System	75,000	City Hall Cooling Tower - including contingency
49069	Replace Portable Radios Fire	33,915	Year 3 of a 4 year replacement project.
49075	Salmon Falls Road Bridge Imp	55,000	City's Share of Eddy Bridge (Rochester St./Salmon Falls Road) Improvements.
49082	Downpayment on Vehicle Lease	20,000	Down payment on various vehicle and equipment leases
49086	Bretons Cleanup	20,000	Potential Costs not associated with the Grant: \$10,000 engineering/legal/other professional services \$6,000 for testing \$4,000 for contingency

203,915

#### *Vehicles included with the lease/purchase arrangement in Account 49082:*

	<u>CIP Cost Estimate</u>
One Police Cruiser (SUV Style Vehicle)	\$35,686
Code Office – New Vehicle Pick-up Truck	\$26,000
DPW Plow Truck – 306	\$167,875
DPW 1-Ton Truck – 201	\$78,362
DPW - Compact Tracked Loader (or similar equipment)	\$71,780

Department	Account Number	GMR	Actual	Change
City Manager	01401120 41100	73,043	71,810	1,233
Finance	01403300 41100	65,086	64,420	666
City Clerk	01403310 41100	41,288	40,532	756
Tax Collector	01403320 41100	33,960	33,346	614
Welfare	01403330 41100	10,958	10,754	204
Library	01403350 41100	27,329	26,919	410
Planning	01404400 41100	51,347	50,386	961
Codes	01404410 41100	59,302	58,198	1,104
Recreation	01404426 41100	10,958	10,754	204
Police Admin	01405500 41100	51,567	50,606	961
Patrol	01405510 41100	378,561	371,872	6,689
Investigations	01405520 41100	159,641	156,880	2,761
Support	01405530 41100	84,220	82,646	1,574
Prosecution	01405550 41100	21,695	21,286	409
Firefighting	01405580 41100	462,757	454,074	8,683
PW Admin	01406600 41100	264,216	258,945	5,271
Total General Fund		1,795,928	1,763,428	\$32,500
Wastewater	05406695 41100	144,205	140,513	3,692
Water	09406690 41100	172,429	169,265	3,164
Total All Funds				\$39,356

- From Finance Director  
 Health Insurance:  
 GMR budgeted less  
 Actual = Savings Adjustment  
 4-14-17 BB

ORDINANCE NO. 16-17 AMENDING CHAPTER 13 POLICE OFFENSES, SECTION 3.4-F,  
RIGHT TURN PROHIBITED – HIGH STREET ONTO STATION STREET.

Somersworth NH  
April 3, 2017

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 3.4-F, RIGHT TURN PROHIBITED, by adding:

When signs are erected giving notice thereof, it shall be unlawful for anyone operating a truck (see RSA 259:59, 259:41 and 259:109) to turn right onto Station Street from the northbound lane of High Street.

And further, add to 3.4-F:

(RSA 259:109 Tractor-trailer. – “Tractor-trailer” shall mean any truck-tractor and semi-trailer)

This section shall read as follows:

(RSA 259:59 Motor Truck – “Motor truck” shall mean any truck of greater than 26,000 pounds manufacturer’s gross vehicle weight rating, or any motor truck equipped with other than pneumatic tires. The Commissioner of Safety may adopt rules under RSA 541-A to alter this weight limit to conform with federal statutes or regulations, provided that the limit does not exceed 26,000 pounds.)

(RSA 259:41 Heavy Truck – “Heavy truck” shall mean any motor truck having more than two axles.)

(RSA 259:109 Tractor-trailer. – “Tractor-trailer” shall mean any truck-tractor and semi-trailer)

This Ordinance shall be effective upon its passage.

Sponsored by Councilors:

David A. Witham  
Jennifer G. Soldati

Approved:

City Attorney

Explanation: On several occasions, a Tractor Trailer driver has attempted to turn right at this intersection, and this has resulted in damage to property (traffic control, lawns, sidewalks and signage). The Tractor Trailers have caused traffic delays when wedged at this intersection, creating additional traffic concerns. The Traffic Safety Committee suggests this amendment to the Ordinance in an attempt to resolve this matter.

ORDINANCE NO. 17-17 AMENDING CHAPTER 13 POLICE OFFENSES, SECTION 3.4-F,  
RIGHT TURN PROHIBITED – WEST HIGH STREET ONTO HIGH STREET.

Somersworth NH  
April 3, 2017

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 3.4-F, RIGHT TURN PROHIBITED, by adding:

When signs are erected giving notice thereof, it shall be unlawful for anyone  
operating a truck (see RSA 259:59, 259:41 and 259:109) to turn right onto High  
Street from the eastbound lane of West High Street.

And further, add to 3.4-F:

(RSA 259:109 Tractor-trailer. – “Tractor-trailer” shall mean any truck-tractor and semi-  
trailer)

This section shall read as follows:

(RSA 259:59 Motor Truck – “Motor truck” shall mean any truck of greater than 26,000  
pounds manufacturer’s gross vehicle weight rating, or any motor truck equipped with  
other than pneumatic tires. The Commissioner of Safety may adopt rules under RSA  
541-A to alter this weight limit to conform with federal statutes or regulations, provided  
that the limit does not exceed 26,000 pounds.)

(RSA 259:41 Heavy Truck – “Heavy truck” shall mean any motor truck having more than  
two axles.)

(RSA 259:109 Tractor-trailer. – “Tractor-trailer” shall mean any truck-tractor and semi-  
trailer)

This Ordinance shall be effective upon its passage.

Sponsored by Councilors:

David A. Witham  
Jennifer G. Soldati

Approved:

City Attorney

Explanation: On several occasions, a Tractor Trailer driver has attempted to turn right at this  
intersection, and this has resulted in damage to property (traffic control, lawns, sidewalks and  
signage). The Tractor Trailers have caused traffic delays when wedged at this intersection,  
creating additional traffic concerns. The Traffic Safety Committee suggests this amendment to  
the Ordinance in an attempt to resolve this matter.



ORDINANCE NO. 18-17 SUPPLEMENTAL APPROPRIATION TO PROVIDE FUNDING FOR RESOLUTION NO. 34-17 WHICH WILL UPGRADE STREETLIGHTS THROUGHOUT THE CITY OF SOMERSWORTH AND LIGHTS IN CERTAIN CITY FACILITY LOTS TO LED LIGHTING.

Somersworth, NH  
April 3, 2017

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 16-17 is amended as follows:

Appropriate \$200,000 from the General Fund Unassigned Fund Balance to the Capital Outlay section of the FY16-17 General Fund budget as follows:

Original Budget	Amendment	Revised Budget
\$ 205,909	\$ 200,000	\$ 405,909

Approved as to Funding:

Scott A. Smith  
Director of Finance and Administration

Recorded by:

Trish Harris  
City Clerk

Sponsored by Councilors:

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

Approved:  
City Attorney

**Background:**

This ordinance appropriates the funding for Resolution 34-17, whereby the City will upgrade streetlights from their current configuration to LED lights. It also appropriates funding for project contingency and to upgrade outside lot lighting at City facilities. The City anticipates approximately \$73,000 of the project total to be reimbursed by Eversource.

*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.*

**ORDINANCE NO. 19-17 SUPPLEMENTAL APPROPRIATION FOR IMPROVEMENTS  
TO THE SOMERSWORTH BLACKWATER ROAD PUMP STATION.**

Somersworth, NH  
April 17, 2017

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 16-17 is amended as follows:

Appropriate \$600,000 from Sewer Utility Fund budget as follows:

Revised Budget	Amendment	Revised Budget
\$ 2,477,471	\$ 600,000	\$ 3,077,471

Approved as to Funding:

Scott A. Smith  
Director of Finance and Administration

Recorded by:

Trish Harris  
City Clerk

Sponsored by Councilors:

David A. Witham  
Martin Pepin  
Jennifer G. Soldati

Approved:

City Attorney

Background:

This ordinance appropriates the use of the Sewer Utility Funds for the purpose of improvements to the Blackwater Road Wastewater Pump Station. These improvements include construction, inspection, contract administration, and contingency.

***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.***

**ORDINANCE NO. 19-17 SUPPLEMENTAL APPROPRIATION FOR IMPROVEMENTS  
TO THE SOMERSWORTH BLACKWATER ROAD PUMP STATION.**

Somersworth, NH  
April 17, 2017

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 16-17 is amended as follows:

Appropriate \$600,000 from Sewer Utility Fund budget as follows:

Revised Budget	Amendment	Revised Budget
\$ 2,477,471	\$ 600,000	\$ 3,077,471

Approved as to Funding:

Scott A. Smith  
Director of Finance and Administration

Recorded by:

Trish Harris  
City Clerk

Sponsored by Councilors:

David A. Witham  
Martin Pepin  
Jennifer G. Soldati

Approved:

City Attorney

Background:

This ordinance appropriates the use of the Sewer Utility Funds for the purpose of improvements to the Blackwater Road Wastewater Pump Station. These improvements include construction, inspection, contract administration, and contingency.

***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.***

RESOLUTION NO. 38-17 TO AUTHORIZE THE CITY MANAGER TO SIGN A  
PAYMENT-IN-LIEU-OF-TAXES (PILOT) AGREEMENT WITH NhSOLAR GARDEN OF  
PORTSMOUTH, NH PURSUANT TO A 20-YEAR LAND LEASE FOR A SOLAR ARRAY  
ON THE SOMERSWORTH SANITARY LANDFILL ON BLACKWATER ROAD.

Somersworth, NH  
April 17, 2017

WHEREAS, the City Council passed Resolution No. 35-17, as amended, to authorize the City Manager to execute a twenty (20) year land lease agreement with NhSolar Garden to develop a solar project pursuant to RSA 362-A on the Somersworth Sanitary Landfill on Blackwater Road, and,

WHEREAS, the City Council authorized the lease contingent on the creation of an agreement with NhSolar Garden to make a payment-in-lieu-of-taxes (PILOT),

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF SOMERSWORTH approves the PILOT Agreement and furthermore authorizes the City Manager to sign the PILOT Agreement with NhSolar Garden of Portsmouth, NH and to take any other action deemed to be in the best interests to complete this action.

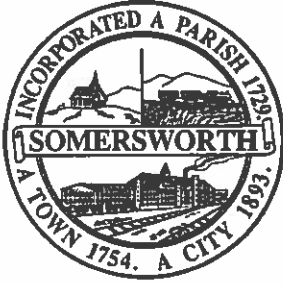
Sponsored by Request:

Councilor David A. Witham

Approved:

City Attorney

**Note:** In accordance with RSA 72:74, this resolution requires a public hearing.



MEMORANDUM

To: Bob Belmore, City Manager  
From: Scott Smith, Finance Director  
Date: March 27, 2017

**Re: Proposal for Solar Array**

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In an effort to provide a brief detail of the financial terms of the potential group net metering project with NhSolarGarden, please accept the following:

- It is a 20 year land lease with two 5 year options to extend.
- It is a purchase power arrangement, with the cost for power starting at .08 cents with an annual escalation of 1.5%.
- There is an annual land lease of \$7,500 per site (2 sites), which would be \$15,000 total with an annual escalation of 1.5%.
- There is an annual Payment in Lieu of Taxes (PILOT) as part of the agreement starting at \$2,800 per site (2 sites), which would be an initial payment of \$5,600. The intent is that value will be converted into an assessed value which would be subject to the City's annual tax rate.

When you would like to discuss the further or if you have any questions, or need any additional information, please let me know.



PAYMENT IN LIEU OF TAXES AGREEMENT BETWEEN  
THE \_\_\_\_\_ AND \_\_\_\_\_ LLC

This Payment in Lieu of Taxes (PILOT) Agreement (hereafter "Agreement") is made this \_\_\_\_ day of June 2012, under New Hampshire Revised Statutes Annotated (NHRSA) § 72:74, between the \_\_\_\_\_, New Hampshire ("Town") and \_\_\_\_\_ LLC ("\_\_\_\_"), a \_\_\_\_\_ limited liability company with a business address at \_\_\_\_\_.

**Background**

\_\_\_\_\_ seeks to develop a renewable solar power electric generating facility (the "Facility") to be located at \_\_\_\_\_. \_\_\_\_\_ expects the final installed Nameplate Capacity to be approximately \_\_\_\_ megawatts (MW). For the purposes of this Agreement, the term "Nameplate Capacity" shall mean the sum of all of the nameplate capacities for the total solar inverters installed and operating at the Facility. Once the project has reached commercial operation, defined below, the parties will sign a letter amendment to this Agreement specifying the actual Nameplate Capacity of the Facility (if applicable).

The Facility will be built on land leased by \_\_\_\_\_, identified on Town tax maps as tax parcels \_\_\_\_\_.

Under its lease agreements with landowners, \_\_\_\_\_ will be responsible for the payment of local ad valorem real estate taxes on Facility structures and other 2 improvements under NHRSA Chapter 72 (but not for taxes on the value of the underlying land, which will continue to be the landowners' responsibility).

The Facility will be a "renewable generation facility", as defined in NHRSA §72:73 and NHRSA 374-F:3, V(f)(3). Under NHRSA §72:74, the owner of a renewable generation facility and the governing body of the municipality in which the facility is located may, enter into a voluntary agreement to make payments in lieu of taxes.

\_\_\_\_\_ and the Town desire to enter into such a PILOT agreement under NHRSA §72:74.

NOW THEREFORE, the parties hereto agree as follows:

**Terms and Conditions**

1. **Payments in Lieu of Taxes.** \_\_\_\_\_ will make payments in lieu of taxes to the Town for each tax year (April 1 to March 31) during the term of this Agreement, in accordance with Sections 3 and 4 below. These PILOT payments will be in lieu of any and all ad valorem real estate taxes otherwise payable under NHRSA Chapter 72, including all town, county, and local school district taxes.

2. **Term.** Mindful of RSA 72:74, VI and VII, the parties have determined that a long-term agreement providing predictability of tax revenues and expenses would be advantageous to both the Town and \_\_\_\_\_. Accordingly, the term of this Agreement shall be 21 (twenty-one) years, beginning with a "transition tax year" described in Section 4 below and continuing thereafter for 20 additional years (the "Operating Term") as described in Section 5 below. If the Facility fails to achieve commercial operation by \_\_\_\_\_, this Agreement shall be deemed void and of no effect. For the purposes of this Agreement, the term "commercial operation" shall be deemed to have 3 occurred once (a) the solar power electric generating facility has been commissioned and accepted by \_\_\_\_\_ in accordance with applicable commissioning and inspection procedures (b) the Facility has been interconnected to the utility electric grid, and (c) \_\_\_\_\_ has commenced the sale of energy from the Facility



on a commercial (rather than test) basis to one or more purchasers. The date on which \_\_\_\_\_ commences energy sales on a commercial basis shall be deemed the "Commercial Operation Date." \_\_\_\_\_ shall give the Town written notice of said Commercial Operation Date within seven (7) days after it occurs, together with a proposed letter amendment confirming the Facility's actual Nameplate Capacity.

3. Transition Tax Year Payment. The tax year in which the Facility achieves commercial operation, the Transition Tax Year, shall be the first tax year covered by this Agreement. Recognizing that construction of the Facility may not have commenced (or that if construction has commenced that the Facility is likely to be only partially constructed) as of April 1 of said Transition Tax Year, and that \_\_\_\_\_'s revenues for said tax year may be non-existent or minimal, the PILOT payment for said Transition Tax Year will be based on the following formula, calculated as of the Commercial Operation Date:

$$(\text{Nameplate Capacity}) \times (\text{days left in Transition Tax Year}/365) \times (\text{first year PILOT rate}) \times 0.5$$

For example, if Nameplate Capacity is 1.2 MW and commercial operation is reached on September 1, the Transition Tax Year payment would be calculated as:

$$(1.2 \times (211/365) \times \$3,500) \times .5 = \$1,213.87$$

The Transition Tax Year Payment will be made within ninety (90) days of the Commercial Operation Date.

4. PILOT Payments for 20-Year Operating Term. Subject to possible adjustments up or down under Section 5 below, annual PILOT payments to the Town for the 20-year Operating Term shall begin at the rate of \$\_\_\_\_\_ per megawatt of Nameplate Capacity, in the tax year that begins on April 1 following the commercial operation date.

If the Facility's actual Commercial Operation Date occurs after March 31, 201\_, then the schedule of annual PILOT payments during the Operating Term covered by this Section 4 will be amended to reflect that the first year of the Operating Term will be the tax year following the tax year in which commercial operation begins.

5. Potential Adjustment of PILOT Payments.

(a) Increase in Capacity. In the event that some or all of the Facility's increased in the nameplate capacity during the term of the Agreement in such a way as to increase the Facility's total capacity, then PILOT payments beginning in the next tax year will be adjusted upwards.

(b) Reduction in Capacity: If the Facility's installed and operating capacity as of April 1 in any tax year is materially reduced (due to causes beyond \_\_\_\_\_'s control) from the previous tax year due to: (i) damage caused by natural forces, (ii) operational restrictions caused by a change in law, regulation, ordinance, or industry management standards, (iii) decommissioning and removal of inverters, or (iv) the permanent cessation of the Facility's operations, then the PILOT payment will be adjusted downward based on the total actual installed and operating Nameplate Capacity after the reduction in capacity, or in the case of clause (iv) above, this Agreement will terminate.

6. Payment of Amounts Due. Other than the Construction Period payments and the Transition Tax Year Payment, which shall be made as set forth in Section 3 above, \_\_\_\_\_ shall make the PILOT payments due hereunder for any



given tax year in the Operating Term to the Town in two equal installments, at the Town Tax Collector's office, on July 1st and December 1st .

7. Non-Payment. Non-payment of any payment due the Town shall constitute a default. Notice of non-payment or any other default shall be provided to \_\_\_\_\_ (and to \_\_\_\_\_'s Lender, as further specified in Section 8 below), in the manner and at the address provided for Notices in Section 12 of this Agreement. \_\_\_\_\_ shall have 30 days to cure the default after receiving such notice. In the event the condition causing the default is not cured within 30 days, the Town may commence an action to collect any non-payment under RSA 80:50, seek specific performance of a non-monetary default or proceed against the real estate under RSA 80:58-80. It shall not be a defense to such a proceeding that \_\_\_\_\_ is obligated under this Agreement to make payments in lieu of taxes rather than taxes.

8. Lender's Right to Cure. The Town shall send a copy of any notice of default sent to \_\_\_\_\_ to \_\_\_\_\_'s Lender by certified mail at the same time such notice is sent to \_\_\_\_\_, and no such notice of default to \_\_\_\_\_ shall be effective unless and until a copy of such notice has been delivered to \_\_\_\_\_'s Lender. \_\_\_\_\_'s Lender shall have the same time and rights to cure any default as \_\_\_\_\_, and the Town shall accept a cure by \_\_\_\_\_'s Lender as if such cure had been made by \_\_\_\_\_. \_\_\_\_\_ shall provide written notice to the Town as to the name and address of \_\_\_\_\_'s Lender for such notices to be sent.

10. Other Taxes Not Covered. This Agreement covers only ad valorem real estate taxes payable under NHRSA Chapter 72. It does not include or cover other local, state, or federal taxes which may be payable on account of Facility revenues or activities, including the Land Use Change Tax, Timber Tax, State Utility Property Tax, Business Enterprise Tax, or Federal Income Tax.

11. Notices. Any notice to be provided under this Agreement shall be in writing and shall be deemed to have been given when delivered personally or by certified mail at the following addresses:

For the Town: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, NH \_\_\_\_\_

For \_\_\_\_\_: \_\_\_\_\_ LLC 155 Fleet Street Portsmouth, NH 03801

For \_\_\_\_\_'s Lender: (to be provided by \_\_\_\_\_)

with a copy to: \_\_\_\_\_

In the event of a change in the address of any party listed above, the responsible signatory (\_\_\_\_\_ in the case of itself, its Lender and/or its counsel) shall give the other party prompt written notice of such change of address, which shall be effective upon receipt.

12. Miscellaneous.

(a) This Agreement shall be construed and interpreted in accordance with the laws of the State of New Hampshire. In the event any term of this Agreement or the application of any such term shall be held invalid by any court having jurisdiction, the other terms of this Agreement and their application shall not be affected thereby and shall remain in full force and effect, provided that the remaining terms continue to preserve the essential economic terms of this Agreement.





(b) The terms and provisions contained in this Agreement constitute the final Agreement between the parties with respect to this Agreement and supersede all previous communications, representations or agreements, either verbal or written. No modification or amendment to this Agreement shall be valid unless it is in writing and signed by both parties hereto.

(c) \_\_\_\_\_ shall have the right, in its sole discretion, to assign this Agreement to any bona fide purchaser, transferee, or assignee, provided that said purchaser, transferee or assignee has the financial, managerial, and technical capacity to construct and operate the Facility as contemplated by the parties hereto. All covenants, agreements, terms and conditions contained in this Agreement shall apply to and be binding upon the parties, their assigns and successors. \_\_\_\_\_ shall provide written notice to the Town of any sale, transfer, or assignment not less than 30 days prior to such sale, transfer or assignment taking effect.

(d) Section titles or subject headings in this Agreement are provided for the purpose of reference and convenience only and are not intended to affect the meaning of the contents or scope of this Agreement.

(e) This Agreement may be executed in multiple counterparts, each of which shall be deemed an original instrument, but all of such counterparts together will constitute but one Agreement.

Town of \_\_\_\_\_, NEW HAMPSHIRE

By: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Stellar Energy, LLC

By: \_\_\_\_\_

Clarke Fenner

Manager

RESOLUTION NO. 39-17 TO AUTHORIZE THE TRUSTEES OF TRUST FUNDS TO  
RELEASE THE BALANCE OF THE SOMERSWORTH-BERWICK BRIDGE CAPITAL  
RESERVE FUND AND CLOSE THE SOMERSWORTH-BERWICK BRIDGE CAPITAL  
RESERVE FUND.

Somersworth, NH  
April 17, 2017

WHEREAS, the City of Somersworth City Council adopted Resolution No. 43-09 creating the Somersworth-Berwick Bridge Capital Reserve Fund for the purpose of accumulating the City's portion of the cost of repairs or reconstruction to the Somersworth-Berwick Bridge, including the cost of engineering, survey, or other ancillary costs directly related to the repair or reconstruction of the bridge, and,

WHEREAS, the Somersworth-Berwick Bridge reconstruction is completed and the balance of the capital reserve fund may be transferred to close out the project funding, and,

WHEREAS, the Somersworth City Council has been named as agents to expend,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH, that the Trustees of Trust Funds are authorized to release the balance of Somersworth-Berwick Bridge Capital Reserve Fund and close the Somersworth-Berwick Bridge Capital Reserve Fund.

Sponsored by Councilors:

David A. Witham  
Jennifer G. Soldati  
Martin Pepin

Approved:

City Attorney

# Resolution No. 39-17

## Financial Summary

Project Name: Berwick-Somersworth Bridge Project  
 Federal Number: A000 (460)  
 State Number: 12228 and 12228A  
 Funding Source: 50% Maine, 50% Earmark NH082 up to \$499,915 - Above Earmark = 50% Maine, 40% Fed MOBRR, and 10% City  
 Completed By: State of Maine DOT - Bridge Project  
 Date: 03/31/2017

I certify that the details appearing below represent a complete and accurate accounting of all eligible and non-participating costs incurred on this project.

## Project Summary of Expenditures

Date	Invoice No. Contractor/Consultant	Current Request	Total Amount	Non Participating	Total Participating	Somersworth Share	NH Federal 100% Earmark NH082	NH Federal 80% MOBRR	Notes
Other/Feasibility Study/Planning					\$0.00	\$0.00	\$0.00	\$0.00	
Total Other:		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Preliminary Engineering (PE)									
Consultant Name: State of Maine DOT									
6/13/2013	1		\$67,846.98	\$33,923.49	\$33,923.49	\$0.00	\$33,923.49	\$0.00	
9/19/2013	2		\$214,916.46	\$107,458.23	\$107,458.23	\$0.00	\$107,458.23	\$0.00	
10/2/2014	3		\$77,236.56	\$38,618.28	\$38,618.28	\$0.00	\$38,618.28	\$0.00	
Total PE:		\$0.00	\$360,000.00	\$180,000.00	\$180,000.00	\$0.00	\$180,000.00	\$0.00	
Right-of-Way (ROW)									
Authorized Date:					\$0.00	\$0.00	\$0.00	\$0.00	
Total ROW:		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Construction Engineering									
Consultant Name: State of Maine DOT									
10/2/2014	3		\$120,030.00	\$60,015.00	\$60,015.00	\$12,003.00	\$0.00	\$48,012.00	
12/11/2014	4		\$85,613.82	\$42,806.91	\$42,806.91	\$8,561.38	\$0.00	\$34,245.53	
2/9/2016	5		\$165,625.62	\$118,447.53	\$47,178.09	\$9,435.62	\$0.00	\$37,742.47	
Total CE:		\$0.00	\$371,269.44	\$221,269.44	\$150,000.00	\$30,000.00	\$0.00	\$120,000.00	
Construction									
Contractor Name: State of Maine DOT									
10/2/2014	3		\$748,017.08	\$374,008.54	\$374,008.54	\$10,818.70	\$319,915.00	\$43,274.83	
12/11/2014	4		\$660,763.30	\$330,381.65	\$330,381.65	\$66,076.34	\$0.00	\$264,305.31	
2/9/2016	5		\$718,509.50	\$372,254.93	\$346,254.57	\$69,250.91	\$0.00	\$277,003.66	
Total Construction:		\$0.00	\$2,127,289.88	\$1,076,645.12	\$1,050,644.76	\$146,145.95	\$0.00	\$0.00	
Project Total:		\$0.00	\$2,858,559.32	\$1,477,914.56	\$1,380,644.76	\$176,145.95	\$499,915.00	\$704,583.80	

**Financial Summary**

Project Name: Berwick-Somersworth Bridge Project  
Federal Number: A000 (460)  
State Number: 12228 and 12228A  
Funding Source: RR Force Account 100% Signals and 90% Crossing  
Completed By: State of Maine DOT - Bridge Project  
Date: 03/31/2017

I certify that the details appearing below represent a complete and accurate accounting of all eligible and non-participating costs incurred on this project.

**Project Summary of Expenditures**

Date	Invoice No. Contractor/Consultant	Current Request	Total Amount	Non Participating	Total Participating	Somersworth Share	RR Force Account	Notes
Other/Feasibility Study/Planning								
<b>Total Other:</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	
Preliminary Engineering (PE)								
Consultant Name: State of Maine DOT								
<b>Total PE:</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	
Right-of-Way (ROW)								
Authorized Date:								
<b>Total ROW:</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	
Construction Engineering								
Consultant Name: State of Maine DOT								
<b>Total CE:</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	
Construction								
Contractor Name: State of Maine DOT								
10/2/2014	3		\$90,044.77	\$0.00	\$90,044.77	\$9,004.48	\$81,040.29	
2/9/2016	5		\$321,485.23	\$25,000.00	\$296,485.23	\$13,148.52	\$283,336.71	
<b>Total Construction:</b>		<b>\$0.00</b>	<b>\$411,530.00</b>	<b>\$25,000.00</b>	<b>\$386,530.00</b>	<b>\$22,153.00</b>	<b>\$364,377.00</b>	
<b>Project Total:</b>		<b>\$0.00</b>	<b>\$411,530.00</b>	<b>\$25,000.00</b>	<b>\$386,530.00</b>	<b>\$22,153.00</b>	<b>\$364,377.00</b>	

RESOLUTION NO. 40-17 TO AUTHORIZE THE CITY MANAGER TO CONTRACT WITH UNDERWOOD ENGINEERS OF PORTSMOUTH, NEW HAMPSHIRE FOR PROFESSIONAL ENGINEERING SERVICES ASSOCIATED WITH THE REHABILITATION OF THE BLACKWATER ROAD SEWER PUMP STATION.

Somersworth, NH  
April 17, 2017

WHEREAS, the City of Somersworth contracted with Underwood Engineers to design the plans and provide the bid specifications for the rehabilitation of the Blackwater Road sewer pump station, and,

WHEREAS, the City requires professional engineering services associated with this project, which include contract administration and construction inspection, and,

WHEREAS, Underwood Engineers has provided a cost not to exceed \$68,000 (Sixty Eight Thousand dollars) to provide these professional engineering services,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to contract with Underwood Engineers of Portsmouth, NH to provide professional engineering services associated with the rehabilitation of the Blackwater Road sewer pump station for an amount not to exceed \$68,000 (Sixty Eight Thousand dollars).

.

Sponsored by Councilors:

David A. Witham  
Martin Pepin  
Jennifer G. Soldati

Approved:

City Attorney

RESOLUTION NO. 41-17 TO AUTHORIZE THE CITY MANAGER TO CONTRACT WITH APEX CONSTRUCTION OF SOMERSWORTH, NH FOR THE REHABILITATION OF THE BLACKWATER ROAD SEWER PUMP STATION.

Somersworth, NH  
April 17, 2017

WHEREAS, the City Council of the City of Somersworth adopted Resolution No. 26-15 to contract with Underwood Engineers to design the plans and provide the bid specifications for the rehabilitation of the Blackwater Road sewer pump station, and,

WHEREAS, the City received bids for this project on March 23, 2017, and,

WHEREAS, Underwood Engineers reviewed the bids received and recommends awarding the contract to Apex Construction of Somersworth, NH for an amount not to exceed \$532,000 (Five Hundred Thirty Two Thousand dollars), which includes the cost of construction and contingency, and,

WHEREAS, the Finance Committee for the City of Somersworth has reviewed the recommendation by Underwood Engineers to award the contract to Apex Construction and supports the recommendation,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to contract with Apex Construction of Somersworth, NH for the rehabilitation of the Blackwater Road sewer pump station for an amount not to exceed \$532,000 (Five Hundred Thirty Two Thousand dollars) and to take any other actions on behalf of this project determined to be in the best interest of the City.

Sponsored by Councilors:

David A. Witham  
Martin Pepin  
Jennifer G. Soldati

Approved:

City Attorney



1922.21

March 29, 2017

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

**Re: Recommendation of Contract Award  
 Blackwater Road Pumping Station Improvements  
 Somersworth, NH**

Dear Mr. Belmore:

We have reviewed the bids for the Blackwater Road Pumping Station Improvements project received on March 23, 2017. The lowest bidder is Apex Construction of Somersworth, NH. Enclosed is a copy of the Bid Tabulation.

Based on our review of information provided, we have found that the Blackwater Road Pumping Station Improvements project is of similar type and magnitude of work previously performed by Apex Construction. We have direct experience on Apex Construction's work with numerous projects within the last few years, including the \$690,000 School Street Pumping Station Improvements project in Berwick, ME completed in 2015.

Based on our experience, previous reference checks, the information provided by the Contractor, and our review, we recommend award of the Contract to the lowest responsible bidder, Apex Construction.

Based on the above, we recommend the award of the Contract to the lowest responsible bidder, Apex Construction, Inc. for \$503,400.00, which includes additive alternate #3 (remove and replace driveway).

ITEM	BID PRICE
Base Bid	\$ 468,400.00
Add. Alternate 3 (Remove and Replace Driveway)	\$ 35,000.00
<b>TOTAL CONTRACTOR BID</b>	<b>\$ 503,400.00</b>

ph 603.436.6192

fx 603.431.4733

25 Vaughan Mall

Portsmouth, NH 03801

underwoodengineers.com

Mr. Robert Belmore  
March 29, 2017  
Page 2

For purposes of moving forward to City Council approval and authorization, we recommend the City obtain authorization for \$600,000.00 which includes the following:

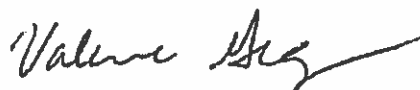
ITEM	BUDGET
Construction Cost	\$ 503,400.00
Construction Engineering Services	\$68,000.00
Contingency (5%)	\$ 28,600.00
<b>TOTAL RECOMMENDED CITY COUNCIL AUTHORIZATION</b>	<b>\$600,000.00</b>

Once the New Hampshire Department of Environmental Services approves the award of the project, we will assist the City in executing the Contract.

Please call if you have any questions.

Very truly yours,

UNDERWOOD ENGINEERS, INC.



Valerie N. Giguere, P.E.  
Senior Project Manager



W. Steven Clifton, P.E.  
Vice President

VNG/kls







March 29, 2017

Beth Malcolm  
NH Department of Environmental Services  
Wastewater Engineering Bureau – Grants Management Section  
PO Box 95, 29 Hazen Drive  
Concord, NH 03302-0095

**Re: Request to Award Contract**  
**Blackwater Road Pumping Station Improvements**  
**Somersworth, NH**  
**WWEB/SAG Project No. D2016-0613**

Dear Ms. Malcolm:

On behalf of the City, we are requesting authorization to award the construction contract to the low bidder, Apex Construction of Somersworth, New Hampshire in the amount of \$503,400 which includes the Base Bid and Additive Alternative 3.

We are forwarding the following information for review and approval:

- a. A total project cost estimate including construction, contingency, construction engineering services, and other cost is provided below:

ITEM	BUDGET
Construction Cost	\$ 503,400.00
Construction Engineering Services	\$68,000.00
Contingency (5%)	\$ 28,600.00
<b>TOTAL PROJECT COST</b>	<b>\$600,000.00</b>

- b. Evidence of public Advertisement for Bids;  
• Manchester Union Leader, February 10, 2017
- c. Tabulation of all bids received
- d. Underwood Engineer's Award Recommendation letter to the City of Somersworth
- e. Bid Proposal submitted by Apex Construction
- f. An itemized breakdown of bid quantities and associated costs eligible for DES funding participation
- g. Certification regarding permits, land acquisitions and easements: The project is an upgrade to the existing City owned pumping station property.

Page 2 of 2  
Ms. Beth Malcolm  
March 29, 2017

- h. Certification that the City has retained a DES-prequalified engineering firm to provide construction phase engineering services: Underwood Engineers, Inc. is a DES-prequalified engineering firm. See attached NHDES Construction Services approval letter.

Upon authorization to award and approval by City Council, we will proceed with Execution of the Contract.

Please call if you have any questions.

Very truly yours,

UNDERWOOD ENGINEERS, INC.



Valerie N. Giguere, P.E.  
Senior Project Manager



W. Steven Clifton, P.E.  
Vice President

Encl.

cc: Robert Belmore, City Manager, City of Somersworth



**NHDES ELIGIBILITY**  
**Blackwater Road Pumping Station Improvements**  
**Somersworth, New Hampshire**

Prepared By: Underwood Engineers  
 Date: 3/29/2017

				Apex Construction 361 Route 108, Unit 1 Somersworth, NH 03878 BID (3-23-17)			
BID ITEM	EST. QUANT.	UNITS	DESCRIPTION	UNIT	PRICE	EXTENDED TOTAL	NHDES ELIGIBLE
<b>BASE BID</b>							
1	1	LS	Blackwater Road Pumping Station	LS	\$ 463,400.00	\$ 463,400.00	\$ 436,400.00
2	1	ALLOW	Wetwell Solids Removal and Disposal	ALLOW	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
				<i>Total Base Bid</i>	\$	\$ 468,400.00	\$ 441,400.00
<b>ADD ALTERNATE</b>							
3	1	LS	Remove and Replace Driveway	LS	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00
				<i>Total Add Alternate</i>	\$	\$ 35,000.00	\$ 35,000.00
				<b>TOTAL CONSTRUCTION COST</b>	\$	\$ 503,400.00	\$ 476,400.00
<b>CONSTRUCTION ENGINEERING SERVICES</b>							
			Construction Administration		\$	\$ 35,000.00	\$ 35,000.00
			Resident Engineering Services		\$	\$ 14,800.00	\$ 14,800.00
			Start-up Services		\$	\$ 4,500.00	\$ 4,500.00
			O&M Manual		\$	\$ 8,500.00	\$ 8,500.00
			Record Drawings		\$	\$ 5,200.00	\$ 5,200.00
				<b>TOTAL CONSTRUCTION SERVICES</b>	\$	\$ 68,000.00	\$ 68,000.00
				<b>CONTINGENCY</b>	\$	\$ 28,600.00	\$ 28,600.00
				<b>TOTAL PROJECT COSTS</b>	\$	\$ 600,900.00	\$ 573,000.00

The City has opted to install Gorman-Rupp Pumps. Therefore, the value of the Deduct Alternate #4 (\$27,000 - see bid tab) has been subtracted from the eligible amount.

ATTACHMENT F



The State of New Hampshire  
**Department of Environmental Services**

Clark B. Freise, Acting Commissioner

ATTACHMENT H



March 1, 2017

Valerie Giguere, P.E.  
Senior Project Manager  
Underwood Engineers  
25 Vaughan Mall  
Portsmouth, NH 03801

Subject: Somersworth, NH – Blackwater Road Pumping Station Improvements  
WWEB / SAG Project No. D2016-0613; Construction Phase Engineering Agreement

Dear Ms. Giguere:

We have reviewed the above referenced draft contract received by DES on March 1, 2017. The contract, which provides for engineering services during the construction phase of the above referenced project, can be approved in the following amounts:

	Original <u>Contract</u>
Construction Administration	\$35,000
Resident Engineering Services	\$14,800
Start-up Services	\$4,500
O&M Manual	\$8,500
Record Drawings	<u>\$5,200</u>
	\$68,000

Please prepare and execute three copies of the final document and forward them to me for signature once they have been signed by Underwood and the City. We will return two copies, and retain the third for our files.

Very truly yours,

Daniel Dudley, P.E.  
Construction Management Section  
Wastewater Engineering Bureau

cc: Beth Malcolm – DES Grants Management

RESOLUTION NO. 41-17 TO AUTHORIZE THE CITY MANAGER TO CONTRACT WITH APEX CONSTRUCTION OF SOMERSWORTH, NH FOR THE REHABILITATION OF THE BLACKWATER ROAD SEWER PUMP STATION.

Somersworth, NH  
April 17, 2017

WHEREAS, the City Council of the City of Somersworth adopted Resolution No. 26-15 to contract with Underwood Engineers to design the plans and provide the bid specifications for the rehabilitation of the Blackwater Road sewer pump station, and

WHEREAS, the City received bids for this project on March 23, 2017, and

WHEREAS, Underwood Engineers reviewed the bids received and recommends awarding the contract to Apex Construction of Somersworth, NH for an amount not to exceed \$532,000 (Five Hundred Thirty Two Thousand dollars), which includes the cost of construction and contingency, and

WHEREAS, the Finance Committee for the City of Somersworth has reviewed the recommendation by Underwood Engineers to award the contract to Apex Construction and supports the recommendation,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to contract with Apex Construction of Somersworth, NH for the rehabilitation of the Blackwater Road sewer pump station for an amount not to exceed \$532,000 (Five Hundred Thirty Two Thousand dollars) and to take any other actions on behalf of this project determined to be in the best interest of the City.

Sponsored by Councilors:

David A. Witham  
Martin Pepin  
Jennifer G. Soldati

Approved:

City Attorney

RESOLUTION NO. 40-17 TO AUTHORIZE THE CITY MANAGER TO CONTRACT WITH UNDERWOOD ENGINEERS OF PORTSMOUTH, NEW HAMPSHIRE FOR PROFESSIONAL ENGINEERING SERVICES ASSOCIATED WITH THE REHABILITATION OF THE BLACKWATER ROAD SEWER PUMP STATION.

Somersworth, NH  
April 17, 2017

WHEREAS, the City of Somersworth contracted with Underwood Engineers to design the plans and provide the bid specifications for the rehabilitation of the Blackwater Road sewer pump station, and

WHEREAS, the City requires professional engineering services associated with this project, which include contract administration and construction inspection, and

WHEREAS, Underwood Engineers has provided a cost not to exceed \$68,000 (Sixty Eight Thousand dollars) to provide these professional engineering services,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to contract with Underwood Engineers of Portsmouth, NH to provide professional engineering services associated with the rehabilitation of the Blackwater Road sewer pump station for an amount not to exceed \$68,000 (Sixty Eight Thousand dollars).

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Sponsored by Councilors:

David A. Witham  
Martin Pepin  
Jennifer G. Soldati

Approved:

City Attorney

**PRUNIER & PROLMAN, P.A.**  
ATTORNEYS AT LAW  
20 Trafalgar Square, Suite 626  
Nashua, New Hampshire 03063-1981  
TEL (603) 883-8900  
FAX (603) 883-7959  
www.prunierlaw.com

**GERALD R. PRUNIER**  
gprunier@prunierlaw.com

**ANDREW A. PROLMAN**  
aprolman@prunierlaw.com

April 4, 2017

Mayor Dana Hilliard  
Somersworth City Council  
Attn: Mr. Bob Belmore, City Manager  
Somersworth City Hall  
One Government Way  
Somersworth, NH 03878

***RE: Request for Waiver of Pavement Moratorium, High Street at Tri City Road***

Dear Mayor Hilliard, Honorable Councilors, and City Manager Belmore:

We respectfully request a meeting with the City Council at your April 17, 2017 meeting to request a waiver of the pavement moratorium, specifically in the area located at the High Street – Tri City Road intersection to accommodate the construction of a new right turn lane on Tri City Road to High Street.

Per Condition #10 of the Planning Board's approval of a site plan that includes 144 apartment units in three buildings, we, as the applicant, are required to request and secure a waiver from the City Council from City Ordinance Chapter 12, Streets and Sidewalks, to excavate during the five year moratorium period prior to performing any site work. This work includes widening Tri City Road in order to provide a right-turn only lane on Tri City Road to allow traffic to turn right onto High Street. In addition, trenching onto Tri City and onto High Street will be required in order to accommodate curb relocations. Plans showing this proposed work, as approved by the Somersworth Planning Board as part of an application by Key Auto, are enclosed. As part of the Planning Board's December 16, 2016 meeting to approve an extension to our project to construct 3 apartment buildings at the easterly end of Tri City Road, one condition was modified putting the responsibility for the Tri City Road improvements at the High Street intersection on the John Flatley Company, as opposed to Key Auto AND the John Flatley Company.

As you are likely aware, improvements were made by the City of Somersworth at the aforementioned location in September of 2014 per an email received by this office from Michael Bobinsky, Somersworth's Director of Public Works and Utilities. Based on this



information, the pavement moratorium would extend until October 1, 2019 since the exact date the work was performed in September, 2014 is unknown.

As part of this work, construction standards and methods will follow those that were used during the High Street repaving within the High Street right-of-way. In addition, within thirty days of any proposed work in this area, a Trench Permit application will be submitted to the City Engineer's Office, as required, with work not beginning until that permit is issued. In addition, the John Flatley Company understands that should the moratorium waiver be allowed, that the City will have conditions by which we will be required to follow for the specific trench work.

We look forward to discussing this request further with the City Council. If this matter could be scheduled for your April 17, 2017 meeting date, it would be greatly appreciated.

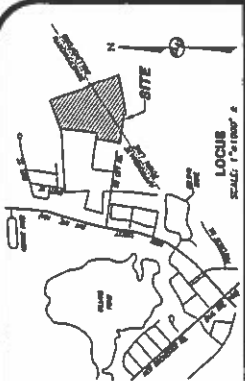
Thank you in advance for your consideration of this request. Should you have any questions, please do not hesitate to contact me.

Yours truly,

A handwritten signature in black ink, appearing to read "Gerald R. Prunier", written in a cursive style.

Gerald R. Prunier

GRP/jd



**NOTES:**

1. THE NUMBER OF RECORDS FOR THE MAP PRICE \$20-1, 30-1 (UNCLASSIFIED) AND 1-1-1 (CLASSIFIED) IN 2004 IS FIFTEEN - AN INCREASE IN MAP PRICE FROM SEVENTEEN IN 1992. \$20-1A, \$20-1B, \$20-1C, \$20-1D, \$20-1E, \$20-1F, \$20-1G, \$20-1H, \$20-1I, \$20-1J, \$20-1K, \$20-1L, \$20-1M, \$20-1N, \$20-1O, \$20-1P, \$20-1Q, \$20-1R, \$20-1S, \$20-1T, \$20-1U, \$20-1V, \$20-1W, \$20-1X, \$20-1Y, \$20-1Z, \$20-1AA, \$20-1AB, \$20-1AC, \$20-1AD, \$20-1AE, \$20-1AF, \$20-1AG, \$20-1AH, \$20-1AI, \$20-1AJ, \$20-1AK, \$20-1AL, \$20-1AM, \$20-1AN, \$20-1AO, \$20-1AP, \$20-1AQ, \$20-1AR, \$20-1AS, \$20-1AT, \$20-1AU, \$20-1AV, \$20-1AW, \$20-1AX, \$20-1AY, \$20-1AZ, \$20-1BA, \$20-1BB, \$20-1BC, \$20-1BD, \$20-1BE, \$20-1BF, \$20-1BG, \$20-1BH, \$20-1BI, \$20-1BJ, \$20-1BK, \$20-1BL, \$20-1BM, \$20-1BN, \$20-1BO, \$20-1BP, \$20-1BQ, \$20-1BR, \$20-1BS, \$20-1BT, \$20-1BU, \$20-1BV, \$20-1BW, \$20-1BX, \$20-1BY, \$20-1BZ, \$20-1CA, \$20-1CB, \$20-1CC, \$20-1CD, \$20-1CE, \$20-1CF, \$20-1CG, \$20-1CH, 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**TARA FIELDS**  
TAX MAP PARCEL 39-3 & 1-3-2  
(19 THU CITY ROAD)

**SOMERSWORTH & ROLLINSFORD, NEW HAMPSHIRE  
PREPARED FOR A LAND OF**

**JOHN J. FLATLEY**

08 - 1 3705  
OCTOBER 20, 2014

Surveying ♦ Engineering ♦ Land Planning ♦ Farming ♦ Sewer Design

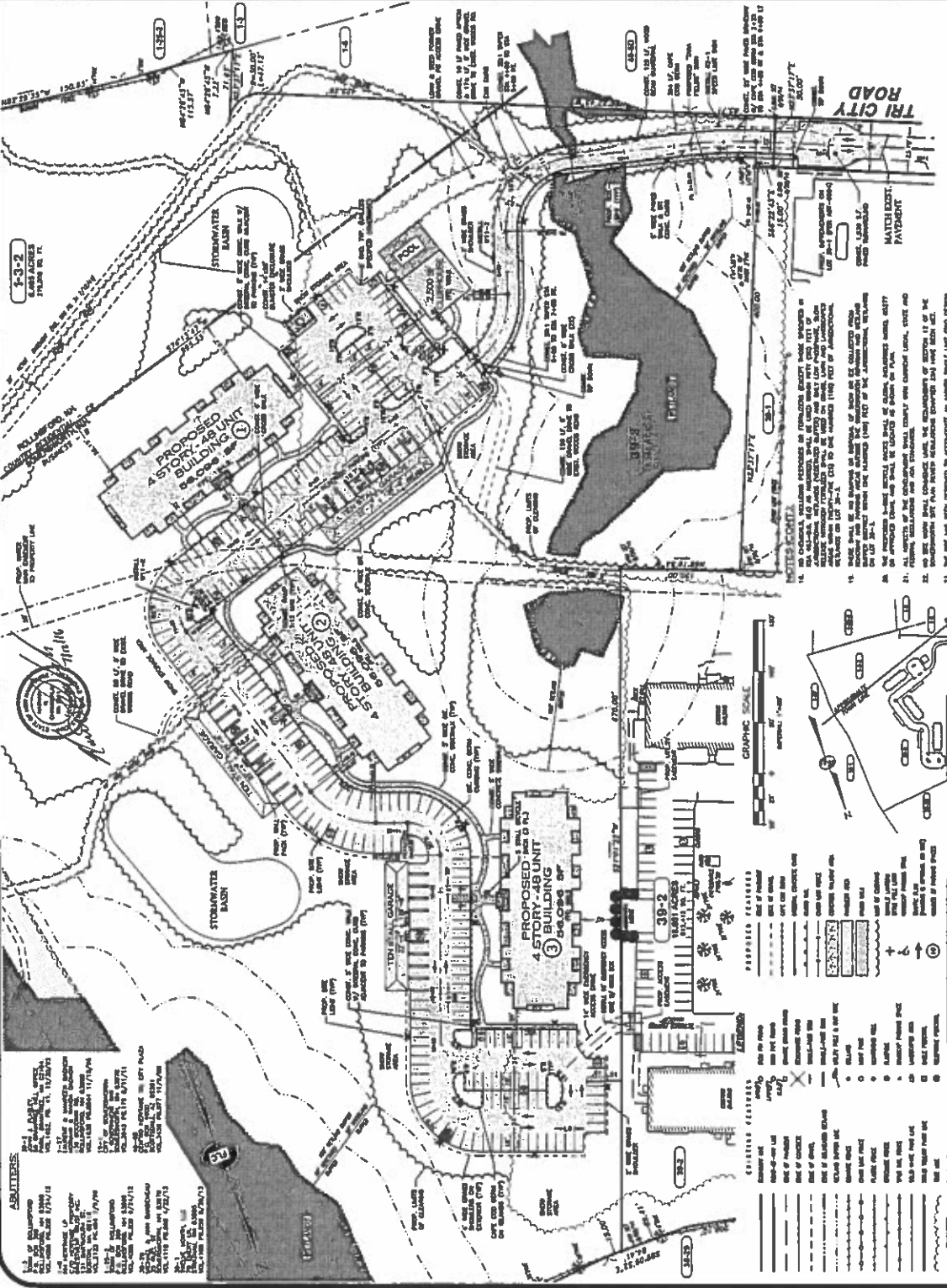

**FIELDSTONE**

W. H. & A.

**LAND CONSULTANTS**

Phone: (603) 872-3438 Fax: (603) 413-5456  
[www.fishbase.org](http://www.fishbase.org)

DATE	TIME	MTG TO	BY PROJECT
11/11/11	10:00	11/11/11	11/11/11



APPROVED BY SOMERSWORTH PLANNING BOARD

ON: \_\_\_\_\_ CERTIFIED BY \_\_\_\_\_

CHAIRMAN: \_\_\_\_\_ AND \_\_\_\_\_

SECRETARY: \_\_\_\_\_

16 THE CHAIRMAN OF THE BOARD OF DIRECTORS OF THE COMPANY SHALL BE THE CHAIRMAN OF THE BOARD OF DIRECTORS OF THE COMPANY.

**PLOT PLAN**  
 SCALE: 1"=400' ±  
 10 CFT ROAD

CONTACT THE SAFE  
72 HOURS BEFORE  
YOUR CRIME DATE

**DIGSAFE.COM**

OR DIAL 8 1 1

CALL 811 - 800-847-4747

**811 DigSafe**











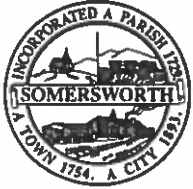










## MEMORANDUM from Director Public Works & Utilities

Date: April 14, 2017

To: Bob Belmore, City Manager

From: Michael J. Bobinsky, Director of Public Works and Utilities

Re: Recommended trench permit approval conditions for the request by John Flatley  
Company to waive pavement moratorium on Tri City Road and High Street

The John Flatley Company is requesting City Council approval to waive the pavement moratorium currently imposed along Tri City Road and High Street. The purpose of the request is to construct a new right turn lane on Tri City Road at the intersection of High Street. The right turn lane is one of several Planning Board site plan conditions of approval for the Tara Fields 3-building, 144 apartment unit development located off of Tri City Road. The Applicant understands that a trench permit application is required to be submitted and approved prior to commencing construction of the proposed right-turn lane improvements. Associated conditions will be included as part of the approved permit due to the impact to the pavement on a moratorium streets. Both streets were repaved in September, 2014, at which time a pavement moratorium was implemented. The moratorium is expected to be lifted on October 1, 2019. Work is graphically illustrated on plans included in this memorandum.

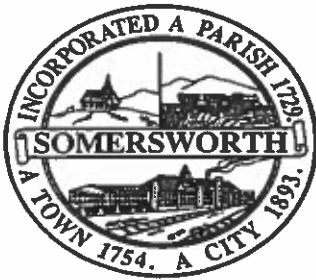
In consideration of this request to waive the pavement moratorium, this Department recommends the following conditions as part of the approved trench permit:

- The Applicant shall be responsible for all costs associated with the Tri City Road right turn lane improvements which shall include, but not be limited to, excavation, placement/compaction of gravels, granite curbing, placement of bituminous materials, pavement markings, signage, and all impacted utilities or damaged properties during construction.
- The Applicant shall confirm the existence of the needed public ROW to accommodate the widening work along the northerly portion of Tri City Road with the City prior to construction activities.
- The Applicant shall submit Certificates of Insurance and an endorsement naming the City of Somersworth, its officials, agents, employees, and volunteers as additional insured, showing the following limits:
  - a. Workmen's Compensation Insurance
  - b. Commercial General Liability
    - Limits of Liability
    - Bodily Injury: \$2,000,000 per occurrence \$2,000,000 aggregate
    - Property Damage: \$500,000 per occurrence \$500,000 aggregate
  - c. Combined Single Limit, Bodily Injury and Property Damage \$1,500,000 per occurrence - \$1,500,000 aggregate
  - d. Automobile Liability Insurance \$500,000 per occurrence \$1,000,000 aggregate

Thirty day (30) notice is required for cancellation of policy and City of Somersworth shall be listed as additional insured.

- The Applicant shall submit a Performance Bond in the amount of \$55,000.
- The Applicant shall prepare and submit a traffic control plan to the Somersworth City Engineer for review and approval. The traffic control plan shall include the support of the City's Police Department to assist in directing traffic.
- The Applicant shall perform the following construction activities as part of constructing the Tri City Road right turn lane:
  - a. Saw-cut existing pavement as necessary.
  - b. Excavate a 13-foot wide (11-foot turn lane plus 2-foot shoulder) by 220-foot long by 21-inch depth area along the northerly side of Tri City Road and, as necessary, along the southerly side of Tri City Road.
  - c. Place and compact excavated area with 12-inches of NHDOT 304.2 Gravel subbase material, 6-inches of NHDOT 304.3 Crushed Gravel base material. Gravel and crushed gravel material shall be stepped in 2-foot increments into adjacent pavement sections along Tri City Road and High Street. Density of gravel material shall not be less than 95 percent of the maximum density determined in accordance with AASHTO T 99 (Standard Proctor Test).
  - d. Place and compact 2-inch depth 19mm NHDOT 403.11 bituminous concrete binder course material. Binder course material shall be stepped two (2) feet into adjacent pavement sections along Tri City Road and High Street. All vertical surfaces shall be tack coated prior to pavement placement.
  - e. Install vertical granite curbing as necessary.
  - f. Cold plane 1-inch depth curb-to-curb width by 228 feet long along Tri City Road and 8 feet into High Street.
  - g. Place and compact 1-inch depth 9.5mm NHDOT 403.11 bituminous concrete wearing course material. All vertical surfaces shall be tack coated prior to pavement placement.
  - h. Place pavement markings and symbols as necessary.
  - i. Install traffic signage as necessary.
  - j. Loam, seed and mulch disturbed areas as necessary.
- The Applicant shall notify the Somersworth Public Works & Utility Department no less than 48-hours of commencing 1) utility installation(s); 2) placement/compaction of gravels; 4) installation of granite curbing; 5) placement of bituminous materials; 6) layout and placement of pavement markings; and 7) final site review.
- The Applicant shall assist the City in evaluating the need of utility stubs in association of the northerly adjacent property to mitigate future street openings at this location.

Please let me know if you have any questions or need additional information.



Project: High Street / Tri City Road Right Turn Lane

Calculated By: SMB

Date: 04/13/17

Checked By: \_\_\_\_\_

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

**NOTE:** In providing opinions of probable construction costs, the City Engineer has no control over the cost or availability of labor, equipment or materials, or over market conditions or the Contractor's methods of pricing, and that our Opinion of Probable Construction Costs are made on the basis of our professional judgment and experience. City Engineer makes no warranty, expressed or implied, that the bids or the negotiated costs of the Work will not vary from the Opinion of Probable Construction Cost provided herein.

### OPINION OF PROBABLE CONSTRUCTION COST

UNIT NO.	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	AMOUNT
304.2	Gravel	CY	124	\$30.00	\$ 3,733.33
304.3	Crushed Gravel	CY	72	\$40.00	\$ 2,871.11
403.11	Hot Bituminous Pavement, Machine Method (Binder)	Ton	31	\$75.00	\$ 2,360.60
403.11	Hot Bituminous Pavement, Machine Method (Wearing)	Ton	55	\$75.00	\$ 4,147.70
609.01	Straight Granite Curb	LF	440	\$25.00	\$ 11,000.00
618.7	Uniformed Officers with Vehicles	HR	30	\$75.00	\$ 2,250.00
619.1	Maintenance of Traffic	LS	1	\$5,000.00	\$ 5,000.00
619.25	Portable Changeable Message Sign	EA	1	\$9,000.00	\$ 9,000.00
628.1	Sawed Bituminous Pavement	LF	249	\$3.00	\$ 747.00
632.0104	Retroreflective Pavement Marking, 4" SSLW	LF	440	\$0.25	\$ 110.00
632.0104	Retroreflective Pavement Marking, 4" DSLY	LF	220	\$0.50	\$ 110.00
632.0118 (T)	Retroreflective Thermo. Pave Marking 18" Stop Bar	LF	22	\$16.50	\$ 363.00
641	Loam	CY	22	\$36.50	\$ 793.09
644.15	Park Seed 15	LB	5	\$60.00	\$ 290.91
645.111	Mulch	SY	98	\$1.50	\$ 146.67
692	Mobilization	LS	1	\$5,000.00	\$ 5,000.00
699	Miscellaneous Temporary Erosion Control	LS	1	\$2,000.00	\$ 2,000.00
				Sub-Total	\$ 49,923.41
				10% Contingency	\$ 4,992.34
					\$ 54,915.75

**ESTIMATE**

**\$55,000**

# Chapter 12

## Streets ; Sidewalks

12:2

**BACKFILLING, PAVING, DUST CONTROL, AND TRAFFIC CONTROL:** These items will be done in accordance with the Somersworth Construction Standards.

**INSPECTIONS:** The City Engineer or his designee may inspect the site prior to the commencement of backfill, during the backfill operation, prior to the commencement of paving and during the paving operation. It shall be the responsibility of the licensee to arrange for these inspections during normal working hours, and he shall provide a 24-hour notice.

**MORATORIUM PERIOD:** The moratorium period limiting excavations is as follows:

- For roads that have been overlayed the moratorium shall be three (3) years.
- For roads that have been reclaimed, reconstructed, or are newly constructed, the moratorium period shall be five (5) years.

**INSURANCE:** As a condition of this permit, the Permittee shall agree to provide insurance to indemnify the City of Somersworth and the Department of Public Works and Utilities, including all officials and employees thereof. Required policies shall include, but not be limited to. Comprehensive General Liability and Workman's Compensation. The requirements of the policies will be according to the Somersworth Construction Standards.

**REVOCATION OF PERMIT:** The City of Somersworth, Department of Public Works and Utilities, or the City Engineer may revoke any permit issued under this regulation at any time.

### Section 12.2 - Use of Sidewalks

No person shall drive any vehicle or equipment on any sidewalk in the City, except for strollers, wagons, carriages, or other methods of transporting small children.

### Section 12.3 - Signs and Awnings

No person shall place, establish or maintain any sign, awning or shade before his or her place of business, dwelling house or tenement, over any part of any street or sidewalk, unless the same be safely fixed and supported so as in no way to incommode or endanger persons passing upon such street or sidewalk and so that the lowest part of such sign, awning or shade shall be at least seven and one-half feet above the sidewalk; nor shall any person hang, affix, fasten, place or allow to remain upon the outer edge of any sidewalk, any sign or showcase except in conformance with the requirements of the Zoning Ordinance.

(Amended 7/18/1994.)

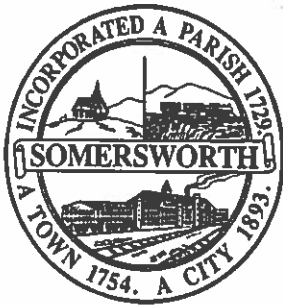
General Fund Budget Estimate  
April 7, 2017

ACCOUNT DESCRIPTION	BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE	April - June	Balance
Mayor and Council	24,925	17,707	0	7,218	6,329	889
Civic Promotions	10,700	4,862	0	5,838	5,050	788
Community Support	90,186	72,187	0	17,999	17,999	0
Total Elected Officials	125,811	94,756	0	31,055	29,378	1,677
City Manager	349,757	269,727	0	80,030	88,720	(8,690)
Administration	114,138	95,166	0	18,972	8,289	10,683
Total City Manager	463,895	364,893	0	99,002	97,009	1,993
Finance	325,409	254,977	0	70,432	77,755	(7,323)
City Clerk	167,774	120,540	869	46,366	32,945	13,421
Elections	18,877	12,445	102	6,330	0	6,330
Tax Collector	204,075	136,457	869	66,750	65,196	1,554
Human Services	210,996	133,466	0	77,530	59,305	18,225
Library	254,164	175,578	5,288	73,297	68,723	4,574
Total Finance and Administration	1,181,295	833,462	7,128	340,705	303,924	36,781
Planning	331,639	174,697	0	156,942	59,330	97,612
Economic Development	6,605	3,390	0	3,215	500	2,715
Code Enforcement	195,443	126,216	0	69,227	55,246	13,981
Assessing	152,025	106,604	10,520	34,900	24,346	10,554
Parks and Recreation	182,225	104,153	1,965	76,107	65,050	11,057
City Hall	144,809	96,014	2,270	46,525	44,527	1,998
Total Development Services	1,012,746	611,074	14,755	386,916	248,999	137,917
Police Administration	398,926	332,815	1,975	64,136	79,224	(15,088)
Patrol	2,146,932	1,606,845	18	540,069	565,847	(25,778)
Investigations	476,321	301,121	0	175,201	118,509	56,692
Police Support	400,986	245,392	0	155,594	86,477	69,117
Traffic	43,075	17,651	0	25,424	11,956	13,468
Prosecutor	123,497	88,893	0	34,604	32,903	1,701
Total Police	3,589,737	2,592,717	1,993	995,028	894,916	100,112



General Fund Budget Estimate  
April 7, 2017

Fire Administration	201,290	147,161	0	54,129	53,504	625
Fire Fighting	1,979,219	1,340,298	9,325	629,596	572,886	56,710
Total Fire/Rescue	2,180,509	1,487,459	9,325	683,725	626,390	57,335
Public Works Adminis	1,182,688	880,922	4,223	297,543	332,385	(34,842)
Street Maintenance	989,783	938,706	34,298	16,779	23,000	(6,221)
Snow Removal	168,434	172,105	9,027	(12,697)	1,500	(14,197)
Street Lighting	146,524	104,104	6,912	35,508	34,409	1,099
Equipment Maintenan	72,732	54,615	0	18,117	13,400	4,717
City Engineer	56,610	20,605	6,758	29,247	30,100	(853)
Building and Grounds	42,574	26,081	2,929	13,564	12,880	684
Cemetery	8,770	1,799	0	6,971	5,931	1,040
Solid Waste Collecti	155,606	108,568	0	47,038	55,022	(7,984)
Total Public Works	2,823,721	2,307,505	64,147	452,070	508,627	(56,557)
Debt Service	884,187	884,186	0	1	0	1
Capital Leases	220,494	148,234	0	72,260	72,588	(328)
Transfers to Other Funds	115,598	115,598	0	0	0	0
Contingency	82,489	28,992	2,050	51,447	18,120	33,327
Total Other	1,302,768	1,177,011	2,050	123,708	90,708	33,000
Total Capital Outlay	369,219	275,841	9,754	83,625	60,651	22,974
Total City General Fund	\$13,049,702	\$9,744,718	\$109,151	\$3,195,833	\$2,860,602	\$335,231



## MEMORANDUM

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To: Bob Belmore, City Manager

From: Scott Smith, Director of Finance and Administration

Date: April 13, 2017

Re: **Monthly Report**

### Finance Department:

- Completed the FY17-18 budget proposal.
- Assisted in the presentation of the State of the City address.
- Attended the City Council's goal setting session.
- Bids received:
  - Blackwater Road Pump Station Improvements – March 23<sup>rd</sup>.

### Treasurer's Report:

- General Fund cash on hand as of March 31, 2017.
- Investments used for the period were short term certificates of deposit, money market account, Century Bank CD, Bank of NH C-dars program and a Citizen's Bank investment account.
- Short term interest rates have increased slightly over the past quarter

### City Clerk:

- Prepared for and took minutes at two scheduled City Council meetings, various workshops, public hearings, and standing committee meetings during the month.
- Total Receipts for the month were \$11,447.

- Permits:
  - 3/01/17 VFW 4485 – Yahtzee Dice
  - 3/01/17 VFW 4485 – Queen of Hearts
  - 3/07/17 Hilltop Fireworks – Fireworks License
  - 3/23/17 Girl Scout Troop 14900
  - 3/23/17 Festival Association – Children’s Festival
  - 3/23/17 Somersworth School – PTA Hilltop Hustle

#### Tax Collector:

- Motor vehicle registrations were a total of \$151,846 during the month.
- Collected \$5,685 for Municipal Transportation Fund during month.
- Impending Lien notices for property taxes were mailed on March 15 and the lien is scheduled for April 18.
- Total receipts for the month were \$1,752,212.

#### Library

- With the assistance of DPW, the library relocated the DVD towers from the upper level and moved them in with the general collection.
- This year’s summer reading program is “Build a Better World”. Planning for the program is now under way.
- The Library provided 15 programs this month, including 3 weekly story time programs, a book discussion group, and providing a program for the Somersworth Woman’s Club.

#### Human Services:

- Total assistance for the month was \$4,308. That compares to \$9,998 for the month of February 2017 and \$4,769 for March 2016.
- 5 new cases were opened compared to 2 in 2016.
- 14 cases were approved for varying levels of assistance, with 1 cases still pending, and 6 denials. 27 cases were referred to other agencies for support.

#### Information Technology

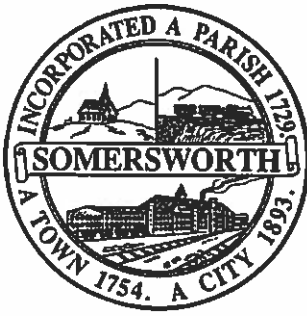
- Spent time in general server maintenance, checked systems, checked and cleared logs.
- Assisted with new phone system installation, installed new switch, and reconfigured wiring.
- Assisting with set up of other modules in the new system.

**Treasurer's Report.  
General Fund**

**Period Ending March 31, 2017**

<b>General Fund Account</b>	<b>Balance</b>	<b>Rate</b>	<b>Maturity Date</b>	<b>Notes</b>
G/F Checking	\$4,228,742	0.00%	N/A	Money available upon demand
Citizens Investment	\$5,578,191	0.45%	N/A	Money available upon demand
Bank of NH - CDARS Programs	\$1,258,691	0.20%	N/A	Money available upon demand
Profile Bank	\$248,939	0.35%	N/A	Money available upon demand
TD Bank	\$3,013,525	0.25%	N/A	Money available upon demand
Century Bank	\$1,011,072	0.50%	N/A	Money available upon demand
Century Bank	\$2,018,444	0.60%	10/20/2016	6 month CD

<b>General Fund Interest Earnings</b>	<b>Period</b>	<b>Year to Date</b>	<b>Year to Date Anticipated</b>	<b>Variance Positive/(Negative)</b>
Period Ending March 31, 2017	\$9,796	\$20,904	\$15,000	\$5,904



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## DEPARTMENT OF DEVELOPMENT SERVICES

Date: April 13, 2017

From: Shanna B. Saunders  
Director of Planning & Community Development

Re: March 2017 Monthly Report

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In addition to the Department's various activities listed in the attached staff reports, I attended the following Land Use Board meetings:

- Zoning Board – March 1
- Conservation Commission – March 8
- Planning Board – March 15
- Historic District Commission – March 22

And attended the following Special Meetings:

- Economic Dev Committee Meeting – March 3
- SRPC TAC – March 3
- Park and Recreation Committee Meeting – March 31
- Seacoast Stormwater Coalition – March 29
- Vision 2020 – March 23
- NH Planners Association - March 24

### Office of Assessing- March:

- Assessing staff has begun to correct records for the changes made to Reagan Estates
- Permit inspections and by appointment inspections were conducted. Any changes that result will be for the 2017 tax year.
- Abatement applications were due on March 1, 2017. We received 10 abatement application this year. 5 have been approved so far and 1 has been denied.

### Property Maintenance and Code Enforcement- March:

Property Maintenance and Code Enforcement Activity Report for March 2017

Incident Location		Origin of complaint	Nature of Concern	Date of Complaint	Responsible person notified*	Compliance
12	Myrtle St.	DDS	TRASH	3/1/17	CN	COMPLETED
65	Green St.	DDS	TRASH	3/1/17	CN and NOV	COMPLETED
10	Glenview	DDS	TRASH	3/1/17	CN and NOV	COMPLETED
10	Kilda	DDS	TRASH	3/2/17	CN	PENDING
389	Main St.	DDS	DUMPSTER	3/2/17	CN	PENDING
6-8	School St.	DDS	TRASH	3/3/17	CN	COMPLETED
9	Linden St.	DDS	TRASH	3/3/17	CN	COMPLETED
17-19	Highland St.	DDS	TRASH	3/3/17	CN	COMPLETED
12-16	Highland St.	DDS	TRASH	3/3/17	CN and NOV	PENDING
67	Green	DDS	TRASH	3/3/17	CN	COMPLETED
11	Pearl	DDS	TRASH	3/3/17	CN	COMPLETED
26	Union St.	DDS	TRASH	3/3/17	CN and NOV	PENDING
77	Union St.	DDS	TRASH	3/3/17	CN	COMPLETED
19	Vincent	DDS	TRASH	3/3/17	CN	COMPLETED
17-31	Market St.	DDS	HOUSING VIOLATIONS	3/3/17		PENDING
247	High	DDS	TRASH	3/6/17	NOV	COMPLETED
466	High	DDS	MOTOR VEHICLES	3/6/17	CN	COMPLETED
117	Green	DDS	DUMPSTER	3/6/17	CN	PENDING
315	High	DDS	TRASH	3/6/17	CN	COMPLETED
231	High	DDS	TRASH	3/6/17	CN	COMPLETED
260	Main	DDS	TRASH	3/6/17	CN	COMPLETED
15	Prospect St	DDS	TRASH	3/8/17	CN and NOV	PENDING
31	Maple St.	DDS	TRASH	3/8/17	CN	COMPLETED
10	Central St.	DDS	TRASH	3/8/17	CN and NOV	PENDING
20-30	Market St.	DDS	ROOF	3/8/17	CN and NOV	PENDING
380	Rt. 108 - Dunkins	DDS	SIGN	3/8/17	CN	COMPLETED
277	Green	DDS	TRASH	3/9/17	CN	COMPLETED
388	Main	DDS	TRASH	3/9/17	NOV	COMPLETED
85	Elm St.	DDS	TRASH	3/9/17	NOV	COMPLETED
284	Main	DDS	TRASH	3/9/17	CN and NOV	PENDING
2	Hanson	DDS	TRASH	3/9/17	CN and NOV	PENDING

385	<u>Rt 108</u>	DDS	TRASH	3/9/17	CN	PENDING
11	<u>Maloney</u>	DDS	GUTTERS	3/9/17	CN and NOV	PENDING
5	<u>Lemelin Ct</u>	DDS	TRASH	3/9/17	CN	PENDING
2	<u>Ringer</u>	DDS	TRASH	3/15/17	CN	PENDING
11	<u>Ash</u>	DDS	TRASH	3/15/17	CN	COMPLETED
259	<u>Rt 108 Great Bay Oral Surgery</u>	DDS	DUMPSTER	3/15/17	NOV	PENDING
192	<u>Main</u>	DDS	DUMPSTER	3/15/17	NOV	PENDING
253	<u>High</u>	DDS	GEESE	3/15/17	CN	PENDING
315	<u>High</u>	DDS	TRASH	3/16/17	CN and NOV	COMPLETED
12	<u>Silver St.</u>	DDS	TRASH	3/17/17	CN	COMPLETED
30-32	<u>Fremont St.</u>	DDS	TRASH	3/17/17	CN	COMPLETED
23	<u>Davis St.</u>	DDS	TRASH	3/20/17	CN	COMPLETED
249	<u>Green St.</u>	DDS	TRASH	3/20/17	CN	COMPLETED
72	<u>Franklin St</u>	DDS	TRASH	3/20/17	CN	COMPLETED
283-285	<u>Main St.</u>	DDS	TRASH	3/20/17	CN	COMPLETED
64	<u>Bartlett Ave.</u>	DDS	PAINT HOUSE	3/20/17	CN	PENDING
430	<u>Rt. 108</u>	DDS	SIGN	3/20/17	spoke with PO	COMPLETED
40	<u>Main St.</u>	DDS	MOTOR VEHICLES	3/21/17	CITATION	COMPLETED
5	<u>Lemelin Ct</u>	DDS	TRASH	3/21/17	CITATION	PENDING
4	<u>Patricia St.</u>	DDS	TRASH	3/21/17	CN	COMPLETED
85	<u>Elm St.</u>	DDS	TRASH	3/22/17	NOV	COMPLETED
245	<u>Rt. 16B # 68</u>	DDS	TRASH	3/22/17	CN	COMPLETED
21	<u>Silver St.</u>	DDS	TRASH	3/22/17	CN	COMPLETED
30-32	<u>Fremont St.</u>	DDS	TRASH	3/22/17	CN and NOV	PENDING
13-15	<u>Summer St.</u>	DDS	TRASH	3/22/17	CN	COMPLETED
18	<u>First St.</u>	DDS	SHED	3/22/17	CN	PENDING
86	<u>Union St.</u>	DDS	GARAGE	3/22/17	CN	PENDING
65	<u>South St.</u>	DDS	PAINT HOUSE	3/22/17	CN	PENDING
19	<u>Bourque St.</u>	DDS	PAINT HOUSE	3/22/17	CN	PENDING
11	<u>Spruce St.</u>	DDS	SHED	3/22/17	CN	PENDING
16-18	<u>Summer St.</u>		TRASH	3/23/17	CN	COMPLETED
31	<u>Green St.</u>		TRASH	3/23/17	CN	COMPLETED
382	<u>High St.</u>		TRASH	3/23/17	CN and NOV	COMPLETED
33	<u>Nash Pkwy.</u>		TRASH	3/24/17	CN	COMPLETED
6	<u>Depot St.</u>		TRASH	3/24/17	CN	PENDING
12-14	<u>Summer St.</u>		TRASH	3/24/17	CN	COMPLETED
14-16	<u>Fayette St.</u>		TRASH	3/24/17	CN	PENDING
	<u>Cherryfield Dr.</u>		TRASH	3/27/17	CN	COMPLETED
4	<u>Lil-Nor Ave.</u>		TRASH	3/27/17	CN	COMPLETED
18	<u>Silver St.</u>		PAINT PORCH	3/28/17	CN	PENDING
63-65	<u>Franklin St</u>		PAINT HOUSE AND PORCH	3/28/17	CN	PENDING
421	<u>Old Rochester Rd</u>		PAINT HOUSE	3/28/17	CN	PENDING
347-349	<u>Main St.</u>		PAINT/SIDE HOUSES	3/28/17	CN	PENDING

7	<u>Works Way</u>		SIGN	3/28/17	CN	COMPLETED
401	<u>Old Rochester Rd</u>		PAINT HOUSE	3/29/17	CN	PENDING
445	<u>High St.</u>		SIGN	3/29/17	CN	COMPLETED
5	<u>Ash St.</u>		TRASH	3/29/17	CN	PENDING
385	<u>Main St.</u>		TRASH	3/29/17	CN	PENDING
380	<u>Main St.</u>		TRASH	3/29/17	CN	COMPLETED
31	<u>Grove St.</u>		TRASH	3/30/17	CN	PENDING
389	<u>Rt. 108 (#2 Ringer)</u>		TRASH	3/31/17	CN	PENDING
333	<u>Main St.</u>		TRASH	3/31/17	CN	COMPLETED
245	<u>Rt. 16B # 47</u>		TRASH	3/31/17	CN	PENDING
5	<u>Brian St.</u>		TRASH	3/31/17	CN	PENDING
In addition to new complaints received, work continues on the Work in Progress (WIP) files from past months. Of the 42 pending complaints from February, 21 have been completed and 21 are still pending.						
*CN=Courtesy Notice; NOV=Notice of Violation						

### **Building and Health Departments:**

#### **Major Building Permits Applied for in February 2017 Construction Costs and Fee**

Rymes Propane & Oil	\$26,000.00	\$208.00
Penta K Reatly Trust	\$55,000.00	\$450.00
Twelve Month LLC	\$180,000.00	\$1,450.00
Cumberland Farms	\$1,941,204.00	\$15,539.63

#### **Minor Building Permits Applied for in March 2017:**

17	William	\$1,000.00	\$50.00
31B	Green	\$4,000.00	\$42.00
429	Old Rochester Rd	\$12,193.00	\$106.00
201	West High	\$8,150.00	\$75.00
28	Shady Ln	\$6,362.50	\$60.00
5	Maloney	\$23,886.00	\$201.09
54	Crystal Springs Way	\$1,000.00	\$15.00
15	Stackpole Rd	\$8,400.00	\$77.00
5	Fox Ct	\$1,300.00	\$25.00
22	Canal	\$10,000.00	\$90.00
144	Blackwater Rd	\$11,373.00	\$106.00
157	Rt. 108	\$60,000.00	\$490.00
11	Walnut	\$20,000.00	\$170.00
89	Buffumsville Rd	\$14,000.00	\$122.00



PERMIT RECEIPTS						
	2014	2015	2016	2017	DIFFERENCE this year to last	% OF CHANGE
January	\$1,820.00	\$2,157.00	\$6,148.85	\$15,262.40	\$9,113.55	148.2%
February	\$3,864.00	\$2,408.00	\$4,440.00	\$9,170.40	\$4,730.40	106.5%
March	\$2,191.64	\$5,287.28	\$27,399.40	\$23,232.82	-\$4,166.58	-15.2%
April	\$4,768.15	\$8,277.80	\$6,608.52		N/A	
May	\$26,049.95	\$7,194.16	\$12,089.70		N/A	
June	\$24,286.88	\$4,234.80	\$5,107.95		N/A	
July	\$3,646.20	\$4,914.41	\$14,315.00		N/A	
August	\$6,156.50	\$6,829.37	\$5,197.60		N/A	
September	\$6,224.10	\$4,438.20	\$5,247.60		N/A	
October	\$6,880.63	\$4,652.40	\$10,448.80		N/A	
November	\$2,377.78	\$18,322.40	\$27,353.16		N/A	
December	\$2,338.80	\$7,886.00	\$6,633.66		N/A	
Year total	\$56,008.37	\$90,604.63	\$76,601.82	\$129,723.00	\$9,113.55	
Difference of change this year to last (completed months only)						

### Total Permits

ROW		2011	2012	2013	2014	2015	2016	2017	DIFFERENCE this month to last year's month	% OF CHANGE
4	January	42	34	31	26	30	33	51	18	54.5%
5	February	20	30	39	29	24	49	34	-15	-30.6%
6	March	27	29	44	29	48	71	78	7	9.9%
7	April	42	42	60	48	58	57	0	N/A	
8	May	77	43	65	66	55	60	0	N/A	
9	June	55	29	77	66	73	77	0	N/A	
10	July	54	51	54	47	51	89	0	N/A	
11	August	66	53	62	55	67	79	0	N/A	
12	September	53	51	72	67	69	69	0	N/A	
13	October	56	61	60	63	58	57	0	N/A	
14	November	61	36	50	47	64	49	0	N/A	
15	December	36	48	42	38	52	54	0	N/A	
16										
17	YTD Totals	589	507	656	581	649	744	85	-3	-88.6%
18	Difference of changed this year to last (completed months only)									
							82	85		3.7%

### **Land Use Boards:**

#### **Conservation Commission March 2017:**

There were no workshop or regular Conservation Commission meetings during February.

#### **Historic District Commission March 2017:**

The Commission formed subcommittees and the Ordinance Subcommittee held a workshop meeting to examine the Historic District Ordinance.

At the regular meeting the Commission discussed the following:

- Kathryn Truedell, 26 Mt. Vernon Street, Assessor's Map 11, Lot 04, HDC # 01-2017. Application for exterior building renovations was **approved**.

#### **Planning Board March 2017:**

At the regular meeting the Board reviewed the following:

- Goodwin Community Health, 311 Route 108, Assessor's Map 48, Lot 24E, SITE # 01-2017. Application for a building addition was **tabled** until the April meeting.

#### **Zoning Board March 2017:**

At the regular meeting the Board reviewed the following:

- Mandy Bruno, 133 High Street, Assessor's Map 40, lot 02, ZBA # 02-2017. Request for a variance for signage was **approved**.
- The DesMarais Family Revocable Trust, 230 High Street, Assessor's Map 14, Lot 18, ZBA # 03-2017. Request for a variance for a restaurant use was **approved** and request for a variance for an office space was **tabled** at the applicant's request.

### **Parks and Recreation**

- Our Biddy Basketball Program concluded on Saturday, March 18<sup>th</sup>. Due to snow in early February we added a make-up date to allow the program to run the full 6 weeks.
- The Travel basketball program concluded on March 19<sup>th</sup>. We held our annual end of the season banquet for all players, families, and coaches on March 30<sup>th</sup>. The banquet was held at the Idlehurst Café from 6:30-8:00. All players received a gift based on the current grade they are in. The Frosty Tournament is a major fundraiser for this banquet and this year we partnered with the High School Basketball Boosters Club.
- Granite State Track and Field registration opened in March. Our early bird fee will run until March 31<sup>st</sup> and the deadline to register for the program is April 28<sup>th</sup>. This program is held at the Idlehurst Elementary School Track on Mondays and Wednesdays from 3:30-4:30 p.m. It will run May 8- June 23<sup>rd</sup> concluding with the annual Granite State Track and Field Regional Meet.
- Planning for 2017 Summer Camp is now underway with our Early Bird registration opening in March. This year our Summer Camp will run for 8 weeks; June 26-August 18. We are actively marketing for summer camp counselors and directors to make sure we have enough applicants to run the program. Ads have been posted on websites/newspaper, Recreation Facebook page, posting at the High School/CTC, posting at City Hall, email blasts, etc.

- We are in the process of planning for the upcoming season in our parks. We meet monthly with staff from Public Works to go over tasks that need to be complete. This partnership has worked out well as we are starting to develop more long term maintenance plans to keep up with the safety and appearance of our parks.
- Millennium Park improvements continue to be made. The City is working with the Sunningdale developer to get the new playground and swing set installed this spring. The park house is also being upgraded this spring with the addition of two new restrooms stalls, one of which will be ADA accessible. The park house will have a new layout allowing patrons to enter through a locked side door rather than an overhead garage door. The water line is also being upgraded.



## **MEMORANDUM from Director Public Works & Utilities**

**TO:** Robert M. Belmore, City Manager

**DATE:** April 13, 2017

**SUBJECT:** Public Works Department Monthly Report for March/April, 2017

**FROM:** Michael Bobinsky, Director of Public Works & Utilities

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### **DIRECTOR'S COMMENTS**

**Highlights of the Department's activities during this reporting period are as follows:**

- Winter operation response continued to dominate the Department. Highway personnel respond to two (2) late major winter storm events that brought significant snow and blizzard conditions. Our equipment and personnel have been quite responsive during these storms.
- Prepared a listing of priority roads for repair/reconstruction including cost estimates. Also identified key street segments needing specific spot repairs to address pavement failure.
- Prepared equipment for spring street/sidewalk cleaning; initiated street and sidewalk sweeping in early April. Preparing to have street lane markings repainted in mid-May.
- Participated in planning meetings for the Saturday, May 6, Spirit Up Clean Up Day
- Attended logistical meetings for the June 18 Seacoast Food Truck and craft beer Festival.
- Finalized recommendation for entering into an agreement with Affinity LED lighting to replace all City streetlights to LED technology. Staff was also able to secure grant funding from Eversource to offset the City's costs.
- Attended negotiation meetings with NH SolarGarden on the proposed solar array for the Blackwater Road Landfill site.
- Participated in a special regulatory meeting with Enel-Somersworth Hydro on their request to seek a FERC license renewal for their Hydro Plant here in Somersworth. The City is a co-applicant on the current license, which expires on April 30, 2022. Agencies and interested persons have until June 9, 2017, to submit comments on the application request. Enel and their consultants plan to submit the final application for the license renewal by January, 2019.
- Met with the Cemetery Trustees and prepared a letter of intent to seek state conservation license grant funds for historic preservation improvements at Cemetery.
- Preparing for Indigo Hill Road reconstruction project. (Green St. to Davis St.) to start week of May 1. Staff to coordinate with Waste Management, School Bus Contractor, and COAST transit as the road will be closed during the day for construction activities.

### **HIGHWAY DIVISION**

#### ***Operations/Maintenance:***

- Conducted daily litter control downtown and along key corridors
- Snow & Ice Management Equipment
  - Clean & Service winter related equipment
  - Dismantle and storage of plow & sanding implements
- Street & Sidewalk Sweeping
  - Initiated sweeping of the High Street corridor

- Dirt Road Grading
  - Rocky Hill Road
  - First Street, Shady Lane, Cook Road
  - Willand Pond Access Road
- Pothole Repair (Use of Hot Asphalt Application-Asphalt Plants reopened.)
  - Several streets including Blackwater Road, Salmon Falls Road, Franklin Street, Green Street, Rocky Hill Road, and Buffumsville Road.
  - Preparing for the start of Indigo Hill Rd (Milling for reconstruction project will begin in May)

**Recreation:**

- Millennium Park
  - Pruning of trees & spring clean-up
  - Demo of existing bathhouse interiors
  - New bathhouse utilities layout
  - Saw cut and excavate bathhouse floor accommodating new interior plumbing
  - Saw cut and removal of existing masonry bathhouse wall to accommodate new entry door
- Noble Pines Park
  - Repair damaged splash pad footings (Mountings are repeatedly damaged annually due to the fall removal)
- All City Parks
  - Install Swings & Nets

**Cemetery:**

- Forest Glade
  - Continued spring clean-up
- Bernice Stucker – Full Casket Burial

**Emergency Calls:**

- Work paged out by Police Dispatch
  - Treating Events: 1
  - Plowing Events: 2

**WASTEWATER DIVISION**

**Operations/Maintenance:**

- Running (A20) process which is used for our winter seasonal limits. This process is used to treat Biochemical Oxygen Demand (BOD), Total Suspended Solids (TSS) and ammonia. The permit defines the winter season from October 1<sup>st</sup> thru April 30<sup>th</sup>.
- We met with Wright Pierce engineering on 3/1/17 and discussed the planning and development outlook for the next twenty years. This is the first phase of the wastewater capacity evaluation and design work being conducted by Wright Pierce.
- Addressed a frozen chemical feed line which impacted the dechlorination process. Staff members set-up a temporary feed system while a permanent solution was completed.
- Completed the semi-annual Waste Management sludge analysis report. No issues.
- Treated a total of 3,200 gallons of septage from residents not on city sewer.

**Compliance:**

- Reported two permit exceedances for the month of March. The parameter was (TRC) Total Residual chlorine and was caused by a frozen chemical feed line.
- Treated a total of 50-million gallons of wastewater during the month.

**Industrial Pretreatment Program:**

- Completed annual inspection of General Linen on 3/8/17. No issues.
- Completed annual inspection of Aclara Technologies on 3/15/17. No issues.

**Capital Improvements Plan Items:**

- Blackwater Rd pump station upgrade – Bid opening was held on 3/23/17 at city hall. In total we received (5) bid packets. We received a recommendation from Underwood Engineers to select Apex Construction who was also the lowest qualified bidder. Presentation to Council Committees and City Council is planned at this time.

**WATER DIVISION*****Items completed this month:***

- Higher than normal flows in the Salmon Falls River caused sediment to build up at the intake line in the River. This required staff to work toward clearing the line. We are arranging divers to inspect, report and clear any remaining debris at the intake in the River.
- Assisted with replacing the hot water heater at City Hall.
- Pumped 36,654,250 gallons of raw water during this reporting period.
- Filtered/pumped to the City storage –distribution system 33,248,969 of finished water.
- Completed a rotation of the treatment train equipment as per operational plans.
- Prepared for RMI, Inc, the contractor hired to clean lagoon #1 to initiate work this spring.

**WATER DISTRIBUTION**

- Water Distribution personnel responded to multiple service calls and also participated in snow plowing operations in the month of March.
- Talks began between the City of Dover and the City of Somersworth regarding a distribution system inter-connect between the two cities.
- 2016 annual backflow report was submitted to NHDES.
- Hydrant painting will resume as soon as weather allows.
- Hydrant flushing is being planned for mid-May, details will be announced in the near future, via media updates.



## *Somersworth Police Department*

*12 Lilac Lane*

*Somersworth, NH 03878*

*Business: (603) 692-3131 Fax: (603) 692-2111*

David B. Kretschmar  
Chief of Police

### MEMORANDUM

Memo To: Bob Belmore, City Manager  
From: David Kretschmar, Chief of Police  
Date: April 4, 2017  
Subject: Monthly Report – Month of March 2017

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Bob:

Below are some of the activities of our Department for the month of March:

#### **COMMUNITY POLICING:**

Detective Chandler and School Resource Officer Richard Campbell gave an Internet Safety/Cyber Bullying course to the Girl Scouts at Maplewood Elementary School.

#### **PERSONNEL:**

- Officer Gary O'Brien was promoted to the rank of Sergeant in the Patrol Division. He has been a patrolman since September of 2007 and has been supervising the shift for some time.
- Command Staff and other officers attended a seminar entitled "Health Math – Blue Courage – First Responders Resilience" course.
- Sergeant Hanson attended a two week course for Supervisors and Managers course at the Police Standards and Training Council in Concord.
- Our newest dispatcher completed a four day course for the State Police Online Terminal System (SPOTS) at the Department of Safety in Concord.



# City of Somersworth

## Fire Department

195 Maple Street – Somersworth, NH 03878-1594



**Keith E. Hoyle**  
Fire Chief & Emergency Management Director  
[khoyle@somersworth.com](mailto:khoyle@somersworth.com)

**Business: (603) 692-3457**  
**Fax: (603) 692-5147**  
[www.somersworth.com](http://www.somersworth.com)

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### MARCH 2017 MONTHLY REPORT

#### EMERGENCY ACTIVITIES

Building Fires:	4
Vehicle Fires:	1
Outside Fires:	1
Emergency Medical:	62
Motor Vehicle Crash:	8
Malfunction/false alarm:	10
Accidental/public service:	32
Hazardous Condition:	9
Hazardous Materials:	2

#### NON-EMERGENCY ACTIVITIES

Burning Permits:	36
Fireworks Permits:	5
Oil Burner Permits:	1
Place of Assembly Permits:	3
Fire Safety Inspections:	14
Fire Drills:	5

#### CALLS FOR SERVICE

- We responded to 14 more emergency calls this March (129) than in March 2016 – an increase of 11%.
- Responded to weather-related incidents involving trees down and heavy snow on March 23.
- We responded to mutual aid fires in Rochester and Newington.
- American Ambulance continues to provide excellent EMS services to the city with an average response time that is approximately 4 minutes.

#### PLANNING/PROJECTS/GRANTS

- Rochester Fire Department removed us from their “automatic response card” for fires in their community at our request. We still are on their “First” and Second” alarms but only if a working fire is declared.
- Notified by State Fire Marshal’s Office that Ms. Maley Clark, a 3<sup>rd</sup> grader at Maplewood School, was 1 of 13 winners in the Annual Fire Safety Calendar



Contest. She was recognized at an event at the NH Fire Academy along with the other statewide winners. She won for her February submission on "Burn Safety". When published in August, the calendar will be sent to all elementary schools in the state.

- Met with Strafford County EMD's at WDH in conjunction with the "Ready Strafford" organization.
- Investigated a complaint against Monster Gas.
- Extra staffing added for March weekend snowstorms and proceeded to shovel out many fire hydrants afterwards.
- Pump leak on aerial ladder repaired.
- Participated in "State of the City" address.
- Attended "Goal-setting" session with City Council.
- Attended "Food Truck" meeting and walked the downtown.
- Attended pre-construction meeting for S.W. Coles.
- Crews shoveled out hydrants after several heavy winter storms.
- NH Homeland Security advised us that the "Continuity of Operations" grants for municipalities to reduce to writing plans for re-location of vital city services after a disaster has been re-structured and will be available for submission in April (\$5,500).

### **TRAINING/MEETINGS**

- All Officers attended "Fire Warden Re-certification" training sponsored by the NH Division of Forests and Lands.
- One call firefighter now attending FF II training in Greenland.
- We now are training 6 new career firefighters on shift.
- One new call firefighter is continuing basic training in North Berwick.
- Attended Strafford County Public Health Symposium at WDH.
- Attended SRTC; Traffic Safety; and Seacoast Fire Chiefs meetings.

Respectfully Submitted:  
Keith E. Hoyle, Fire Chief/EMD

**MITCHELL MUNICIPAL GROUP, P.A.**

ATTORNEYS AT LAW  
25 BEACON STREET EAST  
LACONIA, NEW HAMPSHIRE 03246

WALTER L. MITCHELL  
JUDITH E. WHITELAW  
LAURA SPECTOR-MORGAN  
STEVEN M. WHITLEY

TELEPHONE (603) 524-3885  
FACSIMILE (603) 524-0745

April 13, 2017

**CERTIFICATION**

Re: City of Somersworth, New Hampshire

Resolution No. 38-17

Title: TO AUTHORIZE THE CITY MANAGER TO SIGN A  
PAYMENT-IN-LIEU-OF-TAXES (PILOT) AGREEMENT WITH  
NHSOLAR GARDEN OF PORTSMOUTH, NH PURSUANT TO A  
20 YEAR LAND LEASE FOR A SOLAR ARRAY ON THE  
SOMERSWORTH SANITARY LANDFILL ON BLACKWATER ROAD.

This is to confirm that in accordance with Somersworth City Council Rules and Regulations #17 (D)1, we have reviewed the above referenced resolution. To our examination it is in correct technical form, and to our understanding is not repugnant to the laws and constitution of the State of New Hampshire nor the Charter and Ordinances of the City of Somersworth.

**MITCHELL MUNICIPAL GROUP, P.A.**  
City Attorney

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

4/13/17

By: \_\_\_\_\_



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FACSIMILE (603) 524-0745

April 13, 2017

**CERTIFICATION**

Re: City of Somersworth, New Hampshire

Resolution No. 39-17

Title: TO AUTHORIZE THE TRUSTEES OF TRUST FUNDS TO RELEASE  
THE BALANCE OF THE SOMERSWORTH-BERWICK BRIDGE CAPITAL  
RESERVE FUND AND CLOSE THE SOMERSWORTH-BERWICK BRIDGE  
CAPITAL RESERVE FUND.

This is to confirm that in accordance with Somersworth City Council Rules and Regulations #17 (D)1, we have reviewed the above referenced resolution. To our examination it is in correct technical form, and to our understanding is not repugnant to the laws and constitution of the State of New Hampshire nor the Charter and Ordinances of the City of Somersworth.

**MITCHELL MUNICIPAL GROUP, P.A.**  
City Attorney

Date: 4/13/17

By: 

**MITCHELL MUNICIPAL GROUP, P.A.**

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April 13, 2017

**CERTIFICATION**

Re: City of Somersworth, New Hampshire

Resolution No. 40-17

**Title: TO AUTHORIZE THE CITY MANAGER TO CONTRACT WITH  
UNDERWOOD ENGINEERS OF PORTSMOUTH, NEW HAMPSHIRE  
FOR PROFESSIONAL ENGINEERING SERVICES ASSOCIATED  
WITH THE REHABILITATION OF THE BLACKWATER ROAD  
SEWER PUMP STATION.**

This is to confirm that in accordance with Somersworth City Council Rules and Regulations #17 (D)1, we have reviewed the above referenced resolution. To our examination it is in correct technical form, and to our understanding is not repugnant to the laws and constitution of the State of New Hampshire nor the Charter and Ordinances of the City of Somersworth.

**MITCHELL MUNICIPAL GROUP, P.A.**  
City Attorney

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

4/13/17

By: \_\_\_\_\_



**MITCHELL MUNICIPAL GROUP, P.A.**  
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FACSIMILE (603) 524-0745

April 13, 2017

**CERTIFICATION**

Re: City of Somersworth, New Hampshire

Resolution No. 41-17

Title: TO AUTHORIZE THE CITY MANAGER TO CONTRACT WITH  
APEX CONSTRUCTION OF SOMERSWORTH, NH FOR THE  
REHABILITATION OF THE BLACKWATER ROAD  
SEWER PUMP STATION.

This is to confirm that in accordance with Somersworth City Council Rules and Regulations #17 (D)1, we have reviewed the above referenced resolution. To our examination it is in correct technical form, and to our understanding is not repugnant to the laws and constitution of the State of New Hampshire nor the Charter and Ordinances of the City of Somersworth.

**MITCHELL MUNICIPAL GROUP, P.A.**  
City Attorney

Date: 4/13/17

By: 

**MITCHELL MUNICIPAL GROUP, P.A.**

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FACSIMILE (603) 524-0745

April 13, 2017

**CERTIFICATION**

Re: City of Somersworth, New Hampshire

Ordinance No. 19-17

Title: **SUPPLEMENTAL APPROPRIATION FOR IMPROVEMENTS  
TO THE SOMERSWORTH BLACKWATER ROAD PUMP STATION.**

This is to confirm that in accordance with Somersworth City Council Rules and Regulations #17 (D)1, we have reviewed the above referenced ordinance, after it passed a first reading. To our examination it is in correct technical form, and to our understanding is not repugnant to the laws and constitution of the State of New Hampshire nor the Charter and Ordinances of the City of Somersworth.

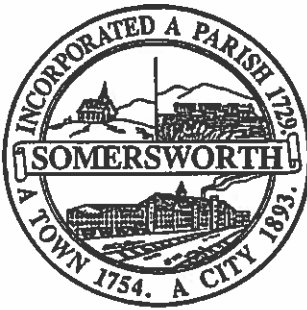
**MITCHELL MUNICIPAL GROUP, P.A.**  
City Attorney

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

4/13/17

by \_\_\_\_\_





Scott M. Bourcier, P.E.  
Contract City Engineer  
Tel: 692-9524  
Fax: 692-9576

**DATE:** March 1, 2017

**TO:** Michael Bobinsky, Director of Department of Public Works & Utilities

**COPY:**

**SUBJECT:** FY2017 City Road Repairs – Subsequent Appraisal

Per your request, this Office has prepared a detailed cost estimate for potential roadway segments to receive preservation or rehabilitation repairs. At this time there are no road segments identified to receive maintenance repairs (crack seal, chip seal, rubberized chip seal or fog seal surface treatment).

This memorandum has been divided into three categories; Preservation, Rehabilitation – Local Roads, Rehabilitation – Minor Collector Roads. Each roadway repair segment listed below identifies the segment start and end section, length, average pavement condition index (PCI – 70 rating is "fair" condition), repair treatment, anticipated cost and expected roadway life extension.

**Preservation:**

Road segments identified by eRoads software to receive either bonded overlay, shim/overlay, mill/overlay, or mill/shim/overlay surface treatment. Scope of work is limited to roadway improvements; no water, sewer or drainage improvements are proposed for this category of repair strategy.

- **Salmon Falls Road (Rochester Line to Eddy Bridge) = 1.00 mile**

Average PCI = 37

Treatment: Mill and Overlay

Cost: \$295,000

Life extension: 8 years

Treatment: Reclaim and Pave (rehabilitation)

Cost: \$612,500

Life extension: 12 years

**\*Note:** Consider replacing a segment of water main (and associated services) from Malone Street to approximately 800 feet toward the Rochester town-line if a rehabilitation or reconstruction strategy is proposed. The cost to complete the water improvements repairs is \$160,000.

- **Blackwater Road (Lilac Lane to NH Rout 108) = 0.57 mile**

Average PCI = 37

Treatment: Shim and Overlay

Cost: \$180,600

Life extension: 6 years

Treatment: Mill and Overlay

Cost: \$185,500

Life extension: 8 years

Treatment: Reclaim and Pave (rehabilitation)

Cost: \$383,300

Life extension: 12 years

**\*Note:** Consider replacing the water main (and associated services) if a rehabilitation or reconstruction strategy is proposed. The cost to complete the water improvements repairs is \$588,300.

- **Blackwater Road (Lilac Lane to High Street) = 0.71 mile**  
 Average PCI = 44  
 Treatment: Shim and Overlay  
 Cost: \$216,900  
 Life extension: 6 years  
 Treatment: Mill and Overlay  
 Cost: \$263,400  
 Life extension: 8 years  
 Treatment: Reclaim and Pave (rehabilitation)  
 Cost: \$469,200  
 Life extension: 12 years
- **Green Street (Franklin Street to Washington Street) = 0.21 miles**  
 Average PCI = 30  
 Treatment: Mill and Overlay  
 Cost: \$107,500  
 Life extension: 8 years

**Rehabilitation – Local Roads:**

Road segments identified by eRoads software to receive road base reclaim and new surface pavement or full depth reconstruction.

- **Chesley Avenue (Third Street to Lee Street) = 0.10 miles**  
 Average PCI = 21  
 Treatment: Roadway Reconstruction  
 Life extension: 25 years  

Road and Drainage Improvements	\$227,000
Water Main and Service Improvements	\$123,600
Sanitary Sewer Main and Service Improvements	\$82,900
Construction Estimate	\$433,500
Design Services (8% of Const.)	\$34,700
<b>Project Estimate</b>	<b>\$468,200</b>
- **First Street (Indigo Hill Road to dead-end) = 0.16 miles**  
 Average PCI = 28  
 Treatment: Roadway Reconstruction  
 Life extension: 25 years  

Road and Drainage Improvements	\$315,500
Water Main and Service Improvements	\$161,200
Sanitary Sewer Main and Service Improvements	\$116,000
Construction Estimate	\$592,700
Design Services (8% of Const.)	\$47,400
<b>Project Estimate</b>	<b>\$640,100</b>

**Rehabilitation – Minor Collector Roads:**

- **High Street (Blackwater Road to Franklin Street) = 0.59 miles**  
 Average PCI = 71  
 Treatment: Roadway Reconstruction  
 Life extension: 25 years  

Road and Drainage Improvements	\$1,624,300
Water Main and Service Improvements	\$685,600
Sanitary Sewer Main and Service Improvements	\$473,600
Construction Estimate	\$2,783,500
Design Services (8% of Const.)	\$222,700
<b>Project Estimate</b>	<b>\$3,006,200</b>



- **Cemetery Road (Maple Street to Memorial Drive) = 0.46 miles**

Average PCI = 27

Treatment: Complete Street Reconstruction

Life extension: 25 years

Road and Drainage Improvements	\$994,600
Water Main and Service Improvements	\$484,200
Sanitary Sewer Main and Service Improvements	\$353,900
Construction Estimate	\$1,832,700
Design Services (8% of Const.)	\$146,700
<b>Project Estimate</b>	<b>\$1,979,400</b>

\*Note: Sidewalk improvements were not included in above cost estimate due to the City securing grant funding from the Federal Highway Administration's (FHWA) Transportation Alternative Program (TAP). It is recommended to incorporate the above project as part of the TAP.

- **Cemetery Road (Maple Street to West High Street) = 0.63 miles**

Average PCI = 27

Treatment: Complete Street Reconstruction

Life extension: 25 years

Road, Sidewalk and Drainage Improvements	\$1,434,300
Water Main and Service Improvements	\$661,800
Sanitary Sewer Main and Service Improvements	\$481,500
Construction Estimate	\$2,577,600
Design Services (8% of Const.)	\$206,200
<b>Project Estimate</b>	<b>\$2,783,800</b>

\*Note: Sidewalk improvements were not included in above cost estimate from Maple Street to Memorial Drive due to the City securing TAP grant funding. However, sidewalk improvements were included from Memorial Drive to West High Street.

- **Constitutional Way (High Street to Washington Street) = 0.12 miles**

Average PCI = 22

Treatment: Complete Street Reconstruction

Life extension: 25 years

Road, Sidewalk and Drainage Improvements	\$415,200
Water Main and Service Improvements	\$123,500
Sanitary Sewer Main and Service Improvements	\$85,900
Construction Estimate	\$624,600
Design Services (8% of Const.)	\$50,000
<b>Project Estimate</b>	<b>\$674,600</b>

- **Washington Street (Main Street to High Street) = 0.27 miles**

Average PCI = 37

Treatment: Complete Street Reconstruction

Life extension: 25 years

Road, Sidewalk and Drainage Improvements	\$776,200
Water Main and Service Improvements	\$312,900
Sanitary Sewer Main and Service Improvements	\$215,200
Construction Estimate	\$1,304,300
Design Services (8% of Const.)	\$104,400
<b>Project Estimate</b>	<b>\$1,408,700</b>

- **Indigo Hill Road (Main Street to Rita Street) = 0.53 miles**

Average PCI = 24

Treatment: Complete Street Reconstruction

Life extension: 25 years

Road, Sidewalk and Drainage Improvements	\$1,188,900
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Water Main and Service Improvements	\$646,900
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Sanitary Sewer Main and Service Improvements	\$433,800
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Construction Estimate	\$2,269,600
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Design Services (8% of Const.)	\$181,600
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<b>Project Estimate</b>	<b>\$2,451,200</b>
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- **Main Street (Johns Parson Drive to Indigo Hill Road) = 0.71 miles**

Average PCI = 38

Treatment: Complete Street Reconstruction

Life extension: 25 years

Road, Sidewalk and Drainage Improvements	\$1,812,900
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Water Main and Service Improvements	\$830,200
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Sanitary Sewer Main and Service Improvements	\$564,000
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Construction Estimate	\$3,207,100
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Design Services (8% of Const.)	\$256,600
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<b>Project Estimate</b>	<b>\$3,463,700</b>
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**END OF MEMORANDUM**