


Office of the City Manager

TO: Mayor Dana S. Hilliard and City Council Members
FROM: Robert M. Belmore, City Manager 
DATE: Friday, March 31, 2023
SUBJECT: City Manager's Report for Monday, April 3, 2023 City Council Meeting

6:00 p.m.

City Manager & School Superintendent Present FY 2023/2024 Proposed Budget

7:00 p.m.

Fiscal Year 23/24 Proposed Budget Public Hearing

Unfinished Business (under Section 15 of Agenda)

Ordinance

A. Ordinance No. 18-23: Fiscal Year 2023-2024 Budget.

Resolutions

- A. Resolution No. 38-23: To Authorize the City to Participate in the State of New Hampshire's Recovery Friendly Workplace Initiative Program. Again, the Government Operations Committee voted to recommend the adoption of this Resolution.
- B. Resolution No. 39-23: To Authorize the City Manager to Contract with Superior Sealcoat, Inc. of Wilmington, MA for Crack Sealing on Selected City Streets. Again, the accepted Staff's recommendation to award the contract to Superior Sealcoat, Inc. of Wilmington, MA.
- C. Resolution No. 40-23: To Authorize the City Manager to Enter into a Grant Agreement with the State of New Hampshire Department of Environmental Services for a Lead Service Line Inventory, Sampling Plan and Replacement Plan Grant. Again, the Public Works & Environment Committee voted to support this Resolution.
- D. Resolution No. 41-23: To Authorize the City Manager to Enter into a Grant Agreement with the State of New Hampshire Department of Business and Economic Affairs for a Housing Opportunity Grant through the InvestNH Municipal Planning and Zoning Grant Program. Again, as authorized, Michelle Mears Director of Planning & Community Development applied for a \$25,000 Planning Grant to address a Housing chapter component of our City's Master Plan. We also applied for a Regulatory Housing Audit to examine all our Zoning, Subdivision Regulations, and Ordinances to consider changes related to Housing. This Grant application will be for \$50,000. Both Grants do not require any City matching funds.

New Business (under Section 16 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.** 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. The State website indicates the Markers cost between \$2,000-\$2,300. Attached is the Agreement paperwork.

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

Informational Items

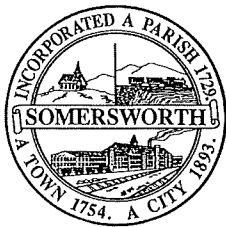
- A. **Former Police Station RFP.** The City did not receive any bids for the purchase of this real estate. Council had placed a minimum bid on this property in the amount of \$200,000.
- B. **Application for Congressionally Designated Spending (CDS) Funding Library ADA Improvements and Expansion.** Attached is a copy of the application I authorized to seek \$500,000 in CDS funding through Senator Shaheen's office. This is the maximum amount allowed to request for this particular project through the CDS program.

Attachments

1. **City Attorney Certifications: One (1)**

Reminder:

- **Community Support Organizations & City Budget Review** - Saturday, April 8 at 8:30 a.m.
- **Special Budget Meeting of Council** - Monday, April 10 at 6:00 p.m.



City of Somersworth – Ordinance

Ordinance No: **18-23**

FISCAL YEAR 2023-2024 BUDGET

March 20, 2023

THE CITY OF SOMERSWORTH ORDAINS THAT BUDGETS FOR THE CITY OF SOMERSWORTH FOR THE 2023-2024 FISCAL YEAR SHALL BE:

DEPARTMENT

GENERAL FUND

BUDGET

Elected Leadership	\$231,220
City Management	569,803
Finance and Administration	1,817,558
Development Services	1,037,072
Police	4,829,459
Fire	2,563,621
Public Works	3,540,198
Other Expenses	1,445,616
Capital Outlay	192,750
Intergovt Assessments - County	3,049,883
School Department	29,109,022

TOTAL GENERAL FUND

48,386,202

ENTERPRISE FUNDS

Wastewater Department	4,183,996
Water Department	3,236,505
Solid Waste	647,260

TOTAL ENTERPRISE FUNDS

8,067,761

SPECIAL REVENUE FUND

Cable Fund	74,313
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TOTAL FY 2023-2024 APPROPRIATION

\$56,528,276

This Ordinance shall take effect upon its passage.

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

City of Somersworth – Ordinance 18-23

History

First Read Date:	3/20/2023	Tabled:	
Public Hearing:		Removed From Table:	
Second Read:			

Discussion

3/20/2023

Councilor Witham made a motion to suspend Council rules and have Ordinance 18-23 read by title only. The motion was seconded by Councilor Gibson and passed 8-0 by voice vote.

Clerk LaPanne performed a first reading of Ordinance 18-23 by title only.

Ordinance 18-23 will remain in first reading until the call of the Chair.

A Public Hearing is scheduled for the next regular scheduled City Council meeting.

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 Ordinance 18-23		PASSED	FAILED



City of Somersworth – Resolution

Resolution No: **38-23**

TO AUTHORIZE THE CITY TO PARTICIPATE IN THE STATE OF NEW HAMPSHIRE'S RECOVERY FRIENDLY WORKPLACE INITIATIVE PROGRAM

March 20, 2023

WHEREAS, the City of Somersworth is a welcoming City where the contributions of all are valued and celebrated; and

WHEREAS, the City is committed to a healthy, safe and stigma-free work environment; and

WHEREAS, the City supports the State of New Hampshire Recovery Friendly Workplace Initiative which promotes individual wellness by encouraging an environment in which employers, employees and community members can collaborate to create a positive change and eliminate barriers for those impacted by substance use disorder and mental health issues; and

WHEREAS, the Government Operations Committee met with SOS representatives and recommend that the City implement the Recovery Friendly Workplace Initiative; and

WHEREAS, the New Hampshire Recovery Friendly Workplace Initiative provides employers with resources and support needed to foster a supportive environment that encourages the success of their employees and Community impacted by substance use disorder and mental health issues;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City will now begin participating in the State of New Hampshire's Recovery Friendly Workplace Initiative Program, and furthermore the City Manager is authorized to take any other actions related to this program determined to be in the best interest of the City.

Authorization

Sponsored by:

Mayor Dana S. Hilliard

Sponsored by Councilors:

Richard Michaud

Matthew Gerding

Donald Austin

Nancie Cameron

Approved:

City Attorney

City of Somersworth – Resolution 38-23

History

First Read Date:	3/20/2023	Tabled:	
Public Hearing:		Removed From Table:	
Second Read:			

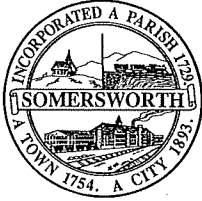
Discussion

3/20/2023

Clerk LaPanne performed a first reading of Resolution 38-23.

Resolution 38-23 will remain in first reading until the call of the Chair.

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 38-23	PASSED	FAILED



City of Somersworth – Resolution

Resolution No: **39-23**

**TO AUTHORIZE THE CITY MANAGER TO CONTRACT WITH
SUPERIOR SEALCOAT, INC. OF WILMINGTON, MA. FOR CRACK
SEALING ON SELECTED CITY STREETS**

March 20, 2023

WHEREAS, the City Council adopted Resolution 20-23 on January 9, 2023, authorizing the City Manager to prepare and request bids from qualified contractors for crack sealing on the following City streets:

Maple Street (Blackwater Road to Linden Street)
Hillside Street (Winter Street to Maple Street)
Washington Street (High Street to Main Street)
Kilda Street (Route 108 to Cecile Street)
Cecile Street (Blackwater Road to Kilda Street)
Blackwater Road (Dover Line to High Street)
Salmon Falls Road (Eddy Bridge to Rochester Line)
High Street (section between Stackpole Road and Commercial Drive); and

WHEREAS, the Finance Committee reviewed the results of the bids received with City staff and recommends contracting with Superior Sealcoat, Inc. of Wilmington, MA. for a cost not to exceed \$54,778 (Fifty-Four Thousand Seven Hundred Seventy-Eight dollars);

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to contract with Superior Sealcoat, Inc. of Wilmington, MA. for crack sealing on the aforementioned City streets for a cost not to exceed \$54,778 (Fifty-Four Thousand Seven Hundred Seventy-Eight dollars) and to take any other action associated with this project determined to be in the best interest of the City.

Authorization	
<i>Sponsored by Councilors:</i> David A. Witham Donald Austin Matt Gerding Robert Gibson	<i>Approved:</i> City Attorney

City of Somersworth – Resolution 39-23

History

First Read Date:	3/20/2023	Tabled:	
Public Hearing:		Removed From Table:	
Second Read:			

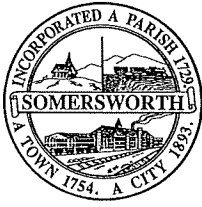
Discussion

3/20/2023

Clerk LaPanne performed a first reading of Resolution 39-23.

Resolution 39-23 will remain in first reading until the call of the Chair.

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 39-23	PASSED	FAILED



City of Somersworth – Resolution

Resolution No: **40-23**

**TO AUTHORIZE THE CITY MANAGER TO ENTER INTO A
GRANT AGREEMENT WITH THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF ENVIRONMENTAL SERVICES FOR A LEAD
SERVICE LINE INVENTORY, SAMPLING PLAN AND
REPLACEMENT PLAN GRANT**

March 20, 2023

WHEREAS, the City of Somersworth has received notification of the establishment of a 2023 Lead Service Line Inventory, Sampling Plan and Replacement Plan Grant Program through the New Hampshire Department of Environmental Services; and

WHEREAS, with the assistance of the City's Consultant Engineer, the City applied for a grant through the program to conduct a lead service line inventory and water system improvement project; and

WHEREAS, the New Hampshire Department of Environmental Services has awarded the City a 100% Grant in the amount of \$50,000 (Fifty Thousand Dollars), to be used to conduct a lead service line inventory and develop a replacement plan for any lead service lines should they exist;

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to enter into a Grant agreement with the New Hampshire Department of Environmental Services for a Lead Service Line Inventory, Sampling Plan and Replacement Grant and to execute any documents and agreements necessary for the Grant's acceptance and execution, and take any and all other such actions relative to this Grant project's completion determined to be in the best interest of the City.

Authorization

Sponsored by Councilors:

David A. Witham
Denis Messier
Martin Pepin
Kenneth S. Vincent

Approved:

City Attorney

City of Somersworth – Resolution 40-23

History

First Read Date:	3/20/2023	Tabled:	
Public Hearing:		Removed From Table:	
Second Read:			

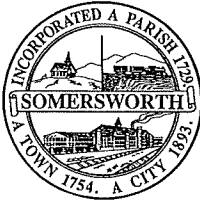
Discussion

3/20/2023

Clerk LaPanne performed a first reading of Resolution 40-23.

Resolution 40-23 will remain in first reading until the call of the Chair.

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 40-23	PASSED	FAILED



City of Somersworth – Resolution

Resolution No: **41-23**

TO AUTHORIZE THE CITY MANAGER TO ENTER INTO A GRANT AGREEMENT WITH THE STATE OF NEW HAMPSHIRE DEPARTMENT OF BUSINESS AND ECONOMIC AFFAIRS FOR A HOUSING OPPORTUNITY GRANT THROUGH THE INVESTNH MUNICIPAL PLANNING AND ZONING GRANT PROGRAM

March 20, 2023

WHEREAS, the State of New Hampshire created the InvestNH Initiative utilizing ARPA State Fiscal Recovery funds to provide grants to municipalities to analyze and update their land use regulations to help increase housing opportunities; and

WHEREAS, City Staff applied for two phases of the Housing Opportunity Planning Grant. Phase 1: Needs Analysis and Planning; and Phase 2: Regulatory Audit; and

WHEREAS, the City will prepare a Housing Chapter for the City's Master Plan and have a comprehensive audit of the Somersworth land use policies that will identify policy barriers to housing, and recommend changes that would increase capacity; and

WHEREAS, the City has received notification by the InvestNH Steering Committee that the City has received a 100% Grant award in the amount of \$75,000 (Seventy-Five Thousand dollars) for Phase 1 and Phase 2 of the Housing Opportunity Planning Grant;

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to enter into a Grant agreement with the New Hampshire Department of Business and Economic Affairs for a Housing Opportunity Planning Grant in the amount of \$75,000 (Seventy-Five Thousand dollars) and to execute any documents and agreements necessary for the Grant's acceptance and execution, and take any and all other such actions relative to this Grant project's completion determined to be in the best interest of the City;

AND, BE IT FURTHER RESOLVED that the City Manager is authorized to contract with a consultant, chosen from the State's List of Qualified Consultants, and to expend these State Grant Funds in the Award amount of \$75,000 (Seventy-Five Thousand dollars).

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

City of Somersworth – Resolution 41-23

History

First Read Date:	3/20/2023	Tabled:	
Public Hearing:		Removed From Table:	
Second Read:			

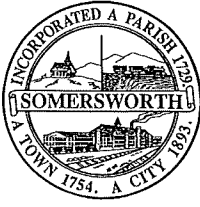
Discussion

3/20/2023

Clerk LaPanne performed a first reading of Resolution 41-23.

Resolution 41-23 will remain in first reading until the call of the Chair.

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 41-23	PASSED	FAILED

	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	<i>Approved:</i> City Attorney

AGREEMENT

by and between
 THE STATE OF NEW HAMPSHIRE
 by and through
 THE DIVISION OF HISTORICAL RESOURCES
 and
 CITY OF SOMERSWORTH, NH
 relating to a
 "COOPERATIVE" STATE HISTORICAL MARKER,
 "FOREST GLADE CEMETERY "

On this date, 03 April 2023, THIS AGREEMENT is entered into by and between the STATE OF NEW HAMPSHIRE, by and through its DIVISION OF HISTORICAL RESOURCES / STATE HISTORIC PRESERVATION OFFICE of the DEPARTMENT OF NATURAL AND CULTURAL RESOURCES, at the mailing address of 19 Pillsbury Street, Concord, New Hampshire 03301 (hereinafter referred to as the State of New Hampshire, or the Division of Historical Resources / State Historic Preservation Office, or the DHR / SHPO), and the City of Somersworth, at the mailing address One Government Way, Somersworth NH 03878 (herein referred to as the Contractor).

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;

NOW THEREFORE, the Division of Historical Resources / State Historic Preservation Office and the Contractor, for and in consideration of the promises and the mutual covenants and agreements hereinafter set forth, do hereby agree as follows:

1. the Division of Historical Resources / State Historic Preservation Office hereby agrees to arrange with the New Hampshire Department of Transportation for the erection of the historical marker, "Forest Glade Cemetery" to be located at on Maple Street, Somersworth, final location decision to be in the hands of the New Hampshire Department of Transportation;
2. the Contractor hereby agrees to pay the full cost of the historical marker provided for in Paragraph #1, by means of funds donated to and/or appropriated by the Contractor for that purpose;
3. the Contractor hereby agrees that the marker described in Paragraph #1 is property of the State of New Hampshire and that DOT shall maintain and care for the historical marker provided for in Paragraph #1, in perpetuity; and,
4. the Contractor agrees that it shall save harmless the State of New Hampshire and its Division of Historical Resources / State Historic Preservation Office, and its Department of Transportation, from any and all liability arising out of the erection of the historical marker herein provided for.

"COOPERATIVE" STATE HISTORICAL MARKER AGREEMENT
"Forest Glade Cemetery"
Somersworth, New Hampshire
Page Two

IN WITNESS WHEREOF, the New Hampshire Division of Historical Resources / State Historic Preservation Office and the City of Somersworth, New Hampshire, have hereunto set their hands and official seals by their representatives or officers duly authorized:

NEW HAMPSHIRE DIVISION OF HISTORICAL RESOURCES:

BY: _____
Benjamin H. Wilson, Director
New Hampshire Division of Historical Resources
New Hampshire State Historic Preservation Officer
_____ date

City of Somersworth, NEW HAMPSHIRE:

BY: _____
signature
_____ date
print name
_____ title

ACKNOWLEDGMENT: _____ State _____ of _____ New Hampshire, _____ County _____ of _____:

On this date, _____, before me, the undersigned officer, personally appeared the person identified above as the duly authorized representative or officer of the *City of Somersworth*, New Hampshire, known to me (or satisfactorily proven) to be the person whose name is signed above, and s/he acknowledged that s/he executed this document in the capacity indicated.

BY: _____
print name
_____ title
_____ Notary Public / Justice of the Peace
My Commission expires: _____
S E A L

APPROVED as to form, substance, and execution:

BY: _____
signature
_____ date
print name
_____ title

"COOPERATIVE" STATE HISTORICAL MARKER AGREEMENT
"Forest Glade Cemetery"
Somersworth, NEW HAMPSHIRE
Page Three

EXHIBIT I

FOREST GLADE CEMETERY

When Rollinsford split from Somersworth in 1849, Somersworth had to establish a new public, nonsectarian burial ground. A site near the geographic center of the city was purchased and Forest Glade Cemetery was established in 1851. The picturesque setting, Gothic chapel, winding pathways, mature trees, and ornate gravestones and monuments make it a notable example of the rural cemetery movement popularized in the 19th century. As an active cemetery, it contains the graves of residents of all walks of life, ranging from ordinary citizens to prominent industrialists and civic leaders.

**Name & Contact Info**

Rebecca Whitney
Work: 6036924587
library@somersworthnh.gov

Mailing Address

25 Main St
Somersworth NH 03878

Permanent Address

25 Main St
Somersworth NH 03878

** indicates a required field.*

Section 1. Project Information

1. Project Title: *

Library Accessibility and Expansion

2. Requesting Entity (City, County, Organization Name, Agency/Department/Office): *

Somersworth, Strafford, City of Somersworth, Somersworth Public Library

3. Location of the Requesting Entity: *

Address:

One Government Way

4. Location of the Requesting Entity:

City:

Somersworth

5. Location of the Requesting Entity:

Zipcode:

03878

6. Location of the Requesting Entity:

County:

Strafford County

7. New Hampshire Community or Communities Benefitted by the Request (City/Cities/County/Counties): *

Somersworth

8. Does the Requesting Entity Have a New Hampshire Point of Contact? *

Please include name, address, phone number and email address below.

NOTE: This individual must have official authority within your organization to sign grant agreements.

Yes

8.1 Name:

Robert M. Belmore

8.2 Address:

One Government Way

8.3 City:

Somersworth

8.4 Zipcode:

03878

8.5 County:

Strafford County

8.6 Business Phone:

603-692-9503

8.7 Cell Phone:

No answer.

8.8 Email:

bbelmore@somersworthnh.gov

9. Is the Head of the Requesting Entity Different from the New Hampshire Point of Contact in Question 8? *

If 'Yes,' please provide information below.

No

9.1 Title (e.g. Mayor, Director, President, CEO):

No answer.

9.2 Name:

No answer.

9.3 Address:

No answer.

9.4 Zipcode:

No answer.

9.5 County:

No answer.

9.6 Business Phone:

No answer.

9.7 Cell Phone:

No answer.

9.8 Email:

No answer.

10. Project Website (If Applicable):

<https://www.somersworthnh.gov/somersworth-public-library>

11. Federal Employee Identification Number (EIN): *

02-6000841

12. SAM.gov Unique Entity ID

NOTE: This information is not required for Senator Shaheen's FY2024 Congressionally Directed Spending Request application; however, it would be a requirement if your proposal is selected for funding by the Senate Appropriations Committee. If your organization does not have a Unique Entity ID, please register for one at [SAM.gov](https://sam.gov) as soon as possible.

ML4APHRG3K85

13. Please Provide a Succinct, 2-3 Sentence Summary of How You Will Use CDS Funds.

The Somersworth Public Library serves a significant low-to-moderate-income population and elderly members of the community. The City Council has funded 2- studies which provided a preliminary design of improvements to enhance the Library, improve access for all patrons, provide new community space, and make it a much more inviting space for the general public. An elevator will be incorporated, and an addition built to support the learning, recreational and social needs of all members of the community. The preliminary design was completed by Placework Architects and their team that included engineers. This study included an initial construction cost.

14. Problem/Issue Statement:

Use up to 250 words to provide a more thorough description of the problem or issue to be addressed through this request. Be as detailed as possible, and explain why the problem or issue cannot be addressed without a federal appropriation.

The bathrooms/restrooms are in the basement where the children's collection is located and presently, we have no elevator. The library also has no accessible programming/meeting space on the ground level and the only accessible collections are a limited number of new books and DVDs. The library is a fine example of mid-century architecture, however as "third space" usage has gained importance, an addition is critical to accommodate a growing population with contemporary needs. The bathrooms and the children's section would be moved upstairs to the addition, which can support a larger and brighter children's area and a new family bathroom as well as accessible bathrooms on the main level. The elevator will allow families to easily transport strollers and for mobility-challenged individuals to browse the collection independently. Also, everyone will be able to attend programs in the same space without the isolation and potential awkwardness of having a table set up on the main level to look up or down at the performer or speaker. A larger, brighter library respects the community and imparts dignity to its users. We want all who come to feel welcomed and at home. We need everyone to have access to the library and to provide enough space for all of our users, young, elderly and physically challenged individuals.

15. Request Description, Purpose, and Activities to be Funded:

Use up to 250 words to describe the services and products that will be provided and the reasons for your request. This question is aimed at understanding the reason for your request. Positive community impacts should be included in response to Question 17 below.

Again, the City hired a consultant Architect, Placework, to provide a facility review of the Somersworth Public Library, and provide recommendations to improve access to the entire library for all patrons, provide improved space for the children's section, and provide community space for residents and the general public. The final recommendation presented to the City Council was to construct an addition to the current Library. This funding will go towards this project. The activities will be those typically provided by public libraries, including but not limited to access to our reading collection, quiet places for reading and studying, computer access, programming for children and adults, meeting space for various groups, and assistance for research. The addition of an elevator will allow us to more fully serve all segments of our patrons, to include those physically challenged in their mobility.

16. Project Goals and Results:

Please describe measurable goals and expected results, and describe how the request will be evaluated and performance tracked.

The goals are to increase patronage, increase the access for the mobility-challenged, and all residents, and to create a stronger sense of community. Some of our residents prefer other public libraries, and we believe with these improvements they will return to the Somersworth Public Library. We will ask all new patrons to respond in writing to the question "Why are you getting a library card now?" Their responses may indicate if accessibility held them back in the past, and we can get an idea of how the rehabilitated library is benefitting new card holders. The numbers of patrons signing up for and renewing library cards, attending programs and using the facility will be tracked. In addition, input on Facebook and Instagram including likes and comments, will be measured.

17. Economic/Community Impact:

Briefly describe the economic and/or community impact of this effort. For many requests, the economic impact can be expressed in terms of the total number of jobs created and/or maintained directly and indirectly, or investment stimulated. For these, please list the type of jobs and where those jobs are located. Other requests will yield community impacts other than job creation or maintenance. For these, please provide specific and detailed descriptions of community impact.

A large number of our patrons are seniors. Navigating stairs is difficult for many of them and while the staff is happy to retrieve books, it robs those seniors of independence. Not being able to join programs where they are being held is uncomfortable for them. Our wheelchair-bound patrons prefer to use the Rochester Public Library, also robbing them of local connections and a shared community experience. Since the onslaught of COVID, the library is used as a workspace. Quiet is not expected here, however it would be advantageous for the numerous individuals working from home to have a technologically proficient "third space." The addition provides a private meeting room, tech area and additional space to conduct business, visit with friends and attend programs. Finally, there is a substantial unsheltered population in Somersworth. Providing a bright space, additional bathrooms and a free, warm area as well as computers and assistance can direct them to job placement services, housing agencies and other beneficial social services.

18. Prior Federal Funding:

Please list the last five federal funding awards that the requesting entity has received and when these funds were awarded. Please only list awards that have been made to the specific requesting entity as opposed to any parent organization (i.e. 'Program Office X' as opposed to 'Y Foundation').

IF AT ANY POINT THE REQUESTING ENTITY HAS FAILED TO ADEQUATELY MANAGE OR EXECUTE A PRIOR FEDERAL FUNDING AWARD, PLEASE INDICATE BELOW.

American Rescue Plan Act Funds - 2023

American Rescue Plan Act Funds - 2022

Dept of Safety COPS Grant - 2020

Local Fiscal Recovery Grant - 2022

FEMA Assistance to Firefighters Grant - 2022

19. Additional Sources of Funding:

Please list all additional sources of funding for this request and the amounts, if applicable. This includes both private and public sources.

No funding has been allocated at this time as the project study was just recently concluded with a presentation to the City Council and the general public and community. It is anticipated that costs would be through Local City Council approved appropriations to include a capital improvement bond.

20. Once completed, will the project or program require continued funding to maintain operational status?

No

20.1 If 'yes,' please briefly summarize your plan for locating and securing funds in subsequent years.

No answer.

21. Did your organization receive any funds from the American Rescue Plan Act of 2021 or the Coronavirus Aid, Relief, and Economic Security (CARES) Act of 2020?

Yes

21.1 If 'yes,' please specify how much you received and the government program(s) through which you received the funds.

ARPA Funding in the amount of \$1,252,925.74

22. Did your organization receive any funds from the Congressionally Directed Spending/Community Project Funding process for FY2022 or FY2023?

Yes

22.1 If 'yes,' please specify how much you received and the government program(s) through which you received the funds.

We received approval for a project award, however that project did not move forward due to significant increases in materials and construction. We were hopeful to redirect those funds, however the City was unable to so. Therefore, the City did not ultimately receive that grant award.

23. Will you be submitting multiple requests for congressionally directed spending?

No

23.1 If 'yes,' please indicate priority of this project below. (Example: 'Top project' or '2 of 3 projects')

No answer.

24. Project Estimated Start Date:

06/03/2024

25. Have you submitted this request to other members of the New Hampshire delegation? *

No

25.1 Members:

If 'Yes,' please select the member(s) below.

No answer:

Section 2. Appropriations Subcommittee Information

1. Appropriations Subcommittee of Jurisdiction: *

Transportation, Housing, and Urban Development

Is your funding request within the following subcommittee?

Please select 'Yes' for only one option for this specific request. If your organization is submitting another CDS request, please indicate the eligible account in that application.

2. Agriculture:

No

2.1 Please Review The Following Text Before Making An Account Selection:

Please review guidance [here](#) to confirm eligibility and match requirements.

If you need additional information or guidance, you may contact Senator Shaheen's office by email at Appropriations_Shaheen@shaheen.senate.gov or by phone at 202-224-2841 or 603-647-7500.

Please indicate the eligible account:

No answer:

3. Commerce, Justice, and Science:

No

3.1 Please Review The Following Text Before Making An Account Selection:

Please review the guidance [here](#) to confirm eligibility and match requirements.

If you need additional information or guidance, you may contact Senator Shaheen's office by email at Appropriations_Shaheen@shaheen.senate.gov or by phone at 202-224-2841 or 603-647-7500.

Please indicate the eligible account:

No answer:

4. Energy & Water:

No

4.1 Please Review The Following Text Before Making An Account Selection:

Please review guidance [here](#) to confirm eligibility and match requirements.

If you need additional information or guidance, you may contact Senator Shaheen's office by email at Appropriations_Shaheen@shaheen.senate.gov or by phone at 202-224-2841 or 603-647-7500.

Please indicate the eligible account:

No answer:

5. Financial Services and General Government:

No

5.1 Please Review The Following Text Before Making An Account Selection:

Please review guidance [here](#) to confirm eligibility and match requirements.

If you need additional information or guidance, you may contact Senator Shaheen's office by email at Appropriations_Shaheen@shaheen.senate.gov or by phone at 202-224-2841 or 603-647-7500.

Please indicate the eligible account:

No answer.

6. Homeland Security:

No

6.1 Please Review The Following Text Before Making An Account Selection:

Please review guidance [here](#) to confirm eligibility and match requirements.

If you need additional information or guidance, you may contact Senator Shaheen's office by email at Appropriations_Shaheen@shaheen.senate.gov or by phone at 202-224-2841 or 603-647-7500.

Please indicate the eligible account:

No answer.

7. Interior:

No

7.1 Please Review The Following Text Before Making An Account Selection:

Please review guidance [here](#) to confirm eligibility and match requirements.

If you need additional information or guidance, you may contact Senator Shaheen's office by email at Appropriations_Shaheen@shaheen.senate.gov or by phone at 202-224-2841 or 603-647-7500.

Please indicate the eligible account:

No answer.

8. Labor, Health, and Human Services:

No

8.1 Please Review The Following Text Before Making An Account Selection:

Please review guidance [here](#) to confirm eligibility and match requirements.

If you need additional information or guidance, you may contact Senator Shaheen's office by email at Appropriations_Shaheen@shaheen.senate.gov or by phone at 202-224-2841 or 603-647-7500.

Please indicate the eligible account:

No answer.

9. Military Construction and Veterans Affairs:

No

9.1 Please Review The Following Text Before Making An Account Selection:

Please review guidance [here](#) to confirm eligibility and match requirements.

If you need additional information or guidance, you may contact Senator Shaheen's office by email at Appropriations_Shaheen@shaheen.senate.gov or by phone at 202-224-2841 or 603-647-7500.

Please indicate the eligible account:

No answer.

10. Transportation, Housing, and Urban Development:

Yes

10.1 Please Review The Following Text Before Making An Account Selection:

Please review guidance [here](#) to confirm eligibility and match requirements.

If you need additional information or guidance, you may contact Senator Shaheen's office by email at Appropriations_Shaheen@shaheen.senate.gov or by phone at 202-224-2841 or 603-647-7500.

Please indicate the eligible account:

Housing and Urban Development (HUD) Economic Development Initiatives (EDI) for economic development projects

Section 3. Funding Information

PROJECT COSTS:

1. Amount Requested: *

Please indicate dollar amount.

500000

2. Minimum Funds Needed to Initiate Project: *

Please indicate dollar amount.

500000

3. Total Project Cost: *

Please indicate dollar amount.

4100000

4. Is the 'Amount Requested' different from the 'Total Project Cost?' *

Yes

4.1 If 'yes,' please explain why below.

The City can fund the majority of the cost. The issue is it will take a couple years without outside funds and inflation will add about 10% annually to the cost. \$500,000 represents more than 11% of the total cost (\$4,500,000) and it's enough to serve as a vote of confidence for the City Council and to kick start the build in 2024.

Cost Breakdown:

Please indicate the Amount and Status of Phase (i.e. Not Yet Begun, In Process, Completed, or N/A) for the project phases/areas below:

5. Acquisition:

N/A

6. Soft Costs, Design, Permitting/Planning:

Completed; Soft Costs \$916,322, Design \$58,000. Not Yet Begun; Permitting/Planning.

7. Construction/Renovation:

Not Yet Begun; \$3,460,787

8. Site Work:

Not Yet Begun, \$204,500

9. Equipment:

N/A

10. Other:

(Please elaborate)

No answer:

PROJECT FUNDING:

Please indicate the Amount and Status of Funding (i.e. Application Submitted, Funding Awarded, or Funding Received) for the funding sources below:

11. Federal Funding (e.g. EPA Brownfields Funding, HOME funding, federal tax credits, etc.):

No answer.

12. Local or State Government Funding (e.g. bond votes, tax credits, funding from NH State Agency, etc.):

Local Bond

13. Private or Nonprofit Funding (e.g. NH Charitable Foundation, United Way, individual donations, etc.):

No answer.

14. Project Income (If the project requires income for sustainability, the project could be sustained through fees, ratepayers, etc.):

No answer.

15. Other Sources:

Please elaborate below.

No answer.

AFFIRMATIONS & ACKNOWLEDGEMENTS

In submitting this request, the requesting entity affirms and acknowledges the following:

- Submission of a request that meets the requirements of this application as well as any subsequent requirements that may be reviewed by the Office of U.S. Senator Jeanne Shaheen or the U.S. Senate Committee on Appropriations does not guarantee the award of federal funding and/or the support of Senator Shaheen.
- This request and any information submitted in support of it may be made public in part or in their entirety, pursuant to Senate Rule XLIV.
- The requesting entity will comply with any request presented to them by the Government Accountability Office, the Office of Inspector General of a federal agency, U.S. Congress, or any other federal entity performing an audit, investigation, or oversight function.
- Any funding award associated with this request does not guarantee support or funding in future fiscal years.

Signature: _____



Date: _____

03-09-23

STRAFFORD

Regional Planning Commission

March 7, 2023

The Honorable U. S. Senator Jeanne Shaheen
506 Hart Senate Office Building
Washington D.C. 20510

Subject: Letter of Support for Somersworth, NH Library Remodeling and Expansion Project

Dear Senator Shaheen:

I am writing in support of the City of Somersworth's application for Congressionally Designated Spending request for the remodeling and expansion of the Somersworth Library. The goal of this project is to improve and expand building accessibility for all patrons in a welcoming community center.

As one of the nine regional planning commissions in New Hampshire and designated as an Economic Development District by EDA, SRPC maintains a Comprehensive Economic Development Strategy (CEDS). This project is among those slated to be added to the CEDS priority project list as part of the ongoing update process, scheduled for adoption in June 2023. The objectives of this request support our CEDS goals of promoting economic growth, age friendliness, and community vibrancy.

Conceptual plans for library remodeling and expansion project go beyond simple code compliance and ADA accessibility to render the entire library accessible to all patrons and recognizes the evolving role of libraries within the community. In particular, the designs propose to move the children's section upstairs from its current basement location, add bathrooms on the first floor, install an elevator, and expand building space. The proposal includes a new meeting space for residents and community groups, a new technology area, and education sessions on the use of various technologies, platforms, and social media. Improvements will incorporate more light, and make the library and meeting space a more inviting atmosphere. SRPC commends the city for working to meet the current and future needs of a growing population and to meet the demands of a modern library.

The City of Somersworth has our full endorsement in their application for funding and we look forward to working together to enhance community and economic development through this improvement project.

Sincerely,



Jennifer Czysz, AICP
Executive Director

STRAFFORD REGIONAL PLANNING COMMISSION
150 Wakefield Street, Suite 12, Rochester, NH 03867

Barrington | Brookfield | Dover | Durham | Farmington | Lee | Madbury | Middleton | Milton | New Durham
Newmarket | Northwood | Nottingham | Rochester | Rollinsford | Somersworth | Strafford | Wakefield



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JOSEPH H. DRISCOLL, IV
NAOMI N. BUTTERFIELD – OF COUNSEL

TELEPHONE (603) 524-3885

March 27, 2023

CERTIFICATION

Re: City of Somersworth, New Hampshire

Resolution No. 42-23

**Title: 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 AGREETO PROVIDE MAINTENANCE AND CARE OF SAID MARKER**

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: _____

3/26/23

By: _____

