


**CITY OF SOMERSWORTH**  
*Office of the City Manager*

**TO:** Mayor Dana Hilliard and City Council Members  
**FROM:** Robert M. Belmore, City Manager   
**DATE:** Friday, May 1, 2015  
**SUBJECT:** City Manager's Report for Monday, May 4, 2015  
City Council Agenda

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*6:45 p.m. Public Hearing*  
*Re: Ordinance No. 21-15 Amending Chapter 19 Zoning Ordinance, Section 20, Sign Regulations.*

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*Lay on the Table (under Section 12 of Agenda)*

**Ordinances:**

- A. Ordinance No. 20-15 FY2015-2016 Budget.

*Unfinished Business (under Section 13 of Agenda)*

**Nominations:**

- A. Board of Cemetery Trustees – Raymond Atwood, Term to Expire 04/2018.

**Ordinances:**

- A. Ordinance No. 21-15 Amending Chapter 19 Zoning Ordinance, Section 20, Sign Regulations. This Ordinance is sponsored by the Finance Committee.

**Resolutions:**

- A. Resolution No. 36-15 Authorize the City Manager to Enter into a Three Year Contract with Vachon Clukay & Company of Manchester, NH for Municipal Auditing Services. Again, the Finance Committee met with City staff to discuss the attached three (3) Requests for Proposals received. City staff & School staff recommended a 3-year contract with our present auditor with no additional option years. At the end of the three years, staff would go back out for new proposals. Please note that although the City retains our present auditing firm, a new auditing manager will be assigned.

## *New Business (under Section 14 of Agenda)*

### **Resolutions:**

- A. Resolution No. 37-15 Authorizing the City Manager to Contract with Tyler Technologies, Inc., of Yarmouth, Maine for the Purchase of a Financial Management System.** The Finance Committee is recommending passage. Attached is memorandum from Finance Director Scott Smith as well as other information provided to the Finance Committee. The amount requested includes \$25,000 for contingency.

### **Other:**

- A. Vote to Authorize the City Manager to Amend the Contract with Northeast Earth Mechanics, Inc. of Pittsfield, NH to Construct the Downtown Sidewalk and Streetscape Improvement Projects, as Authorized by Res. No. 20-15, in Order to Complete Certain Change Orders Plus Contingencies in the Amount of \$75,000 and to Authorize the City's Matching Grant Share of \$15,000 from this Fiscal Year's Budget Contingency Line (Request of Finance Committee).** The \$75,000 does include approximately 10% or \$7,000 to handle any unforeseen work needed to button up this project. Attached is the original Resolution that passed.

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

### **A. Information Items:**

- 1. Update on Request for Proposals (RFP)/Bids.** Enclosed is a list of current RFP's that are advertised/posted including their closing dates.
- 2. Pavement Markings.** Line striping and pavement marking work has been scheduled for the last two (2) weeks of May.
- 3. Mast Point Dam Clearing.** Liberty Mutual is providing 50 volunteers next week for two days on Wednesday and Thursday at Mast Point Dam. Volunteers will be clearing the trail network, building the pedestrian bridge, and doing some general clean-up of the cleared area.
- 4. Red Cross Partners with Liberty Mutual To Install Smoke Alarms in Somersworth.** NH American Red Cross Volunteers, along with employees from Liberty Mutual, will be visiting Colonial Village on Blackwater Road, Sherwood Glen Mobile Home Park and the areas of Washington Street, Indigo Hill Road, Green Street and Main Street in Somersworth. The Campaign involves Red Cross workers joining with local fire departments and community groups with door-to-door visits and installation of smoke alarms. Attached is the News Release.

### **B. Attachments:**

1. City Attorney Certifications, Two (2).
2. Letter from NH Municipal Bond Bank.
3. Website Home Page Re: Property Maintenance & Code Compliance.
4. Notice of Public Meeting of Strafford County Delegation Executive Committee.
5. Memorandum from City Engineer Joe Ducharme Re: Meeting with Pike Industries.

## April-May-June FY12-FY13-FY14 Final Expenses

FY 2011-2012				
MONTHLY REPORT	BUDGET AMOUNT (EXCEPT SALARIES & BENEFITS)	EXPENDITURES (EXCEPT SALARIES & BENEFITS)	ENCUMBERED (EXCEPT SALARIES & BENEFITS)	BALANCE (EXCEPT SALARIES & BENEFITS)
4/30/2012	8,856,632	5,722,846	3,070,786	63,000
5/31/2012	8,856,632	6,296,096	2,500,536	60,000
6/30/2012	8,856,632	8,795,663	-	60,969

FY 2012-2013				
4/30/2013	8,650,711	4,952,169	3,548,000	150,542
5/31/2013	8,650,711	5,372,299	3,120,000	158,412
6/30/2013	8,650,711	8,492,493	-	158,218

FY 2013-2014				
4/30/2014	8,600,897	6,729,237	1,600,000	271,660
5/31/2014	8,600,897	7,381,615	950,000	269,282
6/30/2014	8,600,897	8,417,174	-	183,723

from SAM  
requested by  
Councilor  
Jon McCallion

ORDINANCE NO. 21-15 AMENDING CHAPTER 19 ZONING ORDINANCE,  
SECTION 20, SIGN REGULATIONS.

Somersworth NH  
April 20, 2015

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH  
THAT the Ordinances of the City of Somersworth, as amended, be further amended as  
follows:

Amend Chapter' 19 City of Somersworth Zoning Ordinance, Section 20 Sign Regulations  
by ADDING the following new provisions:

19.20.B.7 Bus Shelter Sign: Any sign affixed to an enclosed bus shelter below the roof  
line and is visible from any public right of way.

19.20.3.y Bus Shelter Signs: Provided that the total sign area of all signs affixed to the  
bus shelter shall cover no more than 50% of the total glass surface of the shelter.

This Ordinance shall be effective upon its passage.

Introduced by Councilors

David Witham  
Martin Pepin  
Dale R. Sprague

Approved:

City Attorney

RESOLUTION NO. 36-15 AUTHORIZE THE CITY MANAGER TO ENTER INTO  
A THREE YEAR CONTRACT WITH VACHON CLUKAY & COMPANY OF  
MANCHESTER, NH FOR MUNICIPAL AUDITING SERVICES.

Somersworth, NH  
April 20, 2015

WHEREAS, article 7.11 of the Somersworth City Charter requires an independent audit of all accounts of the City government at least annually; and

WHEREAS, City staff solicited proposals from certified public accountants qualified and experienced in municipal accounting and recommends contracting with Vachon Clukay & Company of Manchester, NH for this purpose; and

WHEREAS, the City Council's Finance Committee has reviewed the recommendation received from City staff and supports authorizing the City Manager to enter into a contract with Vachon Clukay & Company of Manchester, NH for this purpose,

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to enter into a three year contract with Vachon Clukay & Company of Manchester, NH for municipal auditing services.

Introduced by Councilors

David Witham  
Dale R. Sprague  
Martin Pepin

Approved:

City Attorney

***Note: It is the intent of this Resolution that Vachon Clukay & Company shall provide a new audit manager that shall oversee this engagement.***

RESOLUTION NO. 37 - 15 AUTHORIZING THE CITY MANAGER TO CONTRACT WITH TYLER TECHNOLOGIES, INC. OF YARMOUTH, MAINE FOR THE PURCHASE OF A FINANCIAL MANAGEMENT SYSTEM.

Somersworth, NH  
May 4, 2015

WHEREAS, the fiscal years 2016-2021 Capital Improvement Plan contains a recommendation for the purchase and installation of an updated financial management system, and

WHEREAS, city staff solicited sealed bids from qualified providers and recommends contracting with Tyler Technologies, Inc. for an amount not to exceed \$250,000 (Two Hundred Fifty Thousand dollars) for the purchase and installation of an updated financial management system, and

WHEREAS, city staff also recommends approval of an additional \$25,000 (Twenty Five Thousand dollars) as contingency for unanticipated hardware and networking equipment that may be necessary as part of this project which may be purchased from other vendors, and

WHEREAS, the Finance Committee for the City of Somersworth 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 Tyler Technologies, Inc. of Yarmouth, Maine for the purchase and installation of a financial management system for an amount not to exceed \$250,000 (Two Hundred Fifty Thousand dollars) and is further authorized to expend an additional amount up to \$25,000 for any other related costs to complete this project, and

BE IT FURTHER RESOLVED THAT the City Manager is authorized to execute a five-year lease/purchase arrangement for an amount not to exceed \$275,000 (Two Hundred Seventy Five Thousand dollars) for the acquisition of the financial management system and unanticipated hardware and networking equipment in order to meet the needs and best interests of the City.

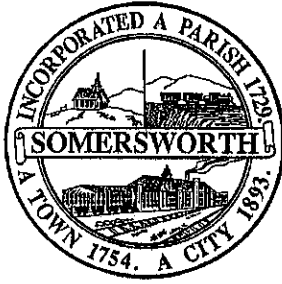
Introduced by Councilors

David Witham  
Jennifer Soldati  
Martin Pepin

Approved

City Attorney

***Note: This project includes the licensing, conversion, implementation, and training for a financial management system. The contingency is in the event upgrades need to be made to any hardware or networking equipment that is not part of the financial management system contract with Tyler Technologies.***



## MEMORANDUM

To: Bob Belmore, City Manager

From: Scott Smith, Finance Director

Date: April 9, 2015

Re: **Financial Management Software**

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Please accept this memorandum as an update on the status of our request for proposal for a financial management system. We have met with each consultant that responded, and after review have concluded that Tyler Technologies MUNIS system is the best alternative. In addition to the demonstration of the capabilities of their system we also considered the following:

- They currently support a number of clients of similar or larger size (Rochester, Derry, Windham, Bedford).
- Tyler Technologies current provides software and support to the Somersworth School Department.
- We toured Rochester to get a feel for their system in action, and Rochester is close and could provide guidance especially through the conversion.
- They are currently going through an implementation in Goffstown. In speaking with staff in Goffstown they have been pleased overall with the conversion and implementation.

We have broken down the cost to license, implement, and convert our data to the MUNIS system. Implementation includes all necessary staff training. The cost breaks down as follows:

- Overall estimated cost to license, implement and convert is \$246,225.
- That cost would be split between the General, Water, and Sewer Fund on a percentage basis. I have calculated that split at 65% G/F, 18% Water, 18% Sewer.
- I recommend considering a 5 years lease/purchase to cover the cost of implementation. The estimated annual payment for a 5 year lease is \$55,982. (\$36,142 G/F, \$9,916 water, \$9,803 Sewer).



There is an annual maintenance and support fee of \$20,116. That would provide support, maintenance, updates, and quarterly user groups. By way of comparison, our current annual maintenance fee for the VADAR system is \$15,611.

Although there would be a slight increase in our annual support contract, we would be implementing modules such as purchasing (purchase orders and requisitions), HR management, budgeting, and a citizen self-service portal, all of which we currently do not provide.

Please let me know when you would like to discuss further.

# City Debt Schedule

BOND	DATE	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2019/20
<b>Payment</b>								
Street Sweeper	October 2009	35,255						
Front End Loader	October 2010	29,926	29,926					
Sidewalk Plows	December 2011	30,981	30,981	30,981				
DPW Equipment	February 2014	66,390	66,390	66,390	66,390	66,390		
Fire/Pumper Truck	March 2014	72,588	72,588	72,588	72,588	72,588		
<b>Proposed Financial software</b>								
<b>DPW Plow Truck (308)</b>								
<b>TOTAL Payments</b>		<b>235,140</b>	<b>199,885</b>	<b>248,704</b>	<b>217,723</b>	<b>217,723</b>	<b>78,745</b>	<b>78,745</b>

**Increase(Decrease)**

**(35,255) 48,819 (30,981) 0 (138,978) 0**

*County  
Approved 04-28-15  
mtg*

## Somersworth TE Project Contract Budget Status:

**CONSTRUCTION**

		Running Total	NHDOT Approved
Original Construction Contract Amount	\$ 445,310.00		
Change Orders			
1 Curb at Bank Stairs	\$ 3,910.00	\$ 449,220.00	Yes
2 High Street Back Curb	\$ 11,200.00	\$ 460,420.00	Yes
3 Temporary paved sidewalks for winter conditions	\$ 29,757.00	\$ 490,177.00	Yes
4 Temporary sidewalk and drainage at Node	\$ 5,843.00	\$ 496,020.00	Yes
5 Elimination of concrete wall at Node	\$ (53,560.00)	\$ 442,460.00	Yes
6 Replace Main Street Stairs	\$ 14,954.00	\$ 457,414.00	yes
7 Trash receptacles and benches	\$ 19,800.00	\$ 477,214.00	
8 Gap area between projects (sidewalk and landscaping)	\$ 9,644.00	\$ 486,858.00	yes
9 Market Street Plaza area revisions	\$ 4,299.00	\$ 491,157.00	Yes
10 (a) Node stairs - granite treads and facing	\$ 23,000.00	\$ 514,157.00	
10 (b) Node Stairs - granite treads only	\$ 12,500.00	\$ 503,657.00	

**ENGINEERING**

Original VHB Contract:	\$ 74,943.00
Construction Engineering	\$ 55,677.00
Subtotal:	\$ 130,620.00
Expended Through April 11, 2015:	\$ 126,887.31
CE Amdnment Request:	\$ 27,072.00

*Financial Committee*  
*04-28-15 mtg*

RESOLUTION NO. 20-15 AUTHORIZING THE CITY MANAGER TO CONTRACT WITH NORTHEAST EARTH MECHANICS, INC. OF PITTSFIELD, NH TO CONSTRUCT THE DOWNTOWN SIDEWALK AND STREETScape IMPROVEMENT PROJECT.

Somersworth, NH  
September 22, 2014

WHEREAS, the City Council of the City of Somersworth adopted Resolution 16-12 authorizing the City Manager to enter into a grant agreement with the New Hampshire Department of Transportation for a transportation enhancement (TE) grant for a downtown sidewalk and streetscape improvement project; and

WHEREAS the grant agreement provides a grant of 80% of the project costs with the City providing a 20% match of the project costs; and

WHEREAS, the City requested sealed bids through their consultant engineer to construct the downtown sidewalk and streetscape improvement project; and

WHEREAS, the City's consultant engineer has reviewed the results of the bids received and recommends contracting with Northeast Earth Mechanics, Inc. of Pittsfield, NH for an amount not to exceed \$445,310 (Four Hundred Forty Five Thousand Three Hundred Ten dollars),

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to contract with Northeast Earth Mechanics, Inc. of Pittsfield, NH to construct the downtown sidewalk and streetscape improvement project at a cost not to exceed \$445,310 (Four Hundred Forty Five Thousand Three Hundred Ten dollars), and take any and all other such actions relative to this project determined to be in the best interest of the City.

Introduced by

Mayor Dana Hilliard  
By Request

Approved

City Attorney

## Request for Proposals/Bids

Information Item #1

<u>Name</u>	<u>Closing Date</u>
1. CULVERT REPLACEMENT PROJECTS (Buffumsville Rd/Maple Street)	April 30 - 2:00 pm
2. WasteWater Treatment Facility Capacity Evaluation	April 30 - 2:30 pm
3. CDBG/Administrator for SHA Project	April 30
4. To Sell Former Police Station	May 1 - 2:00 pm
5. Somersworth Trash Bags (Supply)	May 14 - 2:00 pm
6. General Municipal Engineering Services	May 28 - 2:00 pm
7. Land Use - Plan Review Services - Engineer Services	May 28 - 2:00 pm

To Date as of May 1, 2015



New Hampshire  
2 Maitland Street  
Concord, NH 03301  
[www.redcross.org/nhvt](http://www.redcross.org/nhvt)

## News Release

**Contact: Maria Devlin**  
Telephone: (603) 545-7841  
[Maria.devlin@redcross.org](mailto:Maria.devlin@redcross.org)

# Red Cross Partners with Liberty Mutual To Install Smoke Alarms, Teach People Fire Safety in Somersworth

*Nationwide campaign aims to reduce the number of home fire deaths, injuries*

**Concord NH, April 30, 2015** – New Hampshire American Red Cross Volunteers, along with employees from Liberty Mutual, will be visiting Colonial Village on Blackwater Road, Sherwood Glen Mobile Home Park and the areas of Washington Street, Indigo Hill Road, Green Street and Main Street in Somersworth as part of its Home Fire Preparedness Campaign to teach people how to be prepared for home fires and install smoke alarms where needed.

Seven times a day someone in this country dies in a home fire. Countless others suffer injuries. To combat these tragic statistics, the Red Cross has launched a nationwide campaign to reduce the number of deaths and injuries due to home fires by 25 percent over the next five years.

The Home Fire Preparedness Campaign is happening all over the country and involves Red Cross workers joining with local fire departments and community groups to visit neighborhoods at high risk for fires. Those visits include educating people about fire safety through door-to-door visits and installation of smoke alarms in some of these neighborhoods.

Liberty Mutual employees are participating in this endeavor as part of their annual Serve with Liberty volunteer days to make a difference in local communities throughout the country and around the world. Liberty Mutual is a proud corporate sponsor of the American Red Cross and a strong supporter of the firefighting community. Each year the company presents the Liberty Mutual Firemark Award – a \$10,000 grant – to firefighters who best represent their communities through courageous valor and who best demonstrate the firefighter's selfless spirit.

The Red Cross Volunteers & Liberty Mutual employees will be visiting the above locations during the first week of May – May 4, 6 and 8th to install smoke alarms in homes that need them and teach people about what to do now in case a fire breaks out in their home.

"Installing smoke alarms cuts the risk of someone dying from a home fire in half, so we're joining with Liberty Mutual this week in the Somersworth community to install smoke alarms," said Maria Devlin, Regional Chief Executive Officer, "We also will be teaching people how to be safe from home fire."

### ***Simple Steps to Save Lives***

The Red Cross is asking everyone to take two simple steps that can save lives: check their existing smoke alarms and practice fire drills at home,

There are several things families and individuals can do to increase their chances of surviving a fire:

- If someone doesn't have smoke alarms, install them. At a minimum, put one on every level of the home, inside bedrooms and outside sleeping areas. Local building codes vary and there may be additional requirements where someone lives.

over ~

- If someone does have alarms, test them today. If they don't work, replace them.
- Make sure that everyone in the family knows how to get out of every room and how to get out of the home in less than two minutes.
- Practice that plan. What's the household's escape time?

The Red Cross responds to nearly 70,000 disasters each year in the United States and the vast majority of those are home fires. In New Hampshire the Red Cross responded to over 200 home fires last year. You can help people affected by disasters like home fires and countless other crises by [making a donation](#) to support American Red Cross Disaster Relief. Your gift enables the Red Cross to prepare for, respond to and help people recover from disasters big and small. Visit [redcross.org](http://redcross.org), call 1-800-RED CROSS or text REDCROSS to 90999 to make a \$10 donation.

**About the American Red Cross:**

*The American Red Cross shelters, feeds and provides emotional support to victims of disasters; supplies about 40 percent of the nation's blood; teaches skills that save lives; provides international humanitarian aid; and supports military members and their families. The Red Cross is a not-for-profit organization that depends on volunteers and the generosity of the American public to perform its mission. For more information, please visit [redcross.org/nhvt](http://redcross.org/nhvt) or visit us on Twitter at [@NHRedCross](https://twitter.com/NHRedCross).*

###

**MITCHELL MUNICIPAL GROUP, P.A.**

ATTORNEYS AT LAW  
25 BEACON STREET EAST  
LACONIA, NEW HAMPSHIRE 03246

WALTER L. MITCHELL  
JUDITH E. WHITELOW  
LAURA SPECTOR-MORGAN  
STEVEN M. WHITLEY

TELEPHONE (603) 524-3885  
FACSIMILE (603) 524-0745

April 28, 2015

**CERTIFICATION**

Re: City of Somersworth, New Hampshire

Ordinance No. 21-15

Title: AMENDING CHAPTER 19 ZONING ORDINANCE, SECTION 20,  
SIGN REGULATIONS

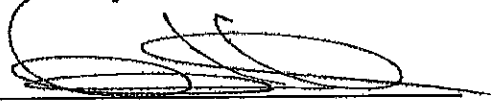
This is to confirm that in accordance with Somersworth City Council Rules and Regulations #17 (D)1, we have reviewed the above referenced ordinance, after it passed a first reading. To our examination it is in correct technical form, and to our understanding is not repugnant to the laws and constitution of the State of New Hampshire nor the Charter and Ordinances of the City of Somersworth.

**MITCHELL MUNICIPAL GROUP, P.A.**  
City Attorney

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

4/29/15

by: \_\_\_\_\_



over ~



**MITCHELL MUNICIPAL GROUP, P.A.**

ATTORNEYS AT LAW  
25 BEACON STREET EAST  
LACONIA, NEW HAMPSHIRE 03246

WALTER L. MITCHELL  
JUDITH E. WHITELAW  
LAURA SPECTOR-MORGAN  
STEVEN M. WHITLEY

TELEPHONE (603) 524-3885  
FACSIMILE (603) 524-0745

April 29, 2015

**CERTIFICATION**

Re: City of Somersworth, New Hampshire

Resolution No. 36-15

Title: AUTHORIZE THE CITY MANAGER TO ENTER INTO A  
THREE YEAR CONTRACT WITH VACHON CLUKAY & COMPANY  
OF MANCHESTER, NH FOR MUNICIPAL AUDITING SERVICES


This is to confirm that in accordance with Somersworth City Council Rules and Regulations #17 (D)1, we have reviewed the above referenced ordinance, after it passed a first reading. To our examination it is in correct technical form, and to our understanding is not repugnant to the laws and constitution of the State of New Hampshire nor the Charter and Ordinances of the City of Somersworth.

**MITCHELL MUNICIPAL GROUP, P.A.**  
City Attorney

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

4/29/15

by: \_\_\_\_\_





NEW HAMPSHIRE MUNICIPAL BOND BANK

April 22, 2015

Bob -  
FYI - [signature]

Mr. Scott Smith  
Finance Director  
City of Somersworth  
1 Government Way  
Somersworth, NH 03878

Dear Scott:

Earlier this year, favorable market conditions allowed the New Hampshire Municipal Bond Bank to refinance a portion of its outstanding debt. A portion of this refinanced debt was originally issued to make one or more loans to your community. This refinancing resulted in a net debt service savings to the Bond Bank. In the past, the Bond Bank has returned savings to the communities by issuing a check to the community for the total amount of savings. We were not able to structure the 2015 Series A refunding to provide up front savings. The Bond Bank has determined to return savings realized through this refinancing to each borrower, whose loan was funded through the Bond Bank's refinanced debt, by revising the original debt service schedule. The savings allocable to each borrower is based upon the amount of the loan that was included in the particular maturities of bonds refinanced by the Bond Bank.

Please replace your original debt service schedule with the revised schedule enclosed with this letter. The revised debt service schedule reflects the savings allocated to your community.

<u>Series</u>	<u>Maturities</u>	<u>Savings</u>	<u>Bonds</u>
2006 Series A	2017-2021	\$66,654	← new Police Station
2007 Series C	2019-2028	\$32,243	← water Treatment

If you have any questions, call me at 603-271-2595 or toll free at 1-800-393-6422.

Sincerely,

Tammy St. Gelais

Tammy J. St. Gelais  
Assistant Director

tjs

Enclosure

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## Property Maintenance & Code Compliance

The City is committed to providing a safe, attractive, and livable City for all our residents business owners, and visitors.

Questions regarding our property maintenance and land use regulations?

Please contact the  
Office of Planning and Economic  
Development at 692-9517.



BEFORE

AFTER



[For More Information - Click here](#)



## Doing Business-

Welcome to Somersworth NH, a City with a proud history and a bright future. Conveniently located an hour north of Boston and just minutes from Portsmouth NH, Somersworth is a great choice for companies looking to start or grow their business.

## Mayor's Community Forum Saturday, May 9

The Next Mayor's Forum will be Saturday, May 9th at 9:00 am in the Council Chambers here at City Hall. Please join the Mayor, Ward 4 City Councilor and Ward 4 School Board Member. Come discuss Community issues, voice your concerns and help move Somersworth forward! Please access City Hall via the High Street entrance.



## Economic Development Manager Talks About Somersworth

<http://extension.unh.edu/articles/If-You-Rebuild-It-Will-They-Come>



## State Of City Address, Mayor Dana Hilliard

Honorable members of the City Council, School Board, and citizens of Somersworth, The state of our Hilltop community is focused on ideas and innovations. For two years now, the winds of change have been sweeping through our community. We have gained a reputation state wide as a city of promise and innovation. A community [...]

## FY 2015-2016 Proposed Budget/City Manager Budget Presentation

FY2015-2016 Budget Presentation FY 2015-2016 Proposed Budget

## Notices

Construction Update for Week of April 27th

Sidewalk construction continues this week. Please drive with caution through the construction zone.

Trees are scheduled to be planted on Wednesday, April 29th.

## Notices

Malley Farm Is Open

The Department of Public Works & Utilities is pleased to announce that Malley Farm is open. The hours of operation will be from 7:30 a.m. to 2:30 p.m. Monday through Friday and from 8:00 a.m. to 6:00 p.m. on Saturday and Sunday. Should you have any questions or concerns, please contact the Department of Public Works at 692-4266.

## Notices

2015 Street Sweeping

Street sweeping will continue this week.

Peter. B. Schmidt, Chairman  
Robbie Parsons, Vice Chairman  
Audrey Stevens, Clerk

STRAFFORD COUNTY  
DELEGATION  
WILLIAM A. GRIMES  
Justice & Administration Building  
259 County Farm Road, Suite 204  
Dover, New Hampshire 03820  
Telephone: (603) 516-7100  
Fax: (603) 743-4407



## NOTICE

### PUBLIC MEETING OF THE STRAFFORD COUNTY DELEGATION EXECUTIVE COMMITTEE

TO:       Strafford County Delegation Executive Committee Members  
          Strafford County Cities and Towns Mayors, Selectmen, Councilmen (w/o enclosures)  
          New Hampshire Secretary of State's Office (w/o enclosures)

FROM:     Peter B. Schmidt, Chairman

DATE:     April 27, 2015

SUBJECT:  Meeting of the Executive Committee of the Delegation – Friday, May 8, 2015, 9:00 a.m.

NOTICE is hereby given that a Public Meeting of the Executive Committee of the Delegation has been scheduled for Friday, May 8, 2015, at 9:00 a.m. in the **COMMISSIONERS' CONFERENCE ROOM** in the Strafford County William A. Grimes Justice and Administration Building, 259 County Farm Road, Dover, New Hampshire, to discuss the following business:

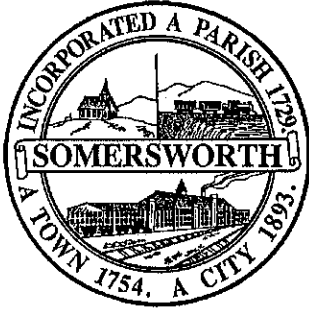
1. Approve Minutes of Executive Committee Meeting of March 6, 2015
2. Approve Tax Anticipation Note Borrowing of up to \$9,680,000 for 2015
3. Review and Approve First Quarter 2015 Budget Report
4. Any Other Business Which May Legally Come Before the Committee
5. Adjournment

A copy of the First Quarter Budget report is enclosed for your review. The March 6, 2015 Executive Committee Meeting Minutes were sent previously.

If you require further information or are unable to attend the meeting, please notify Jean Miccolo, Administrative Assistant at the County Commissioners' Office at 516-7100. I look forward to seeing you at that time.

Jlm

Enclosures



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Joe Ducharme, PE  
Engineering  
Tel: 692-9524  
Fax: 692-9576

**DATE: April 22, 2015**

**TO: Bob Belmore, City Manager**

**COPY: Scott Smith, FD; Todd Smith, PWD**

**SUBJECT: Meeting With Pike Industries**

Public Works and Engineering staff met with Pike Industries this afternoon to review Pike's proposed schedule for completing the wearing course pavement on Blackwater Road and Whitehouse Road as well as the striping on High Street.

Pike's proposed schedule to complete the paving project work is as follows (weather permitting).

**First two weeks of May** – Blackwater Rd & Whitehouse Rd prep and pave; striping to follow depending on temperatures. Corrective work discussed with Pike included:

- Fortify subgrade and improve pavement transition at the intersections of Blackwater Rd with Old Rochester Rd and Route 108;
- Prep and seal cold joints before placing wearing course pavement.

**Mid-May to mid-June** – corrective work on High Street and striping. Corrective work discussed with Pike includes:

- Repair damaged signal loop at Kelwyn Drive;
- Replace failed striping at High St;
- Improve pavement transition from High Street to Stackpole Rd at intersection;
- Improve pavement transition on north end of project;
- Improve pavement transition at Wal-Mart driveway;
- Take grade shots along curb line between Market Basket driveway and Tri-City Road;
- Clean out excess asphalt from all SMH, DMH, WG covers.

**END OF MEMORANDUM**