



CITY OF SOMERSWORTH
Office of the City Manager

TO: Mayor Dana Hilliard and City Council Members

FROM: Robert M. Belmore, City Manager

DATE: Friday, June 12, 2015

SUBJECT: City Manager's Report for Monday, June 15, 2015
City Council Agenda

6:20 p.m. Non-Public Session
Collective Bargaining Negotiations and Personnel

6:45 p.m. Public Hearing

Re: Ordinance No. 24-15 Amend Chapter 13, Police Offenses, Section 3.1.G, Permit and Reserved Parking.

Lay on the Table (under Section 12 of Agenda)

Ordinances

- A. Ordinance No. 21-15 Amending Chapter 19 Zoning Ordinance, Section 20, Sign Regulations.** Again, this Ordinance is sponsored by the Finance Committee. This change would allow COAST to solicit advertising for placement on bus shelters located in Somersworth. Coast's Advertising Policy is included in your meeting packet. Two City Councilors did request Executive Director Rad Nichols be invited to this meeting. Presently, Mr. Nichols plans to attend.

Unfinished Business (under Section 13 of Agenda)

Ordinances

- A. Ordinance No. 23-15 Transfer Between Departments.** Reminder: this is a housekeeping action item; The City Charter allows the City Manager to transfer funds within a Department, however, it takes Council action to transfer funds between Departments.
- B. Ordinance No. 24-15 Amend Chapter 13, Police Offenses, Section 3.1.G, Permit and Reserved Parking.** Reminder: this is an amendment to recent legislation passed by the City Council. It is being brought forward by the Public Safety Committee. A red-lined version of the Ordinance sections being considered for amendments is attached. The Police Department has also included a brief summary of the parking permit changes.

Resolutions

- A. Resolution No. 38-15 To Restrict the Use of Municipal and Transportation Improvement Fund for the Purpose of Funding in Whole or in Part Improvements to the Local or Regional Transportation System Including Roads, Bridges, Bicycle and Pedestrian Facilities.** Again, this new legislation would restrict the use of these funds and eliminate its use for public transportation and intermodal facilities. State Law required a timeline for holding the Public Hearing, therefore a Public Hearing is being scheduled prior to the next regular Council meeting on Monday, July 20th at 6:45 p.m. After the Hearing, Council should not vote on this legislation until the August 17th Council meeting, again due to specific NH State RSA timelines for both the Hearing and any vote.

New Business (under Section 14 of Agenda)

Ordinances

- A. Ordinance No. 25-15 Supplemental Appropriation for Rocky Hill Road Water Tank Rehabilitation.** Attached is supporting documentation explaining Resolutions No. 40-15, 41-15 regarding the bids received and the project engineer's recommendation of the bid award. Finance Committee supports the Resolutions and the Supplemental Appropriation to complete the project. The funding would come from the Water Enterprise Fund Balance. In accordance with the City Charter, I recommend a Public Hearing prior to the next Council meeting on Monday, July 20th at 6:50 p.m.
- B. Ordinance No. 26-15 Amend Chapter 14, Licenses and Permits, Section 14.2 Permits.** This amendment is offered to assist in streamlining the process of closing a City street for special events. We tend to receive a couple of such requests each year. Attached is a red-lined version of the Ordinance amendment being considered as well as a copy of the entire Ordinance.

Resolutions

- A. Resolution No. 39-15 To Authorize the City Manager to Utilize Excess Funds From Bonds Issued for School HVAC Projects for the Downtown Improvements Project.** The Finance Committee has reviewed this action item with City staff and supports approval. Attached is a brief explanation regarding the Bond funds that are available. Bond Counsel has approved the ability of Council to take this action with a 2/3 vote. No Public Hearing is required.
- B. Resolution No. 40-15 To Authorize the City Manager to Contract With Utility Services Company, Inc. of Perry, GA for the Cleaning, Painting and Rehabilitation of the Rocky Hill Road Water Storage Tank.** Again, attached is supporting documentation explaining Resolutions No. 40-15, 41-15 regarding the bids received and the project engineer's recommendation of the award.

- C. Resolution No. 41-15 To Authorize the City Manager to Contract Tata and Howard of Portland, ME for Contract Administration and Resident Inspection Associated with the Cleaning, Painting, and Rehabilitation of the Rocky Hill Road Water Storage Tank.** Finance Committee supports the Resolutions and the Supplemental Appropriation from the Water Fund Balance.
- D. Resolution No 42-15 To Authorize the City Manager to Contract with Laviolette Controls of Somersworth, NH to Upgrade and Install the Supervisory Control and Data Acquisition (SCADA) System at the Wastewater Treatment Facility.** The Finance Committee discussed staff's recommendation (see attached) to award the project as spelled out in the Resolution. This falls within the City Council's approved appropriation of \$60,000 for this project.

Other

- A. COPS Grant Application (Reports from Public Safety & Finance Committee).** Both Council Committees voted to support a Grant application for one (1) new police officer position.
- B. Vote to Authorize the City Manager to Sign & Record a Notice of Activity and Use Restrictions Document Regarding Somersworth Landfill Superfund Site, Blackwater Road.** This document is being required by EPA & NH Department of Environment Services. It has been reviewed by the City's Superfund Counsel, Attorney Mark Beliveau and it was approved by the State of New Hampshire Attorney General's Office. Attorney Beliveau has provided an Executive Summary regarding this issue.
- C. Vote to Ratify a 3-Year Collective Bargaining Agreement Between the Somersworth Educational Support Personnel Association (Custodians/Maintenance) and the Somersworth School Board.** The Mayor has called a Non-Public Session prior to the regular meeting at 6:20 p.m. to discuss the tentative agreement with Superintendent Jeni Mosca. A "*Confidential*" summary of the tentative agreement is attached.
- D. Vote to Authorize the City Manager to Enter into a Memorandum of Understanding for Facilities Director Services (City & School Cooperative).** I have provided a joint Memorandum from Superintendent Jeni Mosca and I regarding our discussions on the two City entities striving to work more efficiently through cooperative efforts. An initial "*Draft MOU*" is also attached.

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

A. Information Items:

1. **Water Treatment Plant Lagoons.** I have provided you a copy of Chief Plant Operator Greg Kirchofer's memorandum to me regarding the approved sludge removal project. I wanted to bring to your attention that the project will go significantly over the projected budget. That said, this year's Water Enterprise Operating Budget can absorb the overage.
2. **Strafford Regional Planning Commission (SRPC) Receives Brownfields Assessment Grant.** As you may know, the City partnered with SRPC on this Grant. City staff will be meeting with SRPC staff to further assess the former Breton's Cleaners contaminated site for a Brownfield Grant application for City Council consideration.
3. **PREP Grant Opportunity.** Attached is Director Dave Sharples application for a Grant opportunity through the Piscataqua Region Estuary Partnership (PREP) that I have authorized. City staff would provide the majority of the required Grant match through in-kind services (\$5,400) with a monetary match coming from the City's Conservation Commission of \$1,800. The Grant would move forward the completion of a natural resource inventory which will assist us in establishing land conservation priorities and a sustainable approach for overall land use planning.

B. Attachments:

1. City Attorney Certifications, Four (4).
2. Department Head May Monthly Reports.