

MINUTES OF CITY COUNCIL MEETING

Somersworth, NH
September 4, 2018
7:00 P.M.

ROLL CALL OF MEMBERS

The meeting was called to order at 7:00pm by His Honor, the Mayor, Dana S. Hilliard, and upon roll call the following Council members were present: Vincent, Dumont, Michaud, Witham, Sprague, Cameron, and Levasseur. Councilors Pepin and McCallion were excused.

PLEDGE OF ALLEGIENCE

Councilor Vincent led the Pledge of Allegiance.

PUBLIC HEARINGS

Resolution No. 10-19 - To Name the Walking Trail at the Mast Point Dam Recreation Area as the Frank Richardson Conservation Trail

George Poulin, ward 1, said they couldn't do anything better by Frank Richardson than to dedicate the trail to him. He and Frank were neighbors for 24 years.

The Public Hearing adjourned at 7:03pm. Mayor Hilliard referred Resolution 10-19 to the Recreation Committee.

COMMENTS BY VISITORS

George Poulin said, regarding the Vote to Reconsider Ordinance 2-19. He watched the meeting last week, and the area in question was 15 minute parking because it used to be a school drop off. There should be no parking up there. It wouldn't be possible to get an emergency vehicle up there if parking on both sides of the street. It is near a hydrant and a crosswalk. Now that it is a 2-way street, there should be no parking in that area.

Woodard Openo, 25 Grand St, ward 1, stated that there is one house between him and Hilltop School. According to what he knows, that parking space was created for school buses and for parents to drop off students in the morning and pick them up in the afternoon.

Doug Watson, Ward 1, stated that that area is still a bus stop for children on the hill. The school bus could barely get through. It would be impossible for a fire truck, plow or ambulance to get through there. If there is any delay of access, who is responsible? The 15 minute parking limit was never enforced, so he is not sure the 2 hour limit will be enforced either.

CONSENT CALENDAR

Approve Minutes of the City Council Meeting held on August 13, 2018

Councilor Witham, seconded by Councilor Levasseur, made a motion to approve the items on the Consent Calendar. The motion passed, 7-0.

COMMENTS BY CITY COUNCILORS

None

COMMUNICATIONS

None

PRESENTATION OF PETITIONS AND DISPOSAL THEREOF BY REFERENCE OR OTHERWISE

None

MAYOR'S REPORT

Mayors Report for City Council Meeting September 4th, 2018

- The City of Somersworth Needs You! Help our great Hilltop City and continue protect the foundation of democracy, our right of suffrage by volunteering as an election official. Election officials are needed for the upcoming September 11th primary and November 6th General election.
All interested citizens should contact Trish Harris, Somersworth City Clerk, at 603-692-9511 or tharris@somersworth.com
Help continue to keep our great city, state and nation "On the Move!"
- With summer unofficially done, the 2018-2019 Mayors community forums will once again begin. The next Mayors Community forum will take place Saturday September 8th from 9:00 – 10:30 at City Hall. Including in this forum will be At – Large City Councilors David Witham and Dale Sprague and At- Large School Board member Gerri Cannon and Kelly Brennan. The purpose of the forums is to foster dialog and ideas, in a non-formal setting to continue to move our community forward. All members of the community are welcome to attend any forums
- On the agenda this evening under "Tabled" is Resolution No 4-19: To Authorize Participation and funding for regional homeless Master Plan with the cities of Dover and Rochester. Resolution No. 4-19 was introduced after a desire from the Tri-City Mayors Commission on homelessness to seek financial contributions

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from each of the cities represented on the commission; Somersworth, Dover and Rochester to proceed forward with professional help in the writing of the Master Plan.

As one of the three Mayors who formed the Commission, I respect the hard work, dedication and progress the members of the commission have already made in developing sustainable solutions to address homelessness throughout the region. However, I disagree that the talent does not exist among members of the commission and within the professional staff that each community has to successfully complete the master plan. I also agree with this Council that the \$5,000 funding sought should go to direct services in address homelessness rather than in the development of the master plan. Since its tabling by this body, both the cities of Dover and Rochester have followed Somersworth's actions by tabling the request.

Actions which have followed after the tabling of Resolution No. 4-19 have included a series of meetings with the three Mayors, County Commissions and separate meetings with commission members to explore ways the master plan could be developed through in-kind services and supports. I believe the commission has a well thought out approach to achieving the task without the requested funding thus making the request no longer valid.

I would respectfully request that Council take the following actions on Resolution 4-19 this evening. Remove Resolution 4-19 from the table and pass a motion of indefinite postponement. The action of indefinite postponement continues this body's commitment to supporting the mission of the Tri-City Mayors Commission on homelessness while removing the resolution from the agenda or future debate. In non-parliamentary terms, it is a kind way of killing it.

- The Mayor's office mourns the recent loss of the great American Statesman's United States Senator John McCain. Senator McCain was a man of decency and honor. His sacrifices to our country in the armed forces and as a United States Senator are immeasurable. His lessons in civility and bi-partnership are lessons that all elected officials in Washington should work towards adhering too. Rest in Peace Senator McCain, and know that your years of unweaving dedication will continue to keep our great nation progressing forward for generations to come.

Nominations, Appointments and Elections:

NONE

This respectfully concludes the Mayors report for Monday September 4th, 2018

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REPORTS OF STANDING COMMITTEES

Finance Committee – Councilor Witham reported that the Committee met on August 28, 2018 at 4:00pm. The Committee discussed:

- School Bond proposal – The Committee discussed the recent security audit of the schools. Shortcomings were found at Maplewood School. The School department has worked with an engineering firm to resolve these issues. It will require a sizable construction project. This project will need to be bonded. The School Department has also received a grant from Homeland Security. Because of the extra funds through this grant, the School Department looked at the building's heating and ventilation system. There is a need to do some upgrades to these systems as well. The length of the bond will be a 10 year period. The architect also pointed out other areas that need some attentions, including the roof. The roof is original, 40 years old. No votes, informational only at this point. After the first read this evening, The Resolution will go back to the Finance Committee for review. The School board has endorsed the CIP request.
- The purchase of a new audio/video system around the facility and booking rooms in the Police Department. The storage capacity of the current system is maxed out. The new system is budgeted in this years budget. Motion passed 4-0, to utilize Two-Wat Communications for the upgrade to the system.
- The Police Department has been awarded the JAG grant in the amount of \$11,553.55. The City has received this Grant for many years. The Department has requested to purchase; 1 mobile patrol radio for \$ 3,098.95, 1 watch guard in-cruiser video for \$5,370, and 100 Taser cartridges for \$3,200. There is currently a Resolution sponsored by the Public Safety Committee.
- The use of Forfeiture Funds for purchases, looking to purchase a number of radios for some of the patrol units. This purchase was within the Finance Committee spending authority, and approved 4-0.
- The AFIS (Automatic Fingerprint Indexing System) Digitized fingerprinting system. This was within the Committees spending authority and approved the purchase of that equipment, 4-0.
- Lease Purchase agreements, a fancy way to say a loan, it is owned by the City at the end of the Lease period. The Committee endorsed a resolution for a 5 year lease agreement with Tax Exempt Leasing Corp.
- Amend the contract with Wright Pierce, enhancing the scope for additional work at the Wastewater Treatment Facility. Captured in the overall price in the budget. Resolution to amend the contract for an additional \$155,600. The motion passed.
- Wright Pierce, to look at the public drinking water well on Rocky Hill Rd. Not active, initial study was inexpensive, the committee agreed with moving forward with the study.
- Cell Phone tower lease agreements. T-mobile requested to rework the contract; it was agreed that we will stay with the current contract which still has a number of years.

- Failed water heater at the Police Department. They reviewed a number of quotes. The Committee approved Martel Plumbing and Heating; this is within the Finance Committee spending authority. Passed 3-1.
- Spending Policy; Discussion to increase the City Manager's spending authority to \$25,000 and Finance Committee's spending limit at \$75,000. City Manager Belmore has done a lot of research and these increased spending limits would be similar to other communities. Motion to sponsor a Resolution passed, 4-0.
- Reporting, preparing for the auditors to come in.

REPORTS OF SPECIAL COMMITTEES, CITY OFFICERS AND CITY MANAGER

Special Committees

Joint School Board and City Council Commission – Councilor Dumont reported that they met on August 14, 2018. There was lengthy discussion on Maplewood project. They talked about the policies; school buildings are considered to be community centers. A policy is hard to develop. They want to encourage the community organizations to look at the schools. There is a fee structure.

Traffic Safety – Councilor Levasseur reported that they discussed a request to look at the speed limits on the access road to Malley Farm. It was requested that the City install a sign to help with the speed on that road.

Coast Bus – Councilor Levasseur reported that the Committee discussed two particular stops. They are looking to move a stop on Rt 108 down a little further; currently, pedestrians need to cross over through Somersworth Storage property to get to the bus stop. The second stop will be removed near the new Cumberland Farms. The committee also discussed pedestrian traffic downtown. Some drivers ignore the pedestrian right of way. They would like to consider posting signs to yield to pedestrians.

City Manager's Report



CITY OF SOMERSWORTH *Office of the City Manager*

TO: Mayor Dana S. Hilliard and City Council Members

FROM: Robert M. Belmore, City Manager

DATE: Thursday, August 30, 2018

City Council Meeting
September 4, 2018

**SUBJECT: City Manager's Report for Tuesday, September 4, 2018
City Council Agenda**

Lay on the Table (Under Section 13 of Agenda)

- A. Resolution No. 4-19: To Authorize Participation and Funding for a Regional Homeless Master Plan with the Cities of Dover and Rochester.**

Unfinished Business (Under Section 14 of Agenda)

Resolutions

- A. Resolution No 10-19: To Name the Walking Trail at the Mast Point Dam Recreation Area as the Frank Richardson Conservation Trail.** FYI: City Ordinance, Section 6.10 requires this item be referred to an appropriate Council Standing Committee prior to a 2nd reading.

New Business (Under Section 15 of Agenda)

Ordinance

- A. Ordinance No. 3-19: To Amend Chapter 29 Administrative Code, Section 8.4.1, Cost Thresholds.** The Finance Committee voted at their August 28th meeting to recommend this change. I did provide the Committee with a small sample of other Manager Communities to include: Dover City Manager's limit is \$25,000; Durham's Town Administrator is \$35,000 and Exeter City Manager's is \$25,000. This section of the Ordinance has not been amended since 1985 when it was first adopted. I recommend a **Public Hearing** at the next regular City Council meeting on September 17th. Attached is a copy of our present purchasing procedure and limits contained in Chapter 29.

Resolutions

- A. Resolutions No. 11-19: To Authorize the City Manager to Execute the 2018 Justice Assistance Grant Program Which Provides Funding for the Purchase of Equipment for the Police Department.** The Public Safety Committee met on August 15 and voted to recommend moving forward with this Grant. The Finance Committee also reviewed this item and voted to support its adoption. The City will receive \$11,553.55 (Eleven Thousand Five

Hundred and Fifty-Three dollars and 55 cents). Please note that this Grant requires no local matching funds.

- B. Resolution No. 12-19: To Authorize the City Manager to Contract with Open the Door of Boston, Massachusetts to Develop a City Marketing Plan.** The Economic Development Committee met on August 7th and Finance Committee met on August 9th, and both Committees voted to endorse hiring *Open the Door* as our Marketing Consultant. The City issued a Request for Proposal for these services. We had an interview team composed of Finance Director Scott Smith, Development Services Director Shanna Saunders, Economic Development Manager Robin Comstock and I. We interviewed representatives from our selection of the top four (4) proposals. The unanimous consensus was to move forward with *Open the Door*. Attached is a copy of their proposal.
- C. Resolution No. 13-19: To Authorize the City Manager to Sign a Second Amendment to the Contract with Wright Pierce Engineers of Portsmouth, NH to Include Additional Engineering Services at the Somersworth Wastewater Treatment Facility.** The Finance Committee voted on August 28th to support this Amendment which provides the necessary engineering for the approved additional work for the project. Attached is a copy of the proposed Amendment.
- D. Resolutions No. 14-19: To Authorize the City Manager to Contract with Two-Way Communications of Newington, NH to Install a New Audio and Video Recording System at the Somersworth Police Department.** The City budgeted \$28,540 for this purchase, however the final cost came in a little higher. I also want to remind you that 2-way Communications has been our ‘sole source’ public safety communications provider for many years now. The Public Safety Committee and the Finance Committee voted to support this purchase. Attached is a copy of the cost proposal.
- E. Resolution No. 15-19: To Approve A Bond to Provide Funding to Renovate Maple Wood Elementary School by Making Security Upgrades and other Building Capital Improvements.** Attached is a copy of Superintendent Bob Gadomski’s memorandum outlining the project components. I recommend a **Public Hearing** at the next regular City Council meeting on September 17th, as required by City Charter.
- F. Resolution No. 16-19: To Authorize the City Manager to Sign a Lease/Purchase Agreement with Tax Exempt Leasing Corporation of Libertyville, IL for the Purchase of City Vehicles.** The Finance Committee voted on August 28th to support this lease agreement. Attached is a copy of Finance Director Scott Smith’s memorandum regarding the three (3)

proposals received. This fiscal year's budget contains a \$20,000 down payment. At the end of the lease period the City will own the vehicles.

Other

- A. Vote to reconsider Ordinance No. 2-19 Amending Chapter 13 Police Offenses, regarding Parking Limit on Section of Grove Street (Requested by Councilor David A Witham).**

City Manager's Items (under section 11 of Agenda)

A. Informational Items.

- a. State Primary Vote & Special Municipal Election.** The State Primary Election and the Special Municipal Election for Ward 5 City Councilor will take place on Tuesday, September 11th.
- b. Road Safety Audit Program.** On August 28, City Staff met with NH Department of Transportation Staff and their Engineering Consultant VHB to begin the Audit Program process to review and recommend improvements to the Old Rochester Road/Blackwater Road intersection. Representatives from the Strafford Regional Planning Commission, Federal Highway Agency and the City of Rochester were also present. I will provide further information to you as this process unfolds.

B. Attachments.

- a. City Attorney Certifications Seven (7)**

Additional Comments


Request for proposals for the development of Somersworth plaza, no proposals received. The City will reach out to developers who were invited to respond for some feedback.

Workshop for HDC Presentation, scheduled for 6:00, and a non-meeting with the School Union regarding union contract tentative agreement at 6:30 on September 17, 2018.

NOMINATIONS, APPOINTMENTS AND ELECTIONS

None

LAY ON THE TABLE

| | |
|---|--|
|  | City of Somersworth – Resolution |
| | Resolution No: 4-19 TO AUTHORIZE PARTICIPATION AND FUNDING FOR A REGIONAL HOMELESS MASTER PLAN WITH THE CITIES OF DOVER AND ROCHESTER |

July 23, 2018

WHEREAS, the City of Somersworth is a member of the Tri-City Mayors' Task Force on Homelessness whose mission is to foster dialog, exploration and implementation of joint policies and programs which would identify regional homeless issues; and

WHEREAS, the Task Force would like to retain a consultant to assist with the preparation of a Master Plan to be reviewed and adopted by each Community, as well as identifying strategies to achieve long term solutions to address these issues; and

WHEREAS, the Task Force received a proposal from the Strafford Regional Planning Commission (SRPC), entity all three communities are members of and work with in the review of regional issues, in the amount of \$14,997 (Fourteen Thousand Nine Hundred Ninety-Seven dollars) to complete said Master Plan; and

WHEREAS, the City of Dover has accepted the role of fiscal agent and will contract directly with the consultant and requests that each community provide one-third of the funding for this Master Plan,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to work with the City of Dover and provide one-third of the cost of the regional homeless master plan and to take any other actions relative to this project determined to be in the best interest of the City.

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

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September 4, 2018

City of Somersworth – Resolution 4-19

History

| | | | |
|------------------|------------|---------------------|------------|
| First Read Date: | 07/23/2018 | Tabled: | 07/23/2018 |
| Public Hearing: | N/A | Removed From Table: | 09/04/2018 |
| Second Read: | 09/04/2018 | | |

Action

Councilor Vincent, seconded by Councilor Levasseur, made a motion to remove Resolution 4-19 from the table. The motion passed, 7-0.

Councilor Sprague, seconded by Councilor Vincent, made a motion for indefinite postponement of Resolution 4-19.

| Voting Record | | YES | NO |
|-------------------------------|-----------|-------------------------------------|----------|
| Ward 1 Councilor | Pepin * | - | - |
| Ward 2 Councilor | Vincent | X | |
| Ward 3 Councilor | Dumont | X | |
| Ward 4 Councilor | McCallion | - | - |
| Ward 5 Councilor | Michaud | X | |
| At Large Councilor | Witham | X | |
| At Large Councilor | Sprague | X | |
| At Large Councilor | Cameron | X | |
| At Large Councilor | Levasseur | X | |
| TOTAL VOTES: | | 7 | 0 |
| On 09/04/2018 Resolution 4-19 | | (Indefinite Postponement) PASSED | |

UNFINISHED BUSINESS

Resolutions:

City Council Meeting
September 4, 2018



City of Somersworth – Resolution

Resolution No: **10-19**

TO NAME THE WALKING TRAIL AT THE MAST POINT DAM RECREATION AREA AS THE FRANK RICHARDSON CONSERVATION TRAIL

August 13, 2018

WHEREAS, the City Council of the City of Somersworth is authorized to name certain public spaces and properties as outlined in City Ordinance, Chapter 6.10, City Accolades, and

WHEREAS, Frank Richardson having served since April 1, 1985 as a dedicated and professional member of the City's highly regarded Conservation Commission, and

WHEREAS, the Mast Point Dam Recreation area was enhanced in 2017 to include a natural walking trail that takes advantage of a sizeable tract of conservation land that was established in part due to the efforts of Frank Richardson and members of the Conservation Commission, and

WHEREAS, the City Council of the City of Somersworth held a public hearing on the naming request,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the natural walking trail at the Mast Point Dam Recreation Area be named the Frank Richardson Conservation Trail and that passage of this Resolution shall provide cause for a sign be erected denoting such name at the trailhead.

Authorization

Sponsored by Councilor:

David A. Witham

Approved:

City Attorney

City Council Meeting
September 4, 2018

City of Somersworth – Resolution 10-19

History

| | | | |
|------------------|------------|---------------------|--|
| First Read Date: | 08/13/2018 | Tabled: | |
| Public Hearing: | 09/04/2018 | Removed From Table: | |
| Second Read: | | | |

Action

Councilor _____ moved for adoption, seconded by Councilor _____.

Discussion


Referred to Recreation Committee.

| Voting Record | | YES | NO |
|---------------------------------------|-----------|--------|--------|
| Ward 1 Councilor | Pepin | | |
| Ward 2 Councilor | Vincent | | |
| Ward 3 Councilor | Dumont | | |
| Ward 4 Councilor | McCallion | | |
| Ward 5 Councilor | Michaud | | |
| At Large Councilor | Witham * | | |
| At Large Councilor | Sprague | | |
| At Large Councilor | Cameron | | |
| At Large Councilor | Levasseur | | |
| TOTAL VOTES: | | | |
| On / / . Resolution 10-19 | | PASSED | FAILED |

NEW BUSINESS

Ordinances

City Council Meeting
September 4, 2018

| | |
|---|--|
|  | <p style="text-align: center;">City of Somersworth – Ordinance</p> <p>Ordinance No: 3-19</p> <p>TO AMEND CHAPTER 29 ADMINISTRATIVE CODE, SECTION 8.4.1, COST THRESHOLDS</p> |
|---|--|

September 4, 2018

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:

29.8.4.1 Cost Thresholds

By deleting:

| <u>Amount Involved</u> | <u>Min. Competition</u> | <u>Approval by</u> |
|------------------------|-------------------------|--------------------|
| \$2,501 to \$5,000 | Formal | City Manager |
| \$5,001 to \$25,000 | Formal | Finance Committee |
| Over \$25,000 | Formal | City Council |

And adding:

| <u>Amount Involved</u> | <u>Min. Competition</u> | <u>Approval by</u> |
|------------------------|-------------------------|--------------------|
| \$2,501 to \$25,000 | Formal | City Manager |
| \$25,001 to \$75,000 | Formal | Finance Committee |
| Over \$75,000 | Formal | City Council |

This Ordinance shall take effect upon its passage.

| Authorization | |
|--|--|
| <p><i>Sponsored by Councilors:</i></p> <p>David A. Witham Dale R. Sprague Martin Pepin Martin P. Dumont, Sr.</p> | <p><i>Approved:</i></p> <p>City Attorney</p> |

City Council Meeting
September 4, 2018

City of Somersworth – Ordinance 3-19

History

| | | | |
|------------------|------------|---------------------|--|
| First Read Date: | 09/04/2018 | Tabled: | |
| Public Hearing: | 09/17/2018 | Removed From Table: | |
| Second Read: | | | |

Action

Councilor _____ moved for adoption, seconded by Councilor _____.


Discussion

Requires a Public Hearing.

| Voting Record | | YES | NO |
|--------------------------------|-----------|---------------|----|
| Ward 1 Councilor | Pepin | | |
| Ward 2 Councilor | Vincent | | |
| Ward 3 Councilor | Dumont | | |
| Ward 4 Councilor | McCallion | | |
| Ward 5 Councilor | Michaud | | |
| At Large Councilor | Witham * | | |
| At Large Councilor | Sprague | | |
| At Large Councilor | Cameron | | |
| At Large Councilor | Levasseur | | |
| TOTAL VOTES: | | | |
| On / / Ordinance 3-19 | | PASSED | |

City Council Meeting
September 4, 2018

Resolutions

| | |
|---|---|
|  | City of Somersworth – Resolution |
| | Resolution No: 11-19 TO AUTHORIZE THE CITY MANAGER TO EXECUTE THE 2018 JUSTICE ASSISTANCE GRANT PROGRAM WHICH PROVIDES FUNDING FOR THE PURCHASE OF EQUIPMENT FOR THE POLICE DEPARTMENT |

September 4, 2018

WHEREAS, the City of Somersworth has been notified of the availability of the 2018 Justice Assistance Grant (JAG) program; and

WHEREAS, the City of Somersworth is eligible to receive \$11,553.55 (Eleven Thousand Five Hundred and Fifty-Three dollars and 55 cents) requiring no local matching funds; and

WHEREAS, the Grant will allow the City of Somersworth to purchase a Watch Guard Vehicle Recording system and a mobile radio for a 2018 Ford Explorer K-9 vehicle.

EXPLANATION OF TOTAL PROJECT GRANT BREAKDOWN

| | | |
|--------------------------|---|-------------|
| Justice Assistance Grant | = | \$11,553.55 |
| City Match | = | \$ 00.00 |
| Total Project Award | = | \$11,553.55 |

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT 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 Edward Levasseur Nancie Cameron Martin P. Dumont | <i>Approved:</i> City Attorney |

City Council Meeting
September 4, 2018

City of Somersworth – Resolution 11-19

History

| | | | |
|------------------|------------|---------------------|--|
| First Read Date: | 09/04/2018 | Tabled: | |
| Public Hearing: | | Removed From Table: | |
| Second Read: | 09/04/2018 | | |

Action

Councilor Witham, seconded by Councilor Levasseur, made a motion for a second read of Resolution. Motion passed, 7-0.

Councilor Witham, seconded by Councilor Cameron, made an amendment, to remove “2018 Ford Explorer K-9 Vehicle” and add “Police Vehicle”. The motion to amend passed, 7-0.

Councilor Witham, seconded by Councilor Michaud, made a motion to approve as amended.

| Voting Record | | YES | NO |
|--------------------------------|-----------|----------|----------|
| Ward 1 Councilor | Pepin * | - | - |
| Ward 2 Councilor | Vincent | X | |
| Ward 3 Councilor | Dumont | X | |
| Ward 4 Councilor | McCallion | - | - |
| Ward 5 Councilor | Michaud | X | |
| At Large Councilor | Witham | X | |
| At Large Councilor | Sprague | X | |
| At Large Councilor | Cameron | X | |
| At Large Councilor | Levasseur | X | |
| TOTAL VOTES: | | 7 | 0 |
| On 09/04/2018 Resolution 11-19 | | PASSED | |



City of Somersworth – Resolution

Resolution No: **12-19**

**TO AUTHORIZE THE CITY MANAGER TO CONTRACT WITH
OPEN THE DOOR OF BOSTON, MASSACHUSETTS TO DEVELOP
A CITY MARKETING PLAN**

September 4, 2018

WHEREAS, City staff solicited proposals from qualified consultants to prepare a City marketing plan that will consist of services such as assistance in defining the community identity, designing brochures, preparing content for an economic development page on the City's website, and an annual communications plan, and

WHEREAS, City staff reviewed the proposals submitted and interviewed the prospective consultants and recommends contracting with Open the Door of Boston, MA at a cost of \$19,500 (Nineteen Thousand Five Hundred dollars), and

WHEREAS, the Economic Development Committee reviewed this project with City staff and supports the recommendation, and

WHEREAS, The Finance Committee reviewed this project with City staff and supports the recommendation and further supports the project being funded out of the Cable Fund,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to contract with Open the Door of Boston, MA to prepare a City marketing plan at a cost not to exceed \$19,500 (Nineteen Thousand Five Hundred dollars) funded out of the Cable Fund, and to take any other actions relative to this project determined to be in the best interest of the City.

Authorization

Sponsored by Councilors:

Martin P. Dumont, Sr.
David A. Witham
Jonathan McCallion
Dale R. Sprague
Martin Pepin
Richard R. Michaud

Approved:

City Attorney

City Council Meeting
September 4, 2018

City of Somersworth – Resolution 12-19

History

| | | | |
|------------------|------------|---------------------|--|
| First Read Date: | 09/04/2018 | Tabled: | |
| Public Hearing: | | Removed From Table: | |
| Second Read: | 09/04/2018 | | |

Action

Councilor Levasseur, seconded by Councilor Michaud made a motion to waive Councilor rules to allow for a Second Read. The motion passed, 7-0

Councilor Levasseur, seconded by Councilor Cameron, made a motion to approve.

Councilor Levasseur stated that he wants to see this resolution move forward, since the delivery will be approximately 12 weeks.

| Voting Record | | YES | NO |
|---------------------------------------|-----------|----------|----------|
| Ward 1 Councilor | Pepin * | - | - |
| Ward 2 Councilor | Vincent | X | |
| Ward 3 Councilor | Dumont | X | |
| Ward 4 Councilor | McCallion | - | - |
| Ward 5 Councilor | Michaud | X | |
| At Large Councilor | Witham | X | |
| At Large Councilor | Sprague | X | |
| At Large Councilor | Cameron | X | |
| At Large Councilor | Levasseur | X | |
| TOTAL VOTES: | | 7 | 0 |
| On 09/04/2018 Resolution 12-19 PASSED | | | |



City of Somersworth – Resolution

Resolution No: **13-19**

TO AUTHORIZE THE CITY MANAGER TO SIGN A SECOND AMENDMENT TO THE CONTRACT WITH WRIGHT PIERCE ENGINEERS OF PORTSMOUTH, N.H. TO INCLUDE ADDITIONAL ENGINEERING SERVICES FOR UPGRADES AT THE SOMERSWORTH WASTEWATER TREATMENT FACILITY

September 4, 2018

WHEREAS, The City Council adopted Resolution No. 22-18 to authorize the City Manager to amend the contract with Wright Pierce Engineers up to an amount not to exceed \$863,000 (Eight Hundred Sixty Three Thousand dollars) to provide engineering services to provide a plant facility assessment and engineering and design specifications for facility improvements at the Wastewater Treatment Facility, and

WHEREAS, the plant facility assessment identified additional improvements such as replacing aeration blowers, replacing the water and process water lines, and a variety of building improvements that weren't included in the original scope of work, and

WHEREAS, Wright Pierce has provided the City a proposal to provide engineering and design services for the additional improvements at a cost of \$155,600 (One Hundred Fifty Five Thousand Six Hundred dollars) which would increase the total contract to an amount not to exceed \$1,018,600 (One Million Eighteen Thousand Six Hundred dollars) ;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to sign a second amendment to the contract with Wright Pierce Engineers of Portsmouth, N.H. to include additional engineering services at the Somersworth Wastewater Treatment Facility for an amount of \$155,600 (One Hundred Fifty Five Thousand Six Hundred dollars) thereby increasing the total contract to an amount not to exceed \$1,018,600 (One Million Eighteen Thousand Six Hundred dollars), and to take any other action related to this contract determined to be in the best interest of the City.

Authorization

Sponsored by Councilors:

David A. Witham
Dale R. Sprague
Martin Pepin
Martin P. Dumont, Sr.

Approved:

City Attorney

City Council Meeting
September 4, 2018

City of Somersworth – Resolution 13-19

History

| | | | |
|------------------|------------|---------------------|--|
| First Read Date: | 09/04/2018 | Tabled: | |
| Public Hearing: | | Removed From Table: | |
| Second Read: | 09/04/2018 | | |


Action

Councilor Witham, seconded by Councilor Michaud, made a motion to waive council rules to have the resolution read by title only. The motion passed, 7-0.

Councilor Witham, seconded by Councilor Cameron, made a motion to waive council rules to allow for a second read. The motion passed, 7-0.

Councilor Witham, seconded by Councilor Cameron, made a motion to approve the Resolution.

| Voting Record | | YES | NO |
|--------------------------------|-----------|---------------|----------|
| Ward 1 Councilor | Pepin | - | - |
| Ward 2 Councilor | Vincent | X | |
| Ward 3 Councilor | Dumont | X | |
| Ward 4 Councilor | McCallion | - | - |
| Ward 5 Councilor | Michaud | X | |
| At Large Councilor | Witham * | X | |
| At Large Councilor | Sprague | X | |
| At Large Councilor | Cameron | X | |
| At Large Councilor | Levasseur | X | |
| TOTAL VOTES: | | 7 | 0 |
| On 09/04/2018 Resolution 13-19 | | PASSED | |

| | |
|---|---|
|  | City of Somersworth – Resolution |
| | Resolution No: 14-19 TO AUTHORIZE THE CITY MANAGER TO CONTRACT WITH TWO-WAY COMMUNICATIONS OF NEWINGTON, NH TO INSTALL A NEW AUDIO AND VIDEO RECORDING SYSTEM AT THE SOMERSWORTH POLICE DEPARTMENT |

September 4, 2018

WHEREAS, the Somersworth Capital Improvement Program for Fiscal Years 2019 through 2024 contains a recommendation to replace the audio and video recording equipment at the Somersworth Police Department, and

WHEREAS, the fiscal year 2018-2019 adopted budget contains an appropriation for the replacement of this equipment, and

WHEREAS, city staff recommends contracting with Two-Way Communications to provide and install the audio and video recording system for a cost not to exceed \$29,089 (Twenty Nine Thousand Eighty Nine dollars), and

WHEREAS, the Public Safety committee has reviewed the recommendation and supports the recommendation,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to contract with Two-Way Communications of Newington, NH to replace the audio and video recording equipment at the Somersworth Police Station for a cost not to exceed \$29,089 (Twenty Nine Thousand Eighty Nine dollars), and to take any actions relative to this purchase determined to be in the best interest of the City.

| Authorization | |
|---|-----------------------------------|
| <i>Sponsored by Councilors:</i> Martin Pepin David A. Witham Dale R Sprague Edward Levasseur Nancie Cameron Martin P. Dumont, Sr. | <i>Approved:</i> City Attorney |

City Council Meeting
September 4, 2018

City of Somersworth – Resolution 14-19

History

| | | | |
|------------------|------------|---------------------|--|
| First Read Date: | 09/04/2018 | Tabled: | |
| Public Hearing: | | Removed From Table: | |
| Second Read: | 09/04/2018 | | |

Action

Councilor Witham, seconded by Councilor Cameron, made a motion to waive council rules to allow for a second read. The motion passed, 7-0.

Councilor Witham, seconded by Councilor Cameron, made a motion to approve Resolution 14-19.

Councilor Witham stated that this is important equipment.

| Voting Record | | YES | NO |
|--------------------------------|-----------|---------------|----------|
| Ward 1 Councilor | Pepin * | - | - |
| Ward 2 Councilor | Vincent | X | |
| Ward 3 Councilor | Dumont | X | |
| Ward 4 Councilor | McCallion | - | - |
| Ward 5 Councilor | Michaud | X | |
| At Large Councilor | Witham | X | |
| At Large Councilor | Sprague | X | |
| At Large Councilor | Cameron | X | |
| At Large Councilor | Levasseur | X | |
| TOTAL VOTES: | | 7 | 0 |
| On 09/04/2018 Resolution 14-19 | | PASSED | |



City of Somersworth – Resolution

Resolution No: **15-19**

TO APPROVE A BOND TO PROVIDE FUNDING TO RENOVATE MAPLE WOOD ELEMENTARY SCHOOL BY MAKING SECURITY UPGRADES AND OTHER BUILDING CAPITAL IMPROVEMENTS

September 4, 2018

WHEREAS, the City Council of the City of Somersworth desires to renovate and make capital improvements to Maple Wood Elementary School by improving security at the main entrance and administration area and upgrading building functionality to include upgrades to the original HVAC system; and

WHEREAS, the project costs include architecture, engineering, construction, and any other ancillary costs associated with the project; and

WHEREAS, the School Department has been notified that they have been awarded a \$720,000 (Seven Hundred Twenty Thousand dollar) grant from the Public School Infrastructure Fund to support the security improvements;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT an amount not to exceed \$1,920,000 (One Million Nine Hundred Twenty Thousand dollars) is appropriated to renovate and make improvements to Maple Wood Elementary School by improving security at the main entrance and administration area and upgrading building functionality to include upgrades to the original HVAC system; and

BE IT FURTHER RESOLVED THAT:

- (a.) the City Manager is authorized to borrow up to \$1,200,000 (One Million Two Hundred Thousand dollars) under the Municipal Finance Act and issue bonds and notes payable within 10 years from their dates,
- (b.) the City Manager is authorized to issue temporary notes in anticipation of the issue of these bonds or notes,
- (c.) the City Manager is authorized to apply for, obtain and accept federal, state or other aid, if any, which may be available for said project,
- (d.) the estimated useful life of this project is expected to exceed 10 years.

| Authorization | |
|---|-----------------------------------|
| <i>Sponsored by Councilors:</i> David A. Witham Martin Dumont, Sr. Richard Michaud Nancie Cameron Martin Pepin | <i>Approved:</i> City Attorney |

City Council Meeting
September 4, 2018

City of Somersworth – Resolution 15-19

History

| | | | |
|------------------|------------|---------------------|--|
| First Read Date: | 09/04/2018 | Tabled: | |
| Public Hearing: | 09/17/2018 | Removed From Table: | |
| Second Read: | | | |

Action

Councilor _____ moved for adoption, seconded by Councilor _____.

Discussion

This Resolution requires a public hearing and requires a 2/3 majority vote of the City Council after the public hearing (Sections 7.13 and 7.14 City Charter).

Resolution 15-19 has been referred to the Finance Committee.

| Voting Record | | YES | NO |
|---------------------------|-----------|--------|--------|
| Ward 1 Councilor | Pepin | | |
| Ward 2 Councilor | Vincent | | |
| Ward 3 Councilor | Dumont | | |
| Ward 4 Councilor | McCallion | | |
| Ward 5 Councilor | Michaud | | |
| At Large Councilor | Witham * | | |
| At Large Councilor | Sprague | | |
| At Large Councilor | Cameron | | |
| At Large Councilor | Levasseur | | |
| TOTAL VOTES: | | | |
| On / / . Resolution 15-19 | | PASSED | FAILED |

City Council Meeting
September 4, 2018



City of Somersworth – Resolution

Resolution No: **16-19**

TO AUTHORIZE THE CITY MANAGER TO SIGN A LEASE/PURCHASE AGREEMENT WITH TAX EXEMPT LEASING CORPORATION OF LIBERTYVILLE, IL FOR THE PURCHASE OF CITY VEHICLES

September 4, 2018

WHEREAS, the fiscal year 2018-2019 adopted budget contains an appropriation for a down payment toward the purchase of the following City vehicles:

- One SUV style Police Cruiser
- DPW Plow Truck – 310 Replacement
- DPW Street Sweeper

WHEREAS, City staff solicited quotes for financing this purchase through a lease/purchase agreement, and

WHEREAS, the Finance Committee for the City of Somersworth reviewed these quotes with City staff and recommends the lease/purchase agreement,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT, the City Manager is authorized to enter into a five-year lease/purchase agreement with Tax Exempt Leasing Corporation of Libertyville, IL for the acquisition of City vehicles and to take any action relative to this agreement determined to be in the best interest of the City.

| Authorization | |
|---|-----------------------------------|
| <i>Sponsored by Councilors:</i> David A. Witham Dale R. Sprague Martin Pepin Martin P. Dumont | <i>Approved:</i> City Attorney |

City Council Meeting
September 4, 2018

City of Somersworth – Resolution 16-19

History

| | | | |
|------------------|------------|---------------------|--|
| First Read Date: | 09/04/2018 | Tabled: | |
| Public Hearing: | | Removed From Table: | |
| Second Read: | 09/04/2018 | | |

Action

Councilor _____ moved for adoption, seconded by Councilor _____.

Discussion

Councilor Witham, seconded by Councilor Cameron, made a motion to waive Council Rules to allow for a second read. The motion passed, 7-0

Councilor Witham, seconded by Councilor Cameron, made a motion to approve Resolution 16-19.

| Voting Record | | YES | NO |
|---------------------------------------|-----------|----------|----------|
| Ward 1 Councilor | Pepin | - | - |
| Ward 2 Councilor | Vincent | X | |
| Ward 3 Councilor | Dumont | X | |
| Ward 4 Councilor | McCallion | - | - |
| Ward 5 Councilor | Michaud | X | |
| At Large Councilor | Witham * | X | |
| At Large Councilor | Sprague | X | |
| At Large Councilor | Cameron | X | |
| At Large Councilor | Levasseur | X | |
| TOTAL VOTES: | | 7 | 0 |
| On 09/04/2018 Resolution 16-19 PASSED | | | |

OTHER

Vote to reconsider Ordinance No. 2-19 Amending Chapter 13 Police Offenses, regarding Parking Limit on Section of Grove Street (Requested by Councilor David A. Witham)

Councilor Witham, seconded by Councilor Vincent, made a motion to reconsider the previous vote on Ordinance 2-19.

The Mayor called for a Brief Recess.

The Mayor called the meeting to order.

Councilor Witham stated that at the last meeting, there was lengthy discussion. The original Ordinance was for the parking spots on Grove Street to be changed from 15 minute parking to no parking. Since the last meeting, he drove by Grand and Grove Streets. It was tight to get through with cars parked on both sides. With it being a 2 way road, it needs to be looked at more thoroughly.

Councilor Sprague asked, why, last meeting, this wasn't even brought up. We had a full slate. The Police Chief came up and that led to his vote. They need clearer information on what is going on.

Councilor Vincent said that he was willing to give extra parking time up there, however when he sees neighbors who live in the area, come to the meeting to speak against their decision, it definitely needs a second look at it. It deserves a chance to be sent back to Traffic Safety Committee.

Councilor Levasseur said he was able to trek up there before the meeting and met with some of the residents. He was provided with pictures of parking on both sides in the winter. Hopefully we can come to a common ground. We need to look at other options.

The MOTION of reconsideration was adopted by roll call vote, 6-1, with Councilor Sprague opposed.

Councilor Witham, seconded by Councilor Levasseur, made a motion that Ordinance 2-19 be recommitted to Traffic Safety Committee.
Councilor Witham withdrew the Motion.

Councilor Witham, seconded by Councilor Levasseur, made a motion to amend the Ordinance to No Parking.

Councilor Witham stated that this was the original request of the Traffic Safety. Parking in that area is difficult at best. One of the things that we did not discuss is the fact that it

is now a 2 way street and the only street with parking on both sides. There is no other time restricted parking on the hill. It is either parking or no parking.

Councilor Vincent said he will not support the amendment. He wants to give the best to both parties. He wants to do the best for Lydia's House of Hope.

Councilor Witham stated that Lydia's does a fantastic service, but they are not the driving force for this discussion. There is adequate parking in the area for their needs.

Councilor Levasseur stated that he maintains his position that he would like there to be a site review with the Traffic Safety Committee. He feels they are looking short sited if there will be other businesses there.

Councilor Dumont stated that it should go back to the Traffic Safety Committee. There was a uniform approach to the traffic flow on the hill. This has been disruptive to what we are trying to do. Fire, Police, School Buses need to know when that committee meets, so we can have firm direction from them as well. Plowing in that area is already difficult.

Councilor Witham said that he is not sure where the issue lies. The minutes of the Traffic Safety Committee are very lean. They need to be more robust. The debates around parking are not new. Going with no parking is the safe route at this time for the area in discussion. It could drag on if it goes back to the Traffic Safety. With Hilltop School and development, parking will go through the Planning Board, and will require traffic safety analysis. It's a tight road on the hill. Parking on both sides does not work, at least not right now.

Councilor Cameron is in agreement with sending it back to traffic safety to be looked at. She has heard the concerns from the residents.

Councilor Witham said that he heard it could not go back the Traffic Safety committee, so he made a motion to amend the Ordinance.

Councilor Witham, seconded by Councilor Cameron, requested a roll call vote on the motion to amend Ordinance 2-19 to "No Parking". The Motion Failed, 4-3 by Roll call vote, with Councilors Vincent, Michaud, Sprague, and Cameron voting against.

Mayor Hilliard explained parliamentary procedures.

Councilor Witham, seconded by Councilor Vincent made a motion to recommit Ordinance 2-19 to the Traffic Safety Committee.

Councilor Sprague asked if the previous amendment was still in effect; that the parking spaces was 2 hour parking for 3 weeks, and is now back to 15 minutes.

Mayor Hilliard explained that the actions that the Council previously took are cancelled, by the vote of reconsideration of the actions. The Ordinance of 2 hour parking on Grove Street has been withdrawn.

The Mayor called for a Brief Recess.

The Mayor called the meeting to order.

The Mayor explained that at the previous meeting, the actions were to amend the Ordinance to allow 2 hour parking, and the Ordinance passed as amended. Councilor Witham was on prevailing side, so he can request a vote to reconsider.

When a motion of reconsideration takes place, it is like there was no previous action. The 15 minute parking is still in effect.

The motion to refer Ordinance 2-19 to the Traffic Safety Committee for further review passed, 6-1, by roll call vote, with Councilor Sprague opposed.

Mayor Hilliard explained that the ordinance is now referred to Traffic Safety, and will remain under Unfinished Business for the September 17, 2018 City Council Meeting.

CLOSING COMMENTS BY VISITORS

Gerri Cannon, 113 Indigo Hill, Ward 5, reminded everyone that the Primary Voting next Tuesday. She encouraged all to vote. Everyone gets a chance to vote, you can declare your party, and change back to undeclared.

CLOSING COMMENTS BY COUNCIL MEMBERS

Councilor Michaud thanked Gerri Cannon for refurbishing the Jules Bisson Park sign. He reminded everyone about the Indonesian Flag Raising and Indonesian Festival this weekend. He encouraged everyone to vote!

Councilor Witham questioned if the access road to the Malley farm brush dump was official city street. Does the street even have a name?

He stated that at the School Board Meeting, there was discussion about an RFP for custodial services. He suggested that they look at this cautiously; contracted may seem to be cheaper and better alternative, but it is not always the best. Look at the value added that we get from our staff. He stated that he has spent many hours in the Somersworth High School attending events, refurbished some equipment, and he got to know the custodians. If the only reason we would look to contracted services is for saving money, just be careful.

Councilor Sprague stated to staff, that at the intersection of Blackwater Road and Old Rochester Road, there are 4 huge pine trees that need to be cut down. There should be

some type of statute to have that land owner to remove those trees. They are blocking the site line.

On Ord 3-19, the raising of the purchasing thresholds, he stated that he sponsored that Ordinance, but he will think about backing off on that until we can show that we can follow our purchasing agreement. Why are we not having locals do the job? There was less than 1% difference in the price of the quotes, and we go with a company from Dover to do the water tank job. We need to follow our purchasing policy, regarding purchasing local. There are 3 heating suppliers in Somersworth.

The Primary Election is coming up. He will be on the November Ballot. He is running as an independent.

Councilor Cameron thanked Gerri Cannon for her work on the Jules Bison sign, and for stepping up and running for a different position.

Councilor Levasseur stated that he lives downtown and there have been several new businesses that have opened shop. The work of the Economic Development Manager, with the Downtown Round Table, they are coming up with some great sustainable initiatives to promote downtown.

There are some areas that need more attention; by the railroad tracks, the length of the grass in some areas is waste high.

The Historic District Commission has approved several applications for lower Main Street area. There are some new, active owners in there, and they are looking forward to new revitalization in that area.

As for the part-time individual cleaning up the sidewalks, High Street, near City Hall, looks very nice. But it is cleaner than the area of Market Street. Councilor Levasseur suggested that they add more cigarette butt collectors and post the litter ordinance. Also look at where and when staff cleans. He stated that the streets need another sweeping. The Rouleau's garage property looks like cars have been there for many years, barrels of scrap metal and a questionable sign. He said he was not sure if it is acceptable. The multiple vehicles and scraps portray an image of our downtown. He would like city staff to look into that.

ADJOURNMENT

Councilor Dumont, seconded by Councilor Cameron, made a motion to adjourn. Motion passed 6-1, with Councilor Sprague opposed. The meeting adjourned at 9:03 pm.

Trish Harris, City Clerk

Dana Hilliard, Mayor

City Council Meeting
September 4, 2018