


Office of the City Manager

TO: Mayor Dana S. Hilliard and City Council Members
FROM: Robert M. Belmore, City Manager 
DATE: Friday, April 14, 2023
SUBJECT: City Manager's Report for Monday, April 17, 2023 City Council Meeting

Unfinished Business (under Section 15 of Agenda)

Resolutions

- A. Resolution No 42-23: To Authorize the City Manager to Sign an Agreement with the State of New Hampshire Division of Historical Resources for the Installation of a Historical Marker and for the City to Agree to Provide Maintenance and Care of Said Marker. Again, the City was notified from the State of NH, Division of Historical Resources, that they approved the City's request to place a State Historical Marker at the Forest Glade Cemetery.

New Business (under Section 16 of Agenda)

Resolutions

- A. Resolution No. 43-23: To Amend Council Rules and Regulations, Section 10A, School Board Resignations, and to add Section 10B Filling of Board and Committee Vacancies. Attached is a Copy of the Council Rules & Regulations.
- B. Resolution No. 44-23: To Authorize the City Manager to Enter into a 20-Year Lease with 85 Elm Street Somersworth, LLC for 44 City Public Parking Spaces on Main Street. The Economic Development Committee met on April 12th and voted to recommend approval of this Resolution. Attached is a copy of the Lease which has been reviewed by the City Attorney and our insurance carrier, Primex. The developer's Attorney provided the first Draft and they agreed to changes requested by the City. The location of the leased spaces is shown on the attached map, which will be "Exhibit A" as part of the Agreement.

Other

- A. Vote to Authorize the Sale of the Former Police Station Property at 5 Main Street by way of Requesting Sealed Bids with a New Minimum Bid or by Contracting with a Realtor to Pursue a Sale (Request of Economic Development Committee).

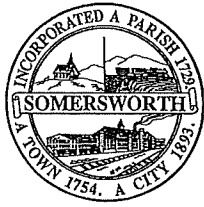
City Manager's Items (under section 12 of Agenda)

Informational Items

- A. Fire Department Grant Application.** Without objection, I intend to give authorization to Fire Chief George Kramlinger to apply for Grant Funding for technical rescue, hazmat, and associated equipment through HSEM in the amount of \$50,000 - \$100,000. Both offices disburse Federal funds which generally requires a 5% match. Attached is an email from the Chief regarding this request, and if awarded, a soft match using SCBA replacement funding which is already programmed in the CIP.

Attachments

1. Department Head Reports
2. City Attorney Certifications: Two (2)



City of Somersworth – Resolution

Resolution No: 42-23

TO AUTHORIZE THE CITY MANAGER TO SIGN AN AGREEMENT WITH THE STATE OF NEW HAMPSHIRE DIVISION OF HISTORICAL RESOURCES FOR THE INSTALLATION OF A HISTORICAL MARKER AND FOR THE CITY TO AGREE TO PROVIDE MAINTENANCE AND CARE OF SAID MARKER

April 3, 2023

WHEREAS, pursuant to New Hampshire Revised Statutes Annotated 236:44, as inserted by Chapter 422, Laws of 1983, and by New Hampshire Revised Statutes Annotated 227-C:4, X., pursuant to Chapter 345, Laws of 1985, authority was granted to the Division of Historical Resources / State Historic Preservation Office to enter into cooperative arrangements with cities, towns, and local historical organizations or societies for the erection of markers, for the purpose of indicating the occurrence of historical events, within the rights of way of Class IV and V highways; and

WHEREAS, said RSA 236:44 requires that the Division of Historical Resources / State Historic Preservation Office's authority to enter into such agreements is conditioned upon the City, Town, or Local Historical Organization or Society agreeing to the subsequent maintenance and care of said markers; and

WHEREAS, the City desires a historical marker be placed near the Forest Glade Cemetery which was established in 1851 and has been placed on the National Registry of Historic Places;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to sign an agreement with the State of New Hampshire Division of Historical Resources to pay for the full cost of a historical marker including installation of a historical marker and for the City to agree to provide maintenance and care of said historical marker.

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

City of Somersworth – Resolution 42-23

History

First Read Date:	04/03/2023	Tabled:	
Public Hearing:		Removed From Table:	
Second Read:			

Discussion

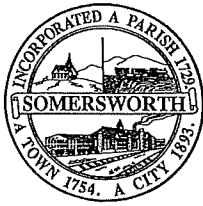
04/03/2023

Clerk LaPanne performed a first reading of Resolution 42-23.

Resolution 42-23 will remain in first reading until the call of the Chair.

Councilor Witham requested that his name be added to Resolution 42-23 as a sponsor. There was no objection.

Voting Record		YES	NO
Ward 1 Councilor	Pepin		
Ward 2 Councilor	Vincent		
Ward 3 Councilor	Gibson		
Ward 4 Councilor	Austin		
Ward 5 Councilor	Michaud		
At Large Councilor	Witham		
At Large Councilor	Gerding		
At Large Councilor	Cameron		
At Large Councilor	Messier		
TOTAL VOTES:			
On	Resolution 42-23	PASSED	FAILED



City of Somersworth – Resolution

Resolution No: 43-23

TO AMEND COUNCIL RULES AND REGULATIONS, SECTION 10A, SCHOOL BOARD RESIGNATIONS, AND TO ADD SECTION 10B FILLING OF BOARD AND COMMITTEE VACANCIES

April 17, 2023

WHEREAS, Presently, there is no formal notification process in regards to School Board Member resignations, or the City Council's acceptance of other individual resignations from City Boards and Committees; and

WHEREAS, City governance will benefit from a clear administrative process that provides direction on the receipt and acceptance of resignations from City Boards and Committees; and

WHEREAS, Furthermore, City governance and the Public will benefit in knowing the timing of accepting applications to fill any Board or Committee vacancies,

NOW, THEREFORE, City Council Rules and Regulations, as amended, shall be further amended as follows:

Section 10A. School Board Resignations, add a new paragraph:

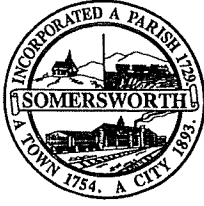
When a resignation of a School Board Member occurs, the Mayor shall communicate the resignation to the City Council and School Board Chair prior to posting the vacancy.

Add, Section 10B. Filling Board and Committee Vacancies

No application to fill any vacancy on any Board or Committee may be accepted until the City Council has been duly notified of the vacancy at a scheduled City Council Meeting.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the Council Rules and Regulations are amended effective immediately upon passage of this Resolution.

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



City of Somersworth – Resolution

Resolution No: 44-23

TO AUTHORIZE THE CITY MANAGER TO ENTER INTO A 20-YEAR LEASE WITH 85 ELM STREET SOMERSWORTH, LLC FOR 44 CITY PUBLIC PARKING SPACES ON MAIN STREET

April 17, 2023

WHEREAS, 85 Elm Street Somersworth LLC applied for approval of a site plan for a 128-unit multifamily development and infrastructure for property located at 85 Elm Street and 20 Green Street; and

WHEREAS, the Somersworth Planning Board approved the site plan application on March 15, 2023 with certain conditions including the requirement that the applicant receive approval from the City Council on the lease of additional parking spaces to achieve a 1.3 parking space to unit ratio; and

WHEREAS, the development of this property merges with the City's desire to pursue development that will provide increased revitalization of the downtown core; and

WHEREAS, City Staff has identified 44 parking spaces along the Eastern side of Main Street that could be leased by the developer that would achieve the parking space ratio required by the Planning Board; and

WHEREAS, City Staff have prepared a draft lease with 85 Elm Street Somersworth LLC that would provide 44 parking spaces along Main Street, for a 20-year term, with a lease payment of \$20 (Twenty dollars) per space per month; and

WHEREAS, the Economic Development Committee has reviewed this lease with City Staff and recommends the City Council approve this lease;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to enter into a 20-year lease with 85 Elm Street Somersworth, LLC for 44 City public parking spaces along Main Street, and to take any other actions relative to this lease determined to be in the best interest of the City.

Authorization

Sponsored by Councilors:

Donald Austin
Robert Gibson
Richard Michaud
Matt Gerding

Approved:

City Attorney

PARKING LEASE

The **City of Somersworth** (hereinafter “City”), a municipal corporation with a principal place of business of 1 Government Way, Somersworth, New Hampshire 03878, for good and valuable consideration as set forth herein, hereby grants on this ____ day of _____, 2023 this Parking Lease (this “Parking Lease”) to **85 Elm Street Somersworth LLC**, a New Hampshire limited liability company (hereinafter “Grantee”) with a principal place of business at PO Box 571, Greenland, NH 03840, with QUITCLAIM COVENANTS for use in connection with the Grantee’s improvements to 85 Elm Street and 20 Green Street, Somersworth, NH (Map 10, Lot 176 and Map 10, Lot 177) (the “Property”) under its approved Site Plan dated _____, 2023 (hereinafter the “Project”), pursuant to the following terms and conditions:

1. **Parking Lease.** The City hereby grants to Grantee its successors and assigns an exclusive parking Lease for the purpose of constructing, maintaining, repairing and replacing pavement, markings and signage to permit and accommodate picking up, parking, and dropping off of motor vehicles by residents of the Project, all appurtenant to the Project and the Property, in an area (the “Lease Area/s”) consisting of forty-four (44) parking spaces along Main Street shown as the “[Lease Area]” on Exhibit A hereto (the “Parking Spaces”).

The City shall have the right to relocate the Parking Spaces to other locations on Main Street or other location proximate to the Project upon 15 days’ prior written notice to Grantee, provided, that the relocated Parking Spaces shall be in a location acceptable to both parties.

Grantee shall release the Parking Spaces on a one-for-one basis if Grantee acquires off-site private parking spaces to support the Project.

2. **Access:** The Parking Lease is granted together with the right of ingress and egress and the right to pass and repass to and from said Lease Area/s with motor vehicles, equipment or otherwise for any and all purposes herein granted and to transport

necessary men, equipment and materials to and from the same and for constructing, maintaining, operating, and repairing the Parking Lease; doing no unnecessary damage and replacing as much as possible the land to its condition before work began. Grantee will be responsible for enforcing any illegally parked vehicles.

3. **Term:** The Parking Lease shall be for a term of twenty (20) years (the “Term”) and shall run with the land and shall inure to the benefit of the Property. Upon expiration of the Term, the parties shall negotiate in good faith for the extension of the Term for successive ten (10) year periods.
4. **City Use:** The City shall have the right to suspend this Lease on an as needed basis in the event of (i) a public emergency, (ii) a paramount municipal need, (iii) for parking during election polling at 157 Main Street, and (iv) downtown City festivals that require use of the Parking Spaces for guest parking, provided that in any such case, such suspension shall not continue for more than forty-eight (48) hours. Additionally, in the event of a Citywide snow parking ban, Grantee shall cause the Project’s residents to vacate their vehicles from the Parking Spaces by 9:00am on the morning following the snow parking ban to allow for the City to plow the Parking Spaces. Also, in the event of a downtown only parking ban specific for snow removal operations, Grantee shall cause the Project’s residents to vacate their vehicles from the Parking Spaces during the duration of the parking ban. The City shall use reasonable efforts to notify Grantee of such suspension in writing.
5. **Notice:** The Grantee shall provide notice to the City’s Director of Public Works when Grantee assumes control and use of the Lease Area/s.
6. **Lease Fee:** Grantee shall pay to the City an amount equal to Twenty and 00/100 Dollars (\$20.00) per month per Parking Space (the “Lease Fee”), which shall not include any Parking Spaces surrendered to the City in accordance with Section 1 hereof.
7. **Street Light:** As additional consideration for the Lease, Grantee, at its sole cost and expense, shall install one (1) cobra-head street light in the vicinity of the Parking Spaces in accordance with the City’s current technical specifications for street lights in a location to be determined by the City. Following installation of said street light, the City shall be solely responsible for the maintenance, repair, and replacement of said street light and the cost and expense thereof.
8. **Signage:** Grantee shall be permitted to erect parking area signage that complies with applicable City sign regulations contingent on the City’s prior approval of such sign locations. The maintenance of such signage is the responsibility of the Grantee.
9. **Indemnification:** Grantee agrees to indemnify and hold harmless the City of Somersworth, its officials, agents, volunteers, and employees, for any and all property damage, bodily injury or personal injury to the extent caused by Grantee’s

use of the Lease Area. This obligation survives termination or revocation of this Parking Lease.

10. **Insurance:** At all times the Grantee shall maintain insurance for bodily injury and property damage in the amount of at least \$1,000,000 per occurrence and \$2,000,000 aggregate, which shall show the City of Somersworth, its officials, agents, volunteers, and employees as additional insureds. Grantee shall maintain a certificate of insurance on file with the City's Legal Department upon commencement of Grantee's possession of the Lease Area/s.
11. **Maintenance of Area:** During the course of this Agreement, Grantee will maintain the Lease Area in neat and orderly fashion.
12. **Damage:** Grantee agrees to take reasonable steps to remedy any damage to the Lease Area to the extent caused by the Grantee's operations and use of the Lease Area.
13. **Notice of Lease.** Grantee may record a notice of this Lease Agreement in the Strafford County Registry of Deeds in a form reasonably acceptable to Grantee and the City, and the City agrees to execute and deliver in recordable form such notice within ten (10) days of Grantee's request.

[end of text; signatures follow]

Executed as of the date first set forth above.

City of Somersworth

By: _____
Robert M. Belmore, City Manager

Pursuant to vote of the City Council

Dated _____.

Executed as of the date first set forth above.

85 Elm Street Somersworth LLC

By: _____
Name:
Its:

THE STATE OF NEW HAMPSHIRE
COUNTY OF STRAFFORD

This Deed was acknowledged before me on this ____ day of _____, 2023
by _____ the Manager of 85 Elm Street Somersworth
LLC, a New Hampshire limited liability company on behalf of the limited liability company.

Before me,

Justice of the Peace/Notary Public
My commission expires:
Name: _____
[print]

THE STATE OF NEW HAMPSHIRE
COUNTY OF STRAFFORD

This Deed was acknowledged before me on this ____ day of _____, 2023
by _____ the _____ of the City of
Somersworth, New Hampshire on behalf of the City of Somersworth.

Before me,

Justice of the Peace/Notary Public
My commission expires:
Name: _____
[print]

Exhibit A

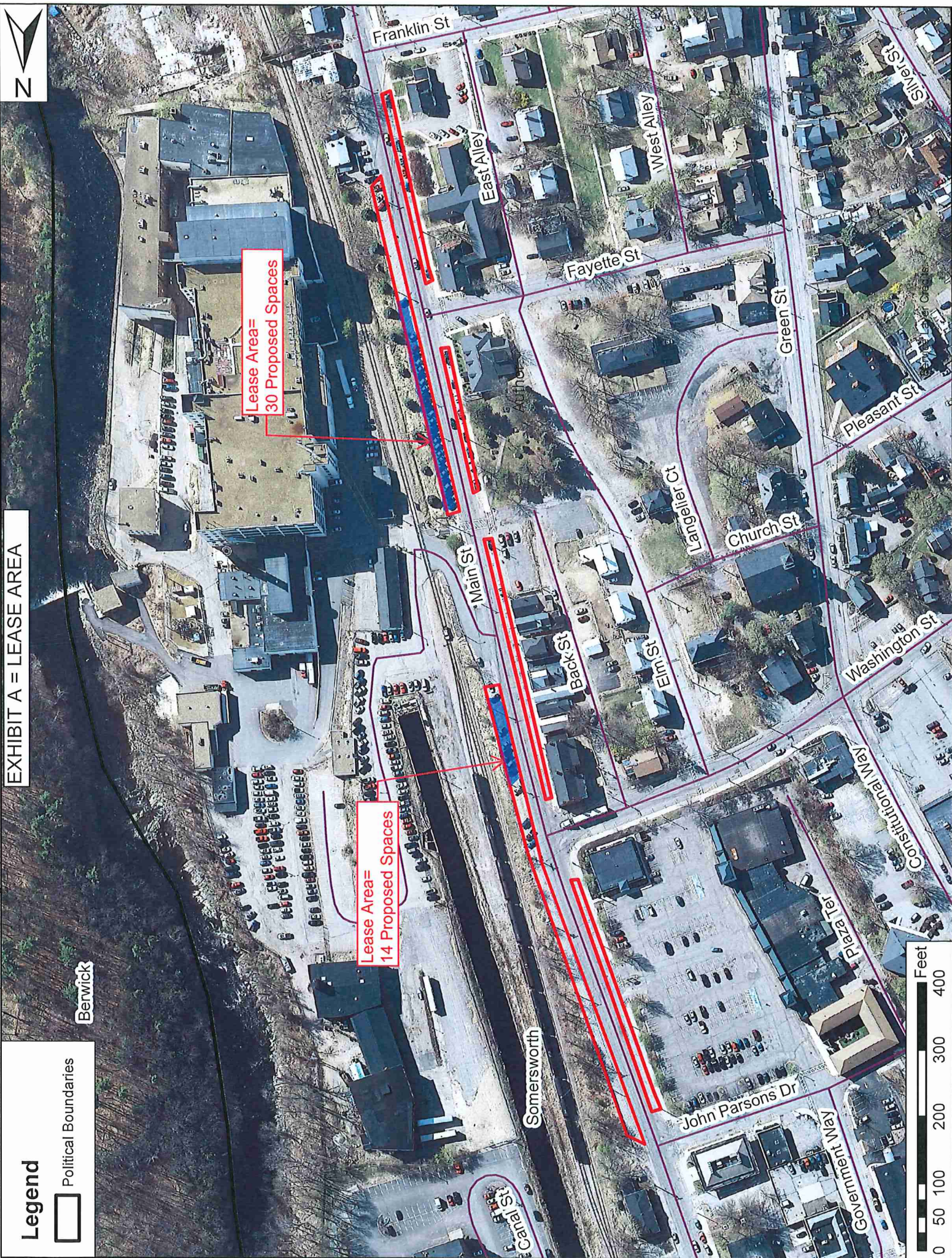


EXHIBIT A = LEASE AREA

Legend

Political Boundaries

Berwick





City of Somersworth

Fire Department

195 Maple Street – Somersworth, NH 03878-1594
Business Line: 603-692-3457



April 12, 2023

To: Mr. Robert Belmore, City Manager

Re: FD Grant Applications

1. Thanks to our citizens, Mayor, Council, and City Staff, the City of Somersworth Fire Department is well funded and equipped. Examples include: new turn out gear, self-contained breathing apparatus (SCBA), a fire pumper truck, and salary increases.
2. However, lesser used equipment for technical rescue and hazardous materials response has exceeded or is reaching the end of its useful service life. These items were purchased over ten years ago with a combination of grant funding and annual budget funds.
3. Informal communication with NH Homeland Security and Emergency Management (HSEM) indicate there may be an out-of-cycle grant funding opportunity available with proper justification.
4. Request permission to seek this out-of-cycle grant funding possibility for technical rescue, hazmat, and associated equipment through HSEM in the amount of \$50,000 - \$100,000. Since any potential HSEM grant uses Federal funding, a 5% match will likely be required. If this grant proposal is accepted, my plan is to work with HSEM to use SCBA replacement funding already programmed into the CIP as a soft match.

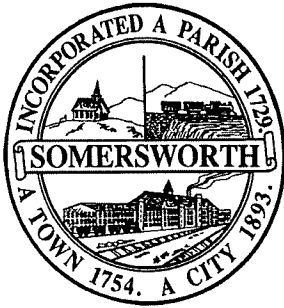
Sincerely,

George Kramlinger

George Kramlinger

Fire Chief/EMD

City of Somersworth



MEMORANDUM

To: Bob Belmore, City Manager

From: Scott Smith, Director of Finance and Administration

Date: April 11, 2023

Re: **Monthly Report**

Finance Department:

- Assisted in completing FY24 proposed budget.
- Assisted in preparation of FY24 Budget presentation.
- Completed MS-6c for State of NH.
- Completed MSDA for FY2022 Audited Financial Statements.
- Completed Single Audit filings.
- Bids:
 - Catch Basin Cleaning – Due April 14.
 - Construction Equipment Rental – Due April 6.
 - Re-use National Guard Site – Due May 26.
 - Wellhouse Roof – Due April 13.

Treasurer's Report:

- General Fund cash on hand as of March 31, 2023 are attached to this report. Investments used for the period were short term certificates of deposit, money market account, NH Deposit Investment Pool, and a Citizen's Bank investment account.

City Clerk:

- Prepared for and took minutes at two scheduled City Council meetings, and standing committee meetings.

Tax Collector:

- Motor vehicle registrations were a total of \$207,568 during the month.
- Collected \$6,720 for Municipal Transportation Fund during month.
- Notices of Arrearage was sent for delinquent Property Taxes and Utility Bills.
- Total receipts for the month were \$1,718,786.

Library

- The Library had 3,463 visits during the month.
- 41 new library cards were issued, and 71 cards were renewed.
- The Library celebrated St. Patrick's Day with Pat \$ Gerry, 54 people attended.

Human Services:

- Louise Oliver started with us in March as our new Welfare Officer. We are working through the monthly reporting with her and will have an update next month.

Information Technology

- Spent time in general server maintenance, checked systems, checked and cleared logs.

Assessing

- Processing abatements received by deadline.
- Updating all new construction and other changes as of April 1.

Treasurer's Report.
General Fund

Period as of March 31, 2023,

General Fund Account	Balance	Rate	Maturity Date	Notes
G/F Checking	\$1,317,413	0.00%	N/A	Money available upon demand
Citizens Invest & ICS	\$2,538,616	2.17%	N/A	Money available upon demand
NHPDIP	\$12,280,085	4.73%	N/A	Money available upon demand
TD Bank	\$6,755,564	3.20%	N/A	Money available upon demand
Newburyport Bank	\$5,690,514	3.70%	N/A	Money available upon demand
Eastern Bank	\$1,747,647	2.00%	N/A	Money available upon demand
Leader Bank	\$4,086,034	3.04%	N/A	Money available upon demand

General Fund Interest Earnings	Period	Year to Date	Year to Date Anticipated	Variance Positive/(Negative)
Period as of March 31, 2023	\$291,845	\$517,519	\$150,000	\$367,519

Date: 4/13/2023

To: Robert Belmore, City Manager

From: Michelle Mears, AICP
Director of Planning and Community Development & D.D.S. Staff

Re: Department of Development Services March 2023 - Monthly Report

In addition to the Department's various activities listed in the attached staff reports, City Staff attended or assisted with the following Land Use Board meetings.

- Zoning Board – No meeting
- Conservation Commission – March 8
- Planning Board – March 15
- SRTC – No meeting
- Historic District Commission – March 22

Building and Health Departments

MAJOR Building Permits Applied for March 2023

Address		Construction Costs	Fees
436	High Street	\$ 1,000,000.00	\$ 9,025.00
18	Patriot Way	\$ 2,025,820.00	\$ 18,257.38
27	Noble St	\$ 245,000.00	\$ 2,230.00
29	Noble St	\$ 245,000.00	\$ 2,230.00
4	Summer St	\$ 550,000.00	\$ 4,979.50
Total		\$ 4,065,820.00	\$ 36,721.88

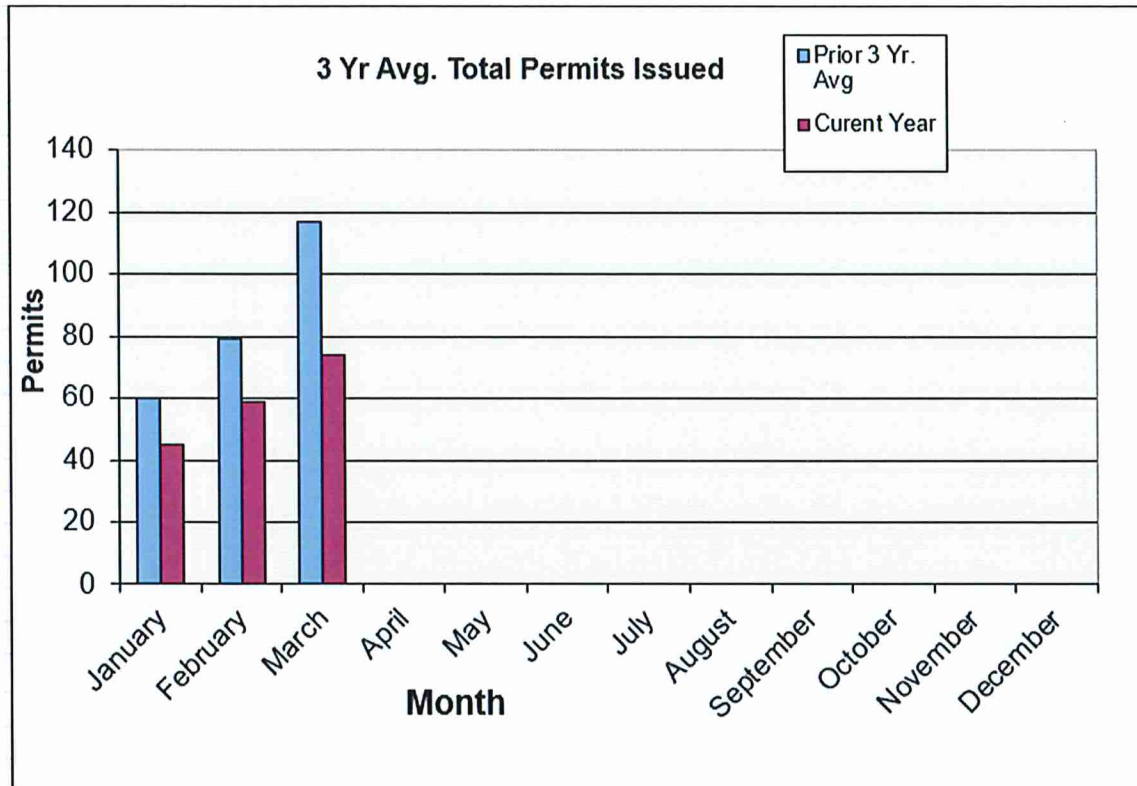
MINOR Building Permits Applied for March 2023

Address		Construction Costs	Fees
11-c	Ash St	\$ 1,000.00	\$ 34.00
38	Pinewood Dr	\$ 12,000.00	\$ 133.00
98	Colonial Village	\$ 20,000.00	\$ 205.00
60-62	Union St	\$ 10,022.00	\$ 115.20
7	Chabot St	\$ 11,354.00	\$ 127.18
178	High St	\$ 7,467.00	\$ 93.00
89	Crest Dr	\$ 44,288.00	\$ 424.00
13	Squire Dr	\$ 20,000.00	\$ 205.00
178	High St	\$ 9,000.00	\$ 106.00
15	Tates Brook Rd	\$ 13,521.00	\$ 146.69
508	High St	\$ 600.00	\$ 32.20
256	Old Rochester Rd	\$ 2,000.00	\$ 43.00

204	RT 108	\$ 15,000.00	\$ 160.00
3	Rocky Hill Rd	\$ 15,604.00	\$ 169.00
213	Sherwood Glen	\$ 20,000.00	\$ 205.00
3	Ron-Wyn Dr	\$ 4,000.00	\$ 73.00
47	Salmon Falls Rd	\$ 2,000.00	\$ 49.00
123	Maple St	\$ 8,798.00	\$ 104.18
36	Luna Cir	\$ 16,567.00	\$ 174.10
4	Constitutional Way	\$ 500.00	\$ 34.00
80	Sunningdale Dr	\$ 42,960.00	\$ 412.00
49	Pinewood Dr	\$ 11,758.00	\$ 130.82
27	Pinewood Dr	\$ 4,500.00	\$ 79.00
21	Silver St – B	\$ 2,500.00	\$ 55.00
Totals		\$ 295,439.00	\$ 3,309.37

Permit Receipts as of March 2023

PERMIT RECEIPTS						
	2020	2021	2022	2023	DIFFERENCE this year to last	% OF CHANGE
January	\$13,195.23	\$8,599.31	\$10,660.43	\$12,486.79	\$1,826.36	14.6%
February	\$13,438.09	\$6,590.61	\$31,381.26	\$10,679.12	-\$20,702.14	-193.9%
March	\$24,077.27	\$46,267.60	\$25,904.65	\$49,155.68	\$23,251.03	47.3%
April	\$10,871.58	\$27,779.60	\$26,246.19			
May	\$19,665.79	\$33,736.68	\$11,141.09			
June	\$13,079.55	\$51,947.53	\$37,046.22			
July	\$16,816.46	\$18,776.42	\$9,648.31			
August	\$23,823.08	\$46,171.98	\$25,716.69			
September	\$23,396.60	\$13,805.11	\$30,356.86			
October	\$16,152.79	\$18,139.91	\$12,587.39			
November	\$12,376.38	\$8,476.08	\$30,037.01			
December	\$6,925.03	\$8,858.58	\$7,853.79			
Year total	\$193,817.84	\$280,290.83	\$67,946.34	\$72,321.59	\$4,375.25	6.0%
Difference of change this year to last (completed months only)	\$193,817.84	\$280,290.83	\$260,217.89			



Property Maintenance March 2023

*Notification Issue meaning: CN – Courtesy Notice; NOV – Violation Notice;

Address	Complaint Type	Complaint Date	Notification Issued	Status
11 Ash Street	MPV	11/14/2022	NOV	Pending
3 Market Street	Dumpster Violation	11/17/2022	CN	Pending
446 Main Street	MPV	11/17/2022	NOV	Pending
341 High Street	Fence Violation	11/21/2022	CN	Pending
222 Rte 108	Dumpster Violation	11/21/2022	CN	Pending
85 Washington Street	MPV	11/29/2022	CN	Resolved
128 Franklin Street	Dumpster Violation	11/21/2022	CN	Pending
12 Silver Street	Dumpster Violation	11/29/2022	CN	Resolved
15 Garden Street	Fence Violation	11/29/2022	CN	Pending
87 Franklin Street	Step Violation	11/29/2022	CN	Pending
222 High Street	Fence Violation	11/29/2022	CN	Pending
230 High Street	Fence Violation	11/29/2022	CN	Pending
197 #A Rt 108	MPV	12/2/2022	CN	Pending
41 Franklin Street	MPV	12/5/2022	CN	Pending
57 Green St	Siding Violation	12/5/2022	CN	Pending
47 Green St	Trash	12/5/2022	CN	Pending
37 Green St	Siding Violation	12/5/2022	CN	Pending
28 Green St	MPV	12/5/2022	CN	Pending

43 Mt. Auburn	MPV	12/5/2022	CN	Pending
107 Green St	Step Violation	12/5/2022	CN	Pending
48 Franklin St	MPV	12/5/2022	CN	Pending
37 Franklin St	MPV	12/5/2022	CN	Pending
184 High Street	Siding Violation	12/5/2022	CN	Pending
38-40 Franklin	MPV	12/5/2022	CN	Pending
290 Main Street	MPV	12/5/2022	CN	Pending
36-38 Market Street	Front Door Missing	11/29/2022	CN	Pending
2 Government Way	Dumpster Violation	12/19/2022	CN	Pending
66 High Street	Step Violation	12/5/2022	CN	Pending
17 Broad Street	Siding Violation	12/5/2022	CN	Pending
130 Main Street	Landscaping Issues	12/5/2022	CN	Resolved
76 Elm Street	MPV	12/5/2022	CN	Pending
36 Green Street	Trash	12/5/2022	CN	Resolved
93 Main Street	MPV	12/20/2022	CN	Pending
109 Main Street	Sign Violation	12/20/2022	CN	Pending
105 Main Street	MPV	12/20/2022	CN	Pending
117 Main Street	Sign Violation	12/20/2022	CN	Pending
506 High Street	Dumpster Violation	12/19/2022	CN	Pending
25 Otis Road	Dumpster Violation	12/19/2022	CN	Pending
39 Rocky Hill Road	Dumpster Violation	12/19/2022	CN	Pending
47 Salmon Falls Road	Dumpster Violation	12/19/2022	CN	Pending
48 Green Street	MPV	12/19/2022	NOV	Pending
67 Elm Street	MPV	12/20/2022	NOV	Pending
53-55 Union	MPV	12/13/2022	CN	Pending
71 Indigo Hill Road	Siding Violation	12/13/2022	CN	Pending
194 Green Street	Trash	12/13/2022	CN	Pending
10-12 School Street	Chimney Violation	12/13/2022	CN	Pending
302 Main Street	Fence Violation	12/13/2022	CN	Pending
357 Main Street	MPV	12/13/2022	CN	Pending
11 Ash Street #A	MPV	12/29/2022	NOV	Pending
197 #B Rt. 108	MPV	12/29/2022	CN	Pending
396 High Street	MPV	12/13/2022	CN	Pending
258 High Street	MPV	12/13/2022	CN	Pending
37 Franklin St	Trash	1/12/2023	CN	Resolved
78-80 Market Street	Siding Violation	1/13/2023	CN	Pending
260 Main Street #2	Mold	1/20/2023	CN	Pending
354 Main Street #1	MPV	1/23/2023	NOV	Pending
13 Water Street	Trash	1/11/2023	CN	Resolved
31 Green Street	Trash	1/19/2023	CN	Resolved
10 Green Street	MPV	1/19/2023	CN	Pending

11 Ash #A	No Heat	2/10/2023	NOV	Resolved
11 Ash #B	MPV	2/2/2023	NOV	Pending
Blue Heron	Wetlands Violation	2/10/2022	NOV	Pending
136 Indigo Hill Road	Siding Violations	2/17/2023	CN	Pending
18 Davis Street	MPV	2/17/2023	CN	Pending
11 Silver Street	Siding Violation	2/17/2023	CN	Pending
51 Prospect Street	Permit Violation	2/17/2023	CN	Resolved
354 Main Street #1	MPV	2/15/2023	NOV	Pending
13 Water Street	MPV	2/21/2023	NOV	Resolved
10B Silver Street	MPV	2/23/2023	CN	Pending
57 Green Street	Trash	2/22/2023	NOV	Resolved
65 Green Street	Unsafe Stairway	2/23/2023	CN	Pending
12 Highland Street	MPV	2/21/2023	NOV	Resolved
86 High Street	MPV	2/28/2023	NOV	Pending
8 Beacon Street	Rats	3/20/2023	CN	Pending
10 Beacon Street	Rats	3/20/2023	CN	Resolved
24B Maple	Rats	3/20/2023	CN	Pending
117 Green Street	Heat	3/21/2023	CN	Resolved
24 Maple	Step Violation	3/22/2023	CN	Pending
194 Green	Camper Violation	3/21/2023	CN	Pending
132 High Street # B	Trash	3/17/2023	CN	Resolved
67 High Street	Outdoor Lighting Violation	3/23/2023	CN	Resolved
20-22 Spring Street	MPV	3/23/2023	NOV	Pending
105 Main Street	Trash	3/23/2023	NOV	Resolved
296 Main Street	MPV	3/23/2023	CN	Pending
114 Green Street	Step Violation	3/23/2023	CN	Pending
13 Water Street	Trash	3/21/2023	NOV	Resolved
65 Green Street	Life Safety Violation	3/23/2023	CN	Pending
24 Washington Street	Roof Violation	3/6/2023	CN	Pending
38 Franklin Street	MPV	3/27/2023	NOV	Pending
40B Franklin Street	Illegal Apartment	3/27/2023	NOV	Pending
45 South Street	MPV	3/28/2023	NOV	Pending
334 Main Street	Junkyard	3/17/2023	CN	Pending

PLEASE NOTE – All matters shown as “Resolved” were active matters which were closed in the month of March 2023 due to violations being brought into compliance. All matters shown as “Pending” are current, active matters.

- In the month of March, 2023, eighteen (18) open matters became compliant and were closed.
- In March 2023, the Code Compliance Office issued:
 - Sixteen (13) Courtesy Notices; and

- Six (6) Violation Notices

COURT MATTERS – Ongoing

- **City v. Anji Reddy – 11 Ash Street**
 - Failed to restore heat for 11 Ash Street. Citation issued on 2/27/23
 - Trial scheduled for August 15th 2023
- **City v. Anji Reddy – 11 Ash Street**
 - Failed to fix electrical hazards for 11 Ash Street. Citation issued 2/27/23
 - Trial scheduled for August 15th 2023
- **City v. Anji Reddy – 11 Ash Street**
 - Failed to fix plumbing issues for 11 Ash Street. Citation issued 2/27/23
 - Trial scheduled for August 15th 2023
- **City v. Anji Reddy – 11 Ash Street**
 - Failed to install smoke detection systems. Citation issued 2/27/23
 - Trial scheduled for August 15th 2023
- **City v. Reddy Infosys – 86 High Street**
 - City of Somersworth-Code Compliance filed a motion to impose suspended sentence for Reddy Infosys.
 - Hearing scheduled for April 3rd 2023
- **City v. Reddy Infosys – 86 High Street**
 - Failed to supply adequate heating supply. Citation issued 3/20/23
 - Hearing scheduled for April 10th 2023
- **City v. Reddy Infosys – 86 High Street**
 - Dangerous staircase. Citation issued 3/20/23
 - Hearing scheduled for April 10th 2023
- **City v. Reddy Infosys – 86 High Street**
 - Hole in the second “bedroom” floor. Citation issued 3/20/23
 - Hearing scheduled for April 10th 2023
- **City v. Reddy Infosys – 86 High Street**
 - Unstable railing to second “bedroom”. Citation issued 3/20/23

- Hearing scheduled for April 10th 2023
- **City v. Reddy Infosys – 86 High Street**
 - Leaking roof around chimney penetration. Citation issued 3/20/23
 - Hearing scheduled for April 10th 2023
- **City v. Reddy Infosys – 86 High Street**
 - Inactive knob and tube wiring. Citation issued 3/20/23
 - Hearing scheduled for April 10th 2023
- **City v. Reddy Infosys – 86 High Street**
 - Lights not to code/installed without permit. Citation issued 3/20/23
 - Hearing scheduled for April 10th 2023
- **City v. Reddy Infosys – 86 High Street**
 - Second “bedroom” unfit for habitation. Citation issued 3/20/23
 - Hearing scheduled for April 10th 2023
- **City v. Reddy Infosys – 86 High Street**
 - Light switch lacking faceplate. Citation issued 3/20/23
 - Hearing scheduled for April 10th 2023
- **City v. Reddy Infosys – 86 High Street**
 - Holes in plaster/sheetrock “second bedroom” stairwell ceiling and walls. Citation issued 3/20/23
 - Hearing scheduled for April 10th 2023
- **City v. Reddy Infosys – 86 High Street**
 - Flaking lead paint. Citation issued 3/20/23
 - Hearing scheduled for April 10th 2023
- **City v. Reddy Infosys – 86 High Street**
 - Kitchen sink leaking. Citation issued 3/20/23
 - Hearing scheduled for April 10th 2023
- **City v. Reddy Infosys – 86 High Street**
 - Damaged flooring. Citation issued 3/20/23
 - Hearing scheduled for April 10th 2023
- **City v. Reddy Infosys – 86 High Street**

- Food preparation space is not sanitary. Citation issued 3/20/23
- Hearing scheduled for April 10th 2023

- **City v. Reddy Infosys – 86 High Street**
 - Shower leak and water damage to surrounding areas. Citation issued 3/20/23
 - Hearing scheduled for April 10th 2023

- **City v. Reddy Infosys – 86 High Street**
 - Hole in bathroom wall. Citation issued 3/20/23
 - Hearing scheduled for April 10th 2023

- **City v. Reddy Infosys – 86 High Street**
 - Leaking shower damaged subfloor. Citation issued 3/20/23
 - Hearing scheduled for April 10th 2023

- **City v. Reddy Infosys – 86 High Street**
 - Bathroom sink not securely mounted to wall. Citation issued 3/20/23
 - Hearing scheduled for April 10th 2023

- **City v. Reddy Infosys – 86 High Street**
 - Missing GFCI outlets. Citation issued 3/20/23
 - Hearing scheduled for April 10th 2023

- **City v. Reddy Infosys – 86 High Street**
 - Sinks do not drain well. Citation issued 3/20/23
 - Hearing scheduled for April 10th 2023

- **City v. Reddy Infosys – 86 High Street**
 - Windows do not operate properly. Citation issued 3/20/23
 - Hearing scheduled for April 10th 2023

- **City v. Reddy Infosys – 86 High Street**
 - Roof has severe deterioration as a result of water penetration/rot. Citation issued 3/20/23
 - Hearing scheduled for April 10th 2023

Land Use Boards:

Minor Field Modification Request:

- PRM Auto/Somersworth II LLC c/o DSR Motor Group is seeking to revise the site plan and relocate the southerly driveway 50' as per the NHDOT permit for a property located at 112 Route 108, in the Commercial Industrial (CI) District, Assessor's Map 62 Lot 05, SITE#11-2022 was **approved**.

Conservation Commission: No new items

Historic District Commission:

- Joe and Mary Boucher are seeking a certificate of appropriateness to install siding, cover window casings with aluminum trim, and install crown molding over windows for a property located at 90 Noble Street in the Residential Duplex zone with Historic Overlay District (R2H) Assessor's Map 13 Lot 17 HDC#08-2023 was **continued**.
- PLANO Builders LLC is seeking a certificate of appropriateness to replace all windows, adding one door, and enlarging a deck for a property located at 5 Noble Street in the Residential/Multifamily zone with Historic Overlay District (R3H) Assessor's Map 10 Lot 142 HDC#09-2023 was **continued**.

Planning Board:

The Planning Board reviewed the following:

- **(Continuation from February 15, 2023):** John J. Flatley is seeking an extension of the Planning Board Condition of Approval granted January 26, 2022 to complete conditions prior to final approval for site plan amendment for access to a self-storage facility located on a portion of the lot within Rollinsford through a property located at Royal Drive in the Business (B) District, Assessor's Map 39 Lot 03, SITE#09-2022 was **WITHDRAWN**.
- **PUBLIC HEARING: (Continuation from February 15, 2023):** 85 Elm Street Somersworth LLC, are seeking Site Plan approval for a 128-unit multifamily development and infrastructure, property located at 85 Elm Street and 20 Green Street, in the Business with Historic and Form-Based Codes Overlay (BHFBC) District, Assessor's Map 10 Lots 176 & 177, SITE#20-2022 & CUP#1-2023 was **approved**.

Planning Board Workshop Business: None

Site Review Technical Committee: No meeting in March.

Zoning Board: No meeting in March.

Economic Development –March 2023

This Month's Commercial & Business Activity Includes - But is Not Limited to:

- **Vacancy: Commercial - Business Vacancy** [*Site for Sale and / or Lease*]
- a) **Vacant -Privately owned Property**
 - ✓ **Stratham Tire:** The space has been broken up into 2 smaller units
 - ✓ **Lucky's:** working with owner on new potential office use.
 - ✓ **400 High Street:** working with owner on potential specialty craft brew market place (Unit C)
- **New: Commercial - Business Tenants** [*Certificate of Occupancy issued*]
 - ✓ Be Free Church-3 Market Street
 - House of Worship
- **Existing: Business Expansion** [*Local Business growing and providing new/more service*]
 - ✓ Citizen's Bank @ Brixmor Tri -City Plaza-
- **Committed: Commercial Business Entity in Process** [*Committed to Occupying Specific Commercial Space or Land, and in process of establishing business at chosen location*]
 - ✓ Somersworth Sports Hub: Willand Drive
 - *Sports Dome*
 - ✓ Smart Storage: 1 Enterprise Drive - Route 108
 - *Storage Center*
 - ✓ MB Tractor: 355— Route 108
 - *Tractor Retail Sales*
 - ✓ Palmer Oil and Gas HDQ: 32 Gator Rock – Route 108
 - *Oil Company*
 - ✓ Great Bay Home – HDQ: Interstate drive
 - *Interior Design Storage & Sales Distribution Center*
 - ✓ Forward -Merch: 436 -Route 108
 - *Screen Printing & Fulfillment Center*
 - ✓ The Bistro at the Rail- 400 Main Street
 - Old Rail Pizza will be take out 4 days a week
 - ✓ Fold'd Diner SOS- 69 High Street
 - Crepe- and omelet focused modern diner on a misson
 - ✓ Pop Zup: 22 Canal Street Unit 324
 - *Specialty Food*
 - ✓ Wentworth Douglas Hospital Daycare Center- Terrascape
 - *Providing daycare for over 200 children PB approval January 2023*
 - ✓ Pensole Shoes: 434 – Route 108
 - *Shoe Manufacture*
 - ✓ Washville- Formerly Shammy's Carwash: 436 High Street
 - *Car Wash*
 - ✓ Thrive Food: 38 Market Street
 - *Take- Out Food Distribution Center*
 - ✓ Thompson Counselling: 42 High Street
 - *Counseling and Therapy*

- **Potential: Commercial - Business Exploring** [*Exploratory Review in process*]
 - 1) School House Farms - Chinburg Mill expansion into oils and seed distillation
 - 2) Formax, LLC - Seeking a Digital Print & Finishing Industrial space
 - 3) Vietnamese Food- Tri-City Plaza
 - Formerly Flooring Company next to TJMAXX
 - 4) C Sun-82 High Street
 - Internet Café /Gaming
 - 5) McFarland Ford- location TBD
 - 6) Seacoast Pretzel Company- location TBD
 - 7) Tri City Masonry-exploring expansion
 - 8) Bending Bodhi Yoga
- **# SeeSomersworth**
 - SeeSomersworth- Keep abreast of Downtown Business Activities at: www.facebook.com/seesomersworth
- **Community Advocacy:** ZOOM Meetings & Roundtables
 - ✓ **Bi - Weekly:** SEDS - “Seacoast Region Economic Development Stakeholders”
 - ✓ **Bi - Weekly:** BEA-CEDR – “Community Economic Development Region”
Economic Development Roundtable hosted by Commissioner Caswell
 - ✓ **Quarterly:** Great Falls Economic Development Corporation – BOD
- **Relationships & Partners:** Regular Engagement, Involvement, and Interface
 - ✓ **State and Regional Partnerships:**
 - BEA, SRPC, SBDC, SBA, SEDS
 - Seacoast Chambers of Commerce
 - Seacoast Economic Development Directors (SEDS)

Parks & Recreation – March 2023

Program & Event Highlights:

- The **Biddy Basketball** program for children ages 3-6 started March 4th and will conclude on Saturday, April 1st. All players will receive a medal at the last practice.
- **School District Somersworth Wellness Fair-** This event was held on Wednesday, March 29th 5-7pm at the High School. The Rec Dept. hosted a table with information about our program offerings, City Park info, volunteer opportunities, and more.
- **5th/6th Grade Rec Basketball Open Gym-** We had a parent volunteer help organize & supervise 2 open gyms for the 5th & 6th grade Rec Basketball players. Players were invited to work on basketball skills & shoot around during these post season open gyms held on Saturdays; March 18 & 25th from 10-11am at Idlehurst Elementary School gym.

Upcoming Activities:

- **Easter Egg Hunt-** Event is scheduled for Friday, April 7th at 4pm at Jules Bisson Park. We’re working to secure event volunteers. We have over 5,000 candy filled eggs to scatter.

- **April Break Spring Fling with Somersworth Public Library-** We'll be co-hosting this free event with the Library on Thursday, April 27th 10:30-12pm. There will be a seed starting activity, recycled spring themed crafts, and books for children to read. Pre-registration will be required.
- **Clean-Up Day & Earth Week Activities-** we're partnering with Somersworth Youth Connection, Public Works, & See Somersworth to bring back the Clean-up Day event in Somersworth. This year the kick-off event will be on Saturday, April 22nd from 8-10am. Community members are encouraged to stop by Jules Bisson or Noble Pines Park during these hours to sign the volunteer waiver & pick up trash bags & gloves. There is a sign-up genius link for folks to register to clean-up specific streets, parks, or neighborhoods. The following week we'll be sharing info about the parks & various sustainable activities.
- **Granite State Track & Field-** program registration opened on March 1st. The program will begin on May 10th and will run until June 7th. Practices will be on Mondays and Wednesdays this year and the final State Meet is scheduled for Saturday, June 17th at Winnisquam High School. This program is currently full with a waitlist.
- **Kids Camp-** Kids Camp registration opened on Monday, March 20th for residents for the 8-week & 4-week options. Registration will open on May 1st for non-residents and the weekly option, if space is available. We currently have 24 children registered for session 1 & 2. We have started a waitlist until we can hire & secure additional staff.

Summer Camp Hiring:

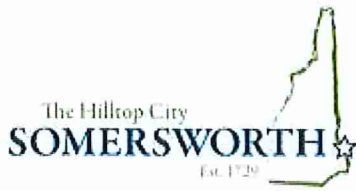
- We have 1 returning Director & 3 returning Camp Counselors that will be coming back to work for the Kids Camp program this summer.
- We started advertising for Directors and Counselors for the Kids Camp Program on March 1st. Staff will continue recruitment efforts over the next several weeks with interviews to start in mid-April.

City Park Updates:

- Rec Staff assist with collecting field use agreement contracts and supporting documents prior to the start of the season. The following organizations/teams will be utilizing City fields in spring 2023:
 - Somersworth Babe Ruth- Noble Pines baseball field
 - High School Baseball- Noble Pines baseball field
 - Little League- Jules Bisson field, Millennium Park field, and Blackwater Rd field

Staff Training & Meetings:

- RecDesk Software training 3/6, 3/20, 3/27
- 2023 City Field Use Meeting 3/23 4:00pm



MEMORANDUM from Director Public Works & Utilities

TO: Robert M. Belmore, City Manager

DATE: April 07, 2023

SUBJECT: Public Works Department Monthly Report for March 2023

FROM: Michael Bobinsky, Director of Public Works & Utilities

DIRECTOR'S COMMENTS

Highlights of the Department's activities during this reporting period are as follows:

- Worked with the City Manager's office on preparations for the State of the City address. Provided updated information on the Department key activities during the past year.
- Staff is continuing to work on getting easements approved from Eversource to allow access to a drainage swale along 1st Street in order for the 1st Street reconstruction project to proceed. Drainage easements are also being sought from 3 property owners along 1st and 2nd Street
- Held pre-construction meetings with representatives of GMI Paving for upcoming road paving and sidewalk reconstruction work.
- Began soliciting proposals for crack sealing services, catch basin cleaning and the replacement of the roof on the Italianate Well House at Forest Glade Cemetery.
- Highway Division personnel responded to three (3) snow and ice events in early March as spring approaches. Two of the storms were significant and contributed to down power lines and tree damage. Salt supplies have been replenished and reordered 2 times during past months due to high use; storm events have required greater use of salt over the winter.
- Received approval to waive bid requirements and entering into a contract with K5 for long line/lane painting and Spots on Lots for pavement marking work this Spring. Following street sweeping work, we anticipate painting services to begin in late April early May.
- Began soliciting applications for the 2023 Community Garden program. A total of 57 garden plots are available and build on the expansion project from last year. Malley Farm Community Garden volunteer stewards held a late winter meeting in preparation for the 2023 growing season with staff.
- Attended City Council meetings, and Public Works and Environment and Finance Committee meetings.
- Other meetings attended:
 - Cemetery Trustees
 - SRPC Executive and Policy Committees
 - Seacoast Stormwater Coalition
- Held a project kick off meeting with BETA Engineering for the design of the water main replacement on Main Street.

- Participated in planning discussions for proposed parking space leases for Main St by the 85 Elm Street Development team.
- Released bid documents and specifications for replacing the Italianate Well House Roof at Forest Glade Cemetery. Bids are due on April 13. This project is being funded by an additional \$15,000 NH Historic Preservation -Moose Plate Grant.
- Met with TAP Grant contactor and project inspection team to review key elements of the project including the pathway between the Middle School and Maplewood Elementary School.

HIGHWAY DIVISION

Operations / Maintenance:

- Performed monthly metal collections
- Performed maintenance and repairs to city equipment
- Performed repairs to maintenance and repairs to city equipment following winter events
- Performed pothole patching city wide
- Performed city trash collection at receptacles, and city buildings
- Replaced signs city wide damaged from weather and accidents
- Responded to 3 Winter Events
- Washed and greased trucks after winter events
- Performed 2 snow removals following winter events
- Removed snow from cul-de-sacs twice
- Filled salt barrels at the schools after winter events
- Collected broken hot top chunks along the roadways and sidewalks
- Collected limbs along road sides as snowbanks melted
- Began repairing dirt roads to include hauling gravel in from Brox
- Covered dirt pile in the pit
- Removed the final piece of the city Christmas tree.
- Removed decorations from the Library and City Hall
- Cleaned up the Tire Bin, TV Bin, and Freon area

Recreation:

- Collected downed limbs from severe weather over the winter

Cemetery:

- Collected downed limbs from severe weather within the cemetery

Water Distribution Support:

- Assisted with a water break on Pearl St

Sewer Collections Maintenance:

- Received 46 Digsafe request

ENGINEERING DIVISION

- Attended Finance Committee meeting on 3/1/2023.

- Attended Seacoast Stormwater Coalition meeting.
- Attended BETA water main design project kickoff.
- Attended site meetings with School Dept. and TAP Grant design team.
- Started construction on TAP Grant project 3/27/23.
- Attended water treatment plant evaluation kickoff with Wright-Pierce.
- Completed plan review meeting with Wright-Pierce for Constitutional Way.
- Attended PTAP workgroup meeting.
- Attended ASCE Lunch & Learns.
- Attended Ts UNH webinars.

WASTEWATER DIVISION

Operations/Maintenance:

- Operating under the (A20) process which is used for the winter months. During this time, we are not required to meet stringent nutrient and Biochemical Oxygen Demand & Total Suspended Solids requirements. The winter season runs from October 1st thru April 30th.
- We received our Cybersecurity Grant through NH-DES. We are now ordering the necessary equipment and software updates required to address our security needs. Back Bay Networks and Laviolette Controls both local businesses will be assisting us.
- Hosted a tour of the sludge dewatering upgrades to the town of Claremont wastewater division. Wright-Pierce coordinated the event.
- Main St pump station generator is back on line. A contractor replaced the gas regulator as well as a deteriorated vacuum hose.
- The new fire alarm power supply unit for the influent headworks building has been ordered and ships next week. Hackworth Fire & Security will complete installation immediately upon arrival. At this time, this building is still protected but has an active trouble alarm.
- Aeration blower #3 VFD has been inspected by Richardson Electric. Now we're waiting for the final report and what our options are moving forward.
- Experienced zero rain events for the month.
- Received 1,000 gallons of septage for the month.

Compliance:

- Preparing monthly reports to US-EPA and NH-DES.
- Reported zero permit exceedances for the month.
- Treated a total of 65-million gallons of wastewater during the month.

Industrial Pretreatment Program (IPP):

- Reviewed three wastewater survey which required no further action.
- Submitted one NOV (Notice of Violation) to General Linen for exceeding Fats, Oil & Grease limit. General Linen has submitted their options to address the ongoing grease issue. An internal meeting will need to be scheduled to discuss further actions.

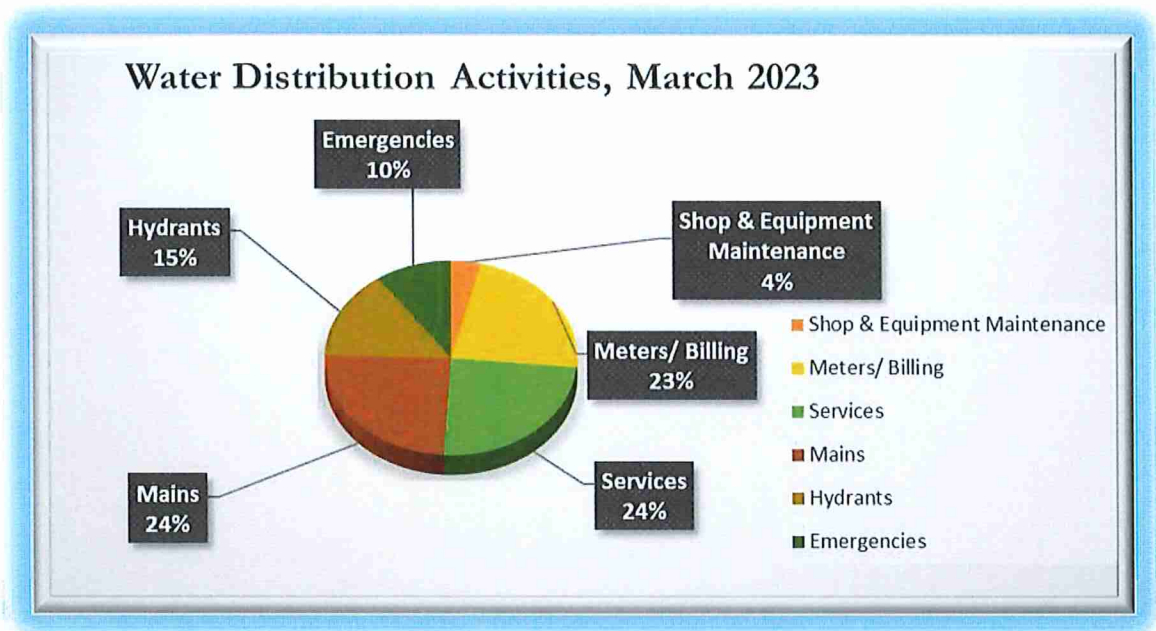
- Completed an annual inspection of Velcro, USA. This included sampling of their discharge as well as a review of their records and tour of the facility operations. No issues or concerns were noted.
- Completed an annual inspection of Contitech Thermopol. This also included sampling of their discharge, review of their records and tour of the facility. No issues or concerns were noted.
- Preparing for our annual IPP audit which is scheduled with EPA for April 26-27th.

Capital Improvements Plan (CIP) Items:

- Waste Water Treatment Facility upgrade – The City of Somersworth entered into a contract with Apex Construction to complete the wastewater treatment facility construction improvements in May, 2020. Project milestones included substantial completion – November 10, 2021. Final completion – February 8, 2022.
- Outstanding warranty issues include:
 - Aeration blower #4 variable frequency drive (VFD) replacement – We took delivery of the new VFD on February 27th and the contractor installed it March 3rd. The unit is fully functional and has started its 1-yr warranty period.
 - Replacement split units for cafeteria – The split units have been completed and started up. The units are fully functional and have started their 1-yr warranty period.
 - Dewatering - During the December 13-14th 1-year inspection, it was discovered we were supplied with the incorrect bowl and scroll. GEA-Westfalia is working on a plan to provide us with the correct equipment as specified. I have been told by GEA that the correct bowl and scroll will ship from Germany in late May.
 - Return Activated Sludge Pump #3 has been deemed unacceptable by Wright-Pierce due to frequent failures. The supply representative will be onsite on April 11th to discuss our options.
 - Landscaping – We will be assessing the upcoming growing season to ensure the minimum requirement for grass coverage has been met. We have until June 30th to request another round of grass seed.

WATER DISTRIBUTION

- Water Distribution operators completed 93 work orders and service requests in the month of March.
- Hydrant repair: Main St.
- Water Main Break Repair: Pearl St.
- Annual Backflow Report submitted to DES



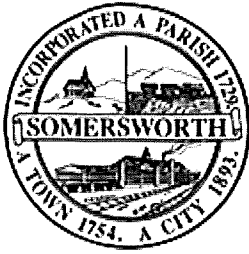
WATER TREATMENT

Items completed this month:

- Bacteria's and TOC's water quality tests completed
- Pumped 33,626,156 gallons of raw water
- Filtered and pumped to the city 30,357,125 of finished water
- Sampled for UCMR5 quarter #1
- Operated Rocky Hill well
- Sampled for PFAS in finish water and at Rocky Hill well
- Received replacement polymer pump
- Attended water plant evaluation kick-off at City Hall
- Contractor for Wright -Pierce completed Matterport (video) scan of water plant
- Energized lagoon #2 for sludge discharge to lower level in lagoon #3
- Attended virtual meeting regarding the Hamilton St tank roof with Statewide Aquastore
- Repaired supply piping for water feed on carbon system
- Investigated motor failure on suspended heater near chemical feeds found bad fan motor
- Continued with floor prep in filter area
- Received results from UCMR5 testing / no PFAS detected

Action items:

- Fence / gate repair
- Dive quotes for intake inspection



Somersworth Police Department

12 Lilac Lane

Somersworth, NH 03878

Business: (603) 692-3131 Fax: (603) 692-2111

Timothy J. McLin
Chief of Police

MEMORANDUM

Memo To: Bob Belmore, City Manager
From: Timothy J. McLin, Chief of Police
Date: April 3, 2023
Subject: Monthly Report – Month of March 2023

Below are some of the activities of our department for the month of March:

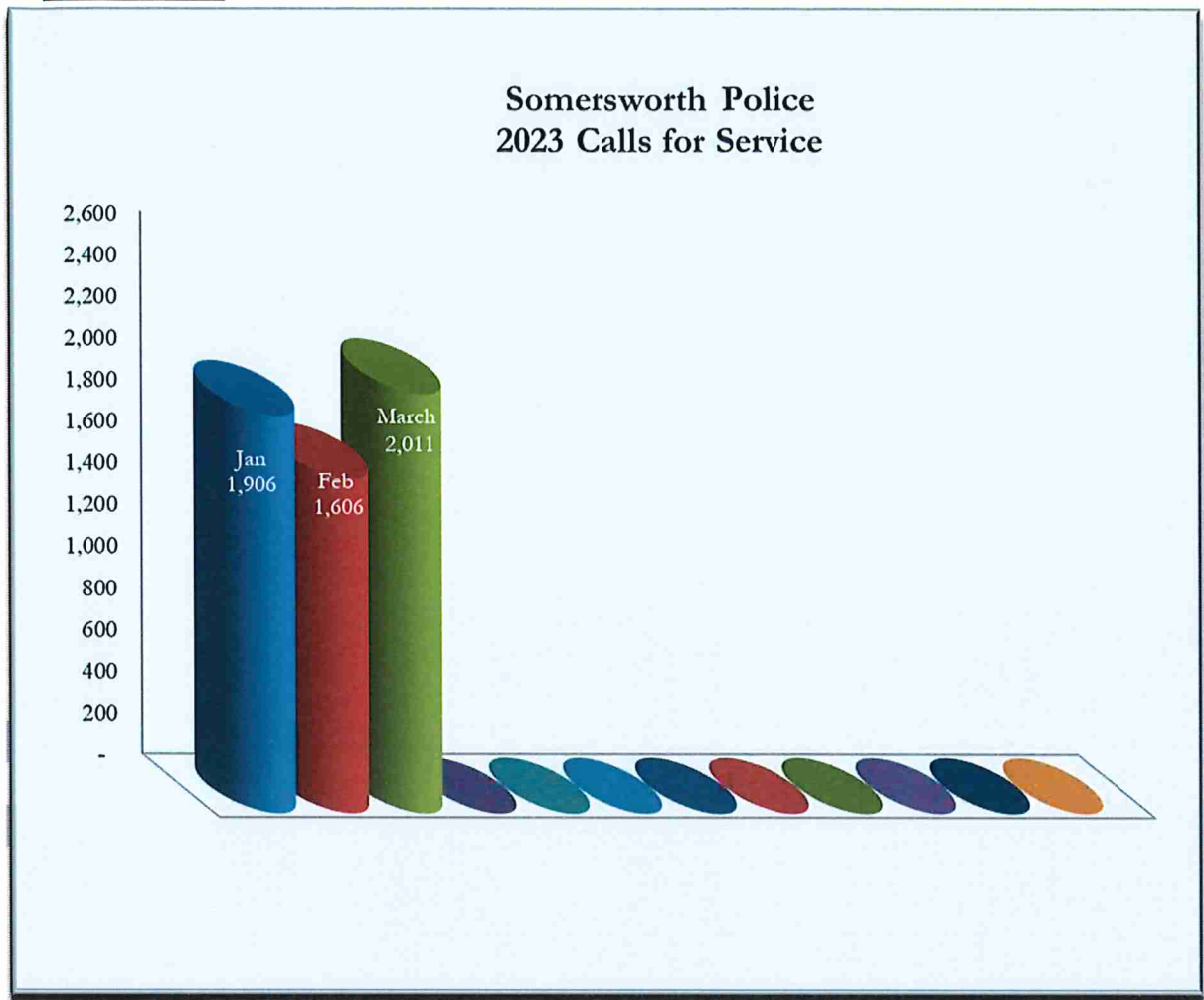
COMMUNITY POLICING:

- Continuing with our series of Crime Prevention and Awareness classes in the community. Members of the Somersworth Police Department, Detective Fuller and Captain Sunderland gave a talk to our seniors at the Somersworth Housing Authority Queensbury Mills Building on March 22nd. These classes are geared to help bring attention and awareness to scams, fraud, and other forms of crimes.

PERSONNEL/TRAINING:

- Officer Michael Ellis has completed Field Training and has been on his own since March 15th answering calls.
- K9 Officer Colton Deschenes has earned the rank of Master Police Officer on March 15th. Colton is currently assigned to the Patrol Division with his K-9 partner Bravo but has numerous collateral duties as a Field Training Officer (FTO), Tactical Medic, and one of our departmental instructors. Colton has also served as the School Resource Officer (SRO) in the past. Please join us in congratulating him on reaching this milestone.
- Officer Training this Month: Awareness for Law Enforcement Officers Encountering Fentanyl Mills and/or Methamphetamine Laboratories presented by the DEA in cooperation with UNH.

- **STATISTICS:**



Yearly Comparison					
Month	2023	2022	2021	2020	2019
January	1,906	2,100	1,562	1,939	1,976
Feb	1,606	1,935	1,280	1,756	1,796
March	2,011	1,909	1,666	1,926	2,145
April	-	2,064	1,802	1,846	2,285
May	-	1,897	2,004	1,708	2,053
June	-	1,808	1,984	1,749	1,935
July	-	1,520	1,757	1,949	2,048
August	-	1,570	1,881	1,847	1,943
Sept	-	1,717	1,820	1,875	2,020
Oct	-	1,665	1,775	1,937	1,906
Nov	-	1,671	1,880	1,717	1,860
Dec	-	1,693	1,944	1,513	1,995
TOTAL	5,523	21,549	21,355	21,762	23,962



City of Somersworth

Fire Department

195 Maple Street – Somersworth, NH 03878-1594



George Kramlinger

Fire Chief & Emergency Management Director

gkramlinger@sommersworth.com

Business: (603) 692-3457

Fax: (603) 692-5147

www.sommersworth.com

11 April, 2023

To: Mr. Robert Belmore, City Manager

Re: March 2023 Monthly Fire Department and Emergency Management Report

1. Work continues to progress rapidly on Phase II of the new fire station project. As of the writing of this report, all exterior brick veneer work is complete, siding work is being completed, exterior windows are installed, and sheetrock work on interior walls is mostly complete. HVAC, plumbing, and electrical work continues to be synchronized with other interior work. Estimate for completion and occupancy is remains mid-July.
2. With approval of the Public Safety Committee and by your direction, we have ordered one full feature thermal imager (TI) and three smaller situational awareness thermal imagers. This plan provides a TI for every member of the four-person duty crew if required by the emergency situation. The total original cost of this TI package is \$11,125. A U.S. Department of Agriculture (USDA), Rural Development, Community Facility grant provides \$3957. The original City contribution is \$7168. I am happy to report that we have reduced the City contribution to this project to \$6418 by turning in our oldest and failing TI (13 years old and no appreciable value) for a \$750 credit offered by Bullard toward the cost of the Bullard full feature TI.
3. From 14 – 17 March, Lt Danial Toof (apparatus committee chairman) and Lt Michael Spinney traveled to the Pierce factory in Appleton WI to conduct the final inspection of our new Pierce Enforcer pumper. On 27 March, the new truck – designated Engine-5 – arrived at the Allegiance Fire (local distributor) satellite facility in Methuen MA. On Friday, 31 March, FF/AEMT Michael Calabrese, Lt Spinney, Lt Toof, and myself conducted the pre-delivery inspection at Allegiance-Methuen. The truck is scheduled to arrive in the City on Thursday 13 Apr and training for all four shifts will commence on Monday, 17 April. Of note, while in the final inspection garage known as the “Blue Floor”, at the Appleton factory, the truck “turned heads” and received rave reviews by others inspecting their own new trucks and those looking for design ideas during pre-construction conferences. This fact is a credit to the SFD team that worked many long hours to maximize the capability and effectiveness of the truck while working within tight budget constraints.

4. Monthly run numbers with a comparison to last year:

	March 2023	March 2022
Fire (all types)	3	1
Overpressure / Overheat (no fire)	2	0
Rescue - EMS	67	73
Hazardous Condition (no fire)	32	10
Service Call	9	14
Good Intent Call	29	29
False Alarm / False Call	14	13
Severe WX / Natural Disaster	0	0
Special Incident	0	1
Total	156	141

Note: The categories used to report monthly incidents are those mandated by the National Fire Incident Reporting System (NFIRS). Most categories are self-explanatory. For those categories that are not obvious, the following examples can add clarity: Good Intent Call - a reported fire that turns out to be steam from a dryer vent; Severe WX/Natural Disaster - a lightning strike or tree falling on a house that requires an inspection to ensure there is no fire; and a Special Incident - low frequency event such as a citizen's complaint of an ordinance or code violation.

5. For the most recent reporting period of March, 2023, Stewart's Ambulance responded to 136 emergency calls in the City, transported on 106 of those calls, and had an average response time of four minutes and nine seconds (04.09). A mutual aid ambulance was required to respond into the City five (5) times during the reporting period.

Note: The SFD responds with Stewart's on the more serious medical calls and any time a mutual aid ambulance responds into the City. In addition, FD EMTs and AEMTs assist Stewart's with transports when a driver and/or additional EMS providers are required.

Respectfully submitted

George D. Kramlinger

George D. Kramlinger
Fire Chief / EMD
City of Somersworth

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NAOMI N. BUTTERFIELD – OF COUNSEL

TELEPHONE (603) 524-3885

April 12, 2023

CERTIFICATION

Re: City of Somersworth, New Hampshire

Resolution No. 43-23

Title: **TO AMEND COUNCIL RULES AND REGULATIONS, SECTION 10A, SCHOOL BOARD RESIGNATIONS, AND TO ADD SECTION 10 B FILLING OF BOARD AND COMMITTEE VACANCIES**

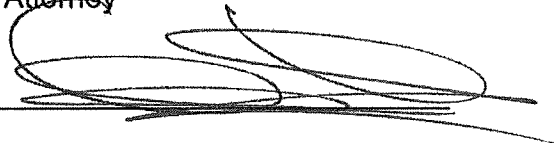
This is to confirm that in accordance with Somersworth City Council Rules and Regulations #17 (D)1, we have reviewed the above referenced resolution. To our examination it is in correct technical form, and to our understanding is not repugnant to the laws and constitution of the State of New Hampshire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

MITCHELL MUNICIPAL GROUP, P.A.
City Attorney

Date: _____

4/12/23

By: _____



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April 13, 2023

CERTIFICATION

Re: City of Somersworth, New Hampshire

Resolution No. 44-23

Title: **TO AUTHORIZE THE CITY MANAGER TO ENTER INTO A 20-YEAR LEASE
WITH 85 ELM STREET SOMERSWORTH, LLC FOR 44 CITY PUBLIC PARKING
SPACES ON MAIN STREET**

This is to confirm that in accordance with Somersworth City Council Rules and Regulations #17 (D)1, we have reviewed the above referenced resolution. 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: _____

4/13/23

By: _____



AFTER

AN INVITATION TO FAMILY & FRIENDS

21 YEARS

OF DEDICATION

BILL STAPLES IS RETIRING

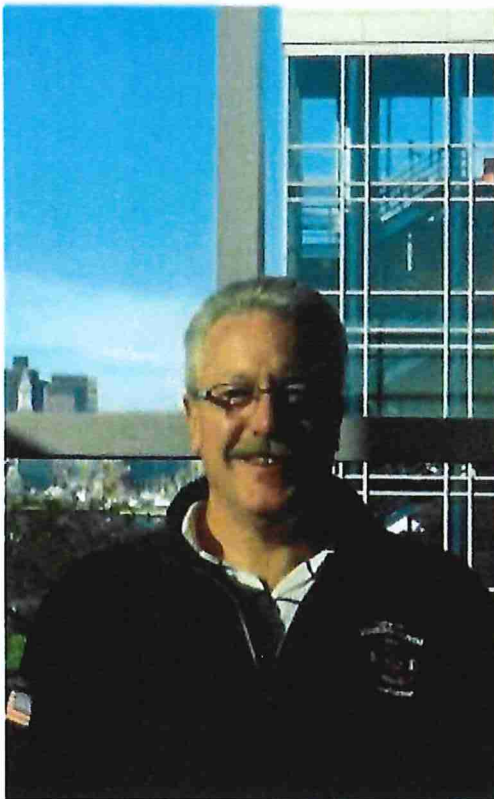
**SUNDAY APRIL
30TH**

Noon until 3pm

SFD

195 Maple St
Somersworth, NH 03878

**PARKING
AVAILABLE
ON MAPLE ST
AND
PARKVIEW**



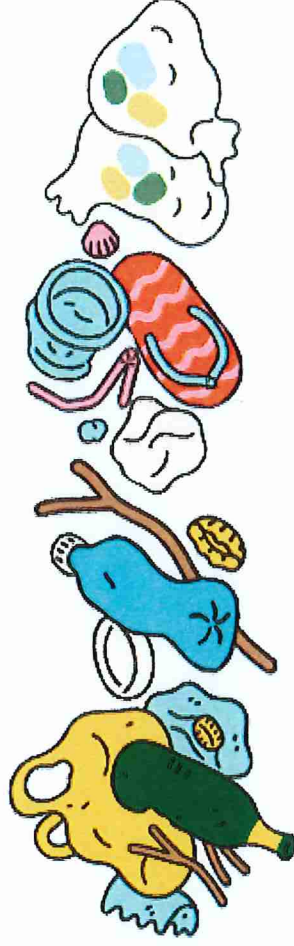
SOMERSWORTH CLEAN UP

& EARTH WEEK ACTIVITIES

A city-wide effort dedicated to creating a cleaner planet and community

LAUNCH EVENT: Sat, April 22 8am-10am
Noble Pines & Jules Bisson Park

CLEAN UP TIMEFRAME: Saturday & Sunday
April 22 & 23rd



Organized by Somersworth Youth Connection, Somersworth Public Works, Somersworth Recreation, and SEE Somersworth
Questions? Contact cdonohue@sau56.org or 603-817-3998