



Minutes of City Council Meeting Monday, November 14, 2022

ROLL CALL OF MEMBERS

The meeting was called to order at 7:00 p.m. by Mayor Dana S. Hilliard and, upon roll call, the following Council members were present: Pepin, Vincent, Gibson, Austin, Michaud, Witham, Cameron, and Messier.

Councilor Gerding was excused.

PLEDGE OF ALLEGIANCE

Councilor Cameron led the Pledge of Allegiance.

RECOGNITION OF INDIGENOUS PEOPLE – OUR NATIVE ANCESTRAL AMERICANS

Mayor Hilliard read the Recognition of Indigenous People – Our Native Ancestral Americans

PUBLIC HEARING

There were no public hearings scheduled.

COMMENTS BY VISITORS

Richard Brooks 18 Linden Street of Ward 1 shared comments about the State General Elections and Special Municipal Elections on November 8, 2022. Mr. Brooks has worked the elections for the last 8-9 years and was Moderator for Ward 2 Polls during this election and noted that he believed it ran fairly smooth but had some concerns that have the potential to be bigger problems. Mr. Brooks wants to ensure that the City does not appear on the news in any negative sense and would like to strive to improve any deficiency's and believes there are certain aspects that deserve more thorough attention. Based on Mr. Brooks experience, he feels that same day registrations and absentee ballots pose as a security concern but overall does believe that New Hampshire has some of the most secure voting laws but could use some improvement. As Moderator of Ward 2, he implemented a routine with little extra effort where they hand counted one race to verify that accuracy which was confirmed during said routine. Mr. Brooks shared his list of concerns with how City Staff ran the elections and requested improvements to the following; 1) training and communication, 2) increased poll staffing especially during morning and evening hours, 3) official count of ballots received to confirm accuracy of end of election reports, 4) receiving the list of absentee ballots at a reasonable time, 5) increased education to voters in regards to what election officials do, and 6) election location setup of booths and tables to be consistent and coordinated with the moderators and a meeting of all the moderators. Mr. Brooks expressed his confidence that although there were concerns, they did not skew the election results or compromise its integrity and offered suggestions including educating the citizens of the City about the Election Worker positions by listing their descriptions on the website and having the 5 elected Moderators meet before the election to discuss supplies and ways to efficiently setup polling locations. Mr. Brooks expressed his willingness to meet with City Staff and Councilors to discuss ways to ensure that our future elections are secure, accurate and run smoothly.

CONSENT CALENDAR

A. Approve Minutes of the City Council Meeting held on October 17, 2022

Councilor Austin made a motion to approve all items in the Consent Calendar. The motion was seconded by Councilor Pepin and passed by voice vote.

COMMENTS BY CITY COUNCILORS

Councilor Vincent commented on Mr. Brooks comments to the Council as a voter in Ward 2 stating that the flow was better this year, adding that he felt Mr. Brooks did a great job as Moderator and is in favor of meeting with him and discussing any improvements. Councilor Vincent mentioned the large voter turn out and visiting each of the wards as a Candidate and appeared to be running smoothly except for the sudden influx of voters during busier times.

COMMUNICATIONS

City Clerk, Kristen LaPanne, read the following:

25 October 2022

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

Dear Mr. Belmore

When most people contact the City Manager or Mayor, they are complaining about one thing or another. Not this time. I wanted to take the time to comment on the recent culvert replacement project on Rocky Hill Rd. As the nearest resident most closely affected to the project, I have had a unique insight to the daily operation. I will tell you right upfront I was impressed with everyone involved from start to finish.

From the start, Public Works Director Mike Bobinsky and City Engineer Amber Hall were in contact with me and my neighbors with information as to what was going to happen and the expected timeline. Their concern for the neighborhood and timely communication continued through to the end of the project. It was very much appreciated.

The city employees from the Public Works and the Water and Sewer departments also went above and beyond in their efforts to ensure minimum disruption of services and did what they could to lessen any inconvenience. They walked door to door when a water disruption was to occur to let everyone know.

A number of City Council representatives stopped by from time to time to check the progress and were assured that despite any delays and having to go around the long way, we all understood the need to repair and replace the aging infrastructure.

Finally, my observation of the employees of the Wickson Company were truly professional and caring from start to finish. Whenever a citizen would stop to ask questions, Jason and Frank would always take a moment and explain in a friendly way what was going on. Both the city and the

company could not have chosen better people for the task. Despite being confronted with several unknowns, I was impressed with their commitment to do the job correctly, instead of quickly. The city would do well to engage Wickson in future projects.

In closing, although there was some uneasiness over delays and cost increases, I believe everything went as smoothly as anyone could have hoped for. Any project of this size is going to have unexpected things occur and be surprised by unknown circumstances. All involved were truly professional and responded in the best manner a public or contract employee should. As a resident I could not have asked for any better.

In closing, please inform the members of the City Council and all involved their efforts and interaction left a very positive impression on my wife and me. I believe we as a community privileged to have such dedicated people working on our behalf. We often hear the city slogan “Proud Past, Bright Future” but the “present” is pretty impressive too.

Sincerely,

Jim Morrissette
3 Rocky Hill Rd.
Somersworth, NH

PRESENTATIONS OF PETITIONS AND DISPOSAL THEREOF BY REFERENCE OR OTHERWISE

There were none.

MAYOR’S REPORT

Mayor Hilliard thanked Deputy Mayor Witham for representing him at the Veteran’s Day Ceremony.

Mayors Report for City Council Meeting November 14, 2022

The fate and longevity of democracy not only rest in the those who currently can partake within the system but also rest in ensuring a solid understanding of the foundational principals can be mastered by future generation who will become the caretakers of the free world. Each year for Veterans Day I have the honor of showcasing some of our Hilltopper youth, who have not only reached that mastery level but also clearly understand the price we pay for freedom.

Tonight, I welcome Logan Murphy, Chole Tuthill and Naomi Walden to read their works which honor those who defend our freedoms each day. Both Chole and Naomi are participants in this year’s VFW Patriots Pen competition and are awaiting their results. I am sure each member of the Council and all who are watching at home will draw the same conclusion that I have, that our Republic is in good hands of those who someday will become the stewards of democracy.

•Under nominations, appointments and Elections; In accordance with Council Rule 17 Appointments, the following are being brought forward this evening and placed in nomination;

Jason Barry re-appointed to Planning Board term to expire October 2025
In accordance with Council Rule 17 the nominations will remain open until the next regular scheduled meeting.

This respectfully concludes my November 14, 2022, Mayors Report

REPORT OF STANDING COMMITTEES

Government Operations Committee – Councilor Michaud stated the Committee met on November 3rd and first discussed the Comcast Renewal Proposal, Manager Belmore provided a Cable Television Renewal Franchise Draft Proposed Agreement and authorized the City’s legal council to work with Comcast to review the possible agreement. Councilor Michaud summarized the next agenda item, City Ordinances, Chapter 14, Licenses and Permits where Manager Belmore provided a redline version of Chapter 14 for review by stating that the permit fees increased from \$15 to \$25 for each license issued for each day or event, submission for a permit increased from 14 days to 30 days, serving of alcoholic beverages to require proof of NH Liquor License and police officer(s) detail. A motion was made to sponsor an Ordinance change to Chapter 14, Licenses and Permits as presented, and passed 4-0. Next, the Committee discussed the redline version provided by Manager Belmore of Chapter 29, Administrative Code, Traffic Safety Committee pertaining to preference of the number of public members at large. The Committee came to the consensus that having 2 members at large was preferred in order to have a 9-member Committee with an odd number for voting purposes. There was a motion to sponsor an Ordinance to amend changes as presented and discussed to Chapter 29 Section 29.4.9 Traffic Safety Committee and passes 4-0. Councilor Michaud concluded his report by stating that Councilor Austin would like to keep the topic of SOS, Recovery Friendly Workplace at the forefront of the Committee and City Staff to discuss and review current City Ordinances, Union Contracts and other City regulations that may pose as a legal barrier to implementing the program with the City’s Departments and Councilor Gerding requested a meeting with the Recovery Friendly Workplace staff to gather more information and have questions answered, there is a tentative meeting scheduled for Thursday, December 1, 2022 at 5:00 p.m. pending confirmation that staff from Recovery Friendly Workplace could attend.

Public Safety Committee – Next meeting is on November 30 scheduled at 3:00 p.m. at Council Chambers.

Public Works and Environment – Councilor Witham stated that the Committee met last Thursday, November 10th and first revisited the Road Resurfacing Resolution, 19-23, the Committee previously approved moving forward with Buffumsville Road, Bourque Street, Lee Street, Maloney Street and First Street with an estimate from City Staff of slightly over \$1,000,000 which is inline with what is available for funding. The Committee revisited and compared the recommend streets to the full summary provided by City Staff of all City Roads using the Road Surface Rating Index and concurred with the prior recommendation and that while there were roads that had lower numbers, they took into consideration the amount of vehicle traffic as a factor. The Committee requested and agreed to add Spence Street, Coombs Road and Quarry Road as bid alternates for additional work. The next discussion was about crack sealing, City Staff proposed a list of streets for preventative maintenance and will have a Resolution before the Council at the next meeting in December for consideration. The Committee discussed the poor conditions of the School Zone Warning Lights on Maple Street and the need for replacements as well as to include the lights on High Street. An estimate from Electric Light who does the City’s signal maintenance lights, and the other by S.U.R Construction that recently installed the two new solar powered school zone warning lights on Cemetery Road. The Committee came to the consensus that it would be important to stick with a consistent look and operating software that the Public Works Department currently uses to program time changes and things of that nature, and therefore, agreed to move forward with a Resolution to contract with S.U.R Construction for an approximate cost of \$35,000 which includes removal of the current equipment and correct placement of the new equipment to be within 200 ft. of the school entrance as required by current

standards. Councilor Witham added that the Committee requested that the funding aspect of the project be discussed at the next Finance Committee meeting. There were miscellaneous items addressed and Councilor Witham noted that perhaps the most significant item was the Committee's consensus to pend acceptance of the roads in the Sunningdale Division because the City has not received that formal request yet from Joe Falzone, City Staff have reached out for the request and ideally the City would like this request for road acceptance before winter snow season so that the Public Works Department can become familiar with the road layout.

REPORT OF SPECIAL COMMITTEES, CITY OFFICERS AND CITY MANAGER

School Board – Councilor Austin stated he met with the School Board on October 25th and discussed the preliminary financial update for the current fiscal year and recalled that last year a large amount of money was returned due to staffing shortages that were not filled. He noted that during the early stages of this current school year, the School Department currently has many open positions which currently is projecting to be approximately \$350,000 that was anticipated to be spent by now had the positions been filled. Councilor Austin noted that there have been 49 new staff added since the beginning of the current fiscal year which were budgeted with estimated benefit package amount that have since shift upon filling of positions and created some savings there too. Councilor Austin reported that the COVID situation has been manageable but in fact have been hearing that students are reporting different respiratory conditions such as the flu or RSV that has been on the news and affecting the rest of the Country.

Traffic Safety Committee – Councilor Vincent stated that the Committee has a meeting schedule for Wednesday, November 16th.

Christmas Parade Committee – Councilor Cameron reminded all that the Somersworth/Berwick Christmas Parade is scheduled for Saturday, December 3rd with the theme being Home for the Holidays. The grand marshal of the event will be the Summersworth Historical Museum celebrating their 20th year.

City Manager's Report

Office of the City Manager

TO: Mayor Dana S. Hilliard and City Council Members

FROM: Robert M. Belmore, City Manager

DATE: Thursday, November 10, 2022

SUBJECT: City Manager's Report for Monday, November 14, 2022 City Council Meeting

6:15 p.m.

Non-meeting: Union Contract Negotiations

Lay on the Table (under Section 14 of Agenda)

Other

- A. **Vote to Approve Issuing a Request for Qualifications (RFQ) for the Purchase and Development of the National Guard Readiness Property for Residential Use (requested by the National Guard Building Reuse Commission).** A meeting is proposed for Tuesday, November 29th at 5:30 p.m. to discuss City owned property and the National Guard Building will be part of that discussion.

Manager Belmore noted that not all Councilors can make the November 29th date as proposed and he will work with Mayor Hilliard to select a date in December or January.

Unfinished Business (under Section 15 of Agenda)

Resolutions

- A. **Resolution 16-23: To Authorize the City Manager to Enter into a Grant Agreement with the New Hampshire Department of Safety Regarding a Highway Safety Grant and Community Outreach and Betterment Grant.** Again, the Finance Committee voted to recommend acceptance of the NH Highway Safety Grant of \$8,200.00 with a maximum soft City in-kind of \$2,050.00 and the Community Outreach and Betterment (COB) Grant of \$20,000.00 with a maximum soft City in-kind of \$5,000.00.
- B. **Resolution No. 17-23: To Authorize the City Manager to Amend the Memorandum of Understanding with Four-Up, Inc.** Again, the Finance Committee voted to recommend amending the Memorandum of Understanding (MOU) regarding the water rate agreement with the Oaks allowing for a 35% discount. Please note: The Oaks receives no discount for potable water used at their building facilities. The discount is for untreated water for irrigation purposes. I have attached a *red-line* of suggested changes to amend this Resolution to reflect the correct name "The Hideout Golf, Inc". I have attached a copy of the recorded Assignment of Leasehold Interest.

New Business (under Section 16 of Agenda)

Ordinances

- A. **Ordinance No. 7-23: City Council Meeting Schedule for 2023.** Mayor Dana S. Hilliard has proposed the following 2023 City Council meeting calendar dates.
- B. **Ordinance No. 8-23: To Amend Chapter 19 - Zoning, Table of Uses 4.A.1, Footnote 2.** The proposed amendment is to allow for new residential units at street level starting at Fayette Street and continuing the length of Main Street to the Rollinsford Town line. Planning Board voted to recommend this change to the full Council at their October 19th meeting. This recommendation originated at the Zoning Board of Adjustment level. A map of this section of Main Street is included. I recommend a Public Hearing at the next City Council meeting on December 12th.

Without objection from the Council, the Public Hearing will be scheduled for the December 12th meeting.

Resolutions

- A. **Resolution No. 18-23: To Authorize the City Manager to Enter into an Amended Agreement with the State of New Hampshire Division of Historical Resources and to Accept an Additional Moose Plate Program Grant Award.** This Grant is for the repair and replacement of the well house roof in the Forest Glade Cemetery as bids came in over the original estimate. Attached is a copy of the Certification of Authority amending this award.
- B. **Resolution No. 19-23: To Authorize the City Manager to Prepare Bid Specifications for Road Resurfacing and Associated Repairs of Selected Streets.** Public Works & Environment Committee met on October 18th and voted to recommend that the City go out for bid for the paving work of Buffumsville Road, Bourque Street, Lee Street, and Maloney Street and to include First Street. The Public Works Committee is meeting on Thursday, November 10th to discuss this Resolution and to consider the possibility of recommending crack sealing for certain roads. Attached is copy of a Memorandum from City Engineer, Amber Hall given to the Public Works & Environment Committee at their meeting on October 18th regarding resurfacing, as well as a copy of the road surface ratings from the Pavement Condition Program.

Other

- A. **Certify the Return of Votes for the General Election and Special Municipal Elections held on November 8, 2022.** See attached Election results.

City Manager's Items (under section 12 of Agenda)

Informational Items

- A. **CMAQ Grant.** Attached is a copy of a Memorandum from Director Mike Bobinsky that provides finer details on the CMAQ Grant.

City Manager's Items (continued)

- B. **Fiscal Year 2023-2024 Budget Preparation.** Attached is a Memorandum directing City Department Heads to begin their preliminary Budget requests for FY 2023/2024. I welcome any specific Council direction as I prepare the City Manager's Proposed Budget for submittal to the Mayor & Council by the Charter deadline of March 15, 2023.
- C. **The Somersworth-Berwick Christmas Parade.** Mark your calendars for Saturday December 3, starting at 1:30pm.

Attachments

1. Department Head Reports
2. Economic Development Update
3. City Attorney Certifications, Four (4)

NOMINATIONS, APPOINTMENTS AND ELECTION

In accordance with Council Rule 17, appointments of the following are being brought forward this evening and placed in nomination:

Jason Barry- Re-appointment to the Planning Board with a term to expire in October 2025

In accordance with Council Rule 17, the nomination will remain open until the next regular scheduled meeting.

LAY ON THE TABLE

Item not removed from the Lay on the Table

UNFINISHED BUSINESS

RESOLUTIONS

- A. **Resolution 16-23** – To Authorize the City Manager to Enter into a Grant Agreement with the New Hampshire Department of Safety Regarding a Highway Safety Grant and Community Outreach and Betterment Grant

Councilor Witham made a motion to adopt Resolution 16-23 as submitted. The motion was seconded by Councilor Austin and passed 8-0 by roll call vote.

- B. **Resolution 17-23** – To Authorize the City Manager to Amend the Memorandum of Understanding with Four-Up, Inc.

Councilor Witham is personally comfortable with the rate change but wanted to share Councilor Gerding's raised concerns regarding the rate change of 35% being too much from the current 2%. Councilor Witham stated that the change was vetted out by the Public Works and Environment Committee after reviewing City Staff data and gathering the understanding that the City water being provided from the well and directly to the Oak's Golf Course is not processed or treated by the City's Water Treatment Plant.

Councilor Witham made a motion to adopt Resolution 17-23 as submitted. The motion was seconded by Councilor Pepin and passed 8-0 by roll call vote.

NEW BUSINESS

ORDINANCES

- A. **Ordinance 7-23** – City Council Meeting Schedule for 2023

Councilor Witham made a motion to waive Council Rules to allow Ordinance 7-23 to be read by title only. The motion was seconded by Councilor Pepin and passed 8-0 by voice vote. Clerk LaPanne performed a title only reading of Ordinance 7-23.

Ordinance 7-23 will remain in first reading until the call of the chair.

Councilor Witham made a motion to reconsider the Council's actions on Resolution 17-23. The motion was seconded by Councilor Vincent and passed 8-0 by voice vote.

Manager Belmore apologized for not adding the business name change to his Manager's Report but confirmed he spoke with the Principal of The Oaks Golf Course and the correct name was The Hideout Golf, Inc.

Councilor Witham made a motion to amend Resolution 17-23 to change all instances of "Four-up, Inc" to "The Hideout Golf Inc.". The motion was seconded by Councilor Austin and passed 8-0 by voice vote.

Councilor Witham made a motion to adopt Resolution 17-23 as amended. The motion was seconded by Councilor Cameron and passed 8-0 by roll call vote.

B. **Ordinance 8-23** – To Amend Chapter 19 – Zoning, Table Uses 4.A.1, Footnote #2

Clerk LaPanne performed a first reading of Ordinance 8-23.

Ordinance 8-23 will remain in first reading until the call of the chair.

RESOLUTIONS

A. **Resolution 18-23** - To Authorize the City Manager to Enter into An Amended Agreement with the State Of New Hampshire Division of Historical Resources and to Accept an Additional Moose Plate Program Grant Award

Clerk LaPanne performed a first reading of Resolution 18-23.

Resolution 18-23 will remain in first reading until the call of the chair.

B. **Resolution 19-23** – To Authorize the City Manager to Prepare Bid Specifications for the Road Resurfacing and Associated Repairs of Selected Streets

Clerk LaPanne performed a first reading of Resolution 19-23.

Councilor Witham made a motion to waive Council Rules to allow a second reading performed on Resolution 19-23. The motion was seconded by Councilor Messier and passed 8-0 by voice vote.

Clerk LaPanne performed a second reading on Resolution 19-23.

Councilor Witham motioned to amend Resolution 19-23 to add the following streets as bid alternates for shim/overlay, Quarry Drive, Coombs Road and Spence Street. The motion was seconded by Councilor Vincent and passed 8-0 by voice vote.

Councilor Witham motioned to adopt Resolution 19-23 as amended. The motion was seconded by Councilor Messier and passed 8-0 by vote.

OTHER

A. Certify the Return of Votes for the General Election and Special Municipal Elections held on November 8, 2022

Councilor Witham noted that there were no write-ins recorded on the Return of Votes provided. Manager Belmore confirmed that City Staff will get the list of write-ins processed and send out to the Council. Councilor Gibson requested clarification on if the Council is able to vote on the certifying of the Return of Votes without the list of write-ins and Mayor Hilliard confirmed that the Council is certifying on the actions that took place on November 8, 2022 regardless of any need to review the actual write-in votes however if any Council Member is uncomfortable certifying the results without the write-ins, the Council can move in that direction.

The vote to certify the Return of Votes for the General Election and Special Municipal Elections held on November 8, 2022 passed 8-0 by voice vote.

COMMENTS BY VISITORS

There were no comments by visitors.

CLOSING COMMENTS BY COUNCIL MEMBERS

Councilor Pepin would like to see more support from Somersworth residents and neighboring communities with blue lights lit showing support for the Police Department which originated from the 9/11 attacks that went nationwide also supporting the Military with green lights and the Fire Department with red lights. He is hopeful that by mentioning the blue lights, support will increase for the Police Department who are experiencing a recruiting issue nationwide and put their life on the line every day for civilians. Councilor Pepin also thanked the house on Maple Street that he drives by every day for putting on their blue light.

Councilor Vincent gave a shoutout to all of the poll workers who he thought did a fantastic job under a lot more volume this time around.

Councilor Gibson seconded Councilor Vincent's support of the poll workers and felt they did a very good job. Additionally, with the passing of Veteran's Day, he would like to see some kind of recognition by the City to honor those that served and are not considered "Veterans" such as his Father who served as a Merchant Marine and received no recognition or benefits with thousands of lives lost during the WWII. Councilor Gibson was very impressed with the Veteran's Ceremony in Somersworth and the student speakers that shared their poem and pledged tonight also shared at the Ceremony and he was impressed as well.

Councilor Austin gave a shoutout to voters in the City of Somersworth and the fact that roughly 63% of eligible voters voted was remarkable and noted how important the elections are. He acknowledged and thanked all of the past and present military personnel for their and their families' continued sacrifices. He gave a shoutout to the students for their presentation and the passion within their reading. Lastly, Councilor Austin gave a shoutout to congratulate the Somersworth High School Football and Volley Teams for bringing in two State Championship to the City.

Councilor Michaud thanked the three students for coming in and sharing their writings with the Council and stated that he sees within them, that the future is in good hands. He thanks the poll workers for their amazing work and to the voters for the amazing turnout. Lastly, he congratulated the Somersworth High School Football and Volley Teams for bringing in two State Championship to the City and thanked them for representing the City.

Councilor Witham welcomed the new City Clerk, Kristen LaPanne, and wanted to give a shoutout to the former City Clerk, Jonathan Slaven. He appreciated the comments presented by Mr. Brooks regarding the running of the election as well as giving him a shoutout regarding Mr. Brooks' discussing the Main Street Business Corridor possible rezoning during the Zoning Board of Adjustment meeting and pushing it onto the Planning Board before coming to the Council tonight. Councilor Witham noted that as far as the National Guard Reuse Commission is concerned, their work is complete as they were tasked with evaluating options and bringing forward a recommendation to the full Council and having done so, the Commission has no future plans to meet. He gave a shoutout to Somersworth High Girls Volley Team for bringing home a State Title and attended the High School Boys Football Team in Laconia for their close and hard-fought game, he added that he heard echoed by many other teams their watching was how much sportsmanship our football team players and coaches displayed throughout the year.

Councilor Cameron stated she attended the Veteran's Ceremony and enjoyed hearing the three students present that night and that the Council and those watching could witness it as well. She added that she went out to vote and ran into Richard Brooks at her ward and mentioned that she has worked the elections many times but instead did some campaigning for one of her favorite candidates. Councilor Cameron noted that she was able to be there when the Girl Volleyball Team returned via the bus and witness them all being cheered for, she was unable to make the Boy's Football team but was kept up with incoming texts. Wished all a Happy Thanksgiving.

Councilor Messier made no closing comments.


Mayor Hilliard offered a final recognition and acknowledgement of dedication to all City Employees who do a fantastic job representing the City's motto, "Proud Past, Bright Future". Mayor Hilliard gave a specific accolade and recognition to Chief McLin who wakes up each morning and just simply does his job but the effects of how he does his job since taking his oath as Chief of Police continues to resonate throughout our 10 square mile and beyond with our City's reputation as a welcoming one because of our commitment to knowing that the strongest of the strongest are each one of our citizens and that although we do not have million dollar homes in Somersworth, we have million dollar people and that the root of our success for the last nine years has been embracing our history and that our vast diversity is a reflection of our success. Over the last past month Chief McLin has continued to execute his vision of having the force of Somersworth be a reflection of the force of its citizens, the road to equality is not just in big cities such as Boston or Chicago, it is also found in small cities like that of Somersworth where individuals step forward and carry forward the truth to what this Constitution is all about and that all of us are created equal and Chief McLin has continued to do that by recruiting individuals into the police force that are a reflection of that vast diversity. William Latch was sworn in earlier as a new police officer, the first open member of the LGBTQ Community which is yet another milestone and as a member of the a community that had had to continue to fight for their piece of the pie they were guaranteed in 1776 and guaranteed when our Constitution was written and adopted, it brings reassurance when you encounter a member of the police force wearing a badge that is not only a member of your community but know that that person has taken the Oath of Office to uphold the Constitution and how it makes you feel more secure within your Community and that you are home. Mayor Hilliard thanked Chief McLin for continuing to hold to the values that his County is all about and continuing to make sure that the force is a reflection of all of the citizens that live in this community.

ADJOURNMENT

Councilor Michaud made a motion to adjourn the City Council meeting. The motion was seconded by Councilor Messier and passed 8-0 by voice vote. The meeting adjourned at 8:18 p.m.

Respectfully Submitted,

Kristen LaPanne, City Clerk

	City of Somersworth – Resolution
	Resolution No: 16-23 TO AUTHORIZE THE CITY MANAGER TO ENTER INTO A GRANT AGREEMENT WITH THE NEW HAMPSHIRE DEPARTMENT OF SAFETY REGARDING A HIGHWAY SAFETY GRANT AND COMMUNITY OUTREACH AND BETTERMENT GRANT

October 17, 2022

WHEREAS, the City of Somersworth has applied for a New Hampshire Highway Safety Enforcement Grant, and

WHEREAS, the City of Somersworth has received notification of a New Hampshire Highway Safety Enforcement Grant in the amount of \$8,200 with a maximum City in-kind match of \$2,050; and

WHEREAS, the New Hampshire Highway Safety Enforcement Grant will provide additional funding for the City of Somersworth Police Department for enforcement patrols and overtime; and

WHEREAS, included with the New Hampshire Highway Safety Grant the City of Somersworth has received notification of a Community Outreach and Betterment Grant award in the amount of \$20,000 with a maximum City in-kind match of \$5,000; and

WHEREAS, the Community Outreach and Betterment Grant will provide funding to the City of Somersworth Police Department for increased outreaching to traditionally underserved New Hampshire Drivers;

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH that the City accepts the terms and conditions of the New Hampshire Highway Safety Enforcement Grant and the Community Outreach and Betterment Grant, and furthermore, the City Manager is authorized to execute any documents and agreements necessary for the Grant's execution, and take any and all other such actions relative to this Grant determined to be in the best interest of the City.

Authorization	
<i>Sponsored by Councilors:</i> Martin Pepin David A. Witham Donald Austin Denis Messier Matt Gerding Nancie Cameron Robert Gibson Richard Michaud	<i>Approved:</i> City Attorney

City of Somersworth – Resolution 16-23

History

First Read Date:	10/17/2022	Tabled:	
Public Hearing:		Removed From Table:	
Second Read:	11/14/2022		

Discussion

10/17/2022

Resolution 16-23 will remain in first reading until the call of the Chair.

11/14/2022

Councilor Witham made a motion to adopt Resolution 16-23 as submitted. The motion was seconded by Councilor Austin and passed 8-0 by roll call vote.

Voting Record		YES	NO
Ward 1 Councilor	Pepin	X	
Ward 2 Councilor	Vincent	X	
Ward 3 Councilor	Gibson	X	
Ward 4 Councilor	Austin	X	
Ward 5 Councilor	Michaud	X	
At Large Councilor	Witham	X	
At Large Councilor	Gerding	Excused	
At Large Councilor	Cameron	X	
At Large Councilor	Messier	X	
TOTAL VOTES:		8	0
On 11/14/2022	Resolution 16-23	PASSED	FAILED



City of Somersworth – Resolution

Resolution No: **17-23**

TO AUTHORIZE THE CITY MANAGER TO AMEND THE MEMORANDUM OF UNDERSTANDING WITH THE HIDEOUT GOLF, INC.

October 17, 2022

WHEREAS, the City of Somersworth has a lease agreement with The Hideout Golf, Inc. (The Oaks Golf Course) to operate a golf course on City owned property; and

WHEREAS, the City of Somersworth subsequently entered into a Memorandum of Understanding (MOU) on August 14, 2003 with The Hideout Golf, Inc. to supply untreated water for irrigation purposes from the City owned wells on Rocky Hill Road; and

WHEREAS, Section 5(a) of the MOU provides The Hideout Golf, Inc. a discount of 2% off the City's customer rate to acknowledge that the water supplied is untreated through the City's Water Treatment Facility; and

WHEREAS, City staff was asked to analyze the cost to provide untreated water from the Rocky Hill Road well and compare that to the current discount provided; and

WHEREAS, after review, City staff recommends to amend Section 5(a) of the MOU by deleting it in its entirety and replace with the following:

Section 5(a) The Hideout Golf, Inc. will pay for water under this MOU at prevailing City customer rates less thirty-five percent (35%) (the approximate savings realized by the City not providing treatment to the water provided under this MOU); and

WHEREAS, City staff reviewed this recommendation with the Finance Committee and they support this recommendation,

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to amend the memorandum of understanding with The Hideout Golf, Inc

Authorization

Sponsored by Councilors:

David A. Witham
Donald Austin
Robert Gibson

Approved:

City Attorney

City of Somersworth – Resolution 17-23

History

First Read Date:	10/17/2022	Tabled:	
Public Hearing:		Removed From Table:	
Second Read:	11/14/2022		

Discussion

10/17/2022

Resolution 17-23 will remain in first reading until the call of the Chair.

11/14/2022

Councilor Witham is personally comfortable with the rate change but wanted to share Councilor Gerding's raised concerns regarding the rate change of 35% being too much from the current 2%. Councilor Witham stated that the change was vetted out by the Public Works and Environment Committee after reviewing City Staff data and gathering the understanding that the City water being provided from the well and directly to the Oak's Golf Course is not processed or treated by the City's Water Treatment Plant.

Councilor Witham made a motion to adopt Resolution 17-23 as submitted. The motion was seconded by Councilor Pepin and passed 8-0 by roll call vote.

Councilor Witham made a motion to reconsider the Councils actions on Resolution 17-23. The motion was seconded by Councilor Vincent and passed 8-0 by voice vote.

Manager Belmore apologized for not adding the business name change to this Manager Report but confirmed he spoke with the Principal of The Oaks Golf Course and the correct name is The Hideout Golf, Inc.

Councilor Witham made a motion to amend Resolution 17-23 to change all instances of "Four-up, Inc" to "The Hideout Golf Inc.". The motion was seconded by Councilor Austin and passed 8-0 by voice vote.

Councilor Witham made a motion to adopt Resolution 17-23 as amended. The motion was seconded by Councilor Cameron and passed 8-0 by roll call vote.

Voting Record		YES	NO
Ward 1 Councilor	Pepin	X	
Ward 2 Councilor	Vincent	X	
Ward 3 Councilor	Gibson	X	
Ward 4 Councilor	Austin	X	
Ward 5 Councilor	Michaud	X	

At Large Councilor	Witham	X	
At Large Councilor	Gerding	Excused	
At Large Councilor	Cameron	X	
At Large Councilor	Messier	X	
TOTAL VOTES:		8	0
On 11/14/2022	Resolution 17-23	PASSED	FAILED



City of Somersworth – Ordinance

Ordinance No: **7-23**

CITY COUNCIL MEETING SCHEDULE FOR 2023

November 14, 2022

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT, in accordance with Chapter 3.7 of the City Charter which provides that the City Council’s “regular meetings shall be held on the first and third Monday of the month at 7:00 p.m. unless otherwise designated by Ordinance...” and Chapter 6, City Officials, Section 6.8.2 of the City Ordinances which also provides that the “City Council shall meet in regular session on the first and third Mondays of each month at 7:00 p.m., unless otherwise agreed on by a majority of the members of the Council” that the City Council Meeting schedule for 2023 shall be as follows:

- Monday, January 9th and Monday, January 23rd
- Monday, February 6th and Tuesday, February 21st
- Monday, March 6th and Monday March 20th
- Monday, April 3rd and Monday, April 17th
- Monday, May 1st and Monday, May 15th
- Monday, June 5th and Tuesday, June 20th
- Monday, July 10th
- Monday, August 7th
- Tuesday, September 5th and Monday September 18th
- Monday, October 9th and Monday, October 23rd
- Monday, November 13th
- Monday, December 11th

This Ordinance shall take effect upon passage.

Authorization	
<i>Sponsored by:</i> Mayor Dana S. Hilliard	<i>Approved:</i> City Attorney

November 14, 2022

City of Somersworth – Ordinance 7-23

History

First Read Date:	11/14/2022	Tabled:	
Public Hearing:		Removed From Table:	
Second Read:			

Discussion

11/14/2022

Ordinance 7-23 will remain in first reading until the call of the Chair.

Voting Record		YES	NO
Ward 1 Councilor	Pepin		
Ward 2 Councilor	Vincent		
Ward 3 Councilor	Gibson		
Ward 4 Councilor	Austin		
Ward 5 Councilor	Michaud		
At Large Councilor	Witham		
At Large Councilor	Gerding		
At Large Councilor	Cameron		
At Large Councilor	Messier		
TOTAL VOTES:			
On Ordinance 7-23		PASSED	FAILED



City of Somersworth – Ordinance

Ordinance No: **8-23**

TO AMEND CHAPTER 19 – ZONING, TABLE OF USES 4.A.1, FOOTNOTE #2

November 14, 2022

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 Table of Uses – Table 4.A.1, Footnote # 2, New residential use is not allowed at the street level.

By adding the following:

Except within the Business District area starting at the intersection of Fayette Street and Main Street continuing along the length of the Business District until the Rollinsford Town line, this includes both sides of Main Street within the (B) District.

Note: The Planning Board made a motion to recommend to City Council to adjust the zoning ordinance as presented.

This Ordinance shall take effect upon passage.

Authorization	
<i>Sponsored by Councilor:</i> David A. Witham	<i>Approved:</i> City Attorney

City of Somersworth – Ordinance 8-23

History

First Read Date:		Tabled:	
Public Hearing:		Removed From Table:	
Second Read:			

Discussion

11/14/2022

Ordinance 8-23 will remain in first reading until the call of the Chair. Public Hearing scheduled for next City Council meeting.

Voting Record		YES	NO
Ward 1 Councilor	Pepin		
Ward 2 Councilor	Vincent		
Ward 3 Councilor	Gibson		
Ward 4 Councilor	Austin		
Ward 5 Councilor	Michaud		
At Large Councilor	Witham		
At Large Councilor	Gerding		
At Large Councilor	Cameron		
At Large Councilor	Messier		
TOTAL VOTES:			
On Ordinance 8-23		PASSED	FAILED



City of Somersworth – Resolution

Resolution No: **18-23**

TO AUTHORIZE THE CITY MANAGER TO ENTER INTO AN AMENDED AGREEMENT WITH THE STATE OF NEW HAMPSHIRE DIVISION OF HISTORICAL RESOURCES AND TO ACCEPT AN ADDITIONAL MOOSE PLATE PROGRAM GRANT AWARD

November 14, 2022

WHEREAS, the City Council adopted Resolution No. 12-22 on October 25, 2021 authorizing the City Manager to accept a Moose Plate Program Grant from the New Hampshire Division of Historical Resources in the amount of \$10,000 (Ten Thousand Dollars), to be used for replacing the Italianate Well House Roof at Forest Glade Cemetery, requiring no local matching funds, and

WHEREAS, City Staff solicited bids from qualified contractors for the project, and

WHEREAS, the project bids received were in excess of the \$10,000 (Ten Thousand Dollar) grant amount awarded to the City from the New Hampshire Moose Plate Grant Program, and

WHEREAS, City Staff applied for additional funds to complete the restoration and received notification the City was awarded an additional grant in the amount of \$15,000 (Fifteen Thousand Dollars) for a total project award of \$25,000 (Twenty-Five Thousand Dollars),

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to enter into an agreement with the New Hampshire Division of Historical Resources for an additional Moose Plate Program Grant, and to execute any documents and agreements necessary for the grant's execution, and take any and all other such actions relative to this grant project's completion determined to be in the best interest of the City.

Authorization	
<i>Sponsored by Councilors:</i> David A. Witham Denis Messier Nancie Cameron Richard Michaud Donald Austin Martin Pepin Kenneth Vincent	<i>Approved:</i> City Attorney

City of Somersworth – Resolution 18-23

History

First Read Date:	11/14/2022	Tabled:	
Public Hearing:		Removed From Table:	
Second Read:			

Discussion

11/14/2022

Resolution 18-23 will remain in first reading until the call of the Chair.

Voting Record		YES	NO
Ward 1 Councilor	Pepin		
Ward 2 Councilor	Vincent		
Ward 3 Councilor	Gibson		
Ward 4 Councilor	Austin		
Ward 5 Councilor	Michaud		
At Large Councilor	Witham		
At Large Councilor	Gerding		
At Large Councilor	Cameron		
At Large Councilor	Messier		
TOTAL VOTES:			
On Resolution 18-23		PASSED	FAILED



City of Somersworth – Resolution

Resolution No: **19-23**

TO AUTHORIZE THE CITY MANAGER TO PREPARE BID SPECIFICATIONS FOR ROAD RESURFACING AND ASSOCIATED REPAIRS OF SELECTED STREETS

November 14, 2022

WHEREAS the City of Somersworth's Capital Improvement Plan recommends road resurfacing and other general maintenance of streets in the City, and

WHEREAS the City has prioritized street repair using the pavement condition index assessment tool, and

WHEREAS the Public Works and Environment Committee reviewed the following staff recommended list of streets to be included in a shim and overlay or reconstruction work plan for this construction season and supports the following recommendation:

Buffumsville Road (River St to New Dam Bridge) shim/overlay
Bourque St. (Down St. to Second St.) shim/overlay
Lee St. (Indigo Hill Rd. to Bourque St.) shim/overlay
Maloney St. (Salmon Falls Rd. to end) reconstruction
First St. reconstruction; and

WHEREAS the Public Works and Environment Committee added the following streets as bid alternates for recommendation:

Quarry Drive shim/overlay
Coombs Road shim/overlay
Spence Street shim/overlay

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to prepare bid specifications and solicit bids from qualified contractors for road resurfacing and associated repairs of the aforementioned streets and take any other actions relative to this project determined to be in the best interest of the City.

Authorization

Sponsored by Councilors:

Denis Messier
Kenneth Vincent
Richard Michaud

Approved:

City Attorney

City of Somersworth – Resolution 19-23

History

First Read Date:	11/14/2022	Tabled:	
Public Hearing:		Removed From Table:	
Second Read:	11/14/2022		

Discussion

11/14/2022

Councilor Witham made a motion to waive Council Rules to allow a second reading performed on Resolution 19-23. The motion was seconded by Councilor Messier and passed 8-0 by voice vote.

Councilor Witham motioned to amend Resolution 19-23 to add the following streets as bid alternates for shim/overlay Quarry Drive, Coombs Road and Spence Street. The motion was seconded by Councilor Vincent and passed 8-0 by voice vote.

Councilor Witham motioned to adopt Resolution 19-23 as amended. The motion was seconded by Councilor Messier and passed 8-0 by vote.

Voting Record		YES	NO
Ward 1 Councilor	Pepin	X	
Ward 2 Councilor	Vincent	X	
Ward 3 Councilor	Gibson	X	
Ward 4 Councilor	Austin	X	
Ward 5 Councilor	Michaud	X	
At Large Councilor	Witham	X	
At Large Councilor	Gerding	Excused	
At Large Councilor	Cameron	X	
At Large Councilor	Messier	X	
TOTAL VOTES:		8	0

On	11/14/2022	Resolution 19-23	PASSED	FAILED
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