

SOMERSWORTH NEW HAMPSHIRE

2014 Annual Report

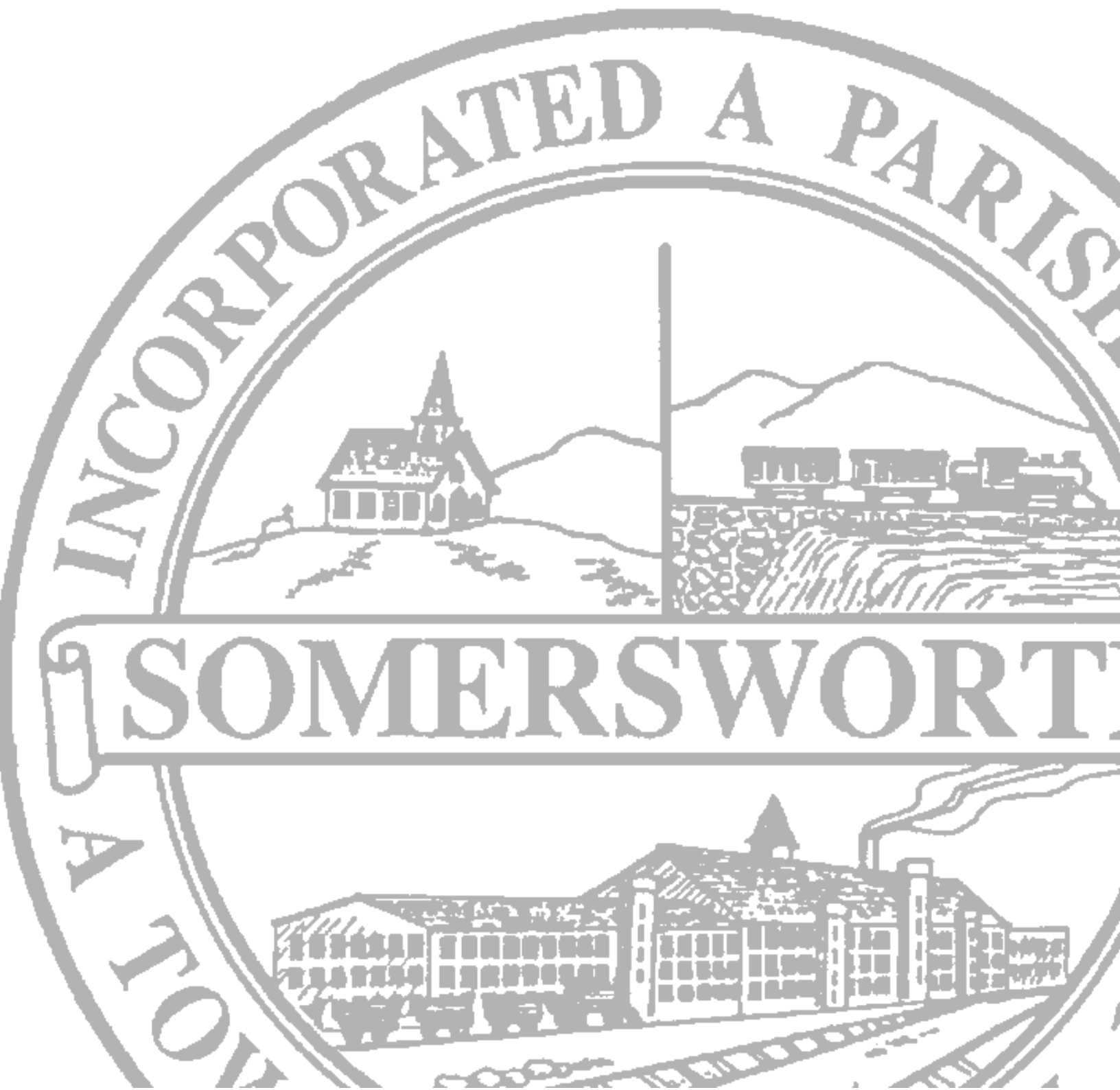
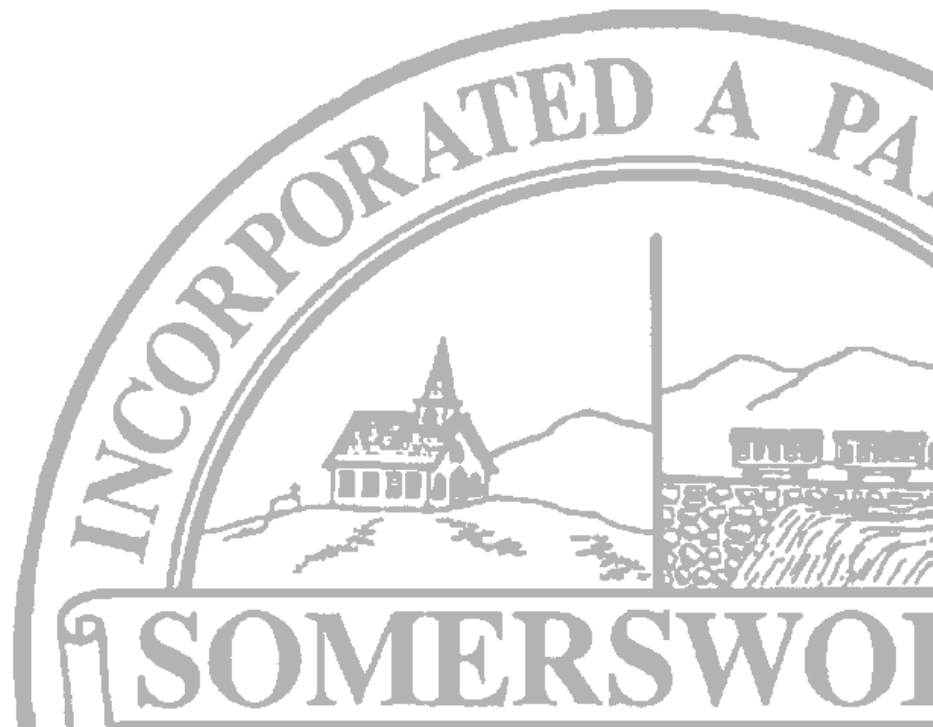


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CITY OFFICIALS

MAYOR

Dana S. Hilliard
Term Exp. January 2016

CITY MANAGER

Robert M. Belmore

ASSESSOR

Mary Beth Walker
(Contract, Corcoran Associates)

CITY ATTORNEY

Mitchell & Bates, PA

CITY CLERK

Diane M. DuBois (retired April 2015)

CITY ENGINEER

Joseph Ducharme
(Contract, CMA Engineers)

CODE ENFORCEMENT OFFICER

Tim Metivier

DIRECTOR OF PLANNING & COMMUNITY DEVELOPEMENT

Dave Sharples

DIRECTOR OF FINANCE AND ADMINISTRATION

Scott Smith

ECONOMIC DEVELOPMENT MANAGER

Christine Davis

HUMAN RESOURCES MANAGER

Linda Corriveau

LIBRARIAN

Debora Longo

PUBLIC WORKS DIR.

Carol Murray (Interim, MRI Consultants)
Todd Smith (August 2014)

TAX COLLECTOR

Margaret Wagner

WELFARE OFFICER

Lauren Berman

FIRE CHIEF

Keith Hoyle

POLICE CHIEF

Dean Crombie

CITY COUNCIL

Terms Exp. January 2016

WARD 1

Martin Pepin

WARD 2

Jennifer Soldati

WARD 3

Marcel Hebert (deceased January 2015)

Martin P. Dumont, Sr (Replaced March 2, 2015)

WARD 4

Jonathan McCallion

WARD 5

Denis Messier

At Large

Terms Exp. Jan. 2016

Brian Tapscott

David Witham

Robin Jarvis (Res. January 2014)

Sean Collins (Replaced February 3, 2014)

Dale Sprague

SCHOOL BOARD

Terms Exp. January 2016

WARD 1

Jessica Paradis

WARD 2

Dana Rivers

WARD 3

George Wentworth, Jr.
(Resigned April 2014)

Karen Hiller

(Elected November 2014)

WARD 4

Robert Gibson

WARD 5

Kenneth Bolduc

At Large

Terms Exp. January 2016

Joanne Pepin

Rene Philpott

Donald Austin

Kelly Brennan

ELECTION OFFICIALS

Terms Exp. January 2016

WARD 1

Moderator

Sean Collins (Resigned February 2014)

George Poulin (Replaced)

Ward Clerk

Douglas Watson

Selectmen

Marjorie Goldberg

Elroy Hume

Robert Goldberg

Supervisor of Checklist

Pam Sawyer

Term Exp. May 2016

ELECTION OFFICIALS (Cont.)

WARD 2

Moderator

Harold Guptill

Ward Clerk

Pauline LaBonte

Selectmen

David Roberge

Tom Sheehan

Christopher Carey

Supervisor of Checklist

Jeanette Gagne (Res. May 2014)

Nancie Cameron (Replaced)

Term Exp. December 2016

WARD 3

Moderator

Richard L. Reublinger

Ward Clerk

Anne DeSerres

Selectmen

Sylvia Johns

Jeanne Ambrose

Vacant

Supervisor of Checklist

Carlene Dumont

Term Exp. September 2015

WARD 4

Moderator

John Joyal

Ward Clerk

Vacant

Selectmen

Jason Hindle

Vacant

Vacant

Supervisor of Checklist

Loretta Anderson

WARD 5

Moderator

Joanne Demers

Ward Clerk

Mary Brown

Selectmen

Marie Messier

Cheryl Gagnon

Supervisor of Checklist

Raymond LaPointe

Term Exp. September 2018

2014 ORDINANCES

1. Ordinance No. 8-14 Add New Chapter 32, Water Ordinance. 02/20/2014.
2. Ordinance No. 9-14 Amending Chapter 4, Personnel Rules & Regulations, Compensation Schedule. 02/20/2014.
3. Ordinance No. 10-14 Amending Chapter 4, Personnel Rules & Regulations, Section 11.3 Titled “Health Insurance.” 02/20/2014.
4. Ordinance No. 11-14 Supplemental Appropriation for Additional Improvements as Part of the Downtown Improvement Project. 03/03/2014.
5. Ordinance No. 12-14 Amending Chapter 13, Police Offenses, Section 3.4.B, Speeds. 03/17/2014.
6. Ordinance No. 14-14 FY 2014-2015 Budget. 04/21/2014.
7. Ordinance No. 13-14 Amending Chapter 19, Zoning Ordinance, Table 4.A.3.9, 4.A.3.10 and 4.A.3 to Permit Chickens in All Residential Districts Provided that Certain Minimum Criteria have been Met. 04/21/2014.
8. Ordinance No. 15-14 Amend Chapter 13, Police Offenses, Section 3.1.D No Parking Anytime. 05/05/2014.
9. Ordinance No. 16-14 Amend Chapter 13, Police Offenses, Section 3.1.F Time Limited Parking. 05/05/2014.
10. Ordinance No. 18-14 Amend Chapter 19, Zoning Ordinance, Section 25, Definitions. 05/05/2014.
11. Ordinance No. 19-14 Amend Chapter 19, Zoning Ordinance, Table 4.A.5 Principal Uses. 05/05/2014.
12. Ordinance No. 21-14 Amend Chapter 30, Conduct in Public Parks, Section 13, Dog Waste in Parks. 06/02/2014.
13. Ordinance No. 22-14 Amend Chapter 30, Conduct in Public Parks, Section 2.2, Definitions. 06/02/2014.
14. Ordinance No. 23-14 Transfer Between Departments. 06/16/2014.
15. Ordinance No. 2-15 Amend Chapter 4, Personnel Rules & Regulations, Appendix 1, Assignment of Class to Grade for Human Resources Manager, Recreation Supervisor and Cable Access Coordinator. 08/11/2014.
16. Ordinance No. 3-15 Supplemental Appropriation for Additional Improvements as Part of the Downtown Improvement Project. 09/02/2014.
17. Ordinance No. 4-15 Supplemental Appropriation for Additional Funding for High Street and Tri City Road Improvements. 09/02/2014.
18. Ordinance No. 5-15 Amend Chapter 13, Police Offenses, Section 3.4.E Motor Vehicle Operation, Right on Red (Prohibited), for High Street (North Bound) at Indigo Hill Road Intersection. 09/22/2014.
19. Ordinance No. 7-15 Amend Chapter 13, Police Offenses, Section 3.4.B Motor Vehicle Operation, Speeds, Rocky Hill Road. 10/06/2014.
20. Ordinance No. 8-15 Amending Chapter 13, Police Offenses, Section 3.3, One Way Streets Relative to Main Street for Northerly Traffic Only between Station Street and Market Street. 11/10/2014.
21. Ordinance No. 6-15 Amend Chapter 13, Police Offenses, Section 3.3. One Way Streets, Relative to Constitutional Way. 12/08/2014.
22. Ordinance No. 10-15 City Council Meeting Schedule for 2015. 12/08/2014.

2014 RESOLUTIONS

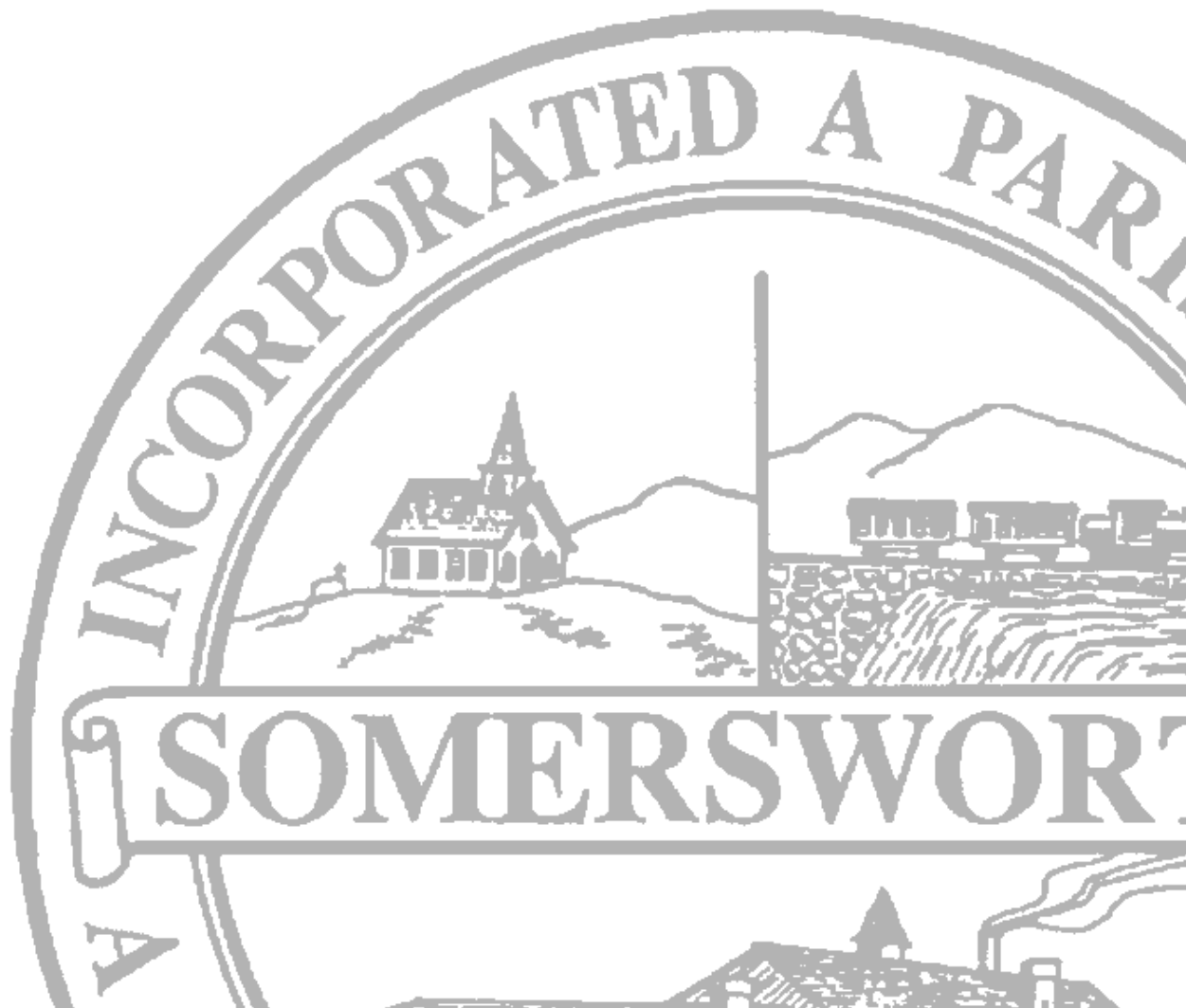
1. Resolution No. 21-14 Bond for Road and Utility Improvements for a Portion of High Street from the Sinclair Avenue Intersection Location to the Dover City Line and Road and Utility Improvements to Tri City Road. Passed 1/08/2014.
2. Resolution No. 22-14 Proclamation Declaring January Diversity Month in the City of Somersworth. Passed 1/08/2014.
3. Resolution No. 25-14 Amend Council Rules and Regulations, Section 17, Appointments (as Amended.) Passed 1/08/2014.
4. Resolution No. 23-14 Authorizing the City Manager to Sell City Tax Deeded Properties at 43 Colonial Village, 207 Sherwood Glen, and 613 Sherwood Glen. Passed 1/21/2014.
5. Resolution No. 24-14 Amend Council Rules and Regulations, Section 4.A, City Clerk, Regarding Electronic Recordings of City Council and Other Such Special Meetings. Passed 1/21/2014.
6. Resolution No. 26-14 To Authorize the Dissolution of the Ad Hoc Cable Committee. Passed 1/21/2014.
7. Resolution No. 27-14 City Council to Provide Guidance for Budget Preparation in Accordance with Article 7.4.1 of the City Charter, Limitation on Budget Increase (Tax and Spending Cap.) Passed 2/03/2014.
1. Resolution No. 30-14 To Authorize the City Manager to Order One Police Cruiser which will be Funded in the Fiscal Year 2014-2015 Budget. 03/03/2014.
2. Resolution No. 31-14 To Authorize the City Manager to Contract with Severino Trucking Company, Inc. of Candia, NH for Improvement to Station Street. Passed 03/03/2014.
3. Resolution No. 32-14 To Authorize the City Manager to Contract with Severino Trucking Company, Inc. of Candia, NH for Improvements to the Prospect Street Stairs. Passed 03/03/2014.
4. Resolution No. 33-14 To Authorize the City Manager to Contract with Severino Trucking Company, Inc. of Candia, NH to Replace Certain Water Services under Sidewalks in Conjunction with the Downtown Improvement Project. Passed 03/03/2014.
5. Resolution No. 34-14 To Authorize the City Manager to Contract with Severino Trucking Company, Inc. of Candia, N H for the Replacement of the Exterior Stairs Near the Somersworth City Hall. Passed 03/03/2014.
6. Resolution No. 35-14 Amending Resolution No. 17-11 Establishing the Sustainability Committee. Passed 03/17/2014.
7. Resolution No. 37-14 Authorizing the City Manager to Enter into a Grant Agreement with the Federal Emergency Management Agency (FEMA) to Increase the Size of the
8. City's Call Firefighting Force in the Fire Department to 20 Members over Two (2) Years. Passed 03/17/2014.
9. Resolution No. 38-14 To Amend Resolution 8-13 to Increase the Number of HVAC Units that can be Replaced in Somersworth Schools. Passed 04/07/2014.
10. Resolution No. 42-14 Supporting the Passage of New Hampshire Senate Bill 366 by the New Hampshire House of Representatives. Passed 04/07/2014.
11. Resolution No. 29-14 To Demolish the Former Police Station and Establish a City Park. Passed 04/21/2014.

2014 RESOLUTIONS

12. Resolution No. 39-14 Vote to Authorize a Comprehensive Study to Examine the Need for the Construction of a New Fire Station. Passed 04/21/2014.
13. Resolution No. 44-14 To Authorize the City Manager to Contract with Corcoran Consulting Associates, Inc., of Wolfeboro, NH, to Perform a Revaluation of All Properties as Required by the State of New Hampshire. Passed 05/05/2014.
14. Reconsideration of Resolution No. 29-14 (passed on 04/21/2014.) Resolution was defeated. Passed 05/05/2014.
15. Resolution No. 43-14 To Grant Permission to Twelve Month LLC to Install a Sewer Line on City Owned Property. Passed 05/19/2014.
16. Resolution No. 45-14 Authorizing the City Manager to Issue a Request for Proposals for the Purchase and Redevelopment of the Former Police Station Site. Passed 06/02/2014.
17. Resolution No. 46-14 To Continue Water Service to Three Dover Properties. Passed 06/16/2014.
18. Resolution No. 1-15 To Establish a Trust Fund for the Purpose of Holding Post-Withdrawal Capital Payments Made by the Rollinsford School District to the Somersworth School District Pending Payment on Outstanding Bonded School Debt, 1996 – Series C Bonds, Dated August 15, 1996. 08/11/2014.
19. Resolution No. 2-15 To Authorize the City of Somersworth Trustees of Trust Funds to Pay Fees for Banks, Brokerage Firms, Portfolio Management Firms, and/or Investment Advisors from Capital Reserve Income. 08/11/2014.
20. Resolution No. 4-15 To Notify the City Tax Collector that the City Council shall not Accept a Tax Deed on Properties Located on Wexford Lane Subject to an Unredeemed Tax Lien. 08/11/2014.
21. Resolution No. 5-15 To Notify the City Tax Collector that the City Council shall not Accept a Tax Deed on Certain Properties Subject to an Unredeemed Tax Lien. 08/11/2014.
22. Resolution No. 8-15 Authorize the City Manager to Contract with LGR 1 Inc. of Lowell, MA for Roof Repairs at the Somersworth Water Treatment Facility. 09/02/2014.
23. Resolution No. 9-15 Authorize the City Manager to Contract with Rockwell Roofing of Leominster, MA for Roof Repairs at the Somersworth Wastewater Treatment Facility. 09/02/2014.
24. Resolution No. 10-15 To Authorize the City Manager to Solicit Proposals from Interested Parties for the Redevelopment of the Former Police Station. 09/02/2014.
25. Resolution No. 11-15 Authorize the City Manager to Contract with Pike Industries, Inc. of Belmont, NH for Road and Utility Improvements for a Portion of High Street from the Sinclair Avenue Intersection Location to the Dover City Line and Road and Utility Improvements to Tri City Road. 09/02/2014.
26. Resolution No. 12-15 Authorize the City Manager to Contract with Pike Industries, Inc. of Belmont, NH for Road Improvements for the Portion of Blackwater Road between Route 108 and Route 16B. 09/02/2014.
27. Resolution No. 13-15 Authorize the City Manager to Contract with Pike Industries, Inc. of Belmont, NH for Road Improvements to Whitehouse Road. 09/02/2014.
28. Resolution No. 14-15 Authorize the City Manager to Contract with Pike Industries, Inc. of Belmont, NH for Trench Repair and/or Contingency for Road Resurfacing Projects. 09/02/2014.
29. Resolution No. 15-15 Authorize the City Manager to Contract with Marshfield Rescue Supply of Marshfield, VT for the Purchase of a Rescue Tool for the Fire Department. 09/02/2014.

2014 RESOLUTIONS

30. Resolution No. 16-15 Authorize the City Manager to Enter into a Contract with Resource Management Inc. of Holderness, NH for Water Treatment Facility Lagoon Cleaning. 09/22/2014.
31. Resolution No. 18-15 To Authorize the City Manager to Waive Ordinance Chapter 13D (Noise/Nuisance Control) for Pike Industries, Inc. and/or Its Subcontractors to Permit Night Work as Needed as Part of the Road and Utility Improvements on a Portion of High Street from the Sinclair Avenue Intersection Location to the Dover City Line and Road and Utility Improvements to Tri City Road. 09/22/2014.
32. Resolution No. 19-15 Authorizing the City Manager to Contract with Masonry Unlimited of Wakefield, NH for Repairs to the Somersworth City Hall Exterior. 09/22/2014.
33. Resolution No. 20-15 Authorizing the City Manager to Contract with Northeast Earth Mechanics, Inc. of Pittsfield, NH to Construct the Downtown Sidewalk and Streetscape Improvement Project. 09/22/2014.
34. Resolution No. 17-15 Authorize the City Manager to Contract with Industrial Protection Services LLC of Wilmington, MA for the Purchase of Self Contained Breathing Apparatus for the Fire Department. 10/06/2014.
35. Resolution No. 22-15 Authorize the City Manager to Contract with Martini Northern, LLC of Portsmouth, NH to Install an Emergency Backup Generator at the Somersworth Wastewater Treatment Facility. 12/08/2014.



ASSESSING

Assessor	Mary Beth Walker	692-9518	mwalker@somersworth.com
Assessing Clerk	Darcy Moore	692-9519	dmoore@somersworth.com

Board of Assessors

Philip Munck
James Cowan
Patty Roberge LeHoullier

City Assessor functions and responsibilities are provided by Marybeth Walker, CHNA, through Corcoran Consulting Associates, Inc. The company provides data collectors and appraisers certified by the NH State Department of Revenue to perform the various functions required of them over the course of the year.

The Assessing Office provides the following functions.

1. Adequately manage and maintain exemptions and credits, current use management, timber and gravel yield taxes and other statutory assessing obligations;
2. Perform field inspections to collect data for all new construction and properties with active building permits;
3. Perform field inspections on all properties which have transferred during the contract period and verify the circumstances surrounding all sales;
4. Perform field inspections and other studies to review all abatement requests;
5. Meet with taxpayers wishing to discuss their valuations; Meet with the City Administration and/or Board of Assessors.

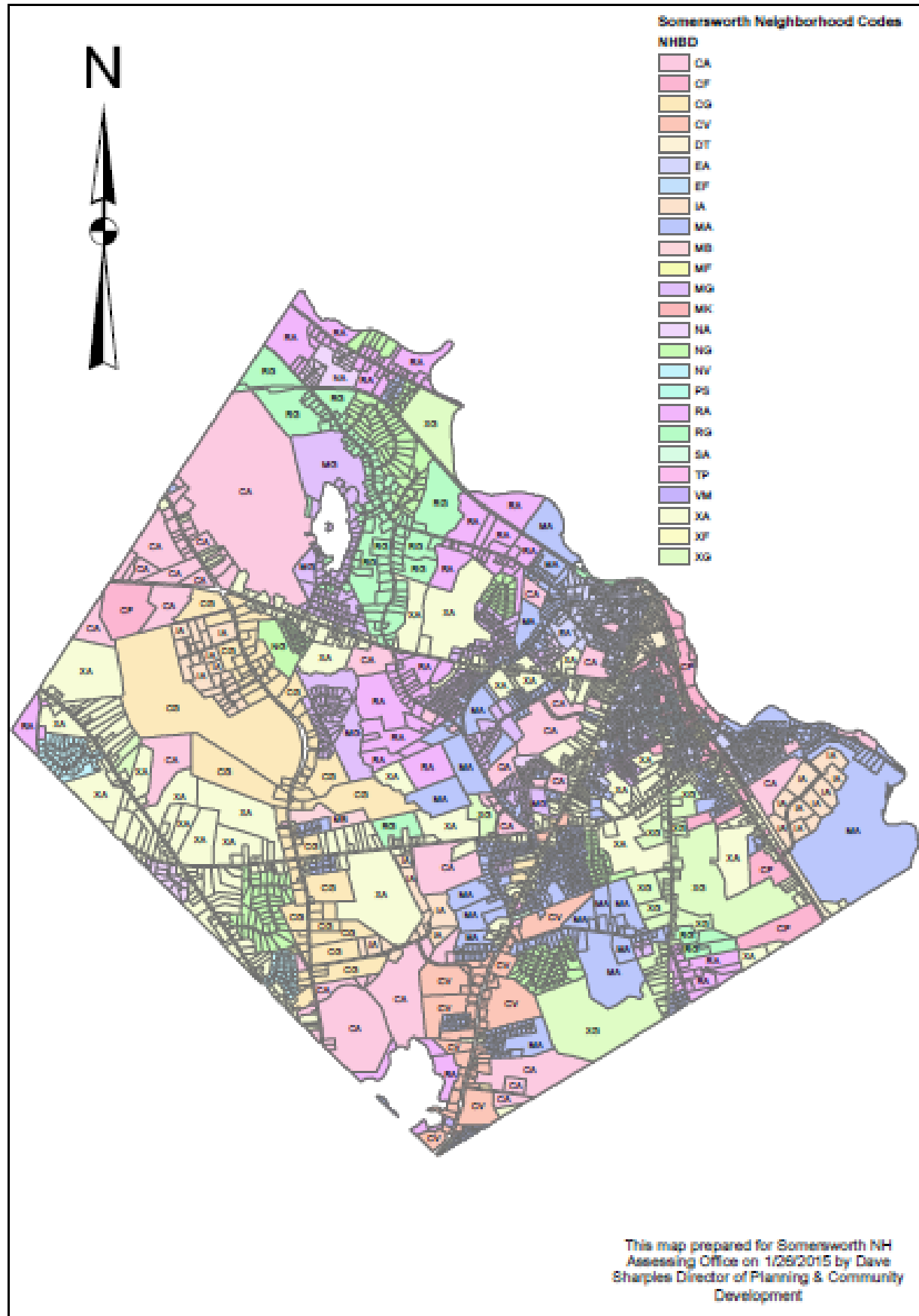
This year the Assessing Department, in accordance with state law, RSA 75:8-a, performed a City-wide Re-valuation of property values. This process included both a physical review of all properties and a statistical analysis of recent sales, in order to establish the new values for the 2014 tax year. The resulting changes in value were represented on the December 2014 tax bill. In addition, the City went through a Recertification process with the NH State Department of Revenue.

NOW AVAILABLE ONLINE!

Property record cards can now be found at www.patriotproperties.com.

Tax maps can now be found at <http://www.somersworth.com/departments-services/development/development-services/assessing/>

SOMERSWORTH NH NEIGHBORHOOD MAP



CITY MANAGER

City Government

The City of Somersworth has functioned as a City Council/City Manager form of government since 1985. The City Manager is appointed by the City Council to function as the Chief Administrative Officer of the City, responsible for the proper administration of all departments of the City. Under the Council/Manager form of government, the Council establishes policies for operations within the City, and it is the Manager's responsibility to ensure these policies are carried out. There are four (4) At-Large City Councilors and five (5) Ward Councilors; in addition, there is an elected Mayor who is the presiding officer at meetings of the City Council and serves as an ex-officio member of the City Council.

In general, the City Manager supervises all City property and is responsible for the day-to-day business affairs of the City and oversees expenditure of all funds appropriated for City purposes. City Department Heads reporting directly to the City Manager include the Manager of Human Resources, Director of Finance & Administration, Director of Public Works & Utilities, Director of Planning & Community Development, Fire Chief and Police Chief. In addition, the City Manager is an ex-officio voting member of the City's Planning Board and is a member of the City's Emergency Management Team.

Annual Budget & Capital Improvement Program

In accordance with Article VII of the City Charter, the City Manager submits to the City Council on or before the 15th day of March a budget for the ensuing fiscal year. Additionally, the City Manager prepares and submits to the City Council a six-year capital program at least three months prior to the final date of submission of the budget. The Capital Improvement Program (CIP) has continued to evolve to show infrastructure projects and programs necessary for continued City services in a sustainable strategy over a rolling six-year time frame. The purpose of the CIP is to assist the City Council in preparing well in advance for capital expenditures to meet the future needs of the community.

I encourage you to visit our website www.somersworth.com and while there, please consider signing up to receive one or all three of our electronic newsletters: "The Somersworth Advantage" our Business e-News; "The Somersworth News Flash" our City's e-News; and also our Recreation Department Newsletter, as well as emergency and other timely e-Blasts.

Read on to learn more about each City Department. Also, please accept my invitation to stop by to learn more about your City government or to share your thoughts on how we might work together in maintaining the City's overall commitment to providing high quality services to the Somersworth community. My door is always open.

Sincerely, Bob

Contact Information:

Robert M. Belmore, City Manager; email: bbelmore@somersworth.com

Brenda A. Breda, Executive Assistant; email: bbreda@somersworth.com (603) 692-9503

Linda M. Corriveau, Human Resources Manager; email: lcorriveau@somersworth.com (603) 692-9529

CODE ENFORCEMENT

Code/Health Officer	Tim Metivier	692-9522	tmetivier@somersworth.com
Code Officer, p/t	Jack Kenyon	(retired, Feb 2015)	
Code Officer	Joe Devine	692-9521	jdevine@somersworth.com
Electrical Inspector, p/t	Hank Feenstra	692-9520	hfeenstra@somersworth.com
Code Clerk	Darcy Moore	692-9520	dmoore@somersworth.com

The Code Enforcement Department is responsible for ensuring the integrity of Somersworth's existing and future built environment through implementation and enforcement of the City's building, electrical, plumbing and life safety codes.

The Inspection Department provides services in five general areas:

Plan Review and Code Consulting: The inspectors review all documentation associated with each construction project, discuss technical aspects with clients, and inform them of any design deficiencies in meeting City codes.

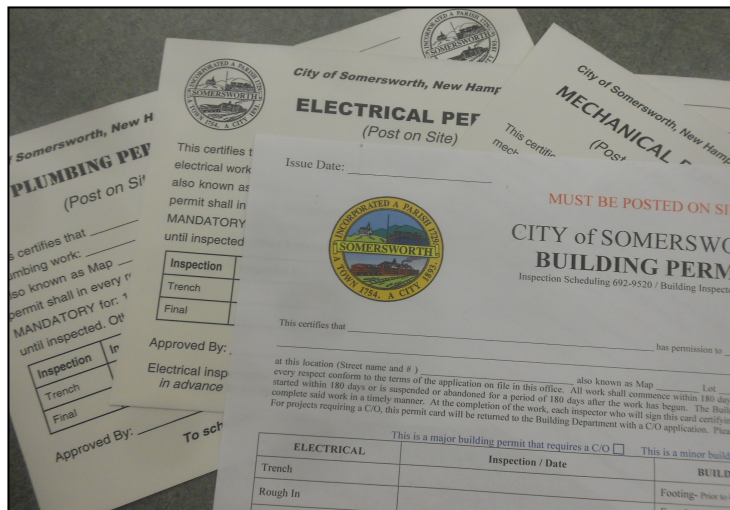
Permit Issuance: Permits are required for all new construction and general renovations, such as for many remodeling projects, repairs and replacements. Any expansion of electrical, plumbing, mechanical or fire protection systems also requires a permit. The Department coordinates and processes final permit documentation and issues permits to the licensed contractor or homeowner doing the work.

Construction Inspections: The Department performs a series of inspections as the work progresses to ensure it conforms to City codes, and notifies responsible parties of the results.

Construction Completion: The inspectors perform final site inspections and if the building, electrical, plumbing, mechanical and/or fire system work meets codes, they issue a Certificate of Occupancy or sign off on the final building permit inspection, where necessary.

Code Enforcement: The inspectors also investigate claims of building, electrical, plumbing, mechanical and zoning code violations.

Applications for building permits may be submitted during City Hall hours. Forms can be downloaded from the Department's Web page.



CODE ENFORCEMENT

2014 Code Enforcement Department Year in Review

Permits issued:

- ◆ 246 Building permits
 - 214 Minor Building Permits
 - 32 Major Building Permits
 - 12 Major Commercial Permits
 - 32 Minor Commercial Permits
 - 20 Major Residential Permits
 - 182 Minor Residential Permits
- ◆ 141 Electrical Permits
 - 58 Commercial
 - 83 Residential
- ◆ 47 Plumbing Permits
 - 19 Commercial
 - 28 Residential
- ◆ 119 Mechanical Permits
 - 39 Commercial
 - 80 Residential
- ◆ 19 Demolition Permits
 - 9 Commercial
 - 10 Residential
- ◆ 42 Certificates of Occupancies
 - 29 Commercial
 - 13 Residential



Estimated total cost of building construction for 2014 is:

- ◆ Total Estimated Construction Cost\$10,970,475.59
- ◆ Total Residential Construction.....\$2,907,231.59
- ◆ Total Commercial Construction.....\$8,063,244.00

(Actual cost of construction may vary. These amounts are based on information provided by the applicants on the permit application)

Permit Fees Collected for 2014 are:

- ◆ Total permit receipts \$90,604.63
- ◆ Residential receipts.....\$30,523.36
- ◆ Commercial receipts.....\$60,081.27

(Totals reflect the permit fee amount at the time the permit was issued –not at the time the fee was collected)

CODE ENFORCEMENT

2014 Code Enforcement Department Year in Review (Cont.)

There were 10 new residential structures built or added:

- ◆ Single Family Homes.....7
- ◆ Mobile Homes.....3
- ◆ Duplex Homes.....0
- ◆ Multi Family Buildings.....0
- Total living units of above.....10

There were 4 new commercial structures completed

- ◆ New retail stand alone structure on High St. (Goodwill)
- ◆ 2,500 sq. ft. addition to an existing car dealership on Route 108
- ◆ 3,000 sq. ft. addition to an existing storage unit on Whitehouse Rd.
- ◆ 4,000 sq. ft. addition to an existing car dealership on Route 108



ECONOMIC DEVELOPMENT AND PLANNING

Director of Planning and Community Development, Dave Sharples, 692-9517, dsharples@somersworth.com

Planning Secretary, Tracy Gora, 692-9519, tgora@somersworth.com



Overview

The Division of Economic Development and Planning provides research and advisory/administrative support for an array of comprehensive and land use planning functions within the City of Somersworth. The department provides staff support to a number of City Council appointed boards and commissions including the Planning Board, Zoning Board of Adjustment, Historic District Commission, and the Conservation Commission. The office is administered in a manner designed to fulfill the objectives of the Master Plan, provide applicants with efficient application processing services and provide citizens appropriate opportunities to participate in land use decisions.

Principle Activities

- Development and maintenance of the City's Master Plan.
- Review private development projects for consistency and conformity with the Master Plan and the community's vision.
- Form planning policies and standards that will ensure a high quality living and working environment for Somersworth neighborhoods and districts.
- Provide assistance to citizens in understanding and applying the policies of the Master Plan and the provisions of the City's land use regulations.
- Anticipate and act on the need for new plans, policies, and regulation changes.
- Review and research all applications and proposals submitted for approval from Land Use Boards.

Planning Board

The Planning Board meets the third Wednesday of each month and consists of 9 members. The Planning Board is responsible for reviewing: site plan applications, subdivision applications, conditional use permit applications, extension and amendment requests, conceptual/design review requests, ordinance amendment proposals and for conducting site visits. The Planning Board also has workshop meetings as needed to discuss ordinance amendment proposals, rules of procedure, application requirements, and other items as necessary.

ECONOMIC DEVELOPMENT AND PLANNING

Planning Board

The Planning Board meets the third Wednesday of each month and consists of 9 members. The Planning Board is responsible for reviewing: site plan applications, subdivision applications, conditional use permit applications, extension and amendment requests, conceptual/design review requests, ordinance amendment proposals and for conducting site visits. The Planning Board also has workshop meetings as needed to discuss ordinance amendment proposals, rules of procedure, application requirements, and other items as necessary.

The Planning Board reviewed the following:

	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>
Conditional Use Permit applications	4	0	1	2	3	2
Major Site Plan applications	9	4	6	4	4	9
Subdivision applications	5	2	1	3	4	3
Site Walks conducted	0	1	1	3	0	1
Conceptual/Design reviews	2	2	1	0	1	0
Plan amendment requests	1	4	2	0	2	0
Plan extension requests	2	1	0	1	0	0

The Board also reviewed two voluntary merger requests and the 2016-2021 Capital Improvement Plan (CIP).

2014 Planning Board Members:

Ron LeHoullier, Chairman	Aaron Fournier
Ernest Gallant, Vice Chair	Harold Guptill
David Witham, City Council Rep.	Mark Richardson
Marcel Hebert, Alt. City Council Rep. (deceased)	Brian Tapscott, Alt. City Council Rep. (replacement)
Paul Maskwa, Alternate	Chris Cortez, Alternate
Robert M. Belmore, City Manager	Don Berrios, Alternate
Paul Robidas	Thomas McCallion, Alternate

ECONOMIC DEVELOPMENT AND PLANNING

Historic District Commission

The Historic District Commission (HDC) meets the fourth Wednesday of each month and is responsible for reviewing projects that fall under the Historic Overlay District. The HDC has the following powers and duties: maintain a survey and inventory of all historic properties in the City, establish and adopt guidelines and standards to be used by the Commission in reviewing and passing on applications for a Certificate of Appropriateness, review applications for a Certificate of Appropriateness as required by the Zoning Ordinance, among other duties.

	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>
Applications reviewed by the HDC	19	33	19	25	17	15

2014 Historic District Commission members:

George Poulin, Chairman	Beth Poulin
Albert Marotta, Vice Chair	Madeline DeSantis
Marcel Hebert, City Council Rep. (deceased)	Martin P. Dumont, Sr. (replacement)
Pius Charles Murray, Secretary	Laura Barry, Alternate
Julie Rowe, Alternate	Arthur Hendrickson

Conservation Commission

The Conservation Commission meets the second Wednesday of each month and is responsible for reviewing conditional use permit applications, State Wetland Permit applications, easements, conservation land and conducting site walks.

2014 Conservation Commission members:

Frank Richardson, Chair	Emilee Kenyon
Imants Millers, Vice Chair	Angela Ficco
Dale Smith-Kenyon, Treasurer	Jeremy Rhodes
Elizabeth Wilson, Secretary	Scott Orzechowski

ECONOMIC DEVELOPMENT AND PLANNING

Zoning Board of Adjustment

The Zoning Board of Adjustment (ZBA) meets the first Wednesday of each month and is responsible for reviewing: variance applications, special exception applications, equitable waivers of dimensional requirements and appeals of an administrative decision.

The ZBA reviewed the following:

	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>
Variance applications	15	22	9	18	19	15
Special Exception applications	2	3	1	1	1	0
Equitable Waiver applications	1	1	1	0	1	0
Appeals from an Administrative Decision	1	0	0	1	0	0

2014 Zoning Board of Adjustment members:

Harry Irwin, Chair	Matt Keiser
Paul Maskwa, Vice Chair	Donald Routhier
Roland Dumont	

Site Review Technical Committee

The Site Review Technical Committee meets the first Wednesday of each month and reviews site plan and subdivision applications before they are sent to the Planning Board.

Site Review Technical Committee members:

David Sharples, City Planner, Chairman
Police Department Representative
Fire Department Representative
Public Works Department Representative
Tim Metivier, Building Inspector
Imants Millers, Conservation Commission Representative
Shawn McLean, Water Department
Paul Robidas, Planning Board Representative

Strafford Regional Planning Commission Representatives

Brian Tapscot
William Connor

Community Development

The following is a list of development that was approved within the City in the last year:

- **Brandt Development, Co.**, 18 Myrtle Street, approved to convert a two unit residential structure to a four unit residential structure.
- **Tri City Subaru**, 195 Route 108, approved for a building addition.
- **Jeff Todd**, 361 Route 108, approved for a new commercial building.
- **Contitech Thermopol**, 9 Interstate Drive, approved for a building addition.
- **Roger Therrien**, 371 Route 108, approved for a building addition.
- **Key Auto Group**, 100 Tri City Road, approved for a new vehicle repair and reconditioning center.
- **Twelve Month, LLC**, Green Street and Stackpole Road, approved for a 177-lot subdivision.

Economic Development Manager, Christine Soutter
603-692-9516
csoutter@somersworth.com



Overview:

The Economic Development office supports new and existing businesses through outreach, research, resource development, partnerships with local, State and Federal agencies and various initiatives that support economic prosperity.

The ED Manager works within the Department of Development Services and serves as the point of contact for existing and potential businesses. The EDM meets with local businesses offering support and assistance with access to local, State and Federal resources. The EDM also works to address City-specific issues that affect the business community. Recruitment of new businesses is done through the Economic Development office and is often done in partnership with the State's business recruitment team and a regional recruitment partnership.

In fiscal year 2014 the City continued to see incremental economic growth with a variety of new businesses and the redevelopment of existing properties. The City defied the State's struggle to encourage new construction with the completion of several new commercial buildings. The following is a summary of development and other economic development efforts of the City:

New and expanding business:

The City welcomed many new businesses to the area including:

- Sole City Dance
- Falcon Motors
- Milestone Home Loans
- Olympia Sports.
- Wentworth Douglass Hospital finished construction on an ambulatory surgical center located in front of The Works Athletic Club.
- Eyesight Ophthalmic also finished construction and consolidated their offices in
- Somersworth.
- Goodwill Industries and a small commercial strip development were built.
- Key Auto has leased the former Verizon building at 100 Tri-City Rd. and will be opening a regional collision center in the 70,000 sq. ft. building.

ECONOMIC DEVELOPMENT UPDATE

Recruitment and Retention:

The City of Somersworth is partnering with Dover, Rochester, Portsmouth and Pease in a Seacoast regional recruitment effort. With support from the Department of Resources and Economic Development including their State recruiters and the University and Community College, the Seacoast Economic Development Alliance group is working collaboratively to bring businesses to the region through a variety of marketing efforts. The SEDA partnership was kicked off with a Mayoral letter signing that included the Governor and Canadian dignitaries. The SEDA was recognized by Business Solutions Magazine with the "Award of Excellence for Regional and Cross-Boarder Collaboration."

The department continues to work with current and potential development partners for downtown projects utilizing RSA 79-E as an incentive. Communications continue to improve through the website, a monthly e-newsletter and an Economic Development LinkedIn page.

The City of Somersworth, Dover and Rochester are working together to strengthen the partnerships between the CTC's and the local business community. BizEd Connect meets monthly and has succeeded in setting up several internships and projects in Somersworth in 2014. The Somersworth CTC participated for the first time in Manufacturing Week with tours of J-Pac and Velcro.

The City continues to see positive press in the local newspaper in regards to our downtown improvement project, new business openings and the partnership between our Career Technical Center and local businesses.

Municipal Efforts:

The City Council approved a second downtown property rehabilitation project under RSA 79-E that is currently under construction.

The City continued participation in the **Comprehensive Economic Development Strategy (CEDS)** through the Strafford Regional Planning Commission. This regional economic development planning effort was used as part of a successful application requesting Federal designation as an Economic Development District. This designation opens up new channels of grant assistance opportunities through the EDA.

City staff has created an overview of the current economic development areas, organizational capacity, strengths and potential threats to development and opportunities for growth.

Infrastructure Improvements-Your City Dollars at Work:

The City is nearing completion on several infrastructure improvements to foster economic development and maintain and improve the quality of life of our residents, property owners, visitors, and business owners alike. Infrastructure improvements have been completed on High Street and Market Street beginning with the Somersworth/Berwick Bridge and continuing up to the intersection of High Street and Washington Street. The northerly portion of Main Street was also included. The Somersworth/Berwick Bridge rehabilitation project will be completed in spring 2015 along with the Transportation Enhancement Project that includes an upgrade to sidewalks, improved the streetscape and enhanced pedestrian safety.

The City completed reconstruction of High Street from the Dover City line through the intersection at Stackpole Road. Also included was a small portion of Tri-City Road.

FIRE DEPARTMENT



195 Maple St., Somersworth NH 03878
Business: (603) 692-3457
Fax: (603) 692-5147
Business Hours: 8-4 M-F

EMERGENCY RESPONSES

The Somersworth Fire Department responded to 1246 emergency incidents in FY14 – an increase of 143 incidents over FY13 – a 13% difference. The main reason for the increase in call volume was an increase in EMS emergencies.

Fire damage was held to under \$175,000 for the year, as only one mobile home was destroyed along with several smaller fires at residences and an industrial complex that did not cause significant damage. The number of times we responded on mutual aid to our neighboring communities (Dover, Durham, Milton, Newington, Portsmouth, Rochester, Rollinsford: and in Maine – Berwick, Lebanon, North Berwick and South Berwick) also decreased in FY14.

FIRE PREVENTION & EDUCATION

The number of inspections conducted and Permits issued by the Department in FY14 totaled 715, down slightly from the 742 done in FY13.

The Fire Prevention Regulations and Fireworks Regulations enacted by the City Council in FY12 appear to be working. The City is in conformance with the state and some other municipalities as it relates to Fire Prevention rules and regulations.

Firefighters conducted public fire safety education sessions in the public schools; in businesses such as Contitech and GE; fire station tours during Annual Fire Prevention Week activities; Home Depot and Walmart Safety Day participation; the

Children's Festival; the Pumpkin Festival and the Senior's picnic. We also held the annual "Open House" event at the fire station during Fire Prevention Week in October.

In December, the Department, aided by many Somersworth citizens and businesses, contributed toys to nearly 500 children through the Firefighters Toy Bank.

In conjunction with American Ambulance and Somersworth Police, we participated in the bi-annual "Fatal Reality" drill at the High School highlighting the effects of drinking and drug use while driving. This education session is held before prom night.

FIRE DEPARTMENT

TRAINING

Monthly training curriculum for career and call firefighters was conducted by F/F Christenbury. He was assisted with the training of all personnel on the new rescue air bags by F/F Tibbetts.

Due to the generosity of Star Lumber, their facilities, which were being razed for a new Goodwill Store, were donated to us for non-live fire training.

We resumed using Primex for some in-house training relative to safety. Also three career and one call firefighter enrolled in an EMT-Advanced course sponsored by American Ambulance.

Four call firefighters attended the State Fire Academy Weekend at the National Fire Academy in Maryland.

GRANTS

A federal FEMA Act grant for \$99,068 was awarded to us for recruitment and retention of call firefighters. This two year grant is aimed at increasing the number of call firefighters to 20 by the end of 2016. It also provided computers for our Training Room, protective gear, medical monitoring of personnel, recruiting equipment for the High School, and a sign.

NH Homeland Security awarded us a \$5000 grant to upgrade the city's "Disaster Plan".

PERSONNEL

Firefighters Jeff Gariepy and Tyler Taatjes were hired to fill two vacancies from FY13. We have a hiring list in place now that creates a list of candidates that will be good for the next 2 or 3 years. The Call Firefighter force has grown to eleven (11) members and there continues to be a concerted effort to increase the rolls in FY15, thanks partly to the federal SAFER Act Grant we received for this endeavor.

OTHER

The Department placed in service a new Toyne 1500 gallon per minute pumper. It replaced a 2002 pumper.

American Ambulance continued to deliver excellent EMS services to the City, with an average 4 minute response time to calls and provided education sessions to citizens and school children on CPR and first aid.

Placed a 1988 military humvee forestry vehicle in service – freeing up the 2005 pick up truck for use as a utility vehicle.

Placed a new Chevrolet Tahoe in service as the COMMAND unit, replacing a 1999 Ford Expedition.

Purchased 6 new self-contained breathing apparatus under the City CIP Plan and placed them in service on Engine 4. Next year we will replace the units on the aerial ladder truck.

Replaced the inoperative 13 year old air bags on Engine 4.

Replaced portable radios for half the career force – originally purchased in 2004 and 2006.

Strafford County work-release personnel painted portions of the fire station at no cost to the City.

New fire protection systems were approved and installed at the Eagles on Main St.; Hyundai on Rt. 108; Next Level Church; Player's Club; Route 108 Eye Sight; and Wentworth Surgical Center.

FIRE DEPARTMENT

EMERGENCY MANAGEMENT

The City received \$49,278 reimbursement for the 2013 “Nero” snowstorm from FEMA which was declared a disaster by the state and approved by the federal government.

We received a state Emergency Management Grant for \$5,000 to upgrade the City’s “Disaster Plan” which was completed with the aid of a consultant.

Accepted the state’s offer to enroll Somersworth citizens into the “Reverse 9-1-1” telephone alert system whereby our residents are provided emergency information by telephone.

We continue to participate with other Strafford County municipalities in the “Ready Strafford” organization – a state vendor providing emergency management and public health assistance to communities.

EMERGENCY RESPONSES

Structure Fires	47
Outside Fires	52
Automobile Fires	10
Motor Vehicle Accidents	96
Accidental/Public Assistance	214
False Alarms/Malfunctions	102
Hazardous Materials Incidents	32
Hazardous Conditions	98
Emergency Medical Calls	595

VEHICLES

Car 1:	2013 Chevrolet Tahoe 4WD
Car 2:	2005 Chevrolet Impala
Engine 2:	1996 Central States 1500 gpm pumper
Engine 3:	2008 Toyne 1500 gpm pumper
Engine 4:	2014 Toyne 1500 gpm pumper
Truck 1:	2006 Smeal 105 ft. aerial ladder
Forestry 1:	1988 GM Hummer 4WD 200 gallon brush fire vehicle
Utility 1:	2005 Ford F-350 4WD
Air Van:	1978 Chevrolet (owned by Community Mutual Aid Association)

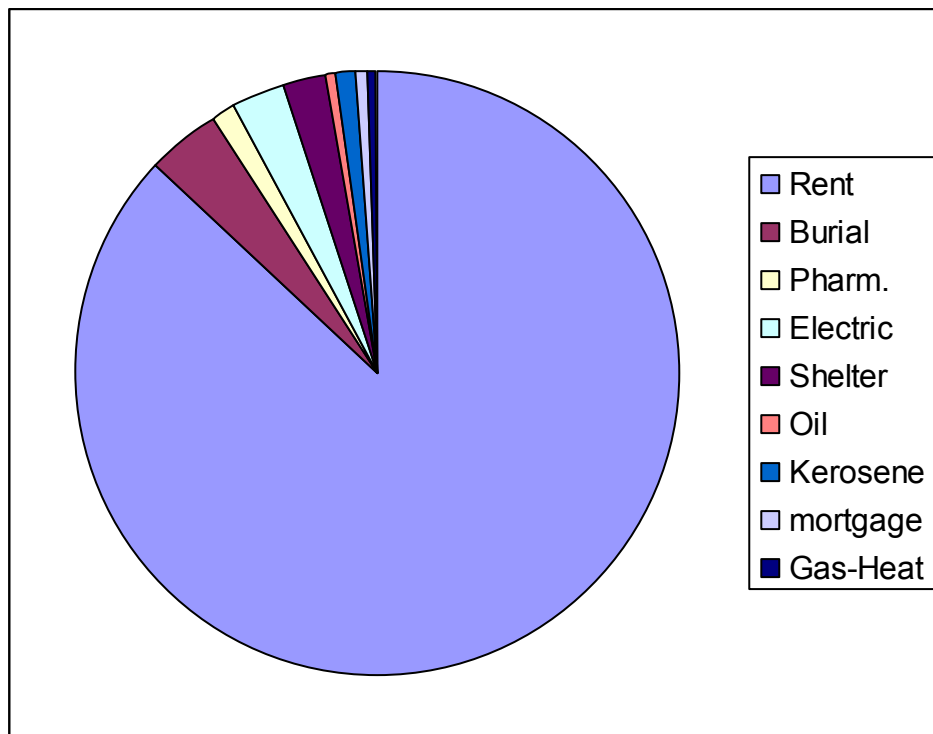
We thank the citizens of Somersworth for their support and their efforts to practice fire safety throughout the year.

HUMAN SERVICES

Lauren Berman, Welfare Office
lberman@somersworth.com
(603) 692-9509

The Somersworth Human Services Department continues to carry out the legal tasks and responsibilities of RSA 165 – general assistance. City assistance continues to be the “safety net” for residents facing eviction, foreclosure, homelessness, hunger, utility shut-offs, and inability to obtain prescription medications.

There were 114 new cases opened in calendar year 2014, compared to 114 new cases in 2013 and compared to 133 in 2012. A total of 259 households (454 individuals) received direct City assistance, totaling \$96,939.63. In addition, the Human Services Department managed the *Salvation Army* fund and assisted families and individuals with food, utilities and work clothing.



Rent is the highest request for assistance to prevent eviction and homelessness, followed by homeless shelters/motels, electric, burials, pharmacies and other assistance such as home heating.

Making referrals to other agencies is a vital role of the Human Services Department, as it reduces the burden on City assistance and aids individuals in becoming self-sufficient. A total of 120 referrals were made in 2014. There are many organizations and agencies that we refer to, but we are especially grateful to all the help provided by Strafford County Community Action, The Community Food Pantry, The Somersworth Housing Authority, The Homeless Shelter for Strafford County, My Friend's Place, The Share Fund of Somersworth, Crossroads Homeless Shelter, Goodwin Community Health Center, and the Department of Health & Human Services.

If anyone is interested in making a donation, this office can always use diapers, wipes, personal and household products, or gift certificates that may be used for basic necessities. Lastly, thank you to the taxpayers of Somersworth for your contribution towards maintaining the safety net for those who are in need in our community.

PUBLIC LIBRARY

Somersworth Public Library
25 Main Street
Somersworth, NH 03878
(603) 692-4587

HOURS

Tues – Thu, 11am – 7:00pm
Friday, 9am – 5:00pm
Sat (Sept. – May) 9am – 5:00pm
Sat (June – Aug.) 9am – 1:00pm



Debora Longo, Library Director
library@somersworth.com; ext. 223

Michelle Baker, Library Assistant
libraryassistant@somersworth.com; ext. 221

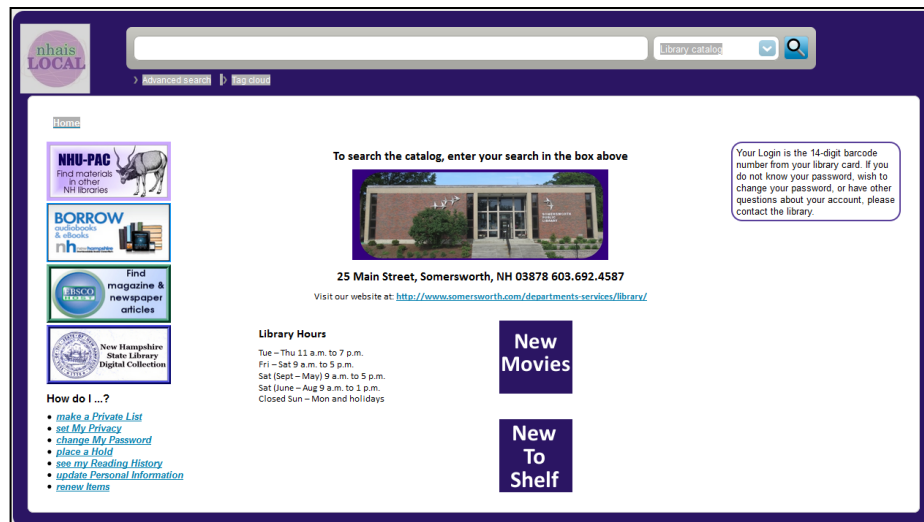
www.somersworth.com/departments-services/library
<http://somersworth.nhais.bywatersolutions.com>

BOARD OF TRUSTEES

Judy Goodnow, Chairperson
Arlene Labrie
Donna Donovan
Pius Charles Murray
Nancie Cameron

The projects completed in 2014 include:

The Somersworth Public Library went live on the nhaisLOCAL system on March 12, 2014 using KOHA open source software. Hundreds of staff and volunteer hours created the database that became the online catalog. Within four months, 1,500 residents had their new library cards, and were using the online features of reserving books, requesting holds from home, renewing online, and searching the catalog from any computer with internet access.



The Friends of the Somersworth Public Library continued to support the library through the purchase of four museum passes for free or reduced admission to Strawberry Banke Museum, Seacoast Science Center, Children's Museum of NH and the Museum of Fine Arts Boston. They also completed their purchase of comfortable chairs for all the oak tables in the library. They purchased fourteen for the new square tables that are handicapped accessible and will accept a wheelchair to roll up under them. And they purchased an additional eight chairs for two traditional library tables that were part of the furniture from the Manufacturers and Village Library founded in 1841 that was turned over to the City in 1899 to become the public library.

PUBLIC LIBRARY

With the assistance of Ann Hoey, public library consultant from the NH State Library, the children's room began a transformation to better serve the young readers of Somersworth. Reading levels are marked on the beginning reader books, chapter book room reorganization will be completed in 2015, and new signs and furniture placement make the room easier to use.



Maintained the children's story time and summer reading programs through the work of the Library Director, the Library Assistant and volunteers who assisted in preparing craft materials and activities for the children who participated. Each week, 20 – 30 children attend the two story hours. In July and August 2014, 78 children read for the summer reading program, themed *Fizz Boom Read*.



The downtown reconstruction continued to impact the library as main traffic was rerouted past the building while High Street was closed. But by November new sidewalks and street lamps had been installed, and by the spring of 2015 only the echoes of jackhammers and reverse beeping trucks will remain as we all enjoy a beautiful new downtown that includes the Somersworth Public Library at the corner of Station Street and Main.

With the transition from the traditional recordkeeping to the new automated recordkeeping, figures are currently unavailable for the use of the services the library provides to the community for 2014. However, we do know we are busy every day assisting citizens who enter the library looking for help with technology, information searches, and providing reading, listening and viewing materials from the library's collection and from other library's collections throughout NH if this library does not own what is requested.

POLICE DEPARTMENT



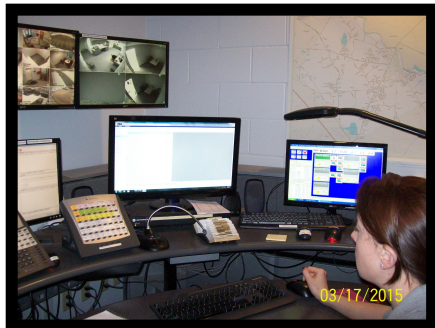
12 Lilac Lane, Somersworth NH 03878
Business: (603) 692-3131

It was another busy year. The Somersworth Police Department answered or initiated 25,165 calls for service during the calendar year of 2014, a slight decrease from 2013.

The Department was able to provide a variety of special and specific law enforcement efforts including an assortment of enforcement initiatives. The New Hampshire Highway Safety Agency allowed us to increase motor vehicle enforcement by providing grant funds. The added enforcement included DWI, speeding and other motor vehicle related violations.

We made use of our Watch Guard Video system that is installed in each of our inline cruisers. Officer's interactions with the public are being video and audio recorded by the cruiser. We purchased this equipment last year through grants.

Our Department was able to update (2) of our cruiser laptops with rugged Patrol PC laptops designed for police officers. The balance of the in-line cruisers and the Housing vehicle will be completed in 2015. These laptops allow an officer to have immediate records access with the State Police Network and our computer system.



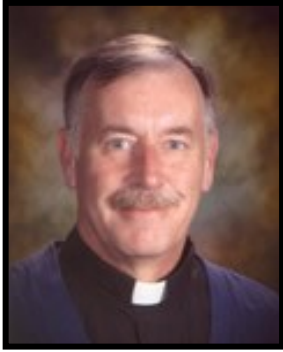
We were fortunate in obtaining a community facility grant through the USDA, Rural Development Agency for 35% of the cost of our recording system that records our telephone lines and radio traffic. This new recorder allows immediate "real-time" playback by our dispatchers of any telephone calls on our hard lines, 911 lines or radio transmissions from police, fire or ambulance service.

Sergeant Matt Duval and Sergeant Denis Messier IV continue to be assigned to our Strafford County Accident Reconstruction Team. They have been given very specialized training into major accident causes and other technical aspects of an accident scene.

Our cruiser fleet consists of (3) Dodge Chargers and (1) Chevrolet Caprice, supported by a Housing Vehicle and a Parking Enforcement Vehicle. Throughout the summer, a Harley Davidson Motorcycle will be assigned to the Patrol Division. This motorcycle is leased through Seacoast Harley Davidson paid for through drug monies seized.

Detective Eric Chandler has been assigned to the Family Justice Center located in Rochester. This center allows victim's access to all services specific to family related investigations. Detective Chandler is assigned to the facility on a rotating basis.

POLICE DEPARTMENT



In 2014, we were saddened by the loss of our beloved Police Chaplain. Reverend Tom Clark passed away after a long and courageous battle with cancer. Father Tom will be remembered as an active member who was always there when we needed him for support or guidance and his willingness to put others before himself. He served our department and the Citizens of Somersworth until the very end.

Somersworth Crime tips are still received at 692-9111 or email at crimeline@somersworth.com. Anyone wishing to provide anonymous tips should contact SPD through either source. All leads are held with the strictest of confidence.

2014 City Totals Case Activity Statistics

Calls for Service	25,165
Total Offenses Committed:	2,816
Total Felonies	390
Total Crime Related Incidents:	1,263
Total Non-Crime Related Incidents:	2,185
Total Arrests (On View):	533
Total Arrests (Based on Incident/Warrants)	381
Total Summons Arrests:	159
Total Arrests:	1,073
Total P/C's:	189
Total Juvenile Arrests:	97
Total Juveniles Handled (Arrest):	68
Total Juveniles Referred (Arrest):	29
Total Open Warrants:	27
Total Restraint Orders:	82
Stolen Property-Value	\$295,869
Stolen Property Recovered Value	\$64,568
Total Motor Vehicle Accidents	435
Total Motor Vehicle Violations-Civil	5
Total Motor Vehicle Violations-Warnings	2,602
Total Motor Vehicle Violation-Arrests	1,352
Total Parking Tickets	325



PUBLIC WORKS AND UTILITIES DEPARTMENT

Public Works
18 Lilac Lane
(603) 692-4266

Water Treatment Facility
9 Wells Street
(603) 692-2268

Wastewater Treatment Facility
99 Buffumsville Rd
(603) 692-2418

Director of Public Works and Utilities,
Todd Smith

General Foreman, Shawn McLean

Executive Assistant, Jennifer Nalley
jnalley@somersworth.com

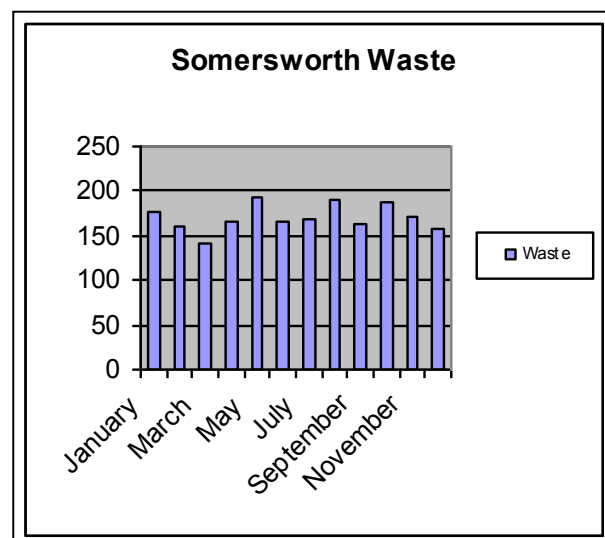
Forest Glade Cemetery

There were three (3) full casket burials and one (1) cremains burial in Forest Glade throughout the year. Interments continue to be performed by a grave excavation contractor, rather than in-house as in the past. This way the scope of a project is not disrupted by cemetery events and we now have a contractor dedicated to meeting our needs in the cemetery. Although the new section of the Cemetery has been completed, we will continue selling lots in the old section before moving into the new section.

Solid Waste & Recycling

The City generated slightly more in 2014 when compared to 2013. The total waste picked up curbside including trash and recycling was 2,786.05 tons. This is 54.49 more tons than last year. One year's worth of recycling weighed in at 741.15 tons and solid waste weighed in at 2,044.90 tons. The chart to the right shows monthly totals in tons for solid waste. These totals only include solid waste picked up curbside.

Metal waste, such as air conditioners and refrigerators, picked up curbside as well as dropped off at the Public Works Facility, totaled 14.80 tons. Residents also recycled 1,185 gallons of waste oil and 15.47 tons of electronics, such as computers and televisions.



PUBLIC WORKS AND UTILITIES DEPARTMENT

Service Calls

Throughout the year, the Public Works and Utilities Department receives calls from residents regarding questions or concerns with the City infrastructure, facilities, and services. Items of interest include trash pickup, bulky waste disposal, brush and bagged leaves disposal, street conditions, drainage concerns, water meter upgrades, final meter readings, and much more. Any employee who takes a call can enter the information into our VUEWorks database – linking the call to the property in question or the appropriate City asset, such as a catch basin, water line, or sewer pipe. Using this program allows all staff members to stay connected and aware of the various concerns of residents. In 2014, approximately 284 entries were logged into VUEWorks by the Public Works and Utilities Department personnel.

Highway

The winter of 2013-2014 was cold, icy and very snowy for winter maintenance with eighteen snow events that required highway crews to treat the road for snow or ice. A total of 80 inches of snow fell for the winter necessitating the use of approximately 2,930 tons of sand and salt to maintain the city's roads. Significant projects performed by the highway crews during the year included installation of the granite walkway to the Noble Pines Ball Field and stairs below the dugouts. Severino began the Downtown Reconstruction Project during 2014 and Unitil upgraded its gas mains within the area of the downtown project. High Street was paved in its entirety as were portions of Blackwater and Whitehouse Roads.

Water & Wastewater

The City treated a total of 523 million gallons of wastewater last year creating an average daily flow of 1.4 million gallons per day into the plant. Our highest daily flow, in which over 4.1 million gallons of water was treated, was on March 31st. The lowest daily flow occurred on September 14th, in which 800,000 gallons of water was treated. Additionally, the City treated a total of 210,000 gallons of septage.

The Water Treatment Plant processed 499,010,235 gallons of water for consumption in 2014, creating an average daily production of 1,367,151 gallons per day. The water plant processed the highest volume of water at 2,119,969 gallons of water on October 7, 2014.

RECREATION DEPARTMENT

Kristen Ducharme, Recreation Supervisor
kducharme@somersworth.com
(603)-692-9508

City Hall, Second Floor
One Government Way
Somersworth, NH 03878

Hours of Operation

Monday – Friday, 8:00 a.m. – 4:30 p.m.

Vision

The Recreation Department strives to offer a diversity of programs, activities, trips and events for all members of the community. We extend our offerings from toddlers to seniors, and do our best to encourage and include anyone with an interest to participate. We seek to cultivate an atmosphere at our recreation areas for all community members and visitors to enjoy. We strive to provide recreational use that is compatible within our park's cultural and natural resources.

Mission

The mission for the Recreation Department is to enhance the quality of life by providing superior, safe, and enjoyable programs and recreation areas for all members of the community.

2014 Overview

2014 was a very exciting year for the Recreation Department as we began implementing new policies and procedures that will benefit the future of our programs and special events. One policy that seems to be working really well is the addition of our “early bird” fee for all our sports programming. Since implementing the new fee structure in October 2014 we have seen a major increase in early registrations, which has ultimately led to increased participation.

The Department created a Facebook page in April 2014 in order to communicate more effectively with our community. Our Facebook page has played a major role in marketing programs and events, updating the public on the Splash Pad, and informing our community of park projects and happenings around the City. We continue to grow our fan base daily and look forward to sharing information and photos from our events and programs. Facebook is also great way to build a sense of community around what's going on in Somersworth Recreation.

In the fall of 2014, the City received final approval of our grant for the Mast Point Dam Recreational Area awarded in 2013. The revitalization of this park will offer our community additional recreational opportunities by constructing a hand carry boat launch, creating a trail system for walking and hiking, and adding a beautiful picnicking area overlooking the Salmon Falls River.

2014 Kids Camp



RECREATION DEPARTMENT

Programs by the Numbers

In 2014 we continued to see an increase in participation in the various sports programming and special events that we offer. Our Pee Wee sports programs in particular have seen increased participation as many surrounding communities do not offer programming for young children. Our Flashlight Candy Cane Hunt was a big success as we saw over 150 children and parents storm the ball field at Millennium Park to help collect over 750 candy canes nestled throughout. The Father/Daughter Valentine's Dance was held on a Thursday night and we sold over 55 tickets just at the door.

Parks by the Numbers

The City currently has 12 operating parks, 3 of which have playground features, ball fields, and other recreational amenities used by the public. Noble Pines Park continues to see more and more use, especially since the addition of the Splash Pad and Skate Park. The Recreation Department is fortunate to have Noble Pines as our home base for Kids camp and Trends Teen Camp during the summer months. Millennium Park is used for many of our outdoor special events including the annual Flashlight Candy Cane Hunt and the Easter Egg Hunt. Millennium Park can also be rented from April-October for special events, Birthday parties, and more. Willand Pond and the Riverwalk currently have established trail networks and are popular parks for enjoying a leisure walk or a bike ride and fishing.

2014 Pee Wee Soccer



2014-15 Girls 5/6 Travel Team



2014 Flashlight Candy Cane Hunt at Millennium Park



2014 Senior Luncheon at the Flanagan Center



2014 Father/Daughter Valentine's Dance



SAU 56 SUPERINTENDENT OF SCHOOLS

It is with great honor and respect that I submit this report to the city of Somersworth. Happy, Healthy and Creative has been the motto of this school year. What do schools look like when students are happy, healthy and afforded the opportunity to be creative? What does that look like for our staff and families? Our hope is that we have established a framework where this occurs daily for our students, staff and families in all our schools. We hope our interactions with students, each other and our greater community reflects our goals for the year.

Some highlights from this school year include; Middle School receiving an award as the National Title 1 Distinguished School based on their outstanding academic achievement of their students. This award highlights the efforts of schools across the country making significant improvements for their students. What great strides our Middle School has made from a culture and climate shift to now addressing academic growth and achievement. For a third year in a row, our high school dropout rate is less than 1% and we continue to see a drop in office discipline referrals. Our Elementary schools continue to promote our literacy focus with Readers/Writers Workshop as well as our intervention work which strengthens our reading and writing skills. We have added Math intervention as well at the Elementary level again in an attempt to close the gap for our students. We are in our second year of our “Rising Star” awards program monthly at the Rochester Rotary Luncheon. We continue to recognize high school students who have turned around their learning and are on the path to success. We continue to be fortunate to have our afterschool program (SYC) at both the middle school and Idlehurst to support enrichment opportunities for our students.

We believe our strong relationship with our City Manager, Mayor and City staff has truly strengthen all that we accomplish here at our schools. We could not do all that we do without their assistance and support. We would like to thank City Manager Belmore for his support and positive working relationship with the School Department.

We are fortunate to have the support of our families, local businesses and community members that continue to allow us to provide a quality education for our students. Thanks to our dedicated staff who truly are committed to daily making a difference for all our students. On behalf of the School District, thank you for all that you do for our students.

Jeni Mosca
Superintendent of Schools

MANAGEMENT'S DISCUSSION AND ANALYSIS

As management of the City of Somersworth, we offer readers this narrative overview and analysis of the financial activities of the City of Somersworth for the fiscal year ended June 30, 2014. We encourage readers to consider the information here in conjunction with additional information that we have furnished in our letter of transmittal.

A. OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to the basic financial statements. The basic financial statements are comprised of three components: (1) government-wide financial statements, (2) fund financial statements, and (3) notes to financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

Government-Wide Financial Statements. The government-wide financial statements are designed to provide readers with a broad overview of our finances in a manner similar to a private-sector business.

The statement of net position presents information on all assets, liabilities, deferred outflows of resources, and deferred inflows of resources with the balance reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position is improving or deteriorating.

The statement of activities presents information showing how the government's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes and earned but unused vacation leave).

Both of the government-wide financial statements distinguish functions that are principally supported by taxes and intergovernmental revenues (governmental activities) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). The governmental activities include general government, public safety, highways and streets, health and welfare, culture and recreation, and education. The business-type activities include water, sewer, and solid waste activities.

Fund financial statements. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. Fund accounting is used to ensure and demonstrate compliance with finance-related legal requirements. All of the funds can be divided into three categories: governmental funds, proprietary funds and fiduciary funds.

MANAGEMENT'S DISCUSSION AND ANALYSIS

Governmental funds. Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

An annual appropriated budget is adopted for the general fund. A budgetary comparison statement has been provided for the general fund to demonstrate compliance with this budget.

Proprietary funds. Proprietary funds are maintained as follows:

Enterprise funds are used to report the same functions presented as business-type activities in the government-wide financial statements. Specifically, enterprise funds are used to account for water, sewer, and solid waste operations.

Proprietary funds provide the same type of information as the business-type activities reported in the government-wide financial statements, only in more detail. The proprietary fund financial statements provide separate information for the water, sewer, and solid waste operations, all of which are considered to be major funds.

Fiduciary funds. Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are not reflected in the government-wide financial statements because the resources of those funds are not available to support the City's own programs. The accounting used for fiduciary funds is much like that used for proprietary funds.

Notes to financial statements. The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

Other information. In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information which is required to be disclosed by the *Governmental Accounting Standards Board*.

MANAGEMENT'S DISCUSSION AND ANALYSIS

B. FINANCIAL HIGHLIGHTS

- As of the close of the current fiscal year, the total assets and deferred outflows of resources exceeded liabilities and deferred inflows of resources by \$29,670,116, presented as “net position” shown on the Statement of Net Position for the Total Primary Government. The City’s Net Position increased by \$4,561,457 compared to the prior year.
- As of the close of the current fiscal year, governmental funds reported combined ending fund balances of \$7,783,597, a change of \$3,825,350 in comparison with the prior year. This includes activity from the Capital Projects Fund for downtown improvements and replacement of HVAC units with a balance of \$989,704. The change in the General Fund and Non-major funds is \$1,851,546 in comparison with the prior year.
- At the end of the current fiscal year, unassigned fund balance for the general fund was \$2,906,643, a change of (\$139,879) in comparison with the prior year. Due to City Council action, \$1,698,888 of the General Fund fund balance has been designated for future years’ expenditures and classified as assigned.
- Total bonds payable at the close of the current fiscal year was \$35,804,480, a change of \$1,056,411 in comparison to the prior year. Additionally, the City has authorized and unissued debt in the amount of \$2,220,000 as of June 30, 2014.

C. GOVERNMENT-WIDE FINANCIAL ANALYSIS

The following is a summary of condensed government-wide financial data for the current and prior fiscal years. All amounts are presented in thousands.

	<u>Governmental</u>		<u>Business-Type</u>		<u>Total</u>	
	<u>Activities</u>		<u>Activities</u>			
	<u>2014</u>	<u>2013</u>	<u>2014</u>	<u>2013</u>	<u>2014</u>	<u>2013</u>
Current and Other Assets	\$24,872	\$19,900	\$6,036	\$3,779	\$30,908	\$23,679
Capital Assets	39,924	38,642	20,464	20,425	60,388	59,067
Total Assets	64,796	58,542	26,500	24,204	91,296	82,746
Total Deferred Outflow of Resources	-	-	-	-	-	-
Long-term Liabilities outstanding	31,179	30,180	13,026	12,113	44,205	42,293
Other Liabilities	4,938	5,061	1,563	1,084	6,501	6,145
Total Liabilities	36,117	35,241	14,589	13,197	50,706	48,438
Total Deferred Inflow of Resources	10,919	9,199	-	-	10,919	9,199
Net Position:						
Invested in capital assets, net	18,320	16,898	8,032	9,167	26,352	26,065
Restricted	340	275		-	340	275
Unrestricted (Deficit)	(900)	(3,071)	3,879	1,840	2,979	(1,231)
Total Net Position	\$17,760	\$14,102	\$11,911	\$11,007	\$29,671	\$25,109

MANAGEMENT'S DISCUSSION AND ANALYSIS

CHANGES IN NET POSITION

	<u>Governmental Activities</u>		<u>Business-Type Activities</u>		<u>Total</u>	
	<u>2014</u>	<u>2013</u>	<u>2014</u>	<u>2013</u>	<u>2014</u>	<u>2013</u>
Revenues:						
Program revenues:						
Charges for services	\$ 2,697	\$ 2,467	\$ 5,030	\$ 5,012	\$ 7,727	\$ 7,479
Operating grants and contributions	11,186	10,802	-	-	11,186	10,802
Capital grants and contributions	705	109	55	60	760	169
General revenues:						
Taxes	23,515	22,189	-	-	23,515	22,189
Licenses and Permits	1,704	1,486	-	-	1,704	1,486
Intergovernmental	524	525	-	-	524	525
Interest	61	20	-	-	61	20
Miscellaneous	<u>1,214</u>	<u>266</u>	<u>47</u>	<u>64</u>	<u>1,261</u>	<u>330</u>
Total revenues	41,606	37,864	5,132	5,136	46,738	43,000
Expenses:						
General government	1,798	1,577	-	-	1,798	1,577
Public safety	5,638	5,566	-	-	5,638	5,566
Highways and streets	2,251	2,135	-	-	2,251	2,135
Health and welfare	236	248	-	-	236	248
Culture and recreation	450	418	-	-	450	418
School department	27,079	26,069	-	-	27,079	26,069
Interest	546	454	-	-	546	454
Other	-	-	-	-	-	-
Water operations	-	-	1,762	1,835	1,762	1,835
Sewer operations	-	-	2,042	2,062	2,042	2,062
Solid waste operations	<u>-</u>	<u>-</u>	<u>374</u>	<u>353</u>	<u>374</u>	<u>353</u>
Total expenses	<u>37,998</u>	<u>36,467</u>	<u>4,178</u>	<u>4,250</u>	<u>42,176</u>	<u>40,717</u>
Change in net position before transfers	3,608	1,397	954	886	4,562	2,283
Transfers in (out)	<u>50</u>	<u>-</u>	<u>(50)</u>	<u>-</u>	<u>-</u>	<u>-</u>
Change in net position	3,658	1,397	904	886	4,562	2,283
Net position – beginning, as restated	<u>14,102</u>	<u>12,705</u>	<u>11,007</u>	<u>10,121</u>	<u>25,109</u>	<u>22,826</u>
Net position - end of the year	<u>\$17,760</u>	<u>\$14,102</u>	<u>\$11,911</u>	<u>\$11,007</u>	<u>\$29,671</u>	<u>\$25,109</u>

MANAGEMENT'S DISCUSSION AND ANALYSIS

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. At the close of the most recent fiscal year, total net position was \$29,670,166, a change of \$4,561,457 from the prior year as restated.

The largest portion of the City's net position, \$26,352,076 reflects our investment in capital assets (e.g., land, buildings, machinery and equipment), less any related debt used to acquire those assets that is still outstanding. These capital assets are used to provide services to citizens; consequently, these assets are not available for future spending. Although the investment in capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

An additional portion of net position, \$339,798 represents resources that are subject to external restrictions on how they may be used. The remaining balance of \$2,978,292 represents unrestricted net position.

Governmental activities. Governmental activities for the year resulted in a change in net position of \$3,658,065. Key elements of this change are as follows:

General fund operating results, as disclosed in Exhibit D	\$1,818,463
City Capital Projects fund, as disclosed in Exhibit D	1,973,804
Non-major funds - accrual basis	33,083
Other GAAP accruals	(167,285)
Total	\$3,658,065

Business-Type Activities. Business-type activities for the year resulted in a change in net position of \$903,392. Key elements of this change are as follows:

Water Fund	\$494,157
Sewer Fund	399,030
Solid Waste Fund	10,205
Total	\$903,392

For the purposes of the Governmental Accounting Standards Board statement 54, the activity of the capital reserve funds and the landfill trust fund are included with the General Fund. However, for budgetary purposes, the capital reserve funds and the landfill trust fund are not budgeted items.

Proprietary funds. Proprietary funds provide the same type of information found in the business-type activities reported in the government-wide financial statements, but in more detail.

Unrestricted net assets of the enterprise funds at the end of the year are \$3,878,555, a change of \$2,038,343 in comparison with the prior year.

Other factors concerning the finances of proprietary funds have already been addressed in the entity-wide discussion of business-type activities.

MANAGEMENT'S DISCUSSION AND ANALYSIS

E. GENERAL FUND BUDGETARY HIGHLIGHTS

The original budget increased by \$373,485. On July 15, 2013, the Somersworth City Council adopted Ordinance 18-13 providing a supplemental appropriation in the amount of \$60,000 to re-purchase the former Somersworth Police Station. Subsequent to that, on March 3, 2014, the Somersworth City Council adopted Ordinance 11-14 providing a supplemental appropriation in the amount of \$313,485 for additional improvements with the Downtown Improvement Project.

F. CAPITAL ASSET AND DEBT ADMINISTRATION

Capital assets.

Total investment in capital assets for governmental and business-type activities at year-end amounted to \$ 60,388,117 (net of accumulated depreciation), a change of \$1,320,089 from the prior year. This investment in capital assets includes land, buildings and system, improvements, and machinery and equipment.

Long-term debt.

At the end of the current fiscal year, total bonded debt outstanding was \$ 35,804,480, all of which was backed by the full faith and credit of the government.

Additional information on capital assets and long-term debt can be found in the footnotes to the financial statements.

G. ECONOMIC FACTORS

Fiscal year 2014 saw a continued strengthening of the business sector in the State and region. New Hampshire's unemployment rate remained below the national average throughout the year ending 2014 at 4%, well below the national average of 5.6%. The City followed that downward trend in unemployment filings dipping as low as 3.5% over the course of the year. Our largest employer, Contitech, projects adding up to 100 employees in 2014 and 2015 and has been approved for another expansion at their facility.

2014 saw the redevelopment on High Street of the former Star Lumber property to a Goodwill facility and a retail plaza. The medical facilities on Route 108 and High Street continue to provide steady, quality employment for many area residents. The historic downtown underwent a significant infrastructure and streetscape improvement project that will wrap up in the spring/early summer 2015. Those investments have already led to a second request for the RSA 79-E tax incentive to rehabilitate a key downtown building and a renewed interest in available downtown storefronts.

REQUESTS FOR INFORMATION

This financial report is designed to provide a general overview of the City of Somersworth's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to:

Office of Finance Director
City of Somersworth
One Government Way
Somersworth, New Hampshire 03878



Community Action Partnership of Strafford County is a 501(c)(3) private non-profit organization. We work with community, state and federal partners to assist more than 16,000 people each year, and the majority of program participants have extremely low incomes (below 75 percent of the federal poverty threshold). Our mission is to educate, advocate and assist people in Strafford County to help meet their basic needs and promote self-sufficiency.

2014 Highlights include:

- Our agency provided more than \$2.7 million in federal fuel assistance to 3,898 households in Strafford County during the 2013-2014 heating season. A total of 483 households in Somersworth received \$335,202 in fuel assistance.
- Over the past year, 421 households received a discount on their electric bill through agency's Electrical Assistance Program at a value of \$193,660. The average benefit was \$447.
- A total of 62 Somersworth families with children ages 0-5 were served through our Head Start and Early Head Start programs at a value of \$502,740.
- We assisted 178 people in Somersworth with housing and homeless prevention services at a value of \$35,147, and our summer meals program served more than 6,800 meals in the city at a value of \$19,722.
- In all, CAP provided more than \$1.2 million in services to people in Somersworth.

CAP operates emergency food pantries in Dover, Farmington and Milton and a Summer Meals Program. This past summer, for example, we provided more than 21,000 free breakfasts and lunches to children ages 18 and under at sites around the county.

Without the services provided by our agency, many local residents would be without a means to provide for their basic needs, including food, education, child care, utilities assistance, job training and employment services, transportation, emergency shelter, homeless prevention and housing services and referrals to other agencies. In addition to our administrative office located in Dover, CAP maintains its outreach capacity by operating offices in Farmington and Dover and Head Start Centers in Dover, Farmington, Milton, Rochester and Somersworth.

The Community Action Partnership of Strafford County has 166 employees and an \$8.6 million operating budget. We receive federal, state and local funding as well as United Way grants, foundation and charitable grants, fees for service, private business and individual donations.

This year, we will commemorate our 50th anniversary. Community Action was formed out of President Johnson's War on Poverty, and the basic tenant of providing a hand up to those in need still rings true today. Our approach, however, must resonate with the realities of today's economic and funding landscape so we are investing in technology to improve efficiency, fiscal management and customer service. We are also developing ways to bundle our services together to help families meet a wide-range of needs in a simpler, one-stop process. In these ways, CAP can help, and we will continue to engage, inspire and serve the people of Strafford County for the next 50 years.

Betsey Andrews Parker
Executive Director

NOTES

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NOTES

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SERVICE DIRECTORY

Adopt-A-Spot Program.....	692-4266
Auto Registration	692-9555
Birth/Marriage/Death Certificates	692-9511
Blocked Storm Drains	692-4266
Building Permits and Inspections	692-9522
Compost Facility	692-4266
Council Agenda Information	692-9511
Dog Licenses	692-9511
Elections/Voter Registration	692-9511
Emergency Welfare Assistance	692-9509
Historical Reference Questions	692-4587
Library Information	692-4587
Marriage Licenses	692-9511
Museum Pass Reservations	692-4587
Pay-Per-Bags/Bulky Waste Stickers	692-9511
Police (Non Emergency)	692-3131
Road Repairs	692-4266
Property Maintenance Inspections	692-9521
Property Taxes	692-9555
Recycling Information	692-4266
Service Agency Referrals	692-9509
Sewer Backups	692-4266
Snow Ban Information	692-9131
Street Light Problems	692-4266
Traffic Light Problems	692-4266
Trash Information	692-4266
Water Main Breaks	692-9523
Water/Sewer Bills	692-9523
Water/Sewer Payments	692-9555