


*Office of the City Manager*

TO: Mayor Dana S. Hilliard and City Council Members  
FROM: Robert M. Belmore, City Manager   
DATE: Friday, January 7, 2022  
SUBJECT: City Manager's Report for Monday, January 10, 2022 City Council Meeting

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*Unfinished Business (under Section 14 of Agenda)*

Ordinances

- A. **Ordinance No. 5-22: Supplemental Appropriation for Emergency Repairs to a Culvert on Blackwater Road.** Again, the Finance Committee met on November 17<sup>th</sup> and voted to support this Supplemental Appropriation and authorized \$50,000 in spending to complete the project. The actual SUR cost came in at \$46,555.00 for work to date an estimate for final paving at \$525 for a total of \$47,080.00

*New Business (under Section 15 of Agenda)*

Other

- A. **Vote to Accept the Recommendation from the Traffic Safety Committee, Whether in Part or Entirely, to Install Public Lighting on Willand Drive and Commercial Drive.** The Traffic Safety Committee met on December 15<sup>th</sup>. Attached is a Memorandum from Captain Timmons with the Committee's recommendations, along with a breakdown of estimated costs from Eversource and a Memorandum from Public Works Director Mike Bobinsky explaining the cost breakdown.

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

**Informational Items**

1. **Police Chief David Kretschmar - Retirement.** Chief David Kretschmar has submitted his notice of retirement effective March 20<sup>th</sup>. David will be sorely missed. It has been my pleasure to work with him over the years, especially more closely in his role as Chief of Police. He has done tremendous work in moving the Department forward in service to our Community.

**Attachments**

1. **2022-2024 Council Appointments from Mayor Hilliard.**

December 17, 2021

Somersworth City Council  
1 Government Way  
Somersworth NH 03878

Re: Streetlights at Willand Drive and Commercial Drive

The Traffic Safety Committee discussed the matter of adding additional overhead lighting to the adjoining public ways in the area of The Homeless Shelter located at 30 Willand Drive. This would require adding overhead lights along Willand Drive and Commercial Drive. If approved a portion of this project will take advantage of what components and resources are presently available and in place. There has been a significant increase of pedestrian traffic along both public ways. This is due to the opening of the Homeless Shelter and folks in attendance there walking to and from that shelter. Our Committee was agreeable that additional lighting is advisable. This added lighting will increase the overall safety of both pedestrian and vehicle traffic in that designated area.

As a prerequisite the City Council will need to approve the project and allocation the funds require for completion.

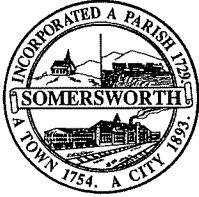
We offer the following recommendations.

1. Addition of two light fixtures on existing telephone poles (Willand Drive)
2. Addition of One Telephone pole and light fixture (Commercial Drive)
3. Assessment by Eversource as it applies to items 1 and 2.
4. Project Consideration specific to Eversource ability to complete the work in a timely manner.

We are hopeful that this project will receive the support of our City Council.

On behalf of The Traffic Safety Committee we appreciate your consideration of this matter.

Respectfully yours,  
Captain Russell Timmons



## MEMORANDUM from Director Public Works & Utilities

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Date: January 5, 2022

To: Bob Belmore, City Manager

Scott Smith, Deputy City Manager-Director of Finance

From: Michael Bobinsky, Director of Public Works and Utilities

Cc: Amber Hall, PE, City Engineer

Re: Cost proposal for additional street lighting on Willand Drive and on Commercial Drive.

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Staff contacted Eversource design and construction personnel to obtain a cost proposal to install two (2) new LED street light fixtures on existing utility poles on Willand Drive and one (1) new street light on poles to be installed on Commercial Drive. The attached map shows the location of the light fixtures. The 3 LED light fixtures will be a separate purchase to Affinity LED Lighting; Eversource does not provide LED light fixtures. The following therefore is the price proposal by category to include the light fixture costs:

### Willand Drive:

2 New 75-Watt LED light fixtures-\$276 each	\$ 552
Installation of equipment to existing Utility Poles-	<u>\$ 620</u>

**Subtotal Costs:** **\$1,172**

Projected schedule to install: 15-30 days after payment received.

### Commercial Drive:

1 New 75-Watt LED light fixture- \$276 each	\$ 276
Installation of two (2) Utility poles to accommodate wiring-	<u>\$5,800</u>

**Subtotal Costs:** **\$6,076**

Projected schedule to install: 30 days after payment received.

**Total Costs for both Willand and Commercial Drive:** **\$7,248**

# Estimate



## Affinity LED Light LLC

Affinity LED Lighting  
1 Washington Street  
Suite #5121  
Dover, NH 03820

Order #	Date
SSVC-010522	01/05/2022



Bill To:
City of Somersworth One Government Way Somersworth, NH 03878

Customer: City of Somersworth
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Ship To:
City of Somersworth One Government Way Somersworth, NH 03878

Contact: City of Somersworth
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Sales Rep	Payment Terms	FOB Point	Carrier	Ship Service	Date Scheduled
Andrew	BOL	Origin	Company Truck		01/05/2022

Item #	Type	Number	Description	Unit Price	Qty Ordered	Total Price
1	Sale	S902D-75W-30K-T2-GR	75W S902 DOB 3000K T2 Grey Housing	\$276	3 ea	\$ 828

**Subtotal:** \$828  
**Sales Tax:** \$0  
**Total:** \$828

Approval: \_\_\_\_\_ Date: \_\_\_\_\_



## Legend



Political Boundaries



Existing Street Light

Proposed Street Light

Existing Utility Poles, Proposed Added Street Light on these poles

Willand Dr

Somersworth

Commercial Dr

Bernier St

Penny Ln

High St

Handle Rd

Waltons Way

Midway Park

0 115 230 460 690 920 Feet

Service Layer Credits:



## 2022 – 2024 Council Appointments

Mayor Hilliard, January 7, 2022

Deputy Mayor David Witham

### City Council Standing Committees (6)

#### Finance Committee

David Witham, Chair

Don Austin, Vice - Chair

Matt Gerding

Martin Dumont

#### Government Operations Committee

Richard Michaud, Chair

Matt Gerding, Vice - Chair

Don Austin

Nancie Cameron

#### Recreation Committee

Nancie Cameron, Chair

Richard Michaud, Vice – Chair

Ken Vincent

Martin Pepin

#### Public Works and the Environment Committee

David Witham, Chair

Denis Messier, Vice – Chair

Marty Pepin

Ken Vincent

## 2022-2024 Council Appointments

### **Economic Development Committee**

Martin Dumont, Chair

Don Austin, Vice - Chair

Richard Michaud

Matt Gerding

### **Public Safety Committee**

Martin Pepin, Chair

Ken Vincent, Vice – Chair

Nancie Cameron

Denis Messier

### **Sustainability Committee**

Matt Gerding, Councilor

### **Historic District Commission Representative**

Matt Gerding, Councilor

### **Planning Board Representative**

David Witham, Councilor

Ken Vincent, Alternate, Councilor

### **Lamprey Board of Directors**

Denis Messier, Councilor

### **School Board Representative**

Don Austin, Councilor

## 2022-2024 Council Appointments

### **Eyes on 30**

Nancie Cameron, Chair, Councilor

Richard Michaud, Vice – Chair, Councilor

### **Building Trades & Trust Rep**

Martin Pepin, Councilor

### **COAST Board of Directors**

Marty Dumont, Councilor

### **Traffic Safety Committee**

Ken Vincent, City Council Rep.

### **E-911 Street Name/Address Committee**

Martin Pepin, Councilor

### **Christmas Parade Committee**

Beth Poulin, Chair

Chris Smith

Liza Cocco

Donald Ouellette

Katelyn Carrington

Nancie Cameron

### **Mayor's Commission on Culture – Ethnicity and the Arts**

Matt Gerding, Chair

Nancie Cameron, Vice – Chair



## 2022-2024 Council Appointments

### **Sewer Appeals (City Councilors)**

Richard Michaud

Martin Pepin

Ken Vincent

### **Joint Commission of City Council and School Board**

Martin Dumont, Chair, Councilor

Don Austin, Councilor

Martin Pepin, Alternate, Councilor

School Board Members (2)

### **Veterans' Homeless Taskforce**

Marty Dumont, Chair, Councilor

Don Austin, Councilor

Ken Vincent, Councilor

Debbie Evans, Somersworth Housing Authority Executive Director

VPW and/or American Legion Representative

### **National Guard Building Re-Use Commission**

David Witham, Chair, Councilor

Richard Michaud, Councilor

Matt Gerding, Councilor

City Manager (& designated City Staff)

**Hilltop Mental Health and Wellness Commission**

Todd Marsh (Chair), School Board Rep.

Maggie Larson, School Board Rep.

Don Austin, Councilor

Ken Vincent, Councilor

Suzanne Weete

Mary Boisse

Ashley Wright

Mary Kerr

Mayor or designee

City Manager or designee

Superintendent or designee

**SYC Task Force**

Marty Dumont, Chair, Councilor

Marty Pepin, Councilor

Don Austin, Councilor

School Board (3-members)

Superintendent or designee

City Manager or designee

Mayor or designee

**Ward Boundaries Review Committee (4-City Councilors)**

Marty Pepin, Chair

Richard Michaud, Vice – Chair

David Witham

Marty Dumont

**Fire Station Building Commission**

Marty Pepin, Chair, Councilor

David Witham, Councilor

Ken Vincent, Councilor

Paul Robidas (Citizen Rep)

**City Staff**

City Manager, Finance Director, Fire Chief

**Mayor's Commission on Preserve Somersworth**

Scott Orzechowski

Doug Watson

Dale Smith-Kenyon





**Administrative Offices:**

577 Central Avenue, Suite 10  
Dover, NH 03820  
603-435-2500

**Head Start Centers:**

577 Central Avenue, Suite 50  
Dover, NH 03820  
603-285-9460

120 Main Street  
Farmington, NH 03835  
603-755-2883

150 Wakefield Street, Suite 117  
Rochester, NH 03867  
603-285-9461

46 Stackpole Road  
Somersworth, NH 03878  
603-817-5458

**Childcare Centers:**

43 Back River Road  
Dover, NH 03820  
603-435-2500

120 Main Street  
Farmington, NH 03835  
603-755-2883

**Family Resource Centers:**

577 Central Ave, Suite 50  
Dover, NH 03820  
603-435-2500

150 Wakefield Street, Suite 117  
Rochester, NH 03867  
603-435-2500

**Outreach Office:**

577 Central Avenue, Suite 20  
Dover, NH 03820  
603-435-2500

**Food Pantry:**

577 Central Avenue, Suite 10  
Dover, NH 03820  
603-435-2500

December 9, 2021

City of Somersworth  
One Government Way  
Somersworth, NH 03878

Dear City of Somersworth,

On behalf of Community Action Partnership of Strafford County, thank you for supporting our programs and services with municipal funding. We received a payment of \$4,000.00 from the City of Somersworth on November 16, 2021.

At Community Action Partnership of Strafford County (CAPSC), we strongly believe no one should go without having their basic needs met. As the leading anti-poverty agency in Strafford County, we strive to empower individuals and families to achieve self-sufficiency by opening the doors to resources and opportunities that offer a hand up, not a handout. When we achieve this goal, we reduce the impact of poverty and build a stronger community.

Organizations like you are important partners in our fight against poverty. The work we do cannot be accomplished without your support. Because of you, we can feed the hungry, shelter the homeless, educate our children, heat and weatherize homes, train our workforce, provide transportation for seniors, and so much more.

We are grateful for your investment in our organization. Please feel free to contact me at any time if you have questions about our programs and services, or if you are interested in a tour of our sites to see for yourself how your gift has made a difference.

Sincerely,

A handwritten signature in black ink, appearing to read "Betsey".

Betsey Andrews Parker, MPH  
Chief Executive Officer

*As required by the Internal Revenue Service, this letter shall confirm that Community Action Partnership of Strafford County (EIN# 02-0268636) provided no goods or services in exchange for your contribution, making it tax deductible to the extent allowed by law.*