




Office of the City Manager

TO: Mayor Dana S. Hilliard and City Council Members
FROM: Robert M. Belmore, City Manager 
DATE: Friday, April 12, 2019
SUBJECT: City Manager's Report for Monday, April 15, 2019
City Council Agenda

Lay on the Table (Under Section 13 of Agenda)

- A. Ordinance No. 4-19: To Amend Chapter 19, Zoning Ordinance, Section 14, Historic District.**
- B. Ordinance No. 17-19: FY 2019 / 2020 Budget.** Please note this Ordinance was amended. At the last Council meeting on April 1st it was voted to approve \$500.00 in the Community Support Budget to the Somersworth Farm to School Program, increasing Elected Leadership line item from \$142,736 to \$143,236. Attached are copies of a memo that provide further information on questions raised by Councilors during the Budget Workshop on March 30th. I have also provided you a copy of the legal opinion regarding City Council Budget amendment votes.

Unfinished Business (Under Section 14 of Agenda)

Ordinance

- A. Ordinance No. 18-19: To Amend Chapter 13, Police Offenses, Section 3.4, Motor Vehicle Operation, by Prohibiting Tractor-Trailers from Making a Left Hand Turn onto Station Street from Government Way.** Again, Traffic Safety Committee and the Public Works & Environment Committee voted to support this Ordinance amendment.

New Business (Under Section 15 of Agenda)

Resolutions

- A. Resolution No. 35-19: To Authorize the City Manager to Prepare Bid Specifications for Road Resurfacing and Associated Repairs of Selected Streets.** The Public Works & Environment Committee voted to recommend these road repairs at their March 29th meeting. Attached is a Memorandum from our City Engineer Gary Lemay regarding the Road repair recommendations approved by the Public Works & Environment Committee for your consideration.

Other

- A. Vote to Waive the Noise Ordinance Chapter 13-D (Noise/Nuisance Control) to allow Brox Industries, Inc., of Dracut, MA to Complete Road Resurfacing Work on a Section of High Street during the Night Time Hours to Minimize Disruption of Traffic Flow.** This was discussed at the Finance Committee on Friday, April 12th and the Committee agreed to support this waiver request.
- B. Vote to Authorize the City Manager to Sign an Agreement for the Placement of Monitoring Wells along Horne Street by Cumberland Farms.** The NH DES is requiring the installation of new wells on Horne Street by the Cumberland Farms Convenient Store / Gas Station (High Street). City Attorney has drafted the attached Agreement which the applicant paid to have completed. We are working within a time constraint in order to complete this effort prior to the completion of the Horne Street paving project. Attached is a memorandum from City Engineer Gary Lemay that provides more detail regarding this request.

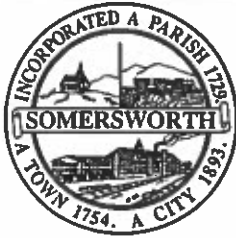
City Manager's Items (under section 11 of Agenda)

A. Informational Items.

- 1. Veterans Memorial Grant Funding Letter.** Attached is a letter that was mailed out to Governor Sununu as well as to our NH State Senators, NH House of Representatives and NH Finance Division 1 regarding HB-2-FN-A.
- 2. Fire Station Construction Project.** We had fifteen (15) Architect Firms attend the non-mandatory site visit on April 5th. The Bids are due next Thursday, April 18th.

Attachments.

- 1. City Attorney Certification One (1)**
- 2. Department Head Reports**



City of Somersworth – Ordinance

Ordinance No: 17-19

FY 2019-2020 BUDGET

March 18, 2019

The City of Somersworth Ordains that Budgets for the City of Somersworth for the 2019-2020 Fiscal Year shall be:

<u>DEPARTMENT</u>	<u>ADOPTED BUDGET</u>
<u>GENERAL FUND</u>	
Elected Leadership	\$143,236
City Management	488,981
Finance and Administration	1,401,405
Development Services	911,676
Police	4,022,377
Fire	2,159,580
Public Works	3,053,257
Other Expenses	1,256,912
Capital Outlay	157,913
Intergovt Assessments - County	2,593,400
School Department	25,703,113
TOTAL GENERAL FUND	41,891,850
<u>ENTERPRISE FUNDS</u>	
Wastewater Department	2,290,705
Water Department	2,286,386
Solid Waste	417,550
TOTAL ENTERPRISE FUNDS	4,994,641
<u>SPECIAL REVENUE FUND</u>	
Cable Fund	60,839
TOTAL FY 2019-2020 APPROPRIATION	\$46,947,330

This Ordinance shall take effect upon passage.

Authorization

Sponsored by Request:
Mayor Dana S. Hilliard

Approved:
City Attorney

City of Somersworth – Ordinance 17-19

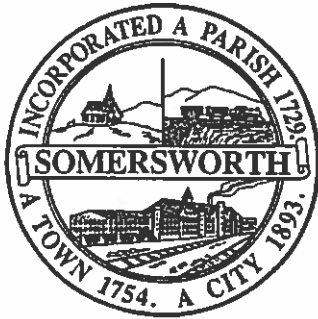
History

First Read Date:	March 18, 2019	Tabled:	April 1, 2019
Public Hearing:	April 1, 2019	Removed From Table:	
Second Read:	April 1, 2019		

Discussion

As Amended April 1, 2019

Voting Record		YES	NO
Ward 1 Councilor	Pepin		
Ward 2 Councilor	Vincent		
Ward 3 Councilor	Dumont		
Ward 4 Councilor	Austin		
Ward 5 Councilor	Michaud		
At Large Councilor	Witham		
At Large Councilor	Sprague		
At Large Councilor	Cameron		
At Large Councilor	Levasseur		
TOTAL VOTES:			
On / / . Ordinance 17-19		PASSED	FAILED



MEMORANDUM

TO: Members of the City Council

CC: Scott Smith, Deputy City Manager / Finance Director

**FROM: Mayor Dana S. Hilliard
Robert M. Belmore, City Manager**

DATE: April 5, 2019

RE: Tax Cap Legal Opinion – Budget Amendment Votes

Attached is a copy of City Attorney Walter Mitchell's Legal opinion regarding Council Budget votes during the adoption discussion process.

Council Budget votes amending the Budget Ordinance to add additional expenditures to the City Manager/School Board Budget only require a majority vote even if the amendment amount would place the bottom line of the Budget over the Tax Cap limitation. The final Council vote to adopt the Budget Ordinance as amended would require a 2/3 vote of Council, i.e. six (votes) should the final appropriation number exceed the Tax Cap limitation in its totality.

Bob Belmore

From: Walter Mitchell <walter@mitchellmunigroup.com>
Sent: Thursday, April 04, 2019 9:17 AM
To: Bob Belmore
Subject: tax cap inquiry

Bob – thanks for your call yesterday morning, and for your request for guidance on procedures to be utilized in the Council considering increases in your proposed budget for the City that may bring the total of the budget above the tax cap limit.

As I understand it, at the present the proposed amounts for both the city portion of the budget and the school department portion are each within the tax cap limit. However, as budget consideration proceeds it may be necessary for the Council to consider either resetting the city portion to an amount above what would be the tax cap amount for the entire budget, or resetting the school department's portion in a similar way.

Your question was whether a 2/3 vote was necessary on each of those interim steps, or only on the final vote adopting the budget.

There is, of course, no clear guidance on this question in the charter, in the statutes or in decided case law.

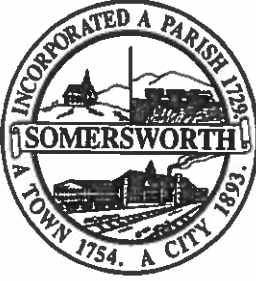
However, we would regard the interim votes as "working votes" that if not taken in a way requiring a 2/3 majority, would not undermine the validity of a final council vote adopting the budget. In determining the Council's wishes to add additional expenditures to the city side of the proposed budget, or the school side (or both), implicit in those working votes is the understanding that when the Council gets to voting on the final budget, if it still exceeds the tax cap a 2/3 majority vote will be necessary at that time to approve.

Please let us know if there are further questions.

Walter

Walter L. Mitchell
Mitchell Municipal Group, P.A.
25 Beacon Street East
Laconia, NH 03246
(603) 524-3885
walter@mitchellmunigroup.com





MEMORANDUM

TO: Bob Belmore, City Manager

FROM: Scott A. Smith, Director of Finance

DATE: April 2, 2019

SUBJECT: Questions from Budget Workshop

Please accept this in response to the questions from City Council at the budget workshop held on March 30, 2019.

Q. What is the total postage cost throughout the entire budget?

A. The total amount budgeted throughout the entire budget for postage is \$48,100. The majority of that is applicable in two sections of the budget. Postage in the Water budget is \$22,000, and postage in the Tax Collectors department is \$14,000.

I have attached a spreadsheet detailing by budget as well as actual expenditures for FY2018 and year to date expenditures for FY2019.

Q. What are the impacts of the potential State of NH making contributions toward NH Retirement contributions?

A. As I understand it, HB 497 has been introduced which would change the funding ratio for Group II employees (Police and Fire) and Group I teachers to an 85% local-15% State contribution from the current 100% local funding mechanism. Should that become effective July 1, 2019, the City would save approximately \$130,414 in retirement contributions for Group II employees. I would refer you to the School Department to inquire on any potential savings for Group I teachers.

Q. What are the City's actual revenues compared to budgeted.

A. Attached is a spreadsheet in the format of the proposed budget that details actual revenues for FY 2018 and actual revenues year to date for FY 2019. Also on the spreadsheet are budgeted revenues for FY 2019 and proposed for FY 2020.

Q. Does the City need to increase the Elections budget to account for the Presidential Primary?

A. Yes, unfortunately we made an error when calculating the elections budget. I suggest increasing the wages for the election workers (line item 01403311-40220) by \$3,500 should suffice.

Please let me know if you have any questions or need any additional information.

City of Somersworth
Postage Detail by Department

Department	ACCOUNT DESCRIPTION	FY 2018 Actual	FY 19 BUDGET	FY 19 YTD	FY 20 Proposed
Mayor and Council	Postage	\$75	\$500	\$57	\$500
City Manager	Postage	\$288	\$300	\$189	\$300
Finance	Postage	\$1,975	\$2,500	\$1,342	\$2,500
City Clerk	Postage	\$1,315	\$850	\$673	\$850
Elections	Postage	\$7	\$200	\$103	\$200
Tax Collector	Postage	\$11,911	\$14,000	\$6,208	\$14,000
Human Services	Postage	\$22	\$100	\$24	\$100
Library	Postage	\$203	\$300	\$29	\$100
Planning	Postage	\$2,626	\$3,500	\$1,777	\$3,000
Economic Development	Postage	\$121	\$350	\$24	\$300
Code Enforcement	Postage	\$1,079	\$400	\$897	\$1,000
Assessing	Postage	\$692	\$700	\$500	\$700
Parks and Recreation	Postage	\$15	\$50	\$12	\$50
Police Administration	Postage	\$981	\$1,500	\$1,281	\$1,800
Fire Administration	Postage	\$141	\$200	\$44	\$200
Public Works Administr	Postage	\$130	\$100	\$176	\$200
Waste Water	Postage	\$246	\$300	\$73	\$300
Water	Postage	\$17,561	\$22,000	\$13,435	\$22,000
	Totals	\$39,388	\$47,850	\$26,845	\$48,100

General Fund Revenue Estimates

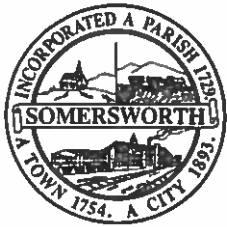
	Actual FY 18	FY 18-19	YTD FY 19	FY 19-20
TAXES				
LOCAL PROPERTY TAXES	25,673,793	26,388,286	26,335,820	27,009,001
STATE PROPERTY TAXES	1,882,114	1,898,957	1,898,957	1,966,887
INTEREST AND PENALTIES	224,741	280,000	132,314	280,000
	27,780,648	28,567,243	28,367,091	29,255,888
LICENSES, PERMITS, AND FEES				
MOTOR VEHICLE PERMITS AND FEES	1,891,057	1,675,000	1,409,285	1,675,000
BUSINESS LICENSES, PERMITS, AND FEES	155,294	125,625	119,802	125,625
	2,046,351	1,800,625	1,529,087	1,800,625
INTERGOVERNMENTAL				
<u>CITY:</u>				
HIGHWAY BLOCK GRANT	230,372	233,639	186,912	233,639
MEALS & ROOMS TAX DISTRIBUTION	602,278	602,123	602,123	602,123
PAYMENT IN LIEU OF TAXES	125,687	148,323	119,229	148,323
OTHER	874	924	924	924
SUBTOTAL CITY INTERGOVERNMENTAL	959,211	985,009	909,188	985,009
<u>SCHOOL:</u>				
STATE ADEQUACY GRANT	7,429,198	7,470,238	5,192,099	7,237,372
MEDICAID REIMBURSEMENT	364,332	225,000	159,471	225,000
KINDERGARTEN AID	0	126,140	92,939	126,140
BUILDING AID	674,243	654,048	327,024	551,594
CATASTROPHIC VOCATIONAL AID	162,731	162,000	233,599	162,000
VOCATIONAL AID	27,542	18,000	19,125	18,000
TUITION	282,840	132,912	77,764	31,559
MISCELLANEOUS SCHOOL	5,495	4,000	20,654	4,000
SUBTOTAL SCHOOL INTERGOVERNMENTAL	8,946,381	8,792,338	6,122,675	8,355,665
TOTAL INTERGOVERNMENTAL	9,905,592	9,777,347	7,031,863	9,340,674

General Fund Revenue Estimates

	Actual FY 18	FY 18-19	YTD FY 19	FY 19-20
OTHER REVENUE				
INTEREST ON INVESTMENTS	124,396	75,000	192,049	105,000
INCOME FROM DEPARTMENTS	487,232	486,063	405,998	524,413
SALE OF CITY PROPERTY	121,396	25,000	19,600	25,000
LEASE PAYMENTS	130,400	104,750	103,789	104,750
HYDRO LEASE	45,157	35,000	23,036	35,000
	908,581	725,813	744,472	794,163
OTHER FINANCING SOURCES				
Transfer in - Special Revenue Funds	0	16,644	0	0
USE OF FUND BALANCE - REDUCE TAXES	1,613,716	800,000	800,000	800,000
	1,613,716	816,644	800,000	800,000
TOTAL	42,254,888	41,687,672	38,472,513	41,991,350

INCREASE IN REVENUES FROM PREVIOUS YEAR
PERCENTAGE OF INCREASE IN REVENUES

303,678
0.73%



City of Somersworth – Ordinance

Ordinance No: 18-19

TO AMEND CHAPTER 13, POLICE OFFENSES, SECTION 3.4, MOTOR VEHICLE OPERATION, BY PROHIBITING TRACTOR-TRAILERS FROM MAKING A LEFT HAND TURN ONTO STATION STREET FROM GOVERNMENT WAY

April 1, 2019

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

Amend Chapter 13, Police Offenses, Section 3.4.G Left Turns, by adding:

When signs are erected giving notice thereof, it shall be unlawful for anyone operating a Tractor-Trailer (See RSA 259:109) to turn left onto Station Street from Government Way.

(RSA 259:109 Tractor-trailer. – “Tractor-trailer” shall mean any truck-tractor and semi-trailer.

This Ordinance shall take effect upon passage.

Authorization

Sponsored by Councilors:

Dale R. Sprague
David A. Witham
Marty Pepin
Kenneth S. Vincent

Approved:

City Attorney

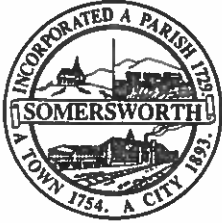
City of Somersworth – Ordinance 18-19

History

First Read Date:	04/01/2019	Tabled:	
Public Hearing:		Removed From Table:	
Second Read:			

Discussion

Voting Record		YES	NO
Ward 1 Councilor	Pepin		
Ward 2 Councilor	Vincent		
Ward 3 Councilor	Dumont		
Ward 4 Councilor	Austin		
Ward 5 Councilor	Michaud		
At Large Councilor	Witham		
At Large Councilor	Sprague *		
At Large Councilor	Cameron		
At Large Councilor	Levasseur		
TOTAL VOTES:			
On / / . Ordinance 18-19		PASSED	FAILED



City of Somersworth – Resolution

Resolution No: 35-19

TO AUTHORIZE THE CITY MANAGER TO PREPARE BID SPECIFICATIONS FOR ROAD RESURFACING AND ASSOCIATED REPAIRS OF SELECTED STREETS

April 15, 2019

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

WHEREAS the City has prioritized street repair using the pavement condition index assessment tool, and

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

ASH ST	RIVER ST
BRICK ST	SCHOOL ST
CENTRAL ST	SECOND ST
CHESLEY AVE	SPRING ST
CLEMENT RD	SPRUCE ST
CREST DR	STACKPOLE RD
DOWN ST	SUMMER ST
FIRST ST	THIRD ST
FRANKLIN ST	UNION ST
INDIGO HILL RD	WATER ST
KINGS LN	BUFFUMSVILLE RD (as a Bid Alternate)
RITA ST	LILY POND RD (as a Bid Alternate); and

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

ASPEN DR	LENOX DR
CHADWICK LN	LONGLEAF LN
COMMERCIAL DRIVE	MAIZE DR
CORNFIELD DR	MILO LN
COTE ST	MORRISON ST
DAVIS ST	VICTORIA DR
DEER CREEK RUN	WILLAND DR
GREENFIELD DR	WILLIAM ST
GUY ST	WINSLOW DR
HICKORY LN	HIGH STREET (BLACKWATER TO SINCLAIR)
	HIGH STREET (SINCLAIR TO THE CITY LINE); and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to prepare bid specifications and solicit bids from qualified contractors for road resurfacing and associated repairs of the aforementioned streets and take any other actions relative to this project determined to be in the best interest of the City.

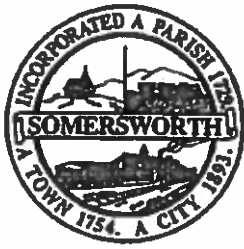
Authorization	
<i>Sponsored by Councilors:</i> Dale R. Sprague David A. Witham Martin Pepin	<i>Approved:</i> City Attorney

City of Somersworth – Resolution 35-19
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History			
First Read Date:	04/15/2019	Tabled:	
Public Hearing:		Removed From Table:	
Second Read:			

Discussion

Voting Record		YES	NO
Ward 1 Councilor	Pepin		
Ward 2 Councilor	Vincent		
Ward 3 Councilor	Dumont		
Ward 4 Councilor	Austin		
Ward 5 Councilor	Michaud		
At Large Councilor	Witham		
At Large Councilor	Sprague *		
At Large Councilor	Cameron		
At Large Councilor	Levasseur		
TOTAL VOTES:			
On / / . Resolution 35-19		PASSED	FAILED



Gary S. Lemay, P.E.
City Engineer
Tel: 692-9524

Date: 3/28/2019
To: Bob Belmore, City Manager
Copy: Mike Bobinsky, Director of Public Works and Utilities; Scott Smith, Director of Finance and Administration; Gerry Vachon, General Highway Foreman; Scott McGlynn, Chief Water Distribution Operator
Subject: FY2020 Road Repair Candidates

Road Repair Candidates

We received direction on road repair candidates at the 3/25/2019 Public Works and Environment (PW&E) Committee meeting. Several roads were chosen for consideration, including:

- Clement Road, end-to-end
- Crest Drive, end-to-end
- Franklin Street, end-to-end
- Indigo Hill Road, and all adjoining side-streets with a Pavement Condition Index (PCI) of 32 or less, which includes:
 - Brick Street
 - Chesley Avenue
 - First Street
 - Second Street
 - Third Street
- River Street, between Buffumsville Road and Indigo Hill Road
- Stackpole Road, end-to-end
- Union Street, and all adjoining side-streets with a PCI of 30 or less, which includes:
 - Ash Street
 - Central Street
 - Kings Lane
 - School Street
 - Spring Street
 - Spruce Street
 - Summer Street
 - Water Street

Figure 1 shows a map of PCI values from the 2014 assessment, updated for roads that have been since resurfaced. Based on PCI levels and ground-level knowledge, City

staff have included a recommended treatment for all candidate streets, and the recommended cost of the treatment, in Table 1. We have included a cost estimate for a 1.5" mill-and-overlay for all of the recommended streets. This treatment reflects a focus on maintenance and repair, rather than a full reconstruction or "complete street" approach.

These cost estimates do not include the cost of reconstructing sidewalks, addressing drainage issues, or replacing underground utilities (namely water mains). Several of the proposed streets' sidewalks are in poor condition and are in need of replacement. Several of these streets' water mains are greater than 100-years-old and/or have a history of water main breaks in recent years, particularly Union Street (and the side roads off of Union Street), Indigo Hill Road (and the side roads off of Indigo Hill Road), and the lower portion of Clement Road. For reference, water main replacement costs are generally 15-25% less expensive when conducted in conjunction with road repairs as opposed to as a standalone replacement.

Crack Sealing and Chip Sealing

The PW&E Committee discussed the potential for crack sealing and chip sealing several candidate streets based on a 2014 PCI of greater than 75, which is shown in Table 2.

City staff met with a chip sealing contractor from All States Materials Group (ASMG) on 3/28/2019. We discussed cost estimates for various types of chip sealing and other surface treatments, and how they may be applicable to our City's streets and roads. We specifically drove Willand Drive. The representative thought that Willand Drive would need to first undergo some form of surface restoration, such as a shim coat or a mill-and-overlay in order for chip sealing, or any other surface treatment, to be effective. The representative also mentioned that typically crack sealing should be completed before conducting a surface treatment, meaning we should still plan to conduct crack sealing on any roads that receive a further surface treatment. Typical chip-sealing pricing is generally in the range of \$2.50 to \$3.00 per square yard.

Table 1: Street and road repair candidates discussed by the PW&E Committee on 3/25/2019, along with a cost estimate for a 1.5" mill-and-overlay.

Street Name	PCI	Width (ft)	Length (ft)	1.5" Mill and Overlay Cost (\$)
ASH ST	22	28	369	\$14,804
BRICK ST	23	18	312	\$8,139
CENTRAL ST	23	21	543	\$16,446
CHESLEY AVE	21	22	526	\$16,680
CLEMENT RD	27	22	1,597	\$50,626
CREST DR	26	24	2,381	\$82,182
FIRST ST	28	17	210	\$2,562
FRANKLIN ST	27	34	2,303	\$111,766
INDIGO HILL RD - Seg 2	32	24	2,718	\$93,791
KINGS LN	21	19	178	\$4,908
RIVER ST	54	26	360	\$11,366
SCHOOL ST	23	24	392	\$13,535
SECOND ST	23	21	1,022	\$30,960
SPRING ST	24	24	364	\$12,551
SPRUCE ST	25	30	637	\$27,357
STACKPOLE RD - Lower	43	24	1,800	\$62,123
STACKPOLE RD - Upper	80	24	1,500	\$52,776
SUMMER ST	22	20	396	\$11,433
THIRD ST	29	21	732	\$22,190
UNION ST	30	30	2,133	\$91,560
WATER ST	26	27	449	\$17,396
Total				\$755,151

Table 2: Potential crack-sealing candidates and cost-estimate for crack sealing. A cost estimate was developed for crack-sealing these candidate roads based on estimates from a recent pavement management report (Rochester, 2016) as well as unitized costs on a per-square-foot basis¹ from a 2018 New Hampshire Department of Transportation bid for a 15-mile section of Route 101.

Street Name	PCI	Length (ft)	Width (ft)	Cost Estimate (\$0.12/ft ²)
DEER CREEK RUN	75	1,004	32	\$3,900
DAVIS ST	76	2,195	24	\$6,400
CHADWICK LN	76	979	24	\$2,900
LENOX DR	76	492	26	\$1,600
WILLIAM ST	76	1,025	27	\$3,400
COTE ST	78	699	24	\$2,100
LONGLEAF LN	78	1,237	32	\$4,800
WINSLOW DR	78	478	24	\$1,400
GREENFIELD DR	79	792	26	\$2,500
HICKORY LN	79	2,036	24	\$5,900
MORRISON ST	79	445	24	\$1,300
ASPEN DR	79	739	24	\$2,200
MILO LN	79	1,800	26	\$5,700
CORNFIELD DR	82	1,589	24	\$4,600
MAIZE DR	83	1,415	24	\$4,100
GUY ST	83	1,047	30	\$3,800
COMMERCIAL DRIVE	84	2,566	33	\$10,200
VICTORIA DR	88	1,588	26	\$5,000
WILLAND DR	93	2,900	24	\$8,400
Total				\$80,200

¹ Most contractors charge on a per-linear-foot of crack basis, so costs may vary depending on the condition of the roadway. Streets and roads with very few cracks will be considerably less expensive to treat with crack sealer than those that are more degraded.

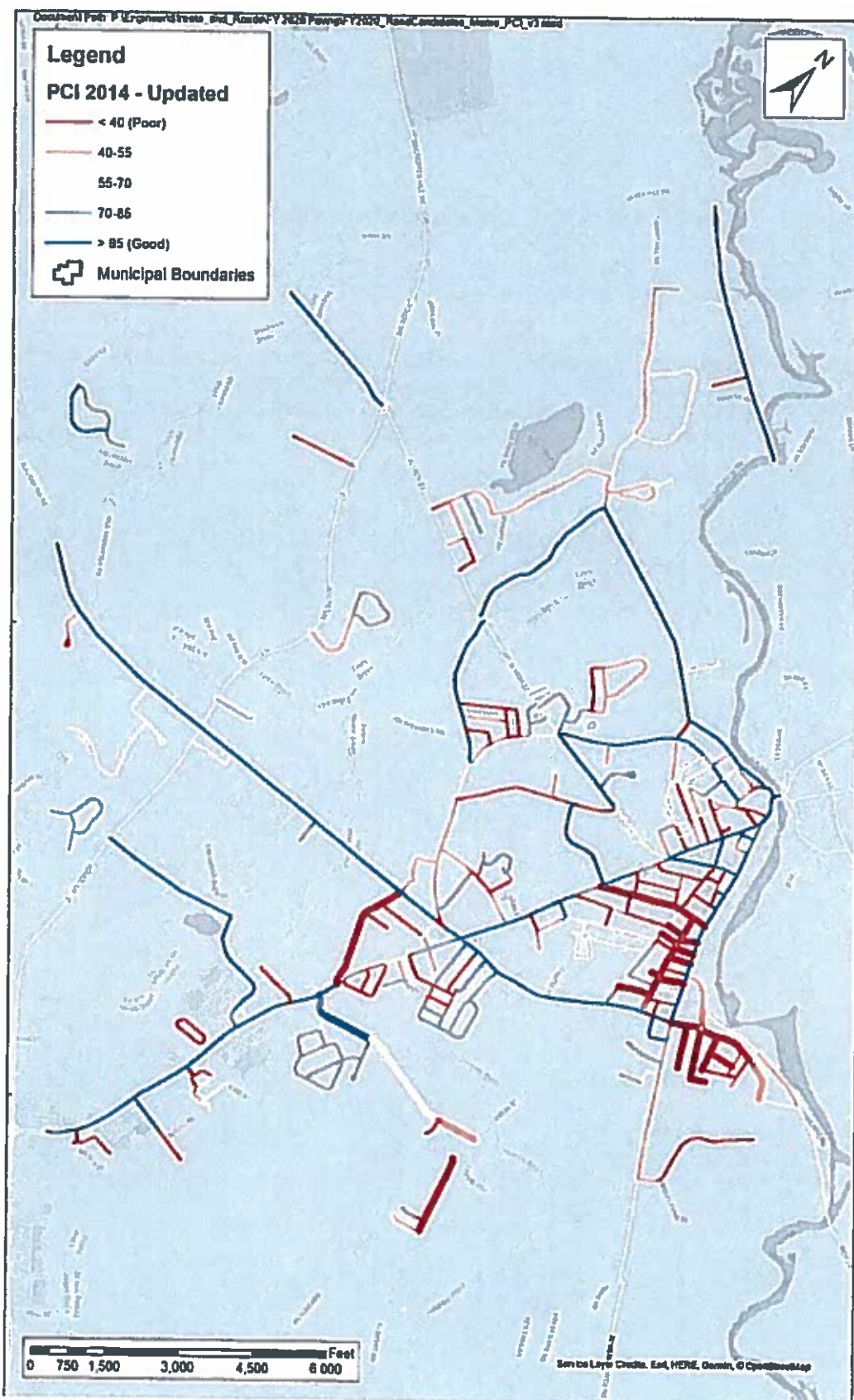


Figure 1: City-wide Pavement Condition Index (PCI) ratings and road repair candidate map. Roads previously discussed by the PW&E Committee are shown in thicker lines.

muffler or other device which will effectively prevent loud or explosive noises therefrom.

- F. Defect in Vehicle or Load: The use of any automobile, motorcycle or vehicle so out of repair, so loaded or in such a manner as to create loud and unnecessary grating, grinding rattling, explosive or other noise.
- G. Snow-traveling Vehicles, Trail Bikes, and Off-Highway Recreational Vehicles: Any person owning, leasing, or controlling the operations of such vehicles shall comply with the provisions of RSA 215-A:12.
- H. Truck Idling: No person shall operate a diesel engine, tractor-trailer, or any standing motor vehicle with a weight in excess of 10,000 pounds GVW (Gross Vehicle Weight) or refrigeration or compressor engine on a tractor-trailer or truck for a period in excess of 10 minutes when such vehicle is parked on a residential premises or on a City road next to or across from residential premises between the hours of 9:00 p.m. and 7:00 a.m.
- I. Construction or Repairing of Buildings: The erection (including excavation), demolition, blasting, alteration or repair of any building or property that generates noise other than between the hours of 7:00 a.m. until dark, except in cases of an emergency in the interest of public health and safety. All equipment used for construction shall have properly installed and maintained silencing systems, as originally furnished by the equipment manufacturer. Un-muffled exhaust or intake systems on mobile or stationary equipment shall not be permitted.
- J. Pile Drivers, Hammers, Engine Repair, Etc.: The operation between the hours of 9:00 p.m. and 7:00 a.m. of any construction equipment, pile driver, steam shovel, pneumatic hammer, air compressor, derrick, steam or electrical hoist, mechanical or engine repairing or other appliance, the use of which is attended by loud or unusual noises.

13D:4 EXCLUSIONS AND EXEMPTIONS

- A. Exclusions: This Chapter shall not apply to noise emitted by or related to any of the following:
 - (1) Any bell or chime from any school or place of worship.
 - (2) Any siren, whistle or bell lawfully used by emergency vehicles.
 - (3) Any siren, whistle, bell, or other sound-generating device used by an alarm system in an emergency situation provided, however, that burglar alarms not terminating within 30 minutes after being activated shall be unlawful.
- B. Exemptions: This chapter shall not apply to noise emitted by or related to the following:

DRAFT

AGREEMENT FOR PLACEMENT OF MONITORING WELLS

This Agreement, made and entered into this ____ day of _____, 2019, by and between Cumberland Farms, Inc., a Delaware corporation (hereinafter "Cumberland") and the City of Somersworth, New Hampshire, a New Hampshire municipal corporation, (hereinafter "City").

WITNESSETH:

Whereas, the City is the owner of a certain street right-of-way known as Horne Street located near 258 High Street, Somersworth, NH 03878 (the "Premises");

Whereas, Cumberland is a Delaware corporation with its principal offices at 165 Flanders Road, Westborough, MA, 01581;

Whereas, Cumberland is the owner of the fee of the land to the center of the road over which Horne Street runs;

Whereas, Cumberland is conducting environmental remediation regarding DES Site #199610004 and previously had installed groundwater monitoring wells in an area that includes the Premises;

Whereas, the City conducted road improvement work and required Cumberland to decommission the groundwater monitoring wells; and

Whereas, the New Hampshire Department of Environmental Services is requiring Cumberland to continue to monitor groundwater regarding, which will require Cumberland to re-install groundwater monitoring wells in an area including the Premises;

Whereas, the City acknowledges that as long as the terms and conditions of this agreement are complied with, Cumberland's installation of a new well will not interfere with the public's viatic rights.

NOW, THEREFORE, for and in consideration of the mutual promises and agreements herein contained, it is agreed by the City and Cumberland, as follows:

1. Installation and Maintenance of Groundwater Monitor Well: City hereby agrees with Cumberland, its contractors, subcontractors, consultants, employees and agents, that they may enter upon City property for the purpose of installing, testing, repairing and maintaining groundwater monitor wells in connection with Cumberland's environmental work, said monitoring wells to be installed on the Premises as near as feasible to the location shown on "Exhibit A," which is attached hereto and incorporated herein by reference. This agreement shall commence on the date of its execution and shall continue until terminated by Cumberland. Upon termination, all well equipment shall be removed, the wells properly capped and covered by Cumberland, and the right-of-way Premises restored to the satisfaction

of the City in a condition that allows travel on the right-of-way upon termination of this agreement.

2. Location of Monitoring Well: The location of the monitoring wells selected by Cumberland shall be approved in writing by a designated representative of the City's Department of Public Works prior to installation, who may regulate the time of the work and may require the work to be stopped at any time, in his reasonable discretion. Cumberland, however, shall have full responsibility for the location of the monitoring wells installed. Installation and removal of the wells shall be undertaken in accordance with the requirements of the applicable City Ordinances. Cumberland shall conduct its activities so as to minimize any damage to City property and interference with the movement of motor vehicles in the areas where the monitoring wells are installed; any damage to City property or right-of-way shall be fully restored to its original condition, and to the satisfaction of the City, at the expense of Cumberland. Adequate guards, warning signs or devices consistent a City-approved Traffic Control Plan will be provided by Cumberland during construction. The monitoring wells shall not be installed below a depth of thirty (30) feet without express approval of the City and compliance with applicable City Ordinances. The monitoring wells shall be protected by metal covers set ¼" below the finish grade and the wells shall be constructed below ground level upon completion. Casings shall contain a locking device to prevent unauthorized access to the wells. No subsurface water drawn from the wells shall be stored on City premises.

3. Well Removal: In the event that future road repairs are undertaken on Horne Street that necessitate removal or adjustment of the wells while the monitoring wells are still in place, Cumberland shall remove the monitoring well, at no cost to the City, within six weeks of a written request from the City. Cumberland may replace the monitoring wells, in cooperation with the City, upon completion of the road work. Cumberland is responsible for providing materials and reimbursing any grade-adjustment costs (e.g., risers) for the wells as part of the road work. Prior to the work being performed, Cumberland shall provide a cash or surety bond (from a New Hampshire-based insurance company) of \$50,000 to cover the cost of removing the monitoring wells, in the event that the City must remove the wells in the future for maintenance, emergency, or any other purposes. The bond shall be released back to Cumberland upon removal of all monitoring wells.

4. Indemnity: Cumberland, in consideration for this agreement, agrees to defend and indemnify, and save the City and its duly elected officials, employees and agents, harmless from any and all claims, demands, causes of action, damages, judgments, costs, attorney fees or expenses, of any sort or kind whatsoever, including all damages for any injuries to person or persons, including death, or to property, arising out of any negligence by Cumberland, its contractors, subcontractors, agents and employees, in connection with the worked performed by or on behalf of Cumberland under this agreement, but not including any negligence on the part of the City, its duly elected officials, agents or employees, whether sole, concurrent or otherwise.

5. Insurance: Without limiting any of the other obligations or liabilities of Cumberland, Cumberland or its contractor shall secure and maintain at its own cost and expense,

throughout the duration of this agreement, insurance of such types and in such amounts as may be necessary to protect it and the interests of the City against all hazards or risks of loss as hereunder specified or which may arise out of the performance of the activities contemplated by this agreement. The type and limits of such insurance are set forth below. It shall be the responsibility of Cumberland or contractor, as applicable, to maintain adequate insurance coverage at all times during the term of this agreement. Failure of Cumberland or its contractor to maintain coverage shall not relieve either of any contractual responsibility or obligation or liability in general or under this agreement.

The certificates of insurance, including evidence of the required endorsements hereunder or the policies, shall be provided to the City within fourteen (14) days after the date of this agreement and prior to the start of work. All insurance certificates shall require that Cumberland or contractor provide notice to the City regarding proposed cancellation of such insurance. Such notice shall be mailed, certified mail, return receipt requested, to:

City of Somersworth, Attention: City Manager
One Government Way
Somersworth, NH 03878

Such policies shall name the City as an additional insured with limits of liability not less than the sovereign immunity limits for New Hampshire public entities.

The minimum coverage for the insurance referred to herein shall be as set out below:

- a. Workers' Compensation....Statutory coverage
Employer's Liability\$1,000,000.00
- b. Commercial General Liability Insurance including coverage for Contractual Liability and Independent Contractors Liability. Such coverage shall apply to bodily injury and property damage on an "Occurrence Form Basis" with limits of at least Two Million and no/100 Dollars (\$2,000,000.00) for all claims arising out of a single accident or occurrence and at least One Million and no/100 Dollars (\$1,000,000.00) with respect to injuries and/or death of any one person in a single occurrence and an amount not less than at least \$1,000,000 for all claims to property arising out of a single occurrence and at least \$100,000 to any one owner with respect to damages to property. Contractor agrees, if and to the extent permitted by its insurers, the policy language, and applicable law, that the proceeds of such insurance policy shall first be used to pay any award, damages, costs, and/or attorneys' fees incurred by or assessed against City, its employees, officers and agents, before payment of any award, damages, costs or attorney's fees of contractor, its employees, officers or agents. Contractor agrees to cause its insurer to name City as an additional insured on such insurance policy, including the City as an additional insured for coverage under its products- completed operations hazard, and said policy shall be primary and noncontributory.
- c. Automobile Liability Insurance covering bodily injury and property damage for owned, non-owned and hired vehicles, with limits of at least Two Million and no/100 Dollars (\$2,000,000.00) for all claims arising out of a single accident or occurrence and at least One Million and no/100 Dollars (\$1,000,000.00) with respect to injuries and/or death of any one

person in a single accident or occurrence.

6. Conformity with Environmental Regulations: Cumberland shall not cause or create any environmental hazards on the Premises, nor violate any other governmental laws or regulations which may be applicable to its activities on the Premises and shall obtain any and all licenses, permits or consents which may be required for its activities on the premises. Cumberland shall insure that its activities do not unreasonably interfere with any City operations. Cumberland shall insure that any contractor or subcontractor shall comply with the requirements of this paragraph.

7. Restoration of Premises: Cumberland will, at its own expense, promptly upon completion of the work, restore the Premises to as close to the pre-existing condition of the Premises as is reasonably possible.

8. Compensation: No compensation will be payable from the City to Cumberland, nor will Cumberland be required to pay to City any rent or other fee or cost for entry upon City premises, including the Premises, in accordance with this agreement.

9. Conflict of Interest: Cumberland certifies that no officer of its corporation is an officer or employee of the City, or any of its boards or agencies, and further that no officer or the City has any financial interest, direct or indirect, in this contract, nor is there any conflict of interest under state law.

10. Discrimination: Cumberland agrees not to discriminate on the basis of or because of the race, creed, color, national origin or ancestry, sex, religion, handicap, age, or political opinion or affiliation, against any person in connection with its activities under this agreement.

11. Assignment: This agreement may not be assigned to any other party. City must approve any contractor performing work under this agreement.

12. Notices: Any notices given under this agreement shall be in writing and may be delivered in person or by facsimile transmission, to City, addressed to City Manager, One Government Way, Somersworth, NH 03878, or to Cumberland, addressed to Cumberland Farms, Inc., 165 Flanders Road, Westborough, MA, 01581; Attn: Department of Environmental Affairs.

13. Entire Agreement: This agreement and the exhibits attached hereto contains the entire agreement between the parties with respect to the subject matter hereof. No modification, amendment, or waiver of any of the provisions of this agreement shall be effective unless in writing specifically referring hereto, and signed by both parties.

14. Applicable Law: This agreement and every question arising hereunder shall be construed or determined according to the laws of the State of New Hampshire.

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be executed on the day and year first written above.

CUMBERLAND FARMS, INC.

By: _____

Printed Name: _____

Title: _____

Date: _____

APPROVED AS TO FORM

City Attorney

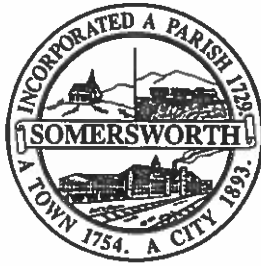
CITY OF SOMERSWORTH, NEW HAMPSHIRE

By: _____,

Printed Name: _____

Title: _____

Date: _____



Gary S. Lemay, P.E.
City Engineer
Tel: 692-9524

Date: 4/12/2019
To: Bob Belmore, City Manager
Copy: Mike Bobinsky, Director of Public Works and Utilities; Scott Smith, Director of Finance and Administration;
Subject: Horne Street Monitoring Wells Summary

The purpose of this memo is to provide a summary of the Horne Street Monitoring wells. Here is a brief bulleted list of the key points related to the well, and upcoming milestones:

- In the preparations for last fall's paving work, several monitoring wells were discovered throughout the roadway.
 - The wells were installed along Horne Street and Hanson Street by Cumberland Farms, Inc. (Cumberland Farms) as part of past environmental monitoring and remediation work associated with their store on the corner of High Street and Horne Street.
 - The City Engineer approached Cumberland Farms about having Cumberland Farms remove the wells to allow for the full-depth reclamation work that was being undertaken by the City in fall 2018.
- The City Engineer and Director of Public Works and Utilities coordinated with Cumberland Farms staff and their environmental consultant, AECOM Technical Services, Inc. (AECOM) on the removal of the wells.
- During coordination of well removal, it was discovered that there was no formal license agreement between the City and Cumberland Farms for the wells that were located within the City right-of-way for Horne Street and Hanson Street.
- Cumberland Farms applied for a trench permit last fall to remove all nine wells located within the City right-of-way in advance of Brox's reclamation and paving work, with the understanding that a license agreement would be negotiated between the City and Cumberland Farms before the wells would be re-installed, if necessary.
- Cumberland Farms discussed the monitoring wells with the New Hampshire Department of Environmental Services (NH DES) for this site (NH DES Site No. 199610004), and NH DES determined that Cumberland Farms is required to continue monitoring at two of the nine well locations, while seven can remain permanently discontinued.
- Cumberland Farms has coordinated with City staff and the City Attorney to develop a draft license agreement for re-installation of the two wells. The

purpose of the license agreement is to provide formal approval for Cumberland Farms to place the wells within the City right-of-way while protecting the City's interests and eliminating liability.

- The City Engineer and Director of Public Works and Utilities have indicated to Cumberland Farms that Brox is scheduled to place the final wearing course on Horne Street this spring, and that well placement after that time would require the City Council to approve excavating into a newly-reconstructed roadway that would be under a 5-year excavation moratorium.
- Brox has indicated that they are willing to postpone paving on Horne Street if the City needs additional time to negotiate a license agreement with Cumberland Farms, however their contract expires on 5/30/2019 so we would need to address that if the delays are substantial.

Next steps include sending the draft license agreement back to Cumberland Farms for their review and signature, and, if approved by City Council, having the City Manager sign the license agreement. A trench permit will be required as part of the well re-installation, which will include a \$10,000 bond and several other conditions to protect the roadway.

CITY OF SOMERSWORTH
OFFICE OF THE MAYOR

Informational Item "1"



ONE GOVERNMENT WAY
SOMERSWORTH, NH 03878
WWW.SOMERSWORTH.COM

April 5, 2019

The Honorable Christopher Sununu
Office of the Governor
State House
107 North Main Street
Concord, NH 03301

Re: Somersworth Veteran's Memorial Grant Funding (HB 2-FN-A)

Dear Governor Sununu:

On April 1, the Somersworth City Council unanimously approved the attached Resolution (No. 34-19) in support of the Governor's request to provide \$180,000 in Grant Funding for the construction of a Veteran's Memorial in the City of Somersworth. Without this funding support the project may not become a reality.

This project will be a much needed and welcomed addition to the City's annual Memorial Day and Veteran's Day events, as well as a focal point for residents and visitors to pause and reflect on the sacrifices our Veterans have given to our Country.

The City would appreciate your support to authorize funding for this worthy project. We recognize the challenges in establishing budget priorities with limited resources, but believe this project is a priority because it demonstrates the recognition and honor our Veterans deserve. Your vote in support of this project is critical to making it a reality.

Please accept my sincere appreciation for all that you do for the great State of New Hampshire. On behalf of the City of Somersworth, thank you for your time in considering our request to support the Veteran's Memorial in the City of Somersworth.

Thank you.

Sincerely,

Mayor Dana S. Hilliard

Enclosure: Resolution No. 34-19

PROUD PAST. BRIGHT FUTURE

MITCHELL MUNICIPAL GROUP, P.A.
ATTORNEYS AT LAW
25 BEACON STREET EAST
LACONIA, NEW HAMPSHIRE 03246
www.mitchellmunicipalgroup.com

WALTER L. MITCHELL
LAURA A. SPECTOR-MORGAN
STEVEN M. WHITLEY
NAOMI N. BUTTERFIELD
JUDITH E. WHITELAW (OF COUNSEL)

TELEPHONE (603) 524-3885

April 12, 2019

CERTIFICATION

Re: City of Somersworth, New Hampshire

Resolution No. 35-19

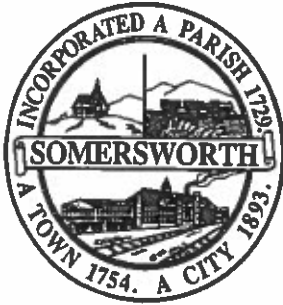
Title: **TO AUTHORIZE THE CITY MANAGER TO PREPARE BID
SPECIFICATIONS FOR ROAD RESURFACING AND ASSOCIATED
REPAIRS OF SELECTED STREETS**

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: _____

By: _____



MEMORANDUM

To: Bob Belmore, City Manager

From: Scott Smith, Director of Finance and Administration

Date: April 10, 2019

Re: **Monthly Report**

Finance Department:

- Assisted in completing FY20 proposed budget.
- Assisted in FY20 budget presentation.
- Assisted in State of the City address.
- Attended budget workshop.
- Attended NH DRA Revaluation Startup Meeting.
- Attended Joint City Council/School Board Meeting.
- Bids:
 - DPW – Construction Equipment Rental – Due April 18.
 - Fire Station Conceptual Design Services – Due April 18.
 - Engineering Services – CMAQ – Due April 25.

Treasurer's Report:

- General Fund cash on hand as of March 31, 2019 are attached to this report. Investments used for the period were short term certificates of deposit, money market account, NH Deposit Investment Pool, TD Bank, and a Citizen's Bank investment account.

City Clerk:

- Prepared for and took minutes at two scheduled City Council meetings, one workshop, and standing committee meetings during the month.
- Researched information for Ward Boundaries Committee.
- Total receipts for the month were \$10,895.
- Permits:
 - Knights of Columbus – 3/11/19
 - Knights of Columbus – 3/11/19
 - VFW Canteen – 3/14/19
 - VFW Canteen – 3/14/19
 - St Ignatius of Loyola Parish – 3/21/19
 - A & G Auto – 3/25/19
 - First Parish Church – 3/20/19
 - Girl Scout Troop 58006 – 3/1/19
 - Girl Scout Troop 20253 – 3/1/19
 - Girl Scout Troop 10291 – 3/18/19
 - Seacoast Titans Football & Cheer – 3/21/19
 - Hilltop Fireworks – 3/29/19

Tax Collector:

- Motor vehicle registrations were a total of \$157,238 during the month.
- Collected \$5,495 for Municipal Transportation Fund during month.
- Speaker to the drive-thru has been repaired. 3 people used the drive-up this month.
- Total receipts for the month were \$1,149,864.

Library

- April 7th – April 13th is National Library Week. The library flag is hung at Citizen's Place.
- The Library had 7 story times with 46 attending, one book club with 14 attending, and 31 attended the "Ask a Muslim" program.
- The Library recorded 2,731 visits in March.

Human Services:

- Total assistance for the month was \$10,176. That compares to \$8,235 for the month of February 2019 and \$3,609 for March 2018.
- 3 new cases were opened compared to 4 in 2018.
- 14 cases were approved for varying levels of assistance. 9 cases were referred to other agencies for support.

Information Technology

- Spent time in general server maintenance, checked systems, checked and cleared logs.
- Installed new printer in Welfare Office.

Assessing

- Met with NH DRA on Revaluation Startup.
- Continued prep work for upcoming evaluation.

**Treasurer's Report.
General Fund**

Period Ending Mar. 31, 2019

General Fund Account	Balance	Rate	Maturity Date	Notes
G/F Checking	\$2,175,095	0.00%	N/A	Money available upon demand
Citizens Investment	\$613,561	2.00%	N/A	Money available upon demand
NHPDIP	\$3,599,245	2.01%	N/A	Money available upon demand
Profile Bank	\$250,902	0.45%	N/A	Money available upon demand
TD Bank	\$3,095,546	2.06%	N/A	Money available upon demand
Newburyport Bank	\$3,021,497	2.13%	N/A	Money available upon demand
Century Bank	\$4,792,870	1.87%	N/A	Money available upon demand

General Fund Interest Earnings	Period	Year to Date	Year to Date Anticipated	Variance Positive/(Negative)
Period Ending Mar. 31,2019	\$87,565	\$220,100	\$78,750	\$141,350



Department of Development Services

Date: March 31, 2019
From: Shanna B. Saunders
Director of Planning & Community Development
Re: March 2019 - Monthly Report

In addition to the Department's various activities listed in the attached staff reports, I attended the following Land Use Board meetings:

- Zoning Board – March 6
- Conservation Commission – March 13
- Planning Board – March 20
- SRTC – March 13
- Historic District Commission meeting – March 27

And attended the following Special Meetings:

- SRPC Transportation Advisory Committee – March 1
- NH Planner's Association – March 8
- Economic Development Committee - March 13
- Traffic Safety Committee Meeting – March 20
- Salmon Falls Watershed Collaborative March 7

Building and Health Departments:

Major Building Permits Applied for in March 2019 Construction Costs and Fee

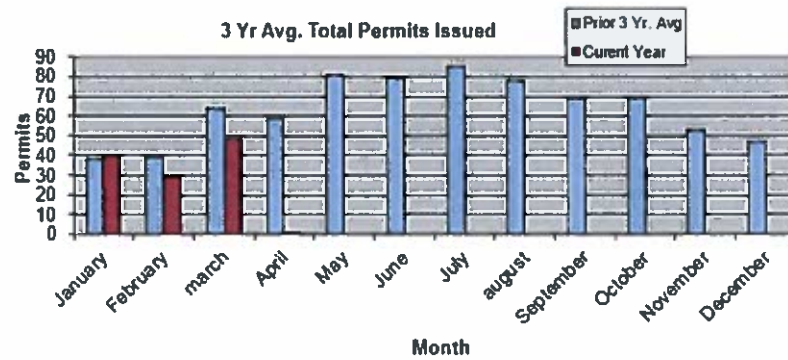
Address	Construction cost	Fee
4 Cattail Circle	\$174,000.00	\$1,402.00
33 Coles Pond Rd	\$60,000.00	\$490.00
26 Whippoorwill Way	\$9,500.00	\$86.00
49 Salmon Falls Rd	\$100,000.00	\$810.00
84 Sunningdale Dr	\$210,000.00	\$1,690.00
8 Cattail Circle	\$185,000.00	\$1,490.00

Minor Building Permits Applied for in March 2019

	Address	Construction cost	Fee
11	Andrews Rd	\$66,889.00	\$536.00
23	Morning	\$120,000.00	\$970.00
107	Green	\$9,800.00	\$88.40
54	Myrtle	\$6,100.00	\$58.80
7	Works Way	\$2,800.00	\$32.40
103	Main	\$5,000.00	\$50.00
1	Pinkham Ave	\$18,000.00	\$154.00
28	Green	\$2,500.00	\$30.00
345	Rt. 108	\$2,000.00	\$26.00
22	Cemetery Rd	\$7,000.00	\$66.00
119	Rocky Hill Rd	\$20,635.00	\$175.08
47	Otis Rd	\$2,000.00	\$26.00
21	Works Way	\$220,000.00	\$1,770.00
251	Green	\$22,980.00	\$387.68
86	Union	\$9,127.00	\$83.00

Permit Receipts

	2019	DIFFERENCE this year to last	% OF CHANGE
January	\$2,867.72	-\$9,916.28	-16.2%
February	\$14,299.00	\$10,211.80	-55.9%
March	\$11,093.66	\$5,786.66	-77.3%
April		N/A	
May	\$0.00	N/A	
June	\$0.00	N/A	
July	\$0.00	N/A	
August	\$0.00	N/A	
September	\$0.00	N/A	
October	\$0.00	N/A	
November	\$0.00	N/A	
December	\$0.00	N/A	
Year total	\$28,344.10	-\$1,733.34	
Difference of chan	\$28,260.38	-\$1,733.34	27.4%



Total Permits

	2017	2018	2019	DIFFERENCE this month to last year's month	% OF CHANGE
January	51	29	40	40	27.5%
February	36	31	29	29	-6.9%
March	79	43	48	48	10.4%
April	58	62	1		
May	99	84	0	N/A	0.0%
June	94	65	0	N/A	0.0%
July	75	91	0	N/A	0.0%
August	88	67	0	N/A	0.0%
September	83	56	0	N/A	0.0%
October	77	73	0	N/A	0.0%
November	61	50	0	N/A	0.0%
December	49	38	0	N/A	0.0%
YTD Total	850	689	118	14	-82.9%
Difference (this only)		103	117	14	13.6%

Property Maintenance

CN – Courtesy Notice
 VN – Violation Notice
 COMPLAINT – Summons filed with Court

Property Maintenance Work Report

Location		Complaint Type	Date of Complaint	Notifications Issued	Status
294	Main	Trash	2/11/19	CN	COMPLETED
214	Main	Couch	2/15/19	CN	COMPLETED
5	Alicia	Trash	<u>1/17/19</u>	CN, VN, COMPLAINT	COMPLETED
24	Washington	Unregistered Vehicles	2/14/19	CN	COMPLETED
14	Indigo Hill	Unregistered Vehicles	2/14/19	CN	COMPLETED
203	Green	Trash	2/13/19	CN, VN	COMPLETED
53	Indigo Hill Rd.	Trash	3/1/19	CN	COMPLETED
278	Main	Trash	3/6/19	CN	COMPLETED
196	W. High	Trash	2/27/19	CN	COMPLETED
128	Green	Trash	3/6/19	CN	COMPLETED
296	Main	Trash / High Occupancy	2/8/19	CN	COMPLETED
8	Beacon	Trash	3/4/19	CN	COMPLETED
17	Green	Illegal Dumping	3/14/19	CN	COMPLETED
66-70	High	Illegal Dumping	3/14/19	CN	COMPLETED
60 62-64	High	Illegal Dumping	3/14/19	CN	COMPLETED
35	Mt. Vernon St.	Trash	3/14/19	CN	COMPLETED
19	Sherwood Glen Dr.	Illegal Dumping	3/14/19	CN	COMPLETED
240	Main	Housing Violations	3/14/19	CN	COMPLETED
25	Otis	Dumpster	2/28/19	CN, VN, COMPLAINT	PENDING
44	Rocky Hill Rd	MPV	3/14/19	CN	PENDING
260	Main	Housing Violations	3/19/19	CN	PENDING
436	Rt. 108	Zoning Violation	3/22/19	CN, VN	PENDING
14	Mt. Vernon	Protective Treatments	3/27/19	CN	PENDING
7	Grove St.	Protective Treatments	3/29/19	CN	PENDING
9	Grove	Protective Treatments	3/29/19	CN	PENDING
222	High	Protective Treatments	3/29/19	CN	PENDING
75	Maple	Trash	2/08/19	CN, VN, COMPLAINT	PENDING

- In the month of March, 2019, eighteen (18) open matters became compliant and were closed.
- In March 2019, the Code Compliance Office issued:
 - Twenty-six (26) Courtesy Notices;
 - Three (3) Violation Notices; and
 - Two (2) Citation/Summons' with the Court (Roach, Mawire) – Other matters from months prior.
 - City v. Tremblay – Settled.
 - City v. Roach – City granted Default Judgment on 03/12/19.
 - City v. Davis – Hearing is scheduled for 4/29/19.

Land Use Boards:

Planning Board March 2019:

- Hilltop School, LLC is seeking site plan approval to rehabilitate the abandon Hilltop School building into 22-28 residential apartments. Minor parking and access drive aisle reconfiguration will be required for the project. The design intent is to utilize existing utility service lines to the former school. Also waivers on property located at 17 Grand Street, in the Residential/Single Family/A(R1A) District, Assessor's Map 11, Lot 49, SITE # 01-2019. **APPROVED**
- Rosbury-Yoder, Arthur & Mona are seeking a merger on property located at 21 Shore Road Assessor's Map 30 Lot 16 & Map 30 Lot 18. **APPROVED**

Conservation Commission March 2019:

The Commission discussed items such as Japanese knotweed control at Idlehurst School, Update regarding the land acquisition near Coles Pond Road, Signage for the Frank Richardson Trail, "No hunting" signage at city parks. They also held a workshop related to City Conservation Easements.

Zoning Board March 2019:

- There was no ZBA Meeting this month.

Historic District Commission March 2019:

- Paula Tsiorbas is seeking a certificate of appropriateness to hang a composite sign on property located at 60 B High Street, in the Business Historic Moderate (BH) District, Assessor's Map 11, Lot 214 HDC # 08-2019. **APPROVED**

Economic Development – March 2019

- **Upcoming Roundtables:**
 - Downtown: 4-11-19 @ 8:30
 - BIBED (Bankers-Investors- Brokers & E.D.): 4-18-19 @ 8:30
 - Malley Farm Business: Discontinued due to staff changes and loss of host
- **New Vacancy: Site for sale and/or lease (meetings and conversations)**
 - ✓ Chinburg: 22 Canal Street (3 vacancies)
 - ✓ Laney's: 45 Washington St
 - ✓ Wicked Meats: 230 High Street
 - ✓ The Gathering Place: 82 High Street
 - ✓ Al Dolled up : 8 Government Way
 - ✓ Cross Insurance : 475 High Street
- **Vacant space sold/leased (and/or) New Tenants in process**
 - ✓ Cozy Nest: 60 High Street
 - ✓ Moon Spa: 62-70 High Street
 - ✓ Teased Hair Shop: 67 High Street
 - ✓ 1886 Barber Shop: 4 Main Street
 - ✓ 9th Network: 103 Main Street
 - ✓ Burgers on Main Street (BOM - Burger): 6 Main Street
 - ✓ Megan Samson Art Gallery: 123 Main Street
 - ✓ Eco Touch: 22 Canal Street
 - ✓ All Dolled Up: 8 Government Way
- **Potential tenant/ business - exploring/considering Somersworth**
 - ✓ Charter Art & Music School (Downtown)
 - ✓ Gym (Route 108)
 - ✓ Restaurant (Near Liquor Store)
- **Marketing and Brand Identity**
 - ✓ Working with new Marketing Firm: Open the Door- Christina Pappas
 - ❖ Logo/Brand/Identity/Image/Continuity
 - ❖ www.Somersworthonthemove.com
- **Community Advocacy**
 - ✓ Great Falls Economic Development Corporation - BOD
 - ✓ Skyhaven Airport – BOD (Hanger 5 leased)
 - ✓ CTC Internship - Advisory
- **Miscellaneous**
 - ✓ Tri-City Trolley loop service pilot program
 - ✓ 25 business drop-off *info* visits: Community Listening Session
 - ✓ Downtown Sidewalk Features: Flower Pots/Sale Racks/Seating

Parks and Recreation – March 2019

- Travel Basketball concluded with our end of season banquet on Wednesday, March 20th 6:30-7:45 p.m. at Idlehurst Café. We had approximately 110 players, parents, and grandparents attend the banquet to celebrate the end of great season. The banquet is sponsored by the High School Boys Basketball Boosters as part of the Frosty Tournament fundraiser we co-sponsored in February. At the banquet we had pizza, drinks, and parents donated desserts. All players received an end of season gift based on the grade they were in.
- Biddy Basketball concluded on Saturday, March 9th. This was a 6-week beginner program for children ages 3-6. We offer a session for children ages 3-4 and a session for children ages 5-6 both of which are coached by the Recreation Supervisor and parent volunteers. This year we had 35 children enrolled in the program.
- Summer Camp registration opened on March 4th for residents and will open for non-residents on April 4th. Summer camp dates are June 24-August 16 for 8-weeks total.
 - Kids Camp fees: Early Bird Full Camp: \$600, Early Bird 1 session: \$350, Weekly rate: \$125, Regular session rate: \$400 (non-resident rate is \$100 more per option)
 - Trends Camp fees: Early Bird Full camp: \$800, Early Bird 1 Session: \$450, Weekly rate: \$150, Regular session rate: \$500 (non-resident rate is \$100 more per option)
 - Extended Care rates: 1 session: \$100 or \$30 per week
- Granite State Track and Field registration opened and we're anticipating another great turnout this year. The program is for children ages 9-14. We're seeking more volunteer to help coach the program so we can have more children participate. The program will run on Mondays and Wednesdays from 3:30-4:30 p.m. at the Idlehurst School Track. The program is May 13-June 15 and the season ends with the Regional Meet in Rochester on June 15th. The top 4 athletes from each division will earn the chance to compete at the State Meet at Winnisquam High School on June 28th.
- Planning is underway for our annual Easter Egg Hunt which is scheduled for Friday, April 19th at 4:30 p.m. at Millennium Park. We purchased 4,000 colorful candy-filled plastic eggs for the hunt and we also received a donation of plastic eggs from Texas Roadhouse in Newington, NH. We'll have a jelly bean guess jar for children to try and guess how many jelly beans in the jar without going over. The winner will receive an Easter basket full of toys and candy. Children will have an opportunity to meet with the Easter Bunny at the event as well.
- Somersworth Recreation, Somersworth Library, and Somersworth Farm to School received approval to host a new event for elementary age students during school break. April Vacation Spring Fling will be held at the Library on Thursday, April 25th 11:30-1:00 and is free for elementary students. Recreation will provide supplies to make homemade

birdfeeders using recycled materials, painting flower pots with a seed starting demo from Farm to School, and supplies to make windsocks and parachutes. The Library will also have Tinker Table activities for students to choose how they want to build and create. We're looking forward to collaborating on this event.



MEMORANDUM from Director Public Works & Utilities

TO: Robert M. Belmore, City Manager

DATE: April 10, 2019

SUBJECT: Public Works Department Monthly Report for March, 2019 – April, 2019

FROM: Michael Bobinsky, Director of Public Works & Utilities

DIRECTOR'S COMMENTS

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

- The Departments Highway Division is shifting from winter storm operations to spring clean-up and road repair work. Streets with potholes are being addressed and early spring street sweeping is now underway.
- Worked with the General Highway Foreman and the City Engineer on the FY20 recommended street repair listing for the City Manager and the Public Works and the Environment Committee. Following Committee endorsement, will submit the final recommended listing to the City Council at their April 15 City Council meeting.
- Met with Brox Industries to review the remaining FY19 work schedule for this spring. Streets that remain for repairs and resurfacing include High Street from Blackwater Road to South Street, High St. Shoulder from Bartlett to Verona (sp), Horne St, Garden Street, and Tate Brook Road. Staff was asked to get a price quote to extend the High Street Road repairs from South St to Franklin Street. Brox intends to begin work during the week of April 22.
- Participated in SRTC meetings
- Attended the April Cemetery Trustees Meeting
- Met with the organizers of the May 4, Spirit Up Somersworth event, to plan for support.
- Staff attended the 1st Annual New Hampshire Stormwater Coalition meeting; reviewed how other state wide coalitions are addressing new Stormwater Permit requirements.
- Participated in the City Council Budget workshop
- Participated in the Annual City Council Goal Setting Session.
- Developing plans to addressing drainage issues at 71-73 Franklin St and on Garden St.
- Reviewed bids for City wide street marking work; recommended HiWay Safety Systems for the 2019 street re marking work.
- Investigating a failed 36" culvert pipe in Rocky Hill Road near the Winter St/Hillside Intersection. Currently working with staff on recommended replacement plans.

HIGHWAY DIVISION

Operations/Maintenance:

- Performed weekly city trash bag deliveries
- Performed monthly metal collections
- Performed maintenance and repairs to city equipment
- Performed Pothole patching city wide
- Performed preventative cleaning and greasing on trucks, plows, and salters.
- Cut and removed hazard trees at the Malley Farm compost facility
- Performed street sweeping on main roads and select neighborhoods
- Repainted signs for transfer facility
- Prepared Malley Farm for the season by moving compost pile and grading roads

- Picked up road side trash city wide
- Filled salt barrels city wide
- Reinstalled street signs damaged by accidents
- Re installed a manhole that was damaged by plowing operations
- Performed snow removal operations on selected streets in downtown area

Recreation:

- Reinstalled Nets, and swings at all parks
- Cleaned parks, trimmed trees and brush, raked out beds in preparation for the season
- Removed graffiti, repaired door at Noble Pines after Vandalism
- Cut and removed hazard trees on the river walk

Cemetery:

- Removed limbs after high winds

Sewer Collections Maintenance:

- Received 27 Digsafe requests

WASTEWATER DIVISION

Operations/Maintenance:

- Operating under the (A2O) process mode which is used during our winter season limits. This process primarily focuses on removing ammonia nitrogen.
- Underwent a lighting audit which was conducted by Energy Management Consultants Inc. out of Portland, ME. A full evaluation was conducted on the main facility, all out buildings and all outside pole lights as well. Staff has reviewed the preliminary report and requested a follow-up visit to address a few minor concerns before distributing to the City Manager office. We anticipate the final report within the next two weeks.
- Completed three Significant Industrial User (SIU) annual inspections which included General Linen, Bad Lab Brewery and Thermopol-Contitech. No major issues or concerns were reported.
- Attended a meeting with EPA and DES concerning nitrogen permitting. This meeting focused on an alternative approach to addressing the nitrogen issue within Great Bay. Both Agencies are reviewing an approach that involves a General Nitrogen Permit for local communities who ultimately discharge to Great Bay which includes Somersworth.
- Met with Wright-Pierce Engineering and reviewed the instrumentation proposal for the upcoming upgrade.
- Received the final report regarding the recent energy audit conducted at the WWTF. We are currently reviewing this with Wright-Pierce Engineering to determine what if any projects can be included with the upgrade.
- Treated a total of 3,750 gallons of septage from residents not on city sewer.

Compliance:

- Preparing monthly reports to US-EPA and NH-DES.
- Reported no permit exceedances for the month of March.
- Treated a total of 50-million gallons of wastewater during the month.

Capital Improvements Plan Items:

- Blackwater Rd pump station upgrade – Working to address a warranty claim on the leaking check valves on both pumps. Water Industries has notified us of a resolution which includes replacing the packing with an O-ring system. We are now waiting for the repair kits to be installed. Submitted a second warranty claim on the heating system due to cold temperatures inside the building. Several operating changes to the system have been implemented and have improved the building temperature. We are cautiously optimistic but will likely ask for a warranty extension into the next heating season.

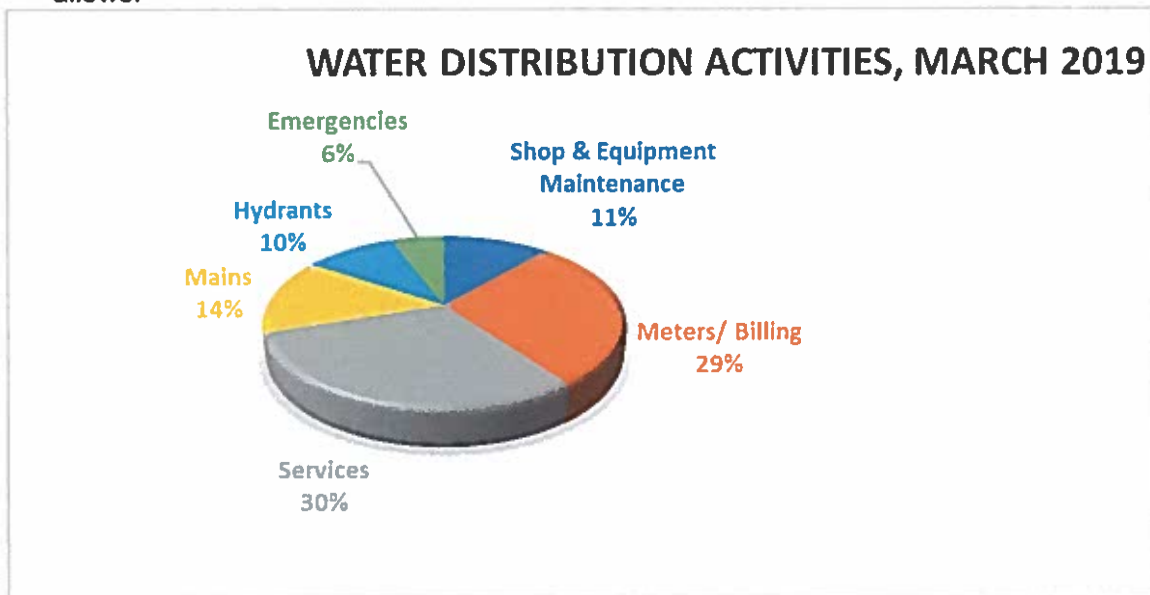
WATER DIVISION

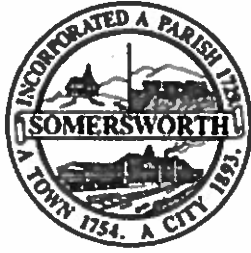
Items completed this month:

- Bacteria's and TOC's water quality tests completed
- Pumped 36,000,938 gallons of raw water
- Filtered and pumped to the city 34,013,688 of finished water
- Hach Completed visit # 2 with service plan
- Calibrated polymer age tank level sensor
- Completed sludge SQC application form
- Repaired main gate pulley
- Ordered new scraper hydraulic pumps and hydraulic motor
- Responded to water quality issues city wide regarding chlorine odor
- Tested chlorine residuals city wide to verify compliant levels
- Started carbon system for taste and odor issues
- Attended annual budget hearing

WATER DISTRIBUTION

- Water Distribution operators completed 77 work orders and service requests in the month of March.
- Over 2100' of the Willand Pond water line easement was cleared to improve access for maintenance purposes.
- Two aging hydrants were rebuilt and put back into service. One on Drew Road and one on Broad Street. These hydrants will be finished with a new coat of paint when weather allows.





Somersworth Police Department

12 Lilac Lane

Somersworth, NH 03878

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

David B. Kretschmar
Chief of Police

MEMORANDUM

Memo To: Bob Belmore, City Manager
From: David Kretschmar, Chief of Police
Date: April 1, 2019
Subject: Monthly Report – Month of March 2019

Bob:

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

COMMUNITY POLICING:

- Chief Kretschmar read to students at Idlehurst Elementary School as part of Literacy Night.
- School Resource Officer Fuller enjoyed bowling with the Somersworth Youth Connection Kids at Dover Bowl.

PERSONNEL:

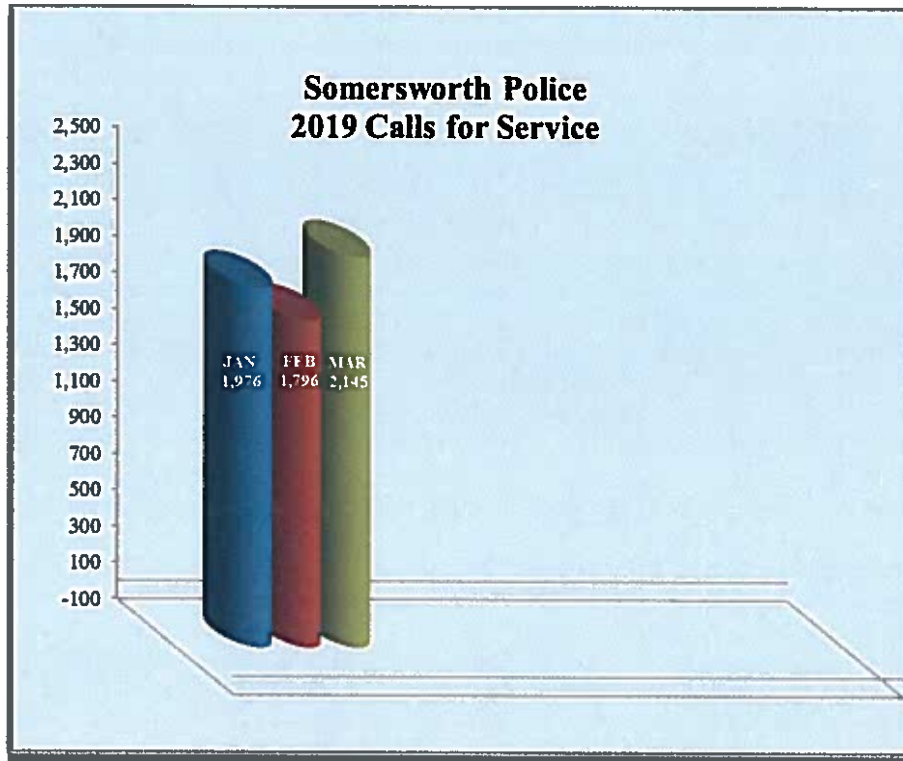
Officer Anthony DeFrancesco was promoted to the rank of Detective and has been reassigned to the Investigations Division.

TRAINING:

- All personnel received training in Primex's Harassment Training.
- K9 Officer Deschenes and Bravo are attending a Boston Police K9 Academy for certification in Patrol K9.

Over —

STATISTICS:



Month	2019	2018
January	1,976	2,085
Feb	1,796	1,878
March	2,145	2,215
April		2,452
May		2,409
June		2,406
July		2,174
August		2,238
Sept		2,263
Oct		2,123
Nov		2,055
Dec		1,936
TOTAL	5,917	26,234



City of Somersworth

Fire Department

195 Maple Street – Somersworth, NH 03878-1594



Keith E. Hoyle
Fire Chief & Emergency Management Director
khoyle@somersworth.com

Business: (603) 692-3457
Fax: (603) 692-5147
www.somersworth.com

MARCH 2019 MONTHLY REPORT

EMERGENCY ACTIVITIES

Building Fires:	9
Vehicle Fires:	0
Outside Fires:	1
Emergency Medical:	63
Motor Vehicle Crash:	12
Malfunction/false alarm:	5
Accidental/public service:	29
Hazardous Condition:	6
Hazardous Materials:	3

NON-EMERGENCY ACTIVITIES

Burning Permits:	37
Fireworks Permits:	1
Oil Burner Permits:	3
Place of Assembly Permits:	0
Fire Safety Inspections:	11
Fire Drills:	7

CALLS FOR SERVICE

- We responded to 5 more emergency calls this March (129) than in March 2018 – an increase of 4%.
- We responded to mutual aid fires in Dover (2), Milton and Berwick (3), North Berwick and South Berwick ME.
- A porch fire at 73 Franklin Street extended up the side of the building and caused approximately \$30,000 damage.
- Firefighter fatality in Berwick at apartment house fire resulted in 4 of our personnel testifying before NIOSH and Maine OSHA, as our crew was the second one on the scene. The Maine CISD Team continued to provide services to 3 of our personnel during the month.
- Our personnel attended services for Berwick Fire Captain Barnes.
- American Ambulance continues to provide excellent EMS services to the city with an average response time that is approximately 4 and a half minutes.

over ✓

PLANNING/PROJECTS/GRANTS

- Met with “9 Stripe Brewing” relative to fire protection issues.
- Prepared materials for the “State of the City” address.
- New Air/Rehab truck was delivered on March 7 but due to transmission issues immediately was taken to Doby Ford in Dover.
- Conducted annual inspection of Hilltop Fireworks.
- Accompanied Lt. Drakopoulos to CTC for a televised interview on firefighting.
- Attended annual budget workshop at City Hall.
- Firefighters reviewed fire station RFP for engineer as prepared by Finance Director.

TRAINING/MEETINGS

- We continue to train 4 new career firefighters on shift.
- Two call FFs continue to attend FF I/II training in North Berwick.
- All personnel received “harassment” training from Primex.
- Attended county EMD meeting in Dover.
- Attended SRTC: Traffic Safety Committee: Public Safety Committee and Seacoast Chiefs monthly meetings.

COMMUNITY SERVICE

- Crew attended “lunch bunch” meeting at Maplewood School.
- Attended Mayor’s Saturday Forum meeting on the Fire Department.
- Delivered NH Homeland Security/Emergency Management grant applications to churches in Somersworth.

Respectfully Submitted:
Keith E. Hoyle, Fire Chief/EMD

Bob Belmore

From: Bob Belmore
Sent: Wednesday, April 03, 2019 8:53 AM
To: 'Councilor Dale Sprague (dsprague@somersworth.com)'; 'Councilor David Witham (dwitham@somersworth.com)'; 'Councilor Don Austin'; 'Councilor Edward Levasseur (ELevasseur@somersworth.com)'; 'Councilor Martin Dumont (madumont@somersworth.com)'; 'Councilor Richard R. Michaud (rmichaud@somersworth.com)'; 'Ken Vincent (thevince@comcast.net)'; 'Martin Pepin (mpepin@comcast.net)'; 'Mayor Dana Hilliard'; 'Nancie Cameron (ncameron@somersworth.com)'
Cc: Brenda Breda; Scott A. Smith; Shanna Saunders; Michael Bobinsky
Subject: FW: Breton Cleaners Brownfields Grant Project Update

Attention: Public Works Committee Councilors - Chairman Sprague

Good Morning,
Here is an update from our Bretons' Brownfields Grant clean-up consultant. We hope to start removing contaminated soil in June however July may be more realistic depending on EPA and DES review of the latest lab data, which will take a couple of weeks to complete. Also, NHDES staff have indicated they have more funds available should the budget exceed the project estimates, time will tell.

Sincerely, Bob

Robert M. Belmore, ICMA-CM
City Manager

City of Somersworth, NH
One Government Way
Somersworth, NH 03878

(603) 692-9503
bbelmore@Somersworth.com
www.Somersworth.com



From: Judd Newcomb <jnewcomb@crederellc.com>
Sent: Tuesday, April 02, 2019 4:58 PM
To: Bob Belmore <bbelmore@somersworth.com>; Shanna Saunders <ssaunders@somersworth.com>; Michael Bobinsky <mbobinsky@somersworth.com>

Cc: Sean Gannon <sgannon@crederellc.com>; Brenda Breda <bbreda@somersworth.com>

Subject: RE: Breton Cleaners Access

Hi Bob,

Following our meeting with NHDES, we prepared the appropriate Brownfields SSQAPP (i.e. work plan) and pushed that through EPA and NHDES approval. As you are aware, once we got that approved we had the boulders moved and just completed the drilling a couple weeks ago. We submitted those samples to the laboratory and just received preliminary lab results last night. We need to pull together a summary letter and submit that to NHDES. NHDES will need to review the letter and in turn, hopefully issue us a "contained-out" policy disposal approval, which will allow for non-hazardous soil to be disposed of in-state. We would then provide that approval to Waste Management for landfill acceptance.

During the original bidding process things were left a little up in the air due to the NHDES approval aspect, but Renaud Construction was the low bid for non-hazardous soil, and Strategic Environmental was the low bid for hazardous soil. We had them revise their bids for a couple of reasons, but some assumptions were changed by Strategic that gave them the low bid for both. For fairness in the bidding process, once we get the final results and NHDES approval, I had planned to provide both Renaud and Strategic an opportunity to re-bid the work.

Sincerely,

Judd R. Newcomb, CG, PG
Geologist/Senior Project Manager

Credere Associates, LLC
776 Main Street
Westbrook, ME 04092
Cell: 207-232-5387
Office: 207-828-1272 ext. 16
Fax: 207-887-1051
E-mail: jnewcomb@crederellc.com