

## MINUTES OF CITY COUNCIL MEETING

Somersworth, NH  
June 5, 2017  
7:00 P.M.

The meeting was called to order by His Honor, the Mayor, Dana Hilliard, and upon roll call the following Council members were present: Pepin, Dumont, McCallion, Messier, Witham, Sprague, Cameron.

### MINUTES OF THE PREVIOUS MEETING.

WORKSHOP – Somersworth First Impressions UNH Planning Club held on May 15, 2017.

*Councilor Pepin, seconded by Councilor Messier, made a motion to accept the minutes. The motion passed unanimously.*

CITY COUNCIL MEETING held on May 15, 2017.

*Councilor Cameron, seconded by Councilor Pepin, made a motion to accept the minutes. The motion passed unanimously.*

### COMMENTS BY VISITORS

None

### COMMENTS BY COUNCILORS

None

### COMMUNICATIONS

None

### PRESENTATION OF PETITIONS AND DISPOSAL THEREOF BY REFERENCE OR OTHERWISE

None

### MAYOR'S REPORT

#### **Mayors Report for City Council Meeting June 5<sup>th</sup>, 2017**

- On behalf of the City of Somersworth I would like to thank the American Legion for hosting Memorial Day events during the recent holiday. I would also like to thank At-Large City Councilor David Witham for joining me at each cemetery and during the parade.

Time heals, as the battlefields of the wars of our history are now still. The sultry summer sun, battering of a cool fall rain, and freezing ice of the winter have its toll

upon the markers of heroes. In eternal silent formation they stand, echoing the lessons and stories of those who stood to defend a nation, a cause, and the yearning of liberty and freedom of all people.

Each year we gather to remember, each year the crowds get smaller, each year veterans who defended our righteous destiny pass. Yet the mission of human dignity is not complete, the mission of protecting those from the slavery of injustice continues on, the mission of true equality marches forward, like the regiments and brigades of those who swore to defend our creed.

Since the founding of our nation, each year we have interred the bodies of those whose dreams were cut short. Of those who's never returned home to feel the warmth of the love of their families. Willingly, they gave, so that the flame of freedom could continue to burn. Willingly they sacrificed, contributing to the light of hope for generations to come. As a nation we asked, and willingly they answered.

It is our duty now as citizens, as a nation, to return on their unbroken promise of continuing to build upon the foundation poured in 1776. We owe more than parades, we owe more than speeches, and we owe more than the rows of flags identifying them as our historic heroes.

We owe the oath of standing by in faith and practice, to the principles which identify our civilization as a people's greatest hope for self-destiny, self-governing, self-determination. We owe the souls of those who left their bodies under the horror and agony of war, to deliver on the promise of "All men created Equal".

To deliver on the promise, "That this nation shall not pass", to deliver on the promise of standing by and protecting thy neighbor, of protecting our nation, and defending all those who desire to be free.

Let us as the stewards of human spirit, honor those today who gave their all. Let us as the inheritors of freedom and liberty not only defend by arms, but by our actions and words the meaning of what it is to be an American. The chapters of our nation are still unwritten and incomplete. Through their brave sacrifices we continue to move closer to the day of completion of wheels set in motion at our founding.

Let us continue to remember, continue to honor, and continue to build a society where the breath of liberty, the taste of freedom, the warmth of justice will be felt by all. May the echoes of the volleys of honor guard, remind the souls of the departed defenders of our humble gratitude and thanks. And may our daily actions to each other and recommitment to our pledge as a nation, bring final peace to their sacrifices. May God bless our departed heroes.

May God bless each and every one of you.

And may God forever bless these United States.

- It each June marks the celebration of pride month throughout the nation. In honor of the celebration of diversity and the contributions of the LGBT community members

in Somersworth, the pride flag was raised at Citizens Place on Friday and will continue waiving throughout the month.

On June 28th 1969 members of the LGBT community stood their ground in Greenwich Village New York, New York and said no more. Like our forefathers 193 years earlier, the thirst for freedom, liberty, equality and justice were set into motion at the Stonewall Inn that day. Fully aware of the long struggle which laid ahead, with bravery our fellow Americans began the next chapter in our history of the continual journey to complete our creed of “life, liberty, and the pursuit of happiness”

The struggles of the members of the LGBT community are struggles of all Americans. Today, we are closer than in 1969 of gaining what every American is entitled too. Today, as a community we are closer to achieving the dignity, respect and living without fear from violence than we were in 1969.

The colors of our Pride Flag, reflect the vast diversity of our community. Throughout our Hilltop City, State, Nation and World, members of the LGBT community are doctors and lawyers, police and firefighters, service employees and teachers. We are Principals and actors, construction workers and members of the arm forces, are leaders within business and Mayors.

We are uncles and aunts, husband and wives, brothers, sisters and neighbors. All bound by the same universal thread of love, hope and self-destiny. Two hundred and forty one years since our declared independence and forty eighty years after the Stonewall riots the journey towards our legal equality defined and guaranteed in the United States Constitution and Declaration of Independence continues. As a community we must continue this journey, continue this fight until every member of the LGBT community has full protection.

Our journey will not be complete until every member of our community can be free from the stench of repression and discrimination.

Our journey will not be complete until every struggling teenager is protected from the bullying in school hallways and social media and can embrace the gift of life they have been given.

Our journey will not be complete until preachers, reverends and ministers cease from using the pulpit to spread the message of hate and instead spread the message of “Love thy neighbor” delivered to us over two thousand and seventeen years ago.

Our journey will not be complete until the legislative chambers throughout this county hold true to “life, liberty and the pursuit of happiness” for all.

With the raising of the Pride colors lets us reflect how far we have come in the struggle for equality, yet let us acknowledge the miles left within our journey.

Let the colors wave with pride throughout the Hilltop City as a testament of our community which honors, celebrates and cherishes diversity.

This June, let us celebrate each other, let us celebrate our diversity, and let us celebrate our struggles as Americans. This June let us re-commit ourselves to each other and our journey as brothers and sisters achieving the goal of full equality for all.

This June, let the colors of the rainbow shine. This June show your pride.

- There is still time to get your wellness on and join me on Saturday, June 17<sup>th</sup> at 8:30am for the annual Hilltop Hustle 5k. Walkers and Runners are welcome and it is the perfect route for a full morning family activity. Show your commitment to wellness and Hilltopper pride and join me on June 17<sup>th</sup> for the annual Hilltop Hustle.

#### **Appointments**

- Under nominations, appointments and Elections; **In accordance with Council Rule 17 Appointments**, the following are before Council this evening for a confirmation vote.
  - Edward Levasseur, as an Alternate member of the Historic District Commission with a term to expire June 2020
- Also Under nominations, appointments and Elections; **In accordance with Council Rule 17 Appointments**, the following are being brought for nomination.
  - Angela Ficco, Re-Appointment as a member of the Conservation Commission with a term to expire June 2020
  - Scott Orzechowski, Re-Appointment as a member of the Conservation Commission with a term to expire June 2020
  - Dale Smith-Kenyon, Re-Appointment as a member of the Conservation Commission with a term to expire June 2020
  - Mark Richardson, Re-Appointment as a member of the Planning Board with a term to expire June 2020
  - Jason Barry, Appointment as an Alternate member of the Planning Board with a term to expire June 2020

**In accordance with Council Rule 17 Appointments**, the nomination shall remain open until the June 19th, scheduled Council meeting.

**This respectfully concludes my June 5th, 2017 Mayors Report**

#### **9. REPORTS OF STANDING COMMITTEES**

**Finance Committee** – Councilor Witham stated that the committee met on May 30<sup>th</sup>. The committee discussed budget encumbrances and the capital outlay projects that were completed. Staff requested the use of additional funds for the baseboard units at City Hall.

The committee discussed the TIF project; staff completed most research in house. There is a budget transfer ordinance that is supported by the Finance Committee on the agenda for this evening. The main concern is to cover over expenditures in Department of Public Works.

The committee discussed the Assessing bid; Corcoran had an increase in the bid. There is a resolution on this agenda to award services to Corcoran.

There was discussion about 331 Sherwood Glen; the building inspector said the building is not worth saving and trying to sell. The committee approves the spending funds to have the building removed and destroyed.

On 20 Green Street, the owner made a proposal to pay all back taxes, but to waive the 15% penalty fee. The committee endorsed not waiving the penalty fee.

The committee discussed the Indigo Hill Road project; a number of change orders. All change orders were passed in committee.

The committee discussed wages for non-union employees. Increase of 3% passed unanimously.

LED street lighting project is moving forward, doing 60-80 street lights a day.

The committee discussed and sponsored the purchase of a 6 wheel Peterbilt dump truck. There is a resolution on the agenda tonight.

Government Operations – Councilor Dumont reported that the committee discussed personnel, and the wages increase was also approved by the Committee. The committee went into non-public session and adjourned at 5:39.

Public Works & Environment – Councilor Sprague reported that the committee met on May 30. They were briefed by staff and engineering, about road projects, 6-7 roads, listed, as well as other engineering projects. They discussed the Cemetery Rd planning and surveying; looking at a complete streets project. The committee discussed a bid alternate to also do Main Street from John Parsons to Indigo Hill Road and Constitution Way. This will be funded through the general fund, water and sewer funds.

The committee discussed the change orders that the Finance Committee reviewed. Breton's Cleaners project is moving forward.

There was discussion about the tree removal at the National Guard Armory. Eversource was willing to work with the city. The National Guard said anything added to the State land has to go through a process.

Councilor Witham asked if there was any value to this governing body sending a letter to the Governor and adjutant general. Councilor Witham requested that this be added to OTHER, B. a vote to send a letter.

## REPORTS OF SPECIAL COMMITTEES, CITY OFFICERS AND CITY MANAGER

### Special Committees

School Board – Councilor Pepin said the Superintendent reported that the Special Education fund is running over budget. They had 3 more out of district kids than last year. They may be asking for more money from the special ed fund.

Councilor Sprague asked when they took money out of the fund, was that added to the general fund? City Manager Belmore said they would use that as revenue. Councilor Sprague said that is allocated for special education.

Historic District Commission - Councilor Dumont said they reviewed a case that they had decided on at Highland Street that removed doors from garage. The case was originally denied a permit and was told to put the garage doors back. They appealed, and garage doors would be different, but replaced.

There has been a series of workshops in the HDC, divided up with teams. They are working on redeveloped the rules and guidelines. HDC has done a stellar job of putting things together and you will see from the upcoming report.

Councilor Sprague commented that if someone wants to appeal the Historic District Commission, they need to appeal directly to the Historic District Commission. He finds it hard to understand that they appeal to the same board. Councilor Dumont said sometimes decisions are not easy and in the past, committee members were not educated on the process or purpose of the HDC., and the Committee needed to be filled with qualified individuals, and the Mayor has appointed qualified people.

Councilor Sprague said there should be more of a commission that advises. Why don't those in the Historic District get a tax break? He'd like to see what other communities do. How are appeals handled?

Councilor Witham stated they maybe should go before the Zoning Board of Adjustment.

Cultural Commission – Councilor Dumont said the Thetford Mines trip is scheduled for August 18, 19, and 20. The Commission was in favor of a package deal with the bus, room, and breakfast. The trip takes about 5 hours to drive. There will be more information shared on Channel 22, the website and through the Chamber of Commerce. It will festival weekend for Thetford Mines.

Planning Board - Councilor Witham said they approved the solar field for Velcro on Rt. 108, the process was favorable.

He stated it took Cumberland Farms some time to get under way. The holdup was lack of a driveway permit with the state for Rt. 108. It has been approved since.

#### City Manager's Report



## **CITY OF SOMERSWORTH**

*Office of the City Manager*

**TO: Mayor Dana Hilliard and City Council Members**

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

**DATE: Friday, June 2, 2017**

**SUBJECT: City Manager's Report for Monday, June 5, 2017**  
**City Council Agenda**

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*New Business (under section 14 of Agenda)*

**Ordinances**

- A. Ordinance No. 20-17 To Adopt New Section in Chapter 6 City Officials, Titled – Section 6.11 Joint Commission: City Council & School Board.** This Amendment will codify this recently established Commission. It is my understanding the School Board will also be incorporating this Commission into their Board Committee by-laws.
- B. Ordinance No. 21-17 Transfer Between Departments.** The Finance Committee met on May 30<sup>th</sup> to review staff's recommendation and voted to support the Transfers. Our best General Fund projections indicate a need to transfer funds to the Public Works Department primarily to cover winter storm maintenance costs. There may need to be an Amendment to the Public Works transfer due to an emergency culvert and road repair scheduled for this week. The other transfer is to cover a possible need in legal expenses. Finally, this is basically an annual housekeeping action item: that is, the City Charter allows the City Manager to transfer funds within a Department, however, it takes Council action to transfer funds between Departments. Please note – the General Fund will end the year in black at approximately \$400,000. Attached is a copy of the budget projections provided to the Finance Committee.
- C. Ordinance No. 22-17 Supplemental Appropriation for Water Main Improvements Associated with the Fiscal Year 2016-2017 Road Improvement Projects.** The Finance Committee and Public Works & Environment Committee met on May 30<sup>th</sup> and voted to support this appropriation and associated work. I recommend Council schedule the required Public Hearing at the next Council meeting on June 19<sup>th</sup> at 6:45 p.m.
- Public Hearing scheduled for Monday, June 19 @ 6:45pm without objection from Council.*
- D. Ordinance No. 23-17 Amending Chapter 4, Personnel Rules & Regulations Compensation Schedule.** Both the Government Operation Committee and Finance Committee voted to support a 3% COLA across the board wage adjustment for non-union employees covered under the City's

Personnel Rules & Regulations. Just a reminder, this action, if approved, would carry over to provide members of the Water/Wastewater Collective Bargaining Unit the same COLA increase to their pay scale. This CBA/Union Contract has language that provides for wage adjustments in accordance with the City's Personnel Rules & Regulations as may be approved by the City Council.

- E. Ordinance No. 24-17 Amending Chapter 4, Personnel Rules & Regulations, Appendix 1, Assignment Of Class To Grade.** The Government Operations Committee met on May 30<sup>th</sup> and voted to support these recommended changes. Presently, the Assistant Finance Director is a non-union hourly position and under this proposal the position remains a non-union position. This action, if approved, changes the job responsibilities as outlined in the attached job description. It also changes this position from hourly to salary (exempt) and increases the pay scale to the same Labor Grade as the Human Resource Manager and Economic Development Manager positions.

The Police and the Fire Chief changes reflect the recent agreement made with their prior union affiliation. The pay Grade also is a carryover from what they are now being paid as well as their present established range. Respectfully, I ask the Council to consider waiving your Rules to allow for a second reading and vote. Such a vote will allow us to proceed with recruitment for the Assistant Finance Director position.

### **Resolutions**

- A. Resolution No. 43-17 To Authorize the City Manager to Enter into a Project Agreement with the New Hampshire Department of Transportation and to Accept a Transportation Alternatives Program Grant Award.** This NH DOT Grant has been discussed at various Council Committees and reported back to full Council. Attached is a copy of the Project Agreement that will need to be signed so that the City can proceed with the Project and a scoping meeting with State officials can be scheduled.
- B. Resolution No. 44-17 To Authorize the Use of Funding from the Municipal and Transportation Fund for the Local Match of a Transportation Alternatives Program Grant.** The Project Agreement Resolution and this Resolution for the use of the Municipal and Transfer Fund as a match were discussed at the Council Committee level and gained support there and at the Council level. The Resolutions are now before you with the State Agreement documentation now in hand. As of the end of May there is approximately \$273,000 in the Fund.
- C. Resolution No. 45-17 To Authorize The City Manager to Contract With Corcoran Consulting Associates Inc., of Wolfeboro, NH for Assessing**



**And Data Collection Services.** Attached is a copy of the proposed Contract with Corcoran Consulting for Assessing Services. The Finance Committee did vote to approve it for full Council consideration. The Contract was the result of a joint RFP process with the Cities of Dover and Rochester. The initial Contract bid amount has been negotiated down, however, the fees still come in at an amount greater than the FY 2018 budgeted amount (contract = \$86,000; budgeted \$78,500).

**D. Resolution No. 46 - 17 To Authorize The City Manager To Prepare Bid Specifications For Road Resurfacing And Associated Repairs Of Selected Streets.** Attached is a memorandum from Contracted Engineer Scott Bourcier that reflects changes approved by the Public Works & Environment Committee at their May 30<sup>th</sup> meeting. The memo provides an outline on repair approaches and projected costs in regards to both actual resurfacing/repairs and in regards to Complete Streets Project engineering.

**E. Resolution No. 47 - 17 To Authorize The City Manager To Request Proposals From Qualified Engineers To Prepare Plans, Specifications, And Estimates For Certain Complete Streets Projects.** The aforementioned memorandum from our contract engineer identifies Cemetery Road, Main Street, and Constitutional Way as Complete Street Projects. It is staffs' understanding that the Committee did not add High Street or the High Street and Memorial Drive intersection. This action, if approved, would provide engineering plans and allow the City to be '*shovel ready*' for any funding that might become available from the State or Federal Governments. Attached are several maps delineating road works spelled out in Resolution No. 46-17 and 47-17.

**F. Resolution No. 48-17 To Authorize The City Manager To Order One 6-Wheel Dump Truck For The Department Of Public Works Which Will Be Funded By A Lease Purchase Arrangement.** Attached is a memorandum from Director Mike Bobinsky that spells out the rationale for this request. The Council has acted favorably on similar police cruiser early order requests as well as last year's request ordering a highway truck.

#### **Other**

**A. Vote to Appoint Tax Collector, Jessica Stephens, as the City of Somersworth Municipal Agent for Motor Vehicle Registrations, in accordance with the State of New Hampshire Department of Motor Vehicles Requirement.** The State which requires a vote of the Governing Body to endorse this appointment. This vote would allow City staff to take the necessary steps to complete the application.

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

#### **Informational Items**

**A. Brownfield Grants – Former Breton’s Cleaners Site.** As reported in a recent email to the Mayor & Council, I am disappointed to share the news that the City was not a recipient of our EPA Brownsfield Grant Award this round. It is my understanding that only 2 out of 8 NH applicants received Grants. I do want to point out that this does not affect the State NH DES Brownsfield Grant already awarded to the City to remove the former Breton’s Cleaners building. We are moving forward with this Grant process now. Finally, staff and I will work towards another EPA Brownsfield Grant application when the next round opens.

**B. LED Street Lights.** The contractor Affinity has started the replacement project this past week. As of Friday, 244 lights (33% of project) had been changed.

**A. Attachments.**

1. City Attorney Certifications (11)

**11. NOMINATIONS, APPOINTMENTS AND ELECTIONS**

A. Mayoral Nomination – For Council confirmation vote (Introduced May 15, 2017).

- a. Edward Levasseur – as an Alternate member of the Historic District Commission, with term to expire in June 2020.

***Motion by Councilor Messier, seconded by Councilor Cameron, to approve the nomination. The motion passed unanimously.***

B. Mayoral Nominations - Requires Council confirmation vote.

- a. Angela Ficco – Re-appointment as a member of the Conservation Commission, with a term to expire June 2020.
- b. Scott Orzechowski - Re-appointment as a member of the Conservation Commission, with a term to expire June 2020.
- c. Dale Smith-Kenyon – Re-appointment as a member of the Conservation Commission, with a term to expire June 2020.
- d. Mark Richardson - Re-appointment as a member of the Planning Board, with a term to expire June 2020.
- e. Jason Barry – as an Alternate Member of the Planning Board, with a term to expire June 2020.

***Nominations will remain open until the June 19, 2017 City Council Meeting.***

UNFINISHED BUSINESS

None

14. NEW BUSINESS

Ordinances

ORDINANCE NO. 20-17 TO ADOPT NEW SECTION IN CHAPTER 6 CITY OFFICIALS, TITLED - SECTION 6.11 JOINT COMMISSION: CITY COUNCIL & SCHOOL BOARD.

Somersworth NH  
June 5, 2017

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the Ordinances of the City of Somersworth be amended by adopting Section 6.11:

Section - 6.11 Joint Commission: City Council & School Board.

The Commission shall be comprised of two (2) City Councilors and two (2) School Board Members. Council Members of the Joint Commission shall be appointed by the Mayor, and School Board Members shall be appointed by the School Board Chair.

The Commission shall take meeting minutes and make them available in accordance with NH RSA 91-A, the so-called Public Right-to-Know Law.

The purpose of the Commission will be to continue the communication and collaboration between the two elected City bodies for the betterment of our Community. The Commission will provide a platform for discussion of issues which may be addressed by both the City Council and School Board.

Sponsored by:

Mayor Dana S. Hilliard  
Councilor Martin P. Dumont, Sr.  
Councilor Denis Messier

Approved:

City Attorney

*Ordinance 20-17 will remain in first read until the June 19, 2017 City Council Meeting.*

***Councilor Witham, seconded by Councilor Pepin, made a motion to waive Council Rules to allow Ordinance 21-17 to be read by title only. Motion passed unanimously.***

**ORDINANCE NO. 21 – 17 TRANSFER BETWEEN DEPARTMENTS**

Somersworth, N.H.  
June 5, 2017

THE CITY OF SOMERSWORTH ORDAINS THAT pursuant to Section 7.7 (D) of the City Charter, that the following General Fund unencumbered balance transfer be made:

<u>DEPARTMENTS</u>	<u>FROM</u>	<u>TO</u>
ELECTED LEADERSHIP		
CITY MANAGEMENT.....		10,000
FINANCE AND ADMINISTRATION		
DEVELOPMENT SERVICES.....	70,000	
POLICE		
FIRE		
PUBLIC WORKS.....		70,000
CAPITAL EXPENSES ( <i>DEBT SERVICE</i> )		
OTHER EXPENSES ( <i>CONTINGENCY</i> ).....	10,000	
INTERGOVT ASSESSMENTS-COUNTY TAX		
SCHOOL DEPARTMENT	_____	_____
 TOTAL GENERAL FUND	 80,000	 80,000

This ordinance shall take effect upon its passage.

Sponsored by Councilors:

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

Approved:

City Attorney

***Ordinance 21-17 will remain in first read until the June 19, 2017 City Council Meeting.***

ORDINANCE NO. 22-17 SUPPLEMENTAL APPROPRIATION FOR WATER MAIN IMPROVEMENTS ASSOCIATED WITH THE FISCAL YEAR 2016-2017 ROAD IMPROVEMENT PROJECTS.

Somersworth, NH  
June 5, 2017

THE CITY OF SOMERSWORTH ORDAINS THAT pursuant to Section 7.7(A) of the City Charter:

The annual budget for the City of Somersworth for Fiscal Year 16-17 is amended as follows:

Appropriate \$72,180 from Water Utility Fund budget as follows:

Original Budget	Amendment	Revised Budget
\$ 2,834,385	\$ 72,180	\$ 2,906,565

Approved as to Funding:

Scott A. Smith  
Director of Finance and Administration

Recorded by:

Trish Harris  
City Clerk

***This Ordinance requires a public hearing and requires a 2/3 majority vote of the City Council after the public hearing subject to Section 7.4.1 and Section 7.7 (A) of the City Charter.***

Sponsored by Councilors:

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

Approved:

City Attorney

Background:

This ordinance appropriates the use of the Water Utility Funds for the purpose of providing funding for water main improvements associated with the Fiscal Year 2016-2017 road improvement projects.

***Ordinance 22-17 will remain in first read until the June 19, 2017 City Council Meeting.***

*Councilor Witham, seconded by Councilor McCallion, made a motion to suspend Council rules for Ordinance 23-17 to be read by title only. The motion passed unanimously.*

ORDINANCE NO. 23-17 AMENDING CHAPTER 4, PERSONNEL RULES AND REGULATIONS, COMPENSATION SCHEDULE.

Somersworth, NH

June 5, 2017

THE CITY OF SOMERSWORTH ORDAINS THAT the Ordinances of the City of Somersworth, as amended, be further amended as follows:

Amend Chapter 4 by deleting the Compensation Schedule in its entirety and replacing it with the following:

**Personnel Rules and Regulations**  
FY2017-2018 Compensation Schedule  
(3% Increase effective July 1, 2017)

GRADE		HIRE	1	2	3	4	5
6	A	22,359.23	23,313.43	24,190.26	25,170.25	26,176.03	27,181.81
	H	10.7496	11.2084	11.6299	12.1011	12.5846	13.0682
7	A	23,442.37	24,319.21	25,402.35	26,408.13	27,362.33	27,697.59
	H	11.2704	11.6919	12.2127	12.6962	13.1550	13.3161
8	A	24,628.68	25,582.88	26,588.66	27,697.59	28,832.32	29,992.83
	H	11.8407	12.2995	12.7830	13.3161	13.8617	14.4196
9	A	25,866.56	26,898.13	27,981.27	29,116.00	30,250.72	31,514.39
	H	12.4358	12.9318	13.4525	13.9981	14.5436	15.1511
10	A	27,130.23	28,213.38	29,296.52	30,534.40	31,694.92	33,061.74
	H	13.0434	13.5641	14.0849	14.6800	15.2379	15.8951
11	A	28,522.85	29,683.36	30,792.29	32,030.18	33,345.42	34,686.46
	H	13.7129	14.2708	14.8040	15.3991	16.0315	16.6762
12	A	29,967.04	31,153.34	32,339.65	33,654.89	34,918.56	36,311.18
	H	14.4072	14.9776	15.5479	16.1802	16.7878	17.4573
13	A	31,462.81	32,700.69	34,041.73	35,434.35	36,801.18	38,348.53
	H	15.1264	15.7215	16.3662	17.0357	17.6929	18.4368
14	A	32,958.59	34,273.83	35,640.66	37,136.44	38,606.42	40,127.98
	H	15.8455	16.4778	17.1349	17.8541	18.5608	19.2923

GRADE		HIRE	1	2	3	4	5
15	A	34,686.46	36,104.87	37,523.27	38,993.26	40,463.24	42,062.17
	H	16.6762	17.3581	18.0400	18.7468	19.4535	20.2222
16	A	36,336.97	37,781.16	39,302.73	41,030.60	42,552.17	44,331.62
	H	17.4697	18.1640	18.8955	19.7263	20.4578	21.3133
17	A	38,219.58	39,766.93	42,449.01	42,990.58	44,692.67	46,472.12
	H	18.3748	19.1187	20.4082	20.6685	21.4869	22.3424
18	A	40,127.98	41,726.91	43,325.84	45,131.08	46,936.33	48,896.31
	H	19.2923	20.0610	20.8297	21.6976	22.5655	23.5078
19	A	42,062.17	43,790.05	45,595.29	47,477.90	49,308.93	51,320.49
	H	20.2222	21.0529	21.9208	22.8259	23.7062	24.6733
20	A	44,305.83	46,111.07	47,838.95	49,773.14	51,758.91	53,770.46
	H	21.3009	22.1688	22.9995	23.9294	24.8841	25.8512
21	A	46,472.12	48,303.15	50,314.71	52,274.69	54,363.61	56,478.33
	H	22.3424	23.2227	24.1898	25.1321	26.1364	27.1530
22	A	48,870.52	50,753.13	52,790.47	54,802.03	57,123.06	59,392.51
	H	23.4954	24.4005	25.3800	26.3471	27.4630	28.5541
23	A	51,268.91	53,332.05	55,343.60	57,638.84	59,934.08	62,358.26
	H	24.6485	25.6404	26.6075	27.7110	28.8145	29.9799
24	A	53,770.46	55,936.76	58,154.63	60,527.23	62,874.05	65,427.18
	H	25.8512	26.8927	27.9590	29.0996	30.2279	31.4554
25	A	56,478.33	58,825.14	61,094.59	63,621.93	66,226.64	68,831.35
	H	27.1530	28.2813	29.3724	30.5875	31.8397	33.0920
26	A	59,366.72	62,151.95	64,060.35	66,665.06	69,450.29	72,055.00
	H	28.5417	29.8807	30.7982	32.0505	33.3896	34.6418
27	A	62,203.53	64,834.03	67,361.37	70,146.60	72,957.62	75,768.64
	H	29.9055	31.1702	32.3853	33.7243	35.0758	36.4272
28	A	65,349.81	68,006.10	70,585.02	73,447.62	76,464.95	79,482.29
	H	31.4182	32.6952	33.9351	35.3114	36.7620	38.2126
29	A	68,599.25	71,384.48	74,169.71	77,109.68	80,359.12	83,505.40
	H	32.9804	34.3195	35.6585	37.0720	38.6342	40.1468

**(3% increase of minimum and maximum effective July 1, 2017)**

<b>Grade</b>		<b>MINIMUM</b>	<b>MAXIMUM</b>
<b>25</b>	<b>A</b>	57,818.91	73,696.02
	<b>H</b>	27.7976	35.4308
<b>30</b>	<b>A</b>	73,408.41	89,500.87
	<b>H</b>	35.2925	43.0293
<b>31</b>	<b>A</b>	80,194.06	97,571.78
	<b>H</b>	38.5548	46.9095
<b>32</b>	<b>A</b>	80,945.05	98,619.92
	<b>H</b>	38.9159	47.4134
<b>33</b>	<b>A</b>	85,048.62	103,420.84
	<b>H</b>	40.8888	49.7216
<b>34</b>	<b>A</b>	89,339.94	108,677.71
	<b>H</b>	42.9519	52.2489
<b>35</b>	<b>A</b>	93,819.02	114,068.69
	<b>H</b>	45.1053	54.8407
<b>36</b>	<b>A</b>	98,539.47	119,781.51
	<b>H</b>	47.3747	57.5873
<b>37</b>	<b>A</b>	103,367.21	125,682.07
	<b>H</b>	49.6958	60.4241

This Ordinance will take effect upon adoption.

Sponsored by Councilors:

Jennifer G. Soldati  
David A. Witham  
Jessica Paradis  
Dale R. Sprague  
Nancie Cameron  
Martin Pepin  
Martin P. Dumont, Sr.

Approved:  
City Attorney

***Ordinance 23-17 will remain in first read until the June 19, 2017 City Council Meeting.***



ORDINANCE NO. 24-17 AMENDING CHAPTER 4, PERSONNEL RULES & REGULATIONS, APPENDIX 1, ASSIGNMENT OF CLASS TO GRADE.

Somersworth, NH  
June 5, 2017

THE CITY COUNCIL OF THE CITY OF SOMERSWORTH ORDAINS THAT the Ordinances of the City of Somersworth, as amended, be further amended as follows:

1. Amend Chapter 4, Personnel Rules & Regulations, Appendix 1, Assignment of Class to Grade (Covering Classes Classified as Exempt under the Fair Labor Standards Act) as follows:
  - Add: Assistant Finance Director - Grade 25
  - Change: Fire Chief from Grade 29 to Grade 31
  - Change: Police Chief from Grade 30 to Grade 31

These ordinance changes shall take effect upon passage.

Sponsored by Councilors:  
Jennifer G. Soldati  
Martin P. Dumont, Sr.  
Jessica Paradis  
Nancie Cameron

Approved:

City Attorney

***Councilor Witham, seconded by Councilor Messier, made a motion to waive Council Rules to allow for second read. The motion passed unanimously.***

***Councilor Pepin, seconded by Councilor Witham, made a motion to pass Ordinance 24-17. Motion passed unanimously, by roll call vote.***

Resolutions

RESOLUTION NO. 43-17 TO AUTHORIZE THE CITY MANAGER TO ENTER INTO A PROJECT AGREEMENT WITH THE NEW HAMPSHIRE DEPARTMENT OF TRANSPORTATION AND TO ACCEPT A TRANSPORTATION ALTERNATIVES PROGRAM GRANT AWARD.

Somersworth, NH  
June 5, 2017

WHEREAS, the City of Somersworth has received notification of the establishment of a Transportation Alternatives Program (TAP) for the City in the amount of \$986,500. (Nine Hundred Eighty-Six Thousand Five Hundred Dollars), and

WHEREAS, the New Hampshire Department of Transportation had awarded the City a grant of \$789,200. (Seven Hundred and Eighty-Nine Thousand Two Hundred Dollars), towards this project, such amount being 80% of the project's costs, and

WHEREAS, the City will be responsible for the remaining 20% of the project's costs, such amount being \$197,300. (One Hundred Ninety-Seven Thousand Three Hundred Dollars), and

WHEREAS, the grant funds and City funds will be used to complete project activities to include the construction of sidewalks on High Street, upgrade pedestrian crosswalk across High Street at Memorial Drive and Franklin Street, construct sidewalks on Memorial Drive and Cemetery Road, and construct a multi-use path between the elementary and middle schools in the City,

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 acceptance and 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.

Sponsored by Councilors:

David A. Witham  
Dale R. Sprague  
Martin Pepin

Approved:

City Attorney

***Councilor Witham, seconded by Councilor Sprague, made a motion to waive Council Rules to allow for second read. The motion passed unanimously.***

***Councilor Witham, seconded by Councilor Messier, made a motion to pass Resolution 43-17. Motion passed unanimously, by roll call vote.***

RESOLUTION NO. 44-17 TO AUTHORIZE THE USE OF FUNDING FROM THE MUNICIPAL AND TRANSPORTATION FUND FOR THE LOCAL MATCH OF A TRANSPORTATION ALTERNATIVES PROGRAM GRANT.

Somersworth, NH  
June 5, 2017

WHEREAS, the City Council adopted Resolution No. 17-13 to create the Municipal and Transportation Fund for the purpose of improvements in the local or regional transportation system including roads, bridges, bicycle and pedestrian facilities, parking and intermodal facilities, and public transportation, and

WHEREAS, the City Council has been notified that the City has been awarded a Transportation Alternatives Program (TAP) Grant through the New Hampshire Department of Transportation, and

WHEREAS, the grant award requires a local match in the amount of \$197,300 (One Hundred Ninety Seven Thousand Three Hundred Dollars), and

WHEREAS, the City Council intends to utilize funding for this match from the Municipal and Transportation Fund, and

WHEREAS, the City Council is designated as agents to expend these funds,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City may utilize \$197,300 (One Hundred Ninety Seven Thousand Three Hundred Dollars) for the local match of a Transportation Alternatives Program (TAP) Grant through the New Hampshire Department of Transportation .

Sponsored by Councilors:

David A. Witham  
Dale R. Sprague  
Martin Pepin

Approved:

City Attorney

***Councilor Witham, seconded by Councilor Sprague, made a motion to waive Council Rules to allow for second read. The motion passed unanimously.***

***Councilor Witham, seconded by Councilor McCallion, made a motion to pass Resolution 44-17. Motion passed unanimously, by roll call vote.***

RESOLUTION NO. 45-17 TO AUTHORIZE THE CITY MANAGER TO CONTRACT WITH CORCORAN CONSULTING ASSOCIATES INC., OF WOLFEBORO, NH FOR ASSESSING AND DATA COLLECTION SERVICES.

Somersworth, NH  
June 5, 2017

WHEREAS, the City of Somersworth, in conjunction with the Cities of Dover and Rochester, solicited proposals to provide assessing and data collection services for each community, and

WHEREAS, Corcoran Consulting Associates Inc., of Wolfeboro, NH submitted a proposal to provide these services, and

WHEREAS, City Staff has reviewed the proposal and recommends awarding a contract to Corcoran Consulting Associates, Inc. for a contract amount of \$86,000 (Eighty Six Thousand Dollars), and

WHEREAS, the Finance Committee of the City Council has reviewed the proposal with staff 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 Corcoran Consulting Associates Inc. of Wolfeboro, NH to provide assessing and data collection services for a contract amount of \$86,000 (Eighty Six Thousand Dollars) and to take any other action relative to this contract that is deemed to be in the best interest of the City.

Sponsored by Councilors:

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

Approved:

City Attorney

*Councilor Sprague said he would like his name removed from Resolution 45-17.*

*Resolution 45-17 will remain in first read until the June 19, 2017 City Council Meeting.*

RESOLUTION NO. 46-17 TO AUTHORIZE THE CITY MANAGER TO PREPARE  
BID SPECIFICATIONS FOR ROAD RESURFACING AND ASSOCIATED REPAIRS  
OF SELECTED STREETS

Somersworth, NH  
June 5, 2017

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

WHEREAS, the City has prioritized street repairs using the pavement management assessment tool, and

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

Maple Street (Linden Street to West High Street)  
Maple Street (West High Street to Blackwater Road)  
Blackwater Road (High Street to NH Rte. 108)  
Green Street (Franklin Street to Washington Street)  
Rocky Hill Road (Tates Brook Culvert to Winter Street)  
Winter Street (Rocky Hill Road to Page Street)

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 repairs of the aforementioned streets.

Sponsored by Councilors:

Dale R. Sprague  
David A. Witham  
Denis Messier  
Jennifer G. Soldati

Approved:

City Attorney

***Councilor Witham, seconded by Councilor Messier, made a motion to waive Council Rules to allow for second read. The motion passed unanimously.***

***Councilor Witham, seconded by Councilor Messier, made a motion to pass Resolution 46-17. Motion passed unanimously, by roll call vote.***

RESOLUTION NO. 47-17 TO AUTHORIZE THE CITY MANAGER TO REQUEST PROPOSALS FROM QUALIFIED ENGINEERS TO PREPARE PLANS, SPECIFICATIONS, AND ESTIMATES FOR CERTAIN COMPLETE STREETS PROJECTS.

Somersworth, NH  
June 5, 2017

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

WHEREAS, the City Council intends to utilize a complete streets approach to improving City infrastructure when appropriate, and

WHEREAS, the City would like to prepare the proper plans, specifications, and costs estimates to have certain projects ready to move forward when funding becomes available, and

WHEREAS, the Public Works and Environment Committee reviewed the following staff recommended list of projects to be included in a work plan for future improvements and desires having the proper engineering plans and specifications prepared that meet a complete streets approach for:

Cemetery Road (Maple Street to West High Street)  
Main Street (John Parsons Drive to Indigo Hill Road)  
Constitutional Way (High Street to Washington Street)

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to request proposals from qualified engineers to prepare plans, specifications, and cost estimates for complete street improvements on the aforementioned streets.

Sponsored by Councilors:  
Dale R. Sprague  
David A. Witham  
Denis Messier  
Jennifer G. Soldati

Approved:  
City Attorney

***Councilor Witham, seconded by Councilor Sprague, made a motion to waive Council Rules to allow for second read. The motion passed unanimously.***

***Councilor Witham made a motion to amend Resolution 47-17, by adding the Intersection of High Street, Memorial Drive and Franklin Street, seconded by Councilor Sprague. The motion to amend passed unanimously.***

***Councilor Witham, seconded by Councilor Sprague, made a motion to adopt Resolution 47-17 as amended. Motion passed unanimously, by roll call vote.***

RESOLUTION NO. 48-17 TO AUTHORIZE THE CITY MANAGER TO ORDER ONE 6-WHEEL DUMP TRUCK FOR THE DEPARTMENT OF PUBLIC WORKS WHICH WILL BE FUNDED BY A LEASE PURCHASE ARRANGEMENT.

Somersworth, NH  
June 5, 2017

WHEREAS, the City of Somersworth's Capital Improvement Plan proposes a replacement schedule for public works equipment to maintain fleet integrity, standardize equipment and reduce maintenance costs, and

WHEREAS, the City of Somersworth's approved FY2017-2018 Budget provides funding for a new 6-Wheel Dump Truck through a lease purchase arrangement, and

WHEREAS, City staff recommends contracting with Peterbilt of Bow, New Hampshire for the truck and chassis, and to contract with Howard P. Fairfield Equipment of Pembroke New Hampshire for the winter plow related equipment including sander and plow gear; and

WHEREAS, the Finance Committee supports the ordering of this equipment earlier than the start of the next fiscal year, and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to enter into a contract with New Hampshire Peterbilt of Bow, New Hampshire for the 6-wheel dump truck, and Howard Fairfield of Pembroke New Hampshire for related equipment attachments and take any and all other such actions relative to this purchase determined to be in the best interest of the City.

Sponsored by Councilors:

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

Approved:

City Attorney

*Note: It is intended this equipment will be acquired through the use of a lease-purchase arrangement with other additions to the City's fleet.*

***Councilor Witham, seconded by Councilor Messier, made a motion to waive Council Rules to allow for second read. The motion passed unanimously.***

***Councilor Witham, seconded by Councilor Cameron, made a motion to approve Resolution 46-17.***

***Councilor Sprague said he would like his name removed from Resolution 45-17.***

***Councilor Witham, seconded by Councilor Pepin, made a motion to suspend Council rules to allow Director of Public Works, Michael Bobinsky to address the Council. Motion passed unanimously.***

Councilor Dumont asked if this company is in the normal process of state bid.

Director Bobinsky said the purpose of the recommendation for Peterbilt goes back a year. The City acquired a Peterbilt last year; the specifications of the unit were superior to what was on the state bid contract. The design and functions made sense for our organization.

Councilor Witham said supports the resolution.

City Manager Belmore said the Equipment Mechanic did a lot of research. There is a warranty, it is more efficient. It has been discussed at length.

Councilor Sprague said we have had the other Peterbilt for less than a year. That is not enough time for it to be proven.

Councilor Dumont said that Peterbilt has always been related to a top of the line product. Experience shows that today's products have new and different technology, which requires special training. A lease agreement cushions the blow, but might add to the frustration.

***The motion to approve Resolution 48-17 FAILED, by roll call vote, 3-4.***

#### Other

Vote to appoint Tax Collector, Jessica Stephens, as the City of Somersworth Municipal Agent for Motor Vehicle Registrations, in accordance with the State of New Hampshire Department of Motor Vehicles Requirements.

Councilor Messier asked why this is needed

City Manager Belmore said it is a State requirement that the governing body has to make a vote to appoint this person.

Councilor Sprague asked if they were voting to appoint this person as an agent for the state.

City Manager Belmore said the State also wants to see that the person is properly bonded. We had to do this for the prior Tax Collector as well.

Councilor Dumont said he has had a personal experience with Jessica Stephens. She is very professional, very able, knew where to find the answers. His issue with an auto registration was very complex, she got on the phone with the State and everyone learned something that day. She is very well qualified and suitable.

City Manager Belmore encouraged Council to approve this, as it is unclear what the State will do if we do not have an agent appointed. It is possible that we will lose the ability to process the state portion of the registrations and residents will have to complete their registration at the DMV.

***Councilor McCallion, seconded by Councilor Cameron made a motion to suspend council rules to allow Director Smith to approach. Motion passed, 6-1.***



Director Smith explained that one of the staff needs to be named as the municipal agent for us to be able to continue to process auto registrations as we currently do. If we don't name a municipal agent, we may not be able to do some of those services.

Councilor Witham asked if these additional services cost us money.

Director Smith responded, saying that we actually receive a small fee when we process transactions.

Councilor McCallion asked if it is common practice, to only have one.

Director Smith said there is one person that is named the municipal agent, to oversee the registration process, but others in the office can process the registrations also.

***The appointment is confirmed by a voice vote of 5-2.***

#### Vote to authorize a letter to be sent to the Governor and Adjutant General of the National Guard regarding trees.

Councilor Witham, send he is in favor of sending a letter to the Governor and Adjutant General of the National Guard stating our displeasure of the removal the trees and to not allow the replanting of trees.

Councilor Dumont cautioned shaking the beehive. He is not happy with the removal of the trees or the condition of the building.

Councilor Witham said maybe we should soften the letter to respectfully request them to reconsider their decision.

***The vote passed by voice vote, 6-1.***

#### CLOSING COMMENTS BY VISITORS.

None

#### 16. CLOSING COMMENTS BY COUNCIL MEMBERS

Councilor Pepin said he is a little upset about not approving the truck the truck for the Department of Public Works. We are trying to standardize that fleet. We aren't even going to be operating the equipment, but we are telling them what type of equipment they need.

Councilor Dumont said he is concerned about the residents who look at our aggressive approach. He is getting calls; they are asking "what's in it for me?" The streets are deteriorating. There is loose asphalt.

With the TAP grant, he has a concern with the pathway from High School to Middle School. There are a number of homeless people who live in that area. Police have to respond on occasion.

Mega kudos to the Dairy Queen for putting in an irrigation system for the landscaping. It is very important.

He thanked Severino and Service Credit union for stepping up to the plate to sponsor the Food Truck Festival.

Lydia's House of Hope is a piece that stands out as a plus for the Hill. The transformation is a pleasure and a wonderful building.

He complimented the upcoming graduates. He encouraged them that they should be proud to be Hilltopper.

Councilor McCallion said the students never forget Somersworth High. Kudos to the graduating class.

Councilor Messier asked where the LED light replacement has started and where they are so he can see them.

He mentioned the Bretons Cleaners property. Grant was received to get the building down. The property has been polluted for a long time.

He would like information from the Police department regarding the homeless people on the path near the schools.

He thanked Dina Gagnon for organizing a cleanup in the downtown area. Congratulations to the graduating class.

Councilor Witham said the snow plowing equipment is tired. Our Mechanic does a great job. Equipment is expensive and we are a long ways from getting rid of older equipment, but we approved a budget and now don't want to approve the dump truck.

Planning board has encouraged the irrigation along the High Street corridor.

Councilor Sprague said, regarding the dump truck, he did not vote for it in committee, and did not vote for it here. Five months is not a large enough sample size to determine if this is the best truck for our needs. He knows it is in the capital improvement plan of the budget. If he is in committee he expects more information. He wants to know what it is replacing.

Councilor Cameron wished the graduating seniors the best. She reminded everyone about the Children's Festival. IF anyone wants to volunteer, they can contact her.

#### FUTURE AGENDA ITEMS

#### NONPUBLIC SESSION

#### ADJOURNMENT

***Councilor Dumont, seconded by Councilor Pepin, made a motion to adjourn. The meeting adjourned at 9:06 pm.***

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Trish Harris, City Clerk

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Dana Hilliard, Mayor