

CITY OF SOMERSWORTH
Office of the City Manager

TO: Mayor Dana S. Hilliard and City Council Members
FROM: Robert M. Belmore, City Manager *RB*
DATE: Friday, August 10, 2018
SUBJECT: City Manager's Report for Monday August 13, 2018
City Council Agenda

Lay on the Table (Under Section 13 of Agenda)

- A. Resolution No. 4-19: To Authorize Participation and Funding for a Regional Homeless Master Plan with the Cities of Dover and Rochester.**

Unfinished Business (Under Section 14 of Agenda)

Ordinances

- A. Ordinance No. 1-19: Amend Chapter 29 Administrative Code, Section 6, City Seal.** Again, the Government Operations Committee voted to move forward with this Ordinance change and recommend full Council adoption.
- B. Ordinance No. 2-19: Amending Chapter 13 Police Offenses.** Again, the Traffic Safety Committee voted to move forward with their recommendation for this Ordinance change.

Resolutions

- B. Resolution No. 1-19: To Appropriate Funds from the State Revolving Loan Fund for Upgrades to the Wastewater Treatment Facility.** Again, the Finance Committee voted to move forward with this recommended Resolution. This action item will require six (6) Council votes to pass (a 2/3rd's vote). There is a *red-lined* Draft Amendment attached based on further Committee discussions including the Wastewater Treatment Plant tour and project review recently conducted.
- C. Resolution No. 2-19: To Adopt a Policy for Flag Raising at Citizen's Place.** City Attorney Walter Mitchell has reviewed this Policy that was developed by the Cultural Commission with some Staff assistance.

- D. Resolution No. 3-19: To Authorize the City to Use Funding from the Municipal and Transportation Fund for the Local Match of a Congestion Mitigation and Air Quality (CMAQ) Improvement Program Grant.** Again, the Finance Committee voted to recommend funds required for the CMAQ Grant City match come from the Municipal Transportation Fund. Presently there is \$155,000 in this fund. Approximately \$5,000 accrues into this Fund on a monthly basis.

New Business (Under Section 15 of Agenda)

Resolutions

- A. Resolutions No. 5-19: To Authorize the City Manager to Contract with Brox Industries, Inc. of Dracut, MA. for Road Improvements on Salmon Falls Road, Washington Street, Otis Road, Horne Street, Bates Brook Road, Constitutional Way, and a Portion of High Street (Blackwater Road to South Street).** The Finance Committee and Public Works & Environment Committee met on July 26th and voted to endorse the bid of \$657,010 from Brox Industries. Attached is a memorandum from Public Works Director Mike Bobinsky regarding costing out additional road improvement work to consider adding to the Brox Contract. The actual amounts will be available at Monday's meeting. The original bid numbers are attached.
- B. Resolution No. 6-19: To Authorize the City Manager to Order One Tymco Regenerative Air Street Sweeper which will be Funded by a Lease Purchase Arrangement.** Public Works & Environment Committee met on July 26th and voted to recommend moving forward with this much needed Street Sweeper. As the Resolution reads, is passed the City will retain the 'old' sweeper as a back-up unit and for some occasional work. Director Mike Bobinsky's memorandum on all these Public Works purchases is attached.
- C. Resolution No. 7-19: To Authorize the City Manager to Order One 6-Wheel Dump Truck for the Department of Public Works which will be funded by a Lease Purchase Agreement.** The Public Works & Environment Committee met on July 26th and voted to recommend moving forward with purchasing this 6-wheel Dump Truck which will replace and 310 Dump Truck.
- D. Resolution No. 8-19: To Authorize the City Manager to Order a Pickup Truck for the Water Treatment Plant.** The Public Works & Committee met on July 26th and voted to purchase this pick-up truck for the WWT Facility and keep the Dodge for use by DPW and for the new City Engineer's use as needed.
- E. Resolution No. 9-19: To Authorize the City Manager to Contract with Severino Trucking Co., Inc. of Candia, NH to Replace a Culvert on West High Street.** The Public Works & Environment Committee met on July 26th and the Finance Committee met on August 9th and voted to support this contracted work. It is important that we complete this work prior to the W. High Street road work beginning. Severino's proposal is attached.
- F. Resolution No 10-19: To Name the Walking Trail at the Mast Point Dam Recreation Area as the Frank Richardson Conservation Trail.** Attached is a copy of the Trail and the City Ordinance Section that outlines the process in awarding such 'City Accolades'. This does require a Public Hearing which can be added to the Tuesday, September 4th Council meeting Agenda.

Other

- A. **Vote to Approve the Community Revitalization Tax Relief Incentive Application from Sara Nadeau for the Hall at Great Falls located at 49 Market Street (under City Ordinance, Chapter 31).** The Economic Development Committee met on August 7th and voted to recommend acceptance of this application with the addition of the Planning Board's Site Plan condition of approval regarding a parking plan requirement being maintained. Attached is a copy of the Tax Relief Application package received from Ms. Sara Nadeau. I have also included a copy of the City Ordinance, the property record card, and notes from Director Shanna Saunders in regards to what work has already been completed at the facility.

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

A. Informational Items.

1. **NH Department of Transportation (DOT) Road Safety Audit (RSA).** As you may recall, the City applied for and was granted acceptance into this program to pursue safety improvements to the intersections of Old Rochester Road (Rte16B) and Blackwater Road. Staff will be meeting with representatives of the NH DOT and the Strafford Regional Planning Commission to move forward with this State Road Safety improvement program. The meeting and site visit is scheduled for Tuesday, August 18th.
2. **Utility Lock-Box.** The program will be launched this month. I wanted to flag this item since residents may have questions regarding payments being mailed to a Manchester address. As always, we encourage Utility Customers to enroll in our 'easy pay program'.
3. **City Council Goal Setting Session.** I have provided a progress report that provides some benchmarking notes on the goals set by Council at the March 24th session. I also want to point out there are a few items Council may want to provide further direction as to what specific action might need to be taken by City Staff.

B. Attachments.

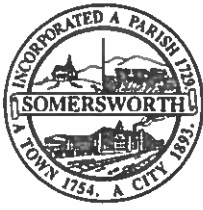
1. City Attorney Certifications Six (6)
2. Department Head Reports



Comprehensive Operations Analysis (COA) Executive Summary

- Our service area, comprised of ten communities within the region, is always changing. This has especially been the case in our four cities, which have undergone, and continue to undergo, significant successful transformations.
- Across the region, the places that residents, workers, and visitors travel to and from are changing, as are the number of people who travel between these areas.
- Similarly, the typical work day has changed; people want to commute at different times now.
- COAST has also gone through a significant number of changes in the past decade as we have expanded and contracted to respond to funding that has swelled with short-term grants and shrunk as those grants have elapsed.
- There are times in a public transit system's life cycle, when a Comprehensive Operations Analysis (COA) must be conducted to take a fresh and clean look at the overall system. For these reasons, COAST will be conducting a COA over the next two years, with any resulting changes expected to be implemented in July 2020.
- Through the COA COAST will take a deep look at the entire system, retaining the strongest features of the network, while also stepping back to potentially discover new opportunities to better serve the region as it is today and into the foreseeable future.
- The analysis will include stakeholder outreach (with over 36 forums, meetings and hearings), in-person and online surveys, the development of new service guidelines, goals and standards by our Board of Directors, and a detailed evaluation of existing services.

- Based on this work, COAST will develop a range of potential service changes to be presented for public comment and ultimately implementation.
- The bulk of the work will consist of collecting data and input, reviewing the data to identify patterns in how the current network isn't working well or misses opportunities, forming new concepts that address those patterns, analyzing how the new concepts improve the network and repeating this process until we create a promising, improved network.
- COAST can only operate service at the level funding is available, and this COA is aiming to maximize the effectiveness of service with the given funds. It is not targeted towards raising additional funding (something we would certainly accept but are not anticipating from our communities and service partners).
- The timeline for this project will run from September 2018 through June 30, 2020, with multiple opportunities for public input through public forums, meetings and hearings, and through surveys and an online feedback portal.
- Throughout this process we will strive to achieve our organization's stated goals of;
 - actively engaging our stakeholders in collaborative efforts to be responsive to the region's changing needs,
 - promoting fiscal stewardship of public transportation,
 - conducting ourselves with fiscal integrity and transparency that respects the taxpayers and the municipalities that we serve.
- We consider this project to be an energizing opportunity for COAST to create a system that responds to the current needs of our customers and uses our funding in the most efficient and effective ways. We are very excited to get underway.



City of Somersworth – Resolution

Resolution No: 4-19

TO AUTHORIZE PARTICIPATION AND FUNDING FOR A REGIONAL HOMELESS MASTER PLAN WITH THE CITIES OF DOVER AND ROCHESTER

July 23, 2018

WHEREAS, the City of Somersworth is a member of the Tri-City Mayors' Task Force on Homelessness whose mission is to foster dialog, exploration and implementation of joint policies and programs which would identify regional homeless issues; and

WHEREAS, the Task Force would like to retain a consultant to assist with the preparation of a Master Plan to be reviewed and adopted by each Community, as well as identifying strategies to achieve long term solutions to address these issues; and

WHEREAS, the Task Force received a proposal from the Strafford Regional Planning Commission (SRPC), entity all three communities are members of and work with in the review of regional issues, in the amount of \$14,997 (Fourteen Thousand Nine Hundred Ninety-Seven dollars) to complete said Master Plan; and

WHEREAS, the City of Dover has accepted the role of fiscal agent and will contract directly with the consultant and requests that each community provide one-third of the funding for this Master Plan,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to work with the City of Dover and provide one-third of the cost of the regional homeless master plan and to take any other actions relative to this project determined to be in the best interest of the City.

Authorization

Sponsored by:

Mayor Dana S. Hilliard

Approved:

City Attorney



City of Somersworth – Ordinance

Ordinance No: 1-19

AMEND CHAPTER 29 ADMINISTRATIVE CODE, SECTION 6 CITY SEAL

July 23, 2018

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT City Ordinance Chapter 29, as amended, be further amended as follows:

ADD Section 29.6.4,:

Section 29.6.4 Unauthorized Use of the Seal

No other use of the City Seal is permitted without prior written permission from the City Council's Government Operations Committee.

The City reserves the right to take appropriate legal action to remedy any unauthorized use of the City Seal, including but not limited to, seeking injunctive relief, costs and attorney's fees in the Superior Court.

This Ordinance shall take effect upon its passage.

Authorization

Sponsored by Councilors:

Martin P. Dumont, Sr.
David A. Witham
Nancie Cameron
Edward Levasseur

Approved:

City Attorney



City of Somersworth – Ordinance

Ordinance No: 2-19

AMENDING CHAPTER 13 POLICE OFFENSES

July 23, 2018

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 F.5, Time Limited Parking, 15 Minutes, by deleting:

- Grove St. on the northerly side from Grand St. westerly to the telephone pole (NET&T CO 7 PSNN 35/6).

And further amend Chapter 13, Police Offenses, Section D. No Parking Anytime, by deleting:

- Grove St. on the northerly side from the telephone pole (NET&T CO 7 PSNN 35/6) westerly to Prospect St.

And adding:

- Grove Street on the northerly side from Grand Street Westerly to Prospect Street.

This Ordinance shall take effect upon its passage.

Authorization

Sponsored by Councilor:

Kenneth S. Vincent

Approved:

City Attorney



City of Somersworth – Resolution

Resolution No: 1-19

TO APPROPRIATE FUNDS FROM THE STATE REVOLVING LOAN FUND FOR UPGRADES TO THE WASTEWATER TREATMENT FACILITY

July 23, 2018

WHEREAS, the City Council adopted Resolution No. 36-18 granting authority to file an application to the State revolving fund for a loan to fund wastewater facility upgrades; and

WHEREAS, the project costs include engineering, construction, and any other ancillary costs associated with the project;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT an amount not to exceed \$10,540,000 (Ten Million Five Hundred Forty Thousand dollars) is appropriated to upgrade the Wastewater Treatment Facility; and

BE IT FURTHER RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT:

- (a.) the City Manager is authorized to borrow up to \$10,540,000 (Ten Million Five Hundred Forty Thousand dollars) from the State Revolving Loan Fund, and
- (b.) the City Manager is authorized to apply for, obtain and accept federal, state or other aid, if any, which may be available for said project, and
- (c.) to take any other actions relative to this project determined to be in the best interest of the City.

Authorization

Sponsored by Councilors:

David A. Witham
Dale R. Sprague
Martin Pepin
Martin P. Dumont, Sr.

Approved:

City Attorney



City of Somersworth – Resolution

Resolution No: 1-19

TO APPROPRIATE FUNDS FROM THE STATE REVOLVING LOAN FUND FOR UPGRADES TO THE WASTEWATER TREATMENT FACILITY

July 23, 2018

WHEREAS, the City Council adopted Resolution No. 36-18 granting authority to file an application to the State revolving fund for a loan to fund wastewater facility upgrades; and

WHEREAS, the project costs include engineering, construction, and any other ancillary costs associated with the project;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT an amount not to exceed \$12,440,000 (Twelve Million Four Hundred Forty Thousand dollars) ~~\$10,540,000 (Ten Million Five Hundred Forty Thousand dollars)~~ is appropriated to upgrade the Wastewater Treatment Facility; and

BE IT FURTHER RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT:

- (a.) the City Manager is authorized to borrow up to \$12,440,000 (Twelve Million Four Hundred Forty Thousand dollars) ~~\$10,540,000 (Ten Million Five Hundred Forty Thousand dollars)~~ from the State Revolving Loan Fund, and
- (b.) the City Manager is authorized to apply for, obtain and accept federal, state or other aid, if any, which may be available for said project, and
- (c.) to take any other actions relative to this project determined to be in the best interest of the City.

Authorization*Sponsored by Councilors:*

David A. Witham
Dale R. Sprague
Martin Pepin
Martin P. Dumont, Sr.

Approved:

City Attorney



City of Somersworth – Resolution

Resolution No: 2-19

TO ADOPT A POLICY FOR FLAG RAISING AT CITIZEN'S PLACE

July 23, 2018

WHEREAS, the City Council of the City of Somersworth adopted Resolution No. 26-17, officially naming the traffic island at the intersection of High Street and Government Way "Citizen's Place", and

WHEREAS, the flag poles located on Citizen's Place are reserved for the City of Somersworth and its Citizens, for use by any person, group or organization that promotes benevolence, tolerance and diversity, and

WHEREAS, the Cultural Committee has reviewed the process for the raising of flags at Citizen's Place and recommends a Citizen's Place Flag Policy in order to ensure the spirit and intent for the use of these flag poles is met in the future,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT in order to accomplish this purpose, the attached Citizen's Place Flag Policy is hereby adopted and effective upon passage of this Resolution.

Authorization

Sponsored by:

Mayor Dana S. Hilliard
Councilor Martin P. Dumont, Sr.
Councilor Richard Michaud

Approved:

City Attorney



City of Somersworth – Resolution

Resolution No: 3-19

TO AUTHORIZE THE CITY TO USE FUNDING FROM THE MUNICIPAL AND TRANSPORTATION FUND FOR THE LOCAL MATCH OF A CONGESTION MITIGATION AND AIR QUALITY (CMAQ) IMPROVEMENT PROGRAM GRANT

July 23, 2018

WHEREAS, the City Council adopted Resolution No. 17-13 to create the Municipal and Transportation Fund for the purpose of improvements in the local or regional transportation system including roads, bridges, bicycle and pedestrian facilities, parking and intermodal facilities, and public transportation, and

WHEREAS, the City Council has been notified that the City has been awarded a Congestion Mitigation and Air Quality (CMAQ) grant through the New Hampshire Department of Transportation, and

WHEREAS, the grant award requires a local match in the amount of \$139,750 (One Hundred Thirty Nine Thousand Seven Hundred Fifty dollars), and

WHEREAS, the City Council intends to utilize funding for this match from the Municipal and Transportation Fund, and

WHEREAS, the City Council is designated as agents to expend these funds,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City may utilize \$139,750 (One Hundred Thirty Nine Thousand Seven Hundred Fifty dollars) for the local match of a Congestion Mitigation and Air Quality (CMAQ) grant through the New Hampshire Department of Transportation .

Authorization

Sponsored by Councilors:

David A. Witham
Dale R. Sprague
Martin Pepin
Martin P. Dumont, Sr.
Kenneth S. Vincent

Approved:

City Attorney



City of Somersworth – Resolution

Resolution No: 5-19

TO AUTHORIZE THE CITY MANAGER TO CONTRACT WITH BROX INDUSTRIES, INC. OF DRACUT, MA. FOR ROAD IMPROVEMENTS ON SALMON FALLS ROAD, WASHINGTON STREET, OTIS ROAD, HORNE STREET, TATES BROOK ROAD, CONSTITUTIONAL WAY, AND A PORTION OF HIGH STREET FROM BLACKWATER ROAD TO SOUTH STREET

August 13, 2018

WHEREAS, the City prepared and requested sealed bids from qualified contractors for road improvements to Salmon Falls Road, Washington Street, Otis Road, Horne Street, Tates Brook Road, Constitutional Way, and a portion of High Street between Blackwater Road and South Street, and

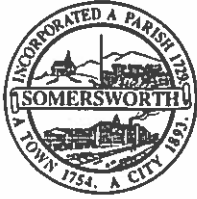
WHEREAS, City staff reviewed the results of the bids received and recommends contracting with Brox Industries of Dracut, MA. to make these improvements at a cost not to exceed \$657,010 (Six Hundred Fifty Seven Thousand Ten dollars), and

WHEREAS, the Public Works and Environment Committee has reviewed the recommendation by staff to award the contract to Brox Industries, and supports the recommendation, and

WHEREAS, the Finance Committee has reviewed the recommendation by staff to award the contract to Brox Industries, and supports the recommendation,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to contract with Brox Industries, Inc. of Dracut, MA. for road improvements to Salmon Falls Road, Washington Street, Otis Road, Horne Street, Tates Brook Road, Constitutional Way, and a portion of High Street between Blackwater Road and South Street at a cost not to exceed \$657,010 (Six Hundred Fifty Seven Thousand Ten dollars) and to take any other actions on behalf of 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 Kenneth S. Vincent Martin P. Dumont, Sr.	<i>Approved:</i> City Attorney



MEMORANDUM from Director Public Works & Utilities

Date: August 10, 2018
To: Bob Belmore, City Manager
From: Michael J. Bobinsky, Director of Public Works and Utilities
Cc: Scott Smith, Director of Finance and Administration
Gary Lemay, City Engineer
Re: Addition paving work with proposed Brox bid prices

The City Council Finance Committee and Public Works and Environment Committee have endorsed the selection of Brox Industries base bid proposal for the 2018 road repair and paving work for a total cost of \$657,010.40. City Council will consider a contract award to Brox Industries at the August 13, 2018 City Council meeting. In addition, the City Council Committees' asked staff to obtain prices to add the following additional street segments to the Brox bid for consideration:

Added Streets

Main Street (Franklin Street to Indigo Hill Road)
Prospect Street (Market Street to Noble Street)
Garden Street (High Street to Franklin Street)
Main Street (Franklin Street to John Parsons Drive)
High Street Shoulder widen (Verona to Bartlett)

I am in current discussions with representatives of Brox Industries on their proposed costs for this added work and I anticipate finalizing these costs later on Friday August 10, 2018. I will forward those costs to you at that time.



MEMORANDUM from Director Public Works & Utilities

Date: July 23, 2018

To: Bob Belmore, City Manager

From: Michael J. Bobinsky, Director of Public Works and Utilities

Cc: Scott Smith, Director of Finance

Re: 2018 Road Paving Bid Summary

Request for Bids (RFB's) for the 2018 Road Repair/Repaving Program were received on Thursday July 19, 2018. The following summarizes the bids received:

<u>Contractor</u>	<u>Based Bid</u>	<u>Credit for Addendum #2; 5% asphalt content</u>
Brox Industries Inc.	\$657,010.40	(\$25,535.00) \$631,475.40
Pike Industries Inc.	\$763,396.50	(\$5,107.00) \$752,241.50

I have attached a detailed spreadsheet reflecting the bid prices and have completed a review of the bids received. Both contractors submitted the proper documentation with their bid proposals. In addition, we will provide street maps highlighting the roads that are included in the bid proposals for review during the Finance and Public Works and Environment Committee meetings held on Thursday July 26.

Brox Industries is the apparent low bidder and is responsive to our specifications for the base bid. In addition, Brox Industries offered a \$25,535 credit if we select the alternative pavement content mix (5% asphalt content versus the base bid specification which calls for a 5.5% asphalt content in the binder and final wearing surface).

The FY19 Budget for road repair work is \$900,000. City Council previously approved an \$83,975 contract with Pike Industries to repave W. High Street from Maple Street to Cemetery Road in conjunction with NHDOT repaving the state portion of W. High Street from Rte. 108 to Maple Street. Therefore, anticipated expenditures using the Brox base bid of \$657,010.40, plus the previously approved \$83,975 authorized for Pike to repave a portion of W. High Street, totals \$740,985.40.

I look forward to further discussions with you and the Finance Committee and the Public Works and Environment Committees' as we consider the proposals and the next step in recommending a contractor for the 2018 Road Paving work.

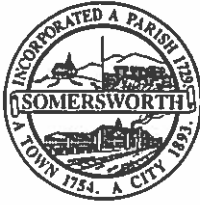
Item	Unit	Qty	Brox		Pike	
			Unit Price	Total Price	Unit Price	Total Price
304.33 – Crushed Aggregate for Shoulder, 2' Wide	CY	200	\$50.00	\$10,000.00	\$40.00	\$8,000.00
306.108 – Reclaim Stabilized Base Processed in Place, 8-inch Depth	SY	870	\$7.00	\$6,090.00	\$5.50	\$4,785.00
403.11 – Hot Bituminous Pavement, Machine Method, 1-1/2" Depth	Ton	4,850	\$78.00	\$378,300.00	\$74.95	\$363,507.50
403.12 – Hot Bituminous Pavement, Hand Method, 1-1/2" Depth	Ton	250	\$140.00	\$35,000.00	\$150.00	\$37,500.00
403.21 – Hot Bituminous Pavement, Machine Method, 2-1/2" Depth	Ton	5	\$160.00	\$800.00	\$250.00	\$1,250.00
403.22 – Hot Bituminous Pavement, Hand Method, 2-1/2" Depth	Ton	2	\$200.00	\$400.00	\$250.00	\$500.00
410.22 – Asphalt Emulsion for Tack Coat	Gallon	3,500	\$4.25	\$14,875.00	\$5.00	\$17,500.00
411.3 – Plant Mix Surface Treatment (AC), Paver Shim	Ton	500	\$80.00	\$40,000.00	\$84.00	\$42,000.00
417 – Cold Planing Bituminous Surfaces, 1-1/2 inch Depth	SY	28,500	\$2.00	\$57,000.00	\$1.75	\$49,875.00
604.55 – Adjusting Water Boxes	EA	40	\$150.00	\$6,000.00	\$275.00	\$11,000.00
604.61 – Replace Sewer Manhole Cover and Frames	EA	24	\$840.00	\$20,160.00	\$1,250.00	\$30,000.00
604.62 – Replace Drainage Manhole Cover and Frames	EA	14	\$840.00	\$11,760.00	\$1,250.00	\$17,500.00
604.72 – Replace Drainage Grates and Frames, Type B	EA	43	\$475.00	\$20,425.00	\$650.00	\$27,950.00
609.811 – Bituminous Curb, Type B 4" Reveal	LF	200	\$16.00	\$3,200.00	\$10.00	\$2,000.00
632.01041 – Retroreflective Paint, 4" SSLW, Fog Line	LF	33,000	\$0.16	\$5,280.00	\$0.17	\$5,610.00
632.01042 – Retroreflective Paint, 4" DSLY, Centerline	LF	21,000	\$0.30	\$6,300.00	\$0.032	\$672.00
632.0112 – Retroreflective Paint, 12" SSLW, Continental 5' wide Crosswalk	LF	560	\$1.36	\$761.60	\$1.40	\$784.00
632.0118 – Retroreflective Paint, 18" SSLW, Stop Bar	LF	210	\$1.96	\$411.60	\$2.00	\$420.00
632.02 – Retroreflective Paint, Word or Symbol	SF	220	\$2.26	\$497.20	\$2.25	\$495.00
692 - Mobilization	Unit	1	\$31,500.00	\$31,500.00	\$125,000.00	\$125,000.00
800 – Drainage Structure Cleaning	EA	55	\$150.00	\$8,250.00	\$200.00	\$11,000.00
Total Base Bid				\$657,010.40		\$757,348.50

Item	Unit	Qty	Brox		Pike	
			Unit Price	Total Price	Unit Price	Total Price
Alternative No. 1						
403.11A – Hot Bituminous Pavement, Machine Method, 1-1/2" Depth (5.0% asphalt binder)	Ton	4,850	\$73.00	\$354,050.00	\$73.95	\$358,657.50
403.12A – Hot Bituminous Pavement, Hand Method, 1-1/2" Depth (5.0% asphalt binder)	Ton	250	\$135.00	\$33,750.00	\$149.00	\$37,250.00
403.21A – Hot Bituminous Pavement, Machine Method, 2-1/2" Depth (5.0% asphalt binder)	Ton	5	\$155.00	\$775.00	\$249.00	\$1,245.00
403.22A – Hot Bituminous Pavement, Hand Method, 2-1/2" Depth (5.0% asphalt binder)	Ton	2	\$195.00	\$390.00	\$249.00	\$498.00
Recalculation of Alternative Items Listed				\$388,965.00		\$397,650.50

Brox Notation on Alt No. 1 Credit-

PLEASE NOTE: High Strength Mix for Intersections, if required, Additional \$8.00/Ton

Item	Unit	Qty	Brox		Pike	
			Unit Price	Total Price	Unit Price	Total Price
Alternative No. 1						
403.11A – Hot Bituminous Pavement, Machine Method, 1-1/2" Depth (5.0% asphalt binder)	Ton	4,850	\$5.00	\$24,250.00	\$1.00	\$4,850.00
403.12A – Hot Bituminous Pavement, Hand Method, 1-1/2" Depth (5.0% asphalt binder)	Ton	250	\$5.00	\$1,250.00	\$1.00	\$250.00
403.21A – Hot Bituminous Pavement, Machine Method, 2-1/2" Depth (5.0% asphalt binder)	Ton	5	\$5.00	\$25.00	\$1.00	\$5.00
403.22A – Hot Bituminous Pavement, Hand Method, 2-1/2" Depth (5.0% asphalt binder)	Ton	2	\$5.00	\$10.00	\$1.00	\$2.00
Total Alt No. 1 Credit				\$25,535.00		\$5,107.00
Recalculation of Total Base Bid to Include Credit				\$631,475.40		\$752,241.50



City of Somersworth – Resolution

Resolution No: 6-19

TO AUTHORIZE THE CITY MANAGER TO PURCHASE ONE TYMCO REGENERATIVE AIR STREET SWEEPER WHICH WILL BE FUNDED BY A LEASE PURCHASE AGREEMENT

August 13, 2018

WHEREAS, the City of Somersworth's Capital Improvement Plan proposes a replacement schedule for public works equipment to maintain fleet integrity, standardize equipment and reduce maintenance costs, and

WHEREAS, the City of Somersworth's approved FY2018-2019 Budget provides funding for a new Street Sweeper through a lease purchase agreement, and

WHEREAS, City staff evaluated equipment from qualified vendors for the purchase of a street sweeper and recommends contracting with Donovan Equipment of Londonderry, New Hampshire for a Tymco Regenerative Air Street Sweeper, and

WHEREAS, the Public Works and Environment Committee supports the purchasing of this equipment,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to purchase one new Tymco Regenerative Air Street Sweeper which is funded in the approved FY2019 City budget through a lease purchase agreement, and

BE IT FURTHER RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the Department of Public Works shall retain the current street sweeper to be used as a back-up unit and used in conjunction with the new unit for special events.

Authorization

Sponsored by Councilors:

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

Approved:

City Attorney



Resolution No. 6-19

Resolution No. 7-19

Resolution No. 8-19

MEMORANDUM from Director Public Works & Utilities

Date: July 22, 2018

To: Bob Belmore, City Manager

From: Michael J. Bobinsky, Director of Public Works and Utilities

Cc: Scott Smith, Director of Finance

Re: 2018 Heavy Equipment Purchases

The FY19 Budget includes funding for the following equipment purchases:

Highway Division:

-2018 Tymco 600 Regenerative Air Street Sweeper

-2018 Peterbilt 337 6 wheel dump truck with new main and wing plow and related equipment

-Cold Planner Attachment for the Skid Steer purchased in 2018

Water Division:

-2018 Ford F150 4x4 –State bid purchase and continue with standardizing all medium sized trucks with Ford equipment.

Background:

-2018 Tymco 600 Regenerative Air Street Sweeper. See attached quote and photos of the unit from the Donovan Equipment Co. Staff evaluated different street sweeping models to improve the quality of sweeping City streets, better achieve compliance with MS4 Permit conditions, and improve reliability and reduce downtime. Staff arranged two (2) demonstrations with the Tymco 600 unit and observed the effectiveness of the sweeping operation and other features such as the hydraulic tilt gutter brooms, dust control, and auxiliary hand hose for occasional catch basin cleaning. In addition, area municipalities with experience using this model include the City of Rochester and the City of Portsmouth Department of Public Works. Customer references contacted are pleased with this unit and the service provider is located in Londonderry, New Hampshire, allowing for convenient access for service work, operator training and support. This new sweeper will work toward compliance with new MS4 Stormwater Permit due to its ability to remove the smaller fines from dust and sediment on streets and powerful engine to collect solids. The sweeper comes on a Freightliner M2 Chassis, this truck and chassis comes with a 5 year warranty. The attached quote is for a demonstration model with 5 hours use on the unit for a

price of \$256,380 which is consistent with the FY19 Budget for this purchase and the unit is available now; a unit without demonstration hours is listed at \$271,390.00 and will take between 90-120 days for delivery. I recommend we retain the Johnston Sweeper for use as an emergency reserve backup unit and to assist street cleaning in support of special events.

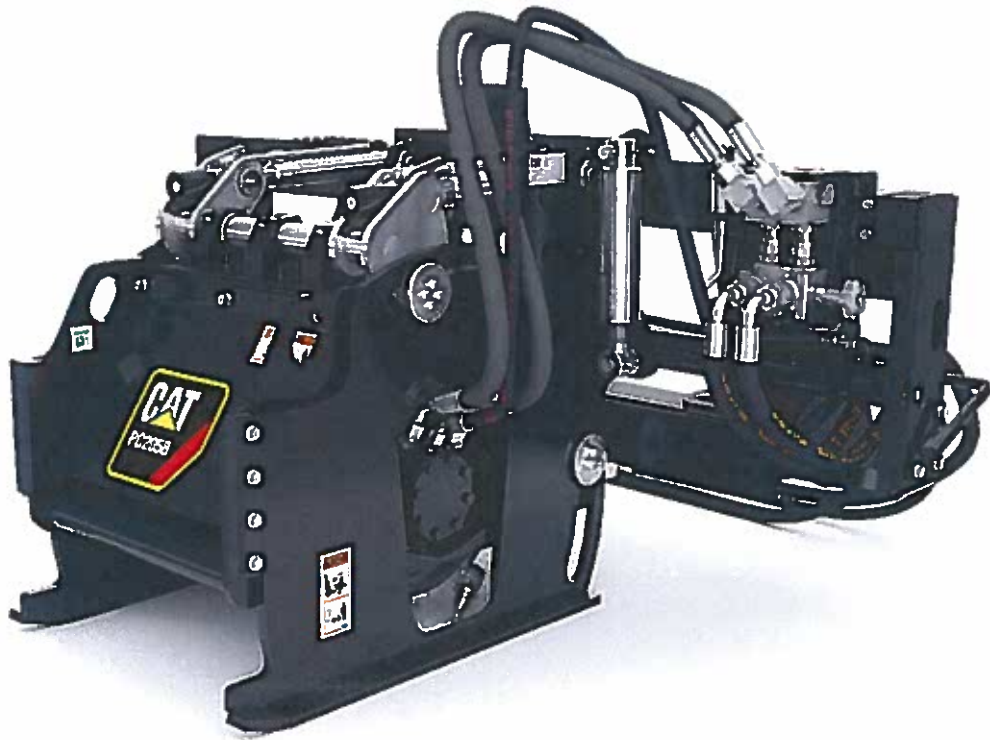


-2018 Peterbilt 337 6 wheel dump truck; replaces unit 310. Truck chassis to be purchased from NH Peterbilt and the new unit will be outfitted by HP Fairfield with main plow and wing. Purchasing Peterbilt 6 wheel dump truck chassis is consistent with the decision to standardize the City fleet for continuity of operator training, cost control and efficient service and repair activities. The chassis has a slightly smaller wheel base than recent 6 wheel truck purchases and

will be used to replace the truck that has been assigned to the Brickyard neighborhood area off of Indigo Hill Road area with narrow streets. We plan to reuse the current stainless steel body from truck unit 310 due to favorable body condition. Price quote from NH Peterbilt for the truck chassis is \$99,434 and the cost to outfit the truck through Howard Fairfield is \$41,850. See attached quote for the truck and the purchase and installation of the front and wing plow and the stainless street body. Cab and chassis will not be available until March-April 2019 based on projected delivery. Projected completed truck delivery of May-June 2019.



-2018 Cat cold planner attachment for the Cat Skid Steer purchased in 2018 Price of the attachment is \$13,400. See attached price quote.



-2018 Ford F150 4x4, for the Water Treatment Plant. I recommend state bid purchase and continue with standardizing the City mid-sized trucks with Ford products; quotes for the Ford F150, strobe lighting, and signs/decals are included. See attached quote for the State bid for this truck unit. Quote for the truck is \$26,907, a quote for the strobe lights and the City decals is included as well. I recommend keeping the Dodge Charger Sedan for use in DPW by the new City Engineer as needed.





REF: STOCK/DEMO UNIT

LONDONDERRY, NH 03053
PHONE: 603-669-2250
FAX: 603-669-0501

QUOTE# JA180420

CUSTOMER: TOWN OF SOMERSWORTH
CONTACT: ROY REMICK
ADDRESS: 18 LILAC RD
SOMERSWORTH, NH 03878
PHONE: (603) 692-4266
EMAIL: R.REMICK@SOMERSWORTH.COM

DATE: 7/24/18
TRUCK INFO:
YEAR: 2019
MAKE: FTRLNR
MODEL: M-2
TRANS: AUTO W/ 1 SPEED
BODY COLOR: WHITE

“TYMCO 600” REGENERATIVE AIR SWEEPER- complete with the following:

CHASSIS: VIN # 1FVACXFC5KH1412

2019 FREIGHTLINER M-2, 5 SPEED AUTO TRANSMISSION W/ 1-SPEED REAR AXLE (31,000 lb. GVW)
A/C, AIR DRYER, POWER HEATED WEST COAST MIRRORS, AM/FM RADIO, CRUISE CONTROL. DUAL
STEERING AND DUAL AIR RIDE SEATS.

SWEEPER STANDARD EQUIPMENT:

SR. # _____.

AUXILIARY ENGINE: JOHN DEERE 4045T-99, TIER 4, 99hp W/ BLUE LOGIC CONTROL SYSTEM,
FUEL WATER SEPARATOR, DONALDSON POWERCORE AIR FILTER, LINEAR ACTUATOR THROTTLE
AUTOMATIC SHUTDOWN SYSTEM: HIGH COOLANT TEMP, LOW OIL PRESSURE, LOW COOLANT LEVEL
SPRAY NOZZLES: HEAD (4), GUTTER BROOMS (2EA), HOPPER (1). 220 GAL. POLY WATER TANK
DUAL STEER SYSTEM: DUAL AIR RIDE SEATS, DUAL ILLUMINATED INSTRUMENT PANELS
HYDRAULIC TANK: SIGHT TEMP GAUGE, OIL FILTER RESTRICTION INDICATOR
TWIN GUTTER BROOMS, FLOODLIGHTS, PARABOLIC MIRRORS (10-1/2”), 43” VERTICAL STEEL DIGGER
PRESSURE BLEEDER; IN CAB CONTROL, REVERSE PICK UP HEAD SYSTEM
20 FT. FILL HOSE W/ 2-1/2” HYDRANT COUPLING

LIGHTS: AMBER BEACON LED W/ PROTECTIVE LIMB GUARD (HOPPER, TOP/CENTER/REAR)
(2) LED ALTERNATING/FLASHING WARNING LIGHTS IN REAR, (2) FLOOD LIGHTS IN REAR,
BACK UP ALARM, RUBBER LINED BLOWER, SEVERE WEATHER PACKAGE, DUO-SKIDS

OPTIONS:

GUTTER BROOMS: DROP DOWN/ HYDRAULIC TILT/ VARIABLE SPEED CONTROL (RH/LH)

DUST CONTROL: ADDITIONAL NOZZLE W/ SEP SWITCH: LEFT/RIGHT GUTTER BROOM
AIR PURGE SYSTEM.

HOPPER: ABRASION PACKAGE, DUMP SWITCH IN CAB, HOPPER LOAD INDICATORS (SENSOR, AUDIBLE &
VISUAL), HOPPER SUCTION INLET WEAR FLANGE W/ INLET WEAR LINERS,

STAINLESS STEEL HOPPER, SEPARATOR & BLOWER HOUSING

SWEEPER DELUGE SYSTEM: PICK UP HEAD AND HOPPER DELUGE. PICK UP HEAD PRESSURE INLET WITH
CLEANOUT PORT.

PICK-UP HEAD: ASI (AUTO SWEEP INTERRUPT SYSTEM), BAH BROOM ASSIST HEAD, CURTAIN LIFTER,
SKID BUMPER EXTENSIONS

AUXILIARY HAND HOSE: CATCH BASIN CLEANING PACKAGE W/ **DUAL PUMP** HI/LOW WASH DOWN
8” AUX HAND HOSE, HYD BOOM, AUX. HYDRAULICS, WIRELESS CONTROL, 42” NOZZLE EXTENTION.

LED AMBER BEACON LIGHT ON CAB, BATTERY DISCONNECT SWITCH, FIRE EXTINGUISHER,
HAZARD REFLECTORS, 12” PARABOLIC MIRRORS, HYDRANT WRENCH, SINGLE BACK UP CAMERA, LED
ARROW STICK AND STORAGE BOX WITH WORK PLATFORM LOCATED BEHIND TRUCK CAB.

ONE YEAR OR 1,000 HOUR FULL MACHINE WARRANTY

Net Total Delivered: \$ 256,380.00

QUOTE BY: JAMIE ABOOD

For cab over feature, theirs only two other truck manufacturers that make the dual steering option, Peterbilt with a \$25,000 up charge and Autocar which has no pricing at this time. Cab over notes put in By Roy Remick

1548 RT 3A
BOW, NH 03304-4008
(P) 603-225-6666
(F) 603-226-3940
www.newpete.com



PURCHASE & SALES AGREEMENT

DATE	4/19/2018				
BUYER	CITY OF SOMERSWORTH			FID	
BUYER				D.O.B.	SSN
ADDRESS	1 GOVERNMENT WAY			CITY	SOMERSWORTH
STATE	NH	ZIP	03878	603-692-4262	
SALESMAN	TONY	NEWXX	USEDXX	STOCK # OR ORDER	
YEAR	2019	MAKE	PB	MODEL	337 4WD
VIN	TBD			MILEAGE	Yellow
SELLING				SALES PRICE	\$ 99,384.00
				FET	\$ N/A
				TOTAL W/ FET	\$
				EXT WARRANTY	N/A
					\$
TRADE DESCRIPTION				DOC FEE	\$ 100.00
YEAR				TOTAL SALE	\$ 99,434.00
MODEL		COLOR		DEPOSIT	\$
MILEAGE					\$
TRADE ALLOWANCE	\$			TOTAL AMOUNT DUE	\$ 99,434.00
PAYOFF	\$	VIN			
LIENHOLDER					

No warranties or guarantees are valid unless in writing hereon.

Disclaimer of Warranties

Any warranties on the products sold hereby are those made by the manufacturer, N.H. Peterbilt, Inc. hereby expressly disclaims all warranties, whether express or implied including any implied warranty of merchantability or fitness for a

in connection with the sale of said products.

You, the Buyer, acknowledge that you have read this contract and have received a completed copy of this contract.

SIGNED xx DATE _____

N.H.P.I. APPROVAL OF ORDER DATE _____



NEW HAMPSHIRE
 94 Sheep Davis Rd
 Pembroke, NH 03275
 P: (603) 225-9576
 F: (603) 228-5246

Sales Quote

IMPORTANT: All invoices are due and payable in U.S. Dollars in Guadalupe County, Texas, or where indicated below. No goods to be returned without our written permission. Goods must be returned transportation charges pre-paid. A handling charge will be made on all returned goods.
LATE CHARGE: A late charge of 1.5% of any past due balance of the dealers account as of the last day of the month will be billed as of the 15th day of the following month if payment has not been received by that date.

CUSTOMER NO	828286	TERRITORY	393	PAGE 1 of 1
ORDER DATE	09/21/2017	CUSTOMER PO	79339ONEIL	
QUOTE DATE	04/23/2018	SHIPPED VIA		
SALES ORDER	4719708 - SQ	FREIGHT TERMS	FCA FACTORY- FRT ARRANGED & PREPAID, TRANSFER AT ORIGIN	
PAYMENT TERMS	Net 30 Days(Override)/Invoice	FC1		
DELIVERY INSTRUCTIONS:		CODE	002	
		REQUESTED SHIP DATE	09/21/2017	

SOLD TO:
 CITY OF SOMERSWORTH CHP
 1 GOVERNMENT WAY
 SOMERSWORTH NH 03878
 PHONE: 603-692-4266

SHIP TO:
 CITY OF SOMERSWORTH CHT
 18 LILAC LN
 SOMERSWORTH NH 03878

DESCRIPTION/REMARKS

- Everest Front Hitch with Intensifier Plow Lights
- American 3911PISA 11' Poly Reversible Front Plow
- Everest Patrol Wing System
- Everest 11' Steel Wing Blade
- HP Fairfield Custom Central Hydraulic System. Tandem Front Pump with Dry Valve. Commercial Valves, Quadco Lever Controls, Muncie Spreader Control with Ground Speed
- HP Fairfield to Remove and Remount Customer Owned Stainless Steel Dump Body on New Chassis
- Install Pintle Plate with D-Rings, 2" Ball receiver and Plug
- Install Hard Poly Fenders and Mud Flaps
- Rewire Lighting on Customer Owned Body (Any Defective Lighting will be Replaced at an Additional Cost)

** Installed, Tested, Painted Black by HP Fairfield **

ITEM NUMBER	BRANCH	DESCRIPTION	PICK SLIP# LOT/SERIAL	QUANTITY SHIPPED	LIST PRICE	DISC %	EXTENDED AMOUNT
INSTALLHPF	9958	CITY OF SOMERSWORTH		1	41,850.00	0	41,850.00

REMARKS		NET DUE 41,850.00	SUB-TOTAL	41,850.00
			SALES TAX	0.00
			TOTAL(USD)	41,850.00
			PREPAID AMOUNT	

IMPORTANT: Alamo Group or affiliates (Alamo Group) shall not be liable to any person for any claim for injuries or damages which claim for injuries or damages arises out of or which results from the repair of this product by a person or firm other than Alamo Group. Repair parts are intended for use only on equipment manufactured or sold by Alamo Group.



Grappone Ford
530 Route 3A, Bow, New Hampshire, 033043104
Office: 603-224-2501
Fax: 603-226-8266

Roy Remick
City of Somersworth
1 Government Way
Somersworth, NH 03878
Office: 603-692-4266

Re: Vehicle Proposal

Hi Roy,

April 20th, 2018

Quote for 2018 Ford F-150 XL SuperCab 4x4 pickup with 6.5' Ft bed. I used the same specs as the one you purchased on 01/03/18. I have attached a vehicle profile for you to review. The truck had a \$425 price increase, but your price will stay the same as the one you purchased in January because Municipalities are price protected for the model year from Ford. Let me know if you need anything else. Thank you for the continued business.

Quote Price: \$26,907

Sincerely,

Jeff Harsin
Fleet Mgr
603-226-8010
jharsin@grappone.com



Grappone Ford
 530 Route 3A, Bow, New Hampshire, 033043104
 Office: 603-224-2501
 Fax: 603-226-8266

2018 F-150, SuperCab Styleside
 4x4 SuperCab Styleside 6.5' box 145" WB
 XL(X1E)
 Price Level: 835

Selected Options

Code	Description	MSRP
Base Vehicle		
X1E	Base Vehicle Price (X1E)	\$35,220.00
Packages		
100A	Equipment Group 100A Base <i>Includes:</i> - Engine: 3.3L V6 PDFI Includes auto start-stop technology and flex-fuel capability. - Transmission: Electronic 6-Speed Automatic Includes selectable drive modes: normal/tow-haul/sport. - 3.73 Axle Ratio - GVWR: 6,500 lbs Payload Package - Tires: P265/70R17 OWL A/T - Wheels: 17" Silver Steel - Cloth 40/20/40 Front Seat Includes 2-way manual driver/passenger adjustment and armrest. - Radio: AM/FM Stereo w/6 Speakers Includes auxiliary audio input jack (not available with SYNC).	N/C
Powertrain		
99B	Engine: 3.3L V6 PDFI <i>Includes auto start-stop technology and flex-fuel capability.</i>	Included
446	Transmission: Electronic 6-Speed Automatic <i>Includes selectable drive modes: normal/tow-haul/sport.</i>	Included
X26	3.73 Axle Ratio	Included
STDGV	GVWR: 6,500 lbs Payload Package	Included
Wheels & Tires		
STDTR	Tires: P265/70R17 OWL A/T	Included
64C	Wheels: 17" Silver Steel	Included
Seats & Seat Trim		
C	Cloth 40/20/40 Front Seat <i>Includes 2-way manual driver/passenger adjustment and armrest.</i>	Included
Other Options		
145WB	145" Wheelbase	STD
STDRD	Radio: AM/FM Stereo w/6 Speakers <i>Includes auxiliary audio input jack (not available with SYNC).</i>	Included
53B	Class IV Trailer Hitch Receiver	Included

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



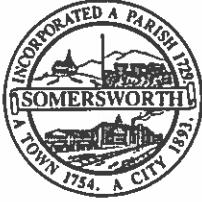
Grappone Ford
 530 Route 3A, Bow, New Hampshire, 033043104
 Office: 603-224-2501
 Fax: 603-226-8266

2018 F-150, SuperCab Styleside
 4x4 SuperCab Styleside 6.5' box 145" WB
 XL(X1E)
 Price Level: 835

Selected Options (cont'd)

Code	Description	MSRP
	Ordering the Trailer Tow Package does not include Integrated Brake Controller (67T). Integrated Brake Controller (67T) is a standalone option and must be ordered separately. <i>Includes towing capability up to 5,000 lbs. on 3.3L V6 PFDI engine (99B) and 2.7L EcoBoost engine (99P) or up to 7,000 lbs. on 3.5L EcoBoost engine (99G) and 5.0L V8 engine (995), smart trailer tow connector and 4-pin/7-pin wiring harness.</i>	
PAINT	Monotone Paint Application	STD
96W	Spray-In Bedliner (Pre-Installed) <i>Custom Accessory.</i>	\$495.00
Fleet Options		
85A	XL Power Equipment Group - Option Discount	\$1,170.00 -\$500.00
	REQUIRES valid FIN code. <i>Includes:</i> <ul style="list-style-type: none"> - Power Glass Sideview Mirrors w/Black Skull Caps - Includes manual-folding - Illuminated Entry - MyKey - Perimeter Alarm - Power Door Locks - Includes flip key and integrated key transmitter keyless-entry (includes Autolock). - Power Tailgate Lock - Power Front & Rear Windows 	
53A__	Trailer Tow Package (Fleet)	\$595.00
	Ordering the Trailer Tow Package does not include Trailer Tow Mirrors. Trailer Tow Mirrors are a standalone option and must be ordered separately. (Option Code: 54M or 54Y/59S). Ordering the Trailer Tow Package does not include Integrated Brake Controller (67T). Integrated Brake Controller (67T) is a standalone option and must be ordered separately. <i>Towing capability up to 11,100 lbs.</i> <i>Includes:</i> <ul style="list-style-type: none"> - Class IV Trailer Hitch Receiver - Includes towing capability up to 5,000 lbs. on 3.3L V6 PFDI engine (99B) and 2.7L EcoBoost engine (99P) or up to 7,000 lbs. on 3.5L EcoBoost engine (99G) and 5.0L V8 engine (995), smart trailer tow connector and 4-pin/7-pin wiring harness. - Upgraded Front Stabilizer Bar 	
Interior Colors		
CG_01	Dark Earth Gray	N/C
Primary Colors		
YZ_01	Oxford White	N/C
SUBTOTAL		\$36,980.00
Destination Charge		\$1,395.00
TOTAL		\$38,375.00

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



City of Somersworth – Resolution

Resolution No: 7-19

TO AUTHORIZE THE CITY MANAGER TO PURCHASE ONE 6-WHEEL DUMP TRUCK FOR THE DEPARTMENT OF PUBLIC WORKS WHICH WILL BE FUNDED BY A LEASE PURCHASE AGREEMENT

August 13, 2018

WHEREAS the City of Somersworth's Capital Improvement Plan proposes a replacement schedule for public works equipment to maintain fleet integrity, standardize equipment and reduce maintenance costs, and

WHEREAS, the City of Somersworth's approved FY2018-2019 Budget provides funding for a new 6-Wheel Dump Truck through a lease purchase agreement, and

WHEREAS, City staff evaluated equipment from qualified vendors for the purchase of the 6-wheel dump/plow truck and related equipment and recommends contracting with Peterbilt of Bow, New Hampshire for the truck and chassis, and to contract with Howard P. Fairfield Equipment of Pembroke New Hampshire for the winter plow related equipment including plow gear; and

WHEREAS, the Public Works and Environment Committee supports the ordering of this equipment,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to purchase one new 6-Wheel Dump Truck with winter plow equipment which is funded in the approved FY2019 City budget through a lease purchase agreement.

Authorization

Sponsored by Councilors:

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

Approved:

City Attorney



City of Somersworth – Resolution

Resolution No: **8-19**

TO AUTHORIZE THE CITY MANAGER TO PURCHASE A PICKUP TRUCK FOR THE WATER TREATMENT PLANT

August 13, 2018

WHEREAS, the City of Somersworth's Capital Improvement Plan proposes a replacement schedule for public works and utility equipment to maintain fleet integrity, standardize equipment and reduce maintenance costs, and

WHEREAS, the City of Somersworth's approved FY2018-2019 Budget provides funding for a new half-ton pickup truck to be used by the Water Treatment Plant staff, and

WHEREAS, City staff has evaluated the advantage of the use of a standard vehicle manufacturer acquisition policy and recommends the use of the NH State bid list for Ford vehicles as the most efficient method of procuring these new vehicles, and

WHEREAS, the Public Works and Environment Committee has reviewed this with staff and supports the recommendation

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to purchase one new Ford half-ton pickup truck for use by the Water Treatment Plant staff which is funded in the approved FY2019 City budget.

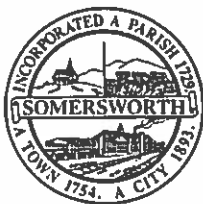
Authorization

Sponsored by Councilors:

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

Approved:

City Attorney



City of Somersworth – Resolution

Resolution No: 9-19

TO AUTHORIZE THE CITY MANAGER TO CONTRACT WITH SEVERINO TRUCKING CO., INC. OF CANDIA, NH TO REPLACE A CULVERT ON WEST HIGH STREET

August 13, 2018

WHEREAS, the City Council adopted Resolution No. 39-18 to authorize the City Manager to contract with Pike Industries to pave a portion of West High Street, and

WHEREAS, a culvert within the project area near Ronwyn Drive has failed and should be replaced before that section of West High Street is paved, and

WHEREAS, in an effort to move this project forward and avoid delays in the paving, staff reviewed this project with the Public Works and Environment Committee and they supported waiving the bidding requirements and seeking a quote from a qualified contractor, and

WHEREAS, staff requested and received a quote from Severino Trucking Co. in the amount of \$49,000 (Forty Nine Thousand dollars), and recommends including an additional \$5,000 (Five Thousand dollars) for contingencies, making the total project cost \$54,000 (Fifty Four Thousand dollars),

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to contract with Severino Trucking Co., Inc. of Candia, NH to replace a culvert on West High Street near Ronwyn Drive for a cost not to exceed \$54,000 (Fifty Four Thousand dollars) and to take any other action relative to this project determined to be in the best interest of the City.

Authorization

Sponsored by Councilors:

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

Approved:

City Attorney

SEVERINO

TRUCKING CO. INC.

P.O. Box 202

512 Raymond Road

Candia, NH

Phone: 603-483-2133

www.severinotrucking.com

Fax: 603-483-2998

To:	City Of Somersworth	Contact:	Mike Bobinsky
Address:	1 Government Way Somersworth, NH	Phone:	
		Fax:	
Project Name:	West High Culvert Replacement	Bid Number:	1
Project Location:	66 West High Street, Somersworth, NH	Bid Date:	8/1/2018

Item #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
20110	Clearing & Stump Removal	1.00	LS	\$3,113.00	\$3,113.00
20140	Loam Strip	24.00	CY	\$15.00	\$360.00
20143	Saw Cut Pavement	125.00	LF	\$3.00	\$375.00
20420	Stream Bypass	1.00	UNIT	\$3,894.00	\$3,894.00
20430.0030	ADS 30" Drain	60.00	LF	\$281.00	\$16,860.00
20444.06	Erosion Stone Class C	24.00	CY	\$60.00	\$1,440.00
20444.069	Class B Stone Outlets	36.00	CY	\$55.00	\$1,980.00
20454.30	Headwall 30"	2.00	EACH	\$3,800.00	\$7,600.00
20481	Pavement Patch - Drainage	620.00	SF	\$8.00	\$4,960.00
21055	Message Boards	2.00	EACH	\$384.00	\$768.00
21056	Maintenance Of Traffic	1.00	UNIT	\$1,800.00	\$1,800.00
21057	Police Details (No Cruiser)	90.00	HR	\$65.00	\$5,850.00

Total Bid Price: \$49,000.00

ACCEPTED:

The above prices, specifications and conditions are satisfactory and are hereby accepted.

Buyer: _____

Signature: _____

Date of Acceptance: _____

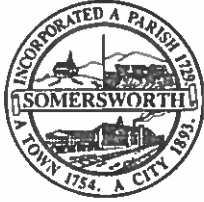
CONFIRMED:

Severino Trucking Co., Inc

Authorized Signature: _____

Estimator: Bernie Lee

603-483-7016 blee@severinotrucking.com



City of Somersworth – Resolution

Resolution No: **10-19**

**TO NAME THE WALKING TRAIL AT THE MAST POINT DAM
RECREATION AREA AS THE FRANK RICHARDSON
CONSERVATION TRAIL**

August 13, 2018

WHEREAS, the City Council of the City of Somersworth is authorized to name certain public spaces and properties as outlined in City Ordinance, Chapter 6.10, City Accolades, and

WHEREAS, Frank Richardson having served since April 1, 1985 as a dedicated and professional member of the City's highly regarded Conservation Commission, and

WHEREAS, the Mast Point Dam Recreation area was enhanced in 2017 to include a natural walking trail that takes advantage of a sizeable tract of conservation land that was established in part due to the efforts of Frank Richardson and members of the Conservation Commission, and

WHEREAS, the City Council of the City of Somersworth held a public hearing on the naming request,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the natural walking trail at the Mast Point Dam Recreation Area be named the Frank Richardson Conservation Trail and that passage of this Resolution shall provide cause for a sign be erected denoting such name at the trailhead.

Authorization

Sponsored by Councilor:

David A. Witham

Approved:

City Attorney

hour, unless otherwise agreed by a majority of the members of the Council. The place of the meeting shall be the Council Chambers at City Hall unless otherwise agreed by a majority of the members of the Council.

(Passed 12/14/2009.)

Section 6.9 Veteran's Property Tax Exemption.

(Passed 10/16/1989.) (Effective 4/11/1990.)

Section 6.9.1 Veteran's Exemption. The City adopts the provisions of RSA 72:28, V and VI for an optional veterans' exemption and an expanded qualifying war service for veterans seeking the exemption. The veterans' tax credit shall be \$250 with \$50 additional tax credit each successive tax year of 2005 through 2009. This veteran's tax credit of \$250 shall be effective for the tax amounts due for tax year 2004 (final bill due December 2004).

(Amended 11/17/2003 and 07/19/2004.)

Veteran's Tax Credit Amount – Tax Year Effective

\$250 - 2004	\$350 - 2006	\$450 - 2008
\$300 - 2005	\$400 - 2007	\$500 - 2009

(Added 7/19/2004.)

Section 6.9.2 Service Connected Total Disability. The City adopts the provisions of RSA 76.35, IV for an optional property tax exemption on residential property for a service connected total disability. The disability exemption shall henceforth be \$1400 rather than \$700.

Section 6.9.3 Exemption for the Blind. Every inhabitant who is legally blind as determined by the administrator of blind services of the vocational rehabilitation division of the education department shall be exempt each year on the assessed value for property tax purposes of his/her residential real estate to the value of \$25,000. The term "residential real estate" as used in this section shall mean the same as defined in RSA 72:29. All applications made under this section shall be subject to the provisions of RSA 72:33 and RSA 72:34. This exemption shall be effective as of April 1, 1993. (Passed 3/1/1993.)

Section 6.10 City Accolades. The naming of City facilities, fields, parks or entity is an honor which is to be bestowed upon citizens who contributed to the progression of our community through countless hours and years of self-sacrifice and dedication for the greater good.

The naming of such facilities, fields, parks or any other entity of the City Government is to fit the historical intent and honor of the community as a whole and the passage of time assists with evaluating our past efforts.

Except under extraordinary circumstances:

- A. No City facility, field, park or entity shall be named after any current city or school employee until three years after their employment from said service.
- B. No City facility, field, park or entity shall be named after any citizen who currently holds local, state or federal office, unless the elected official has died in office or until three years after leaving office.
- C. No City facility, field, park or entity shall be named after any citizen who was not an employee of the city, school district or who did not hold local, state or federal office unless such said citizen has been recognized for exceptional service to the community.
- D. No City facility, field, park or entity shall be named after any city or school employee, local, state or federal official or private citizen without first having been held a public hearing.
- E. Upon completion of the public hearing all matters in said nature shall be referred to the appropriate City Council standing committee for further review prior to a second reading taking place on said matter.

(Section 6.10 passed 10/16/2006.)

Section 6.11 Joint Commission: City Council & School Board.

The Commission shall be comprised of two (2) City Councilors and two (2) School Board Members. Council Members of the Joint Commission shall be appointed by the Mayor, and School Board Members shall be appointed by the School Board Chair.

The Commission shall take meeting minutes and make them available in accordance with NH RSA 91-A, the so-called Public Right-to-Know Law.

The purpose of the Commission will be to continue the communication and collaboration between the two elected City bodies for the betterment of our Community. The Commission will provide a platform for discussion of issues which may be addressed by both the City Council and School Board.

(Section 6.11 passed 6/19/2017)

Mast Point Dam Recreation Area

Address: 121 Salmon Falls Road

Tax Map/Lot: 53 / 1A

Property use: Walking trails, hand-carry boat launch, fishing, picnicking

Public restrooms: Porto-John May-October

Park Description: Mast Point Dam Recreation Area is located off of Salmon Falls Road and offers spectacular views of the Salmon Falls River. This location is tucked away from busy roads and shopping centers making it a particularly peaceful area to enjoy a nice stroll, picnic, or even some fishing. The hand-carry boat launch allows easy access for kayaking and canoeing on the river. The park has 2 picnic areas with beautiful views.

Park Improvements: The City was awarded an LWCF grant in 2014 for the redevelopment of this park. Major improvements include a new trail system, improved parking area, hand-carry boat launch, a footbridge, and 2 new picnic areas. The City Public Works Department assisted with this project and helped to complete all of the major improvements. Liberty Mutual held volunteer service days at Mast Point Dam in 2015 and 2016 to help City staff with trail building and maintenance including picnic areas. Timberland held a volunteer service day in 2015 to finish the trail system, they built 6 new picnic tables, 3 benches, and a kayak/canoe rack.

Mast Point Dam Park – Aerial View



Mast Point Dam Park – Property Location Map



Mast Point Dam Recreation Area



Park Entrance Sign & trailhead



Hand-carry boat launch path and kayak/canoe rack



Shanna B. Saunders, Director
Community Development

To: Bob Belmore, City Manger
Date: July 10, 2018
Re: 79E Application – 49 Market Street – The Hall at Great Falls

Please find attached the 79E Application for 49 Market Street – The Hall at Great Falls

The application is complete and includes the following items and requests:

- Application for tax relief for 5 years (5 years for qualifying structure)

As per Chapter 31 of the City Ordinances the Planning and Community Development Office recommends the City Council hold a duly noticed public hearing to determine 1) whether the structure at issue is a qualifying structure; 2) whether the proposed rehabilitation qualifies as substantial rehabilitation; 3) whether there is a public benefit to granting the requested tax relief, and 4) whether the proposed use is consistent with the municipality's master plan and development regulations and, if so, for what duration and with what terms.

Not later than 45 days after the public hearing, the City Council shall render a decision by majority vote granting or denying the requested tax relief and, if so granting, establishing the tax relief period.

A covenant shall be drafted by the applicant and reviewed by the City's Legal Counsel at the applicant's expense.



July 10, 2018

City of Somersworth
One Government Way
Somersworth, NH 03878

Dear City of Somersworth Department of Development Services,

On November 6, 2017, I submitted a Community Revitalization Tax Relief Incentive Application as the Managing Member of Trio Investments, LLC for our property located at 49 Market Street. We never received official acknowledgement of receipt from the City nor the anticipated notification of the public hearing within 45 days of submission per the ordinance. Despite multiple phone calls and email to both Shanna Saunders and Robin Comstock, I did not receive a response until the attached email dated June 12, 2018, seven months following submission of the application.

The stated reason for the denial of acceptance of our application is that the application was not submitted prior to construction. Had we been given the opportunity, I would have been able to clarify that a significant amount of the work had not been completed and as of this time, has not yet been completed. While we did misunderstand that to receive credit for all renovations completed on the property the application was to be submitted in advance, it was the City's error to assume that all work in the initial application had been completed. Of note, we have not been refunded \$500 of our retainer due to not yet completing all items required per the approved Site Plan.

The Tax Relief Incentive was a critical part of our decision to purchase and renovate the property at 49 Market Street. We have more than met the required criteria per the ordinance but have been denied due process to have our application accepted and presented before a public hearing. Following a meeting with Shanna Saunders and a subsequent email inviting us to re-submit the application, I respectfully submit the attached revised application that indicates renovations that have been completed since November 6, 2017 or are still pending completion.

I look forward to acceptance of the revised application and the opportunity to present our application before a public hearing per the ordinance. If you have any questions, please do not hesitate to contact me at (603) 320-1457 or

Sincerely,

Sara B. Nadeau
Managing Member

Attachment: Email from Shanna Saunders Dated 12 June 2018

Sara Nadeau

From: Shanna Saunders
<ssaunders@somersworth.com>
Sent: Tuesday, June 12, 2018 4:50 PM
To: Sara Nadeau
Subject: Hall at Great Falls parking complaint

Hi Sara –

I just wanted to reach out to you and let you know we received several complaints regarding an event held at the Hall at Great Falls on the weekend of June 2 – 3. I understand there was a wedding on Saturday. One of the City Councilors witnessed the wedding party parking in the immediate downtown area. About two hours later that same Councilor went through the downtown and there wasn't a parking spot to be found anywhere on Main, Market or High Street. He then traveled to Main St by Aclara and there wasn't a single car parked in that whole area – the area where the Hall at Great Falls was approved for parking.

We can't have this happen again. Please have your staff impress on the patrons that parking location is a priority and please have staff monitor that it is being adhered to.

On another note, I know you have asked about the status of the 79E application. The application should have been submitted prior to construction. The ordinance is clear that this is for an owner that "intends to rehabilitate". I cannot accept the application. I am happy to talk this over with you via phone or meeting if you would like.

Shanna

Shanna B. Saunders
Director of Development Services
City of Somersworth
One Government Way, Somersworth, NH 03878
Office: (603) 692-9519
Web: <http://www.somersworth.com>

"Never doubt that a small group of thoughtful, committed citizens can change the world; indeed, it's the only thing that ever has." Margaret Mead



City of Somersworth
Department of Development Services
One Government Way, Somersworth, NH 03878
603/692-9519
FAX 603/692-9575

Community Revitalization Tax Relief Incentive Application

(per City Ordinance Chapter 31)

Date: 7/10/2018 [Office use only. Fee submitted: _____]

Property information

Property address/location: 49 Market Street

Name of building (if applicable): _____

Tax Map: 11 Lot #: 78

Property owner

Name (include name of individual): Trio Investments, LLC (Sara Nadeau)

Mailing address: 306 Knox Marsh Road Madbury, NH 03823

Telephone #: 603-320-1457 Email: snadeau@greatfallshall.com

Proposed project

Explain project and include number of years of relief being requested (attach additional sheets if necessary): Please see attached.

Building uses

Existing: Church ; Proposed: Function Hall

Nonresidential square footage. Existing: ~8000 ; Proposed: ~8000

of residential dwelling units. Existing: 0 ; Proposed: 0

Expected construction dates. Start: 4/2017 ; Finish: _____

Project costs

Describe work that will constitute the substantial rehabilitation and estimated/projected costs. Please attach written estimates, if available.

Structural: _____ Cost: \$ _____
Electrical: Please See Attached Cost: \$ _____
Plumbing: _____ Cost: \$ _____
Mechanical: _____ Cost: \$ _____
Other: _____ Cost: \$ _____

Other Information

Name of contractor (if known): JWB Management & Al Nadeau Electric

Will the project include any residential housing units? No; If so, how many? _____

Will any state or federal grants or funds be used in this project? No

What are the proposed public benefits associated with this project (in accordance with

Chapter 31 Section 7)? Please see attached.

Submission of application

Note: This program is available for projects where the rehabilitation cost equals or exceeds 15 percent of the pre-rehabilitation assessed valuation or \$75,000, whichever is less. Please attach any plot plans, building plans, elevation drawings, sketches, or photographs which help illustrate the project. A \$50.00 non-refundable application fee (made out to "City of Somersworth") must be submitted with this application. This application must be signed by the property owner.

I (we) hereby submit this application under Chapter 31 Community Revitalization Tax Relief Incentive of the City of Somersworth and attest that to the best of my (our) knowledge all of the information herein and in the accompanying materials is true and accurate. I (we) have reviewed the Ordinance and understand that: a) there will be a public hearing to evaluate the merits of this application; b) I (we) will need to enter into a covenant with the City; and c) I (we) may be required to pay reasonable expenses associated with the creation and recording of the covenant.

Signature of property owner (1): Jan B Nadeau,
Managing Member

Date: 7/10/2018

Signature of property owner (2): _____

Date: _____



TO: City of Somersworth Department of Development Services

DATE: July 10, 2018

RE: Community Revitalization Tax Relief Incentive Application (Revised)

Proposed Project

The Hall at Great Falls is located at 49 Market Street, the previous home of the Somersworth Pentecostal Church, which ceased active operations in 2012-2013. After several years of being on the market, Trio Investments, LLC, purchased the building on March 31, 2016 with the intent to utilize the building as a function hall. This use was approved by the Zoning Board in 2015 and by the Planning Board in early 2017.

The renovation of the facility began in Spring 2017 and is not yet complete. An initial application was submitted on November 6, 2017 and included several items that were still pending completion at the time of submittal of the initial application. Given they were completed after submission of the initial application, they are included in this revised application as well. Please refer to the initial application dated November 6, 2017 for specific details.

Since receipt of an occupancy permit and submission of the original application, the following additional renovations have been completed, are scheduled, or are planned within the next two years:

- **Bridal Suite & Balcony Restoration:** This includes installation of the balcony railing, trim, replacement of the carpet within the new Bridal Suite, installation of French doors and windows opening onto the balcony, painting, new lighting fixtures and painting of the wooden balcony flooring. Estimated Cost – \$13K
- **Groom's Suite Renovation:** This includes patching and repair of drywall, trim, installation of a new staircase railing, painting and new light fixtures. Estimated Cost - \$5K
- **Groom's Suite Bathroom Renovation:** This includes patching and repair of drywall, trim, painting, new flooring, and new fixtures (toilet and sink) and new lighting fixtures and fan. Estimated Cost - \$1.5 K
- **Stage Renovation:** This includes painting only. Estimated Cost - \$1.5K

- **Bar Installation:** This includes building out the bar area, installation of finish plumbing (wash sinks), trim, installation of countertops and shelving, new flooring and painting. Estimated Cost - \$6K
- **Kitchen Renovation:** This included painting only. Estimated Cost - \$1.5K
- **Coat Closet Renovation:** This includes painting, shelving repair and trim. Estimated Cost - \$250
- **Catering Gallery:** This includes installation of fiberglass reinforced panel (FRP) wall board, installation of new flooring, paint and trim. Estimated Cost - \$2K
- **ADA-Compliant Stair Lift:** This includes installation, inspection and certification. See attached proposal.
- **Exterior Painting:** This includes painting of windows and trim. Estimated Cost - \$10K
- **Exterior Roof Repair:** Estimated Cost - \$10K
- **Door Locks and Security System:** Estimated Cost - \$3K
- **Refinishing of Main Hall Hardwood Floors.** Estimated Cost - \$4K
- **Additional Attic Insulation:** Estimated Cost - \$6K
- **Lawn Installation:** This includes preparation for and installation of sod. Estimated Cost - \$6K
- **Landscaping:** This includes planting of required trees to block parking per the approved Site Plan and additional finish landscaping. Estimated Cost - \$6K

Other Information: What are the proposed public benefits of this project?

The Hall at Great Falls provides a public benefit as follows:

1) **Enhancement of Economic Vitality**

The Hall will be used for weddings and special occasion events, theater performances, community events and business meetings. These events provide an economic benefit to surrounding businesses given the event hosts/renters will purchase food, flowers and decorations from local businesses, stay at local hotels, as well as provide a significant increase in visitors to the town – all of which increase business in the local area.

2) **Enhancement and Improvement of a Historical Structure**

The building at 49 Market Street was constructed in 1828 and has been a church or the VFW until its recent conversion to a function hall. It has been a prominent building in the community since the 1800s, both architecturally and in function as one of the primary churches in the community. In recent years, it had begun to suffer some decline in its use and maintenance. Given its high visibility on Market Street and prominent role in the community for centuries in Somersworth, the recent renovation has significantly improved its exterior appearance. Its use as a function hall allows it to be utilized without extensive interior changes, protecting and preserving this beautiful and historic building.

3) Promotion of A Vibrant Municipal Center and Greater Sense of Community

The renovation of the property at 49 Market Street enhances the recent City updates to Market Street by significantly improving the appearance of the property (painting, landscaping, paving). The use as a function hall, hosting community events, theater productions and special events, it highly anticipated to increase a sense of community and pride in Somersworth through attendance and participation by Somersworth residents as well as those from neighboring communities.

Attachment:

Initial Application Submitted November 6, 2017

Stair Lift Proposal

Photos of Major Completed Work Post – November 6, 2017



City of Somersworth
Department of Development Services
One Government Way, Somersworth, NH 03878
603/692-9519
FAX 603/692-9575
www.somersworth.com

Community Revitalization Tax Relief Incentive Application

(per City Ordinance Chapter 31)

Date: 11/6/2017 [Office use only. Fee submitted: _____]

Property information

Property address/location: 49 Market Street

Name of building (if applicable): _____

Tax Map: 11 Lot #: 78

Property owner

Name (include name of individual): Trio Investments, LLC (Sara Nadeau)

Mailing address: 306 Knox Marsh Road Madbury NH 03823

Telephone #: 603-320-1457 Email: snadeau@greatfallshall.com
Sara Nadeau

Proposed project

Explain project and include number of years of relief being requested (attach additional sheets if necessary): Please see attached

Building uses Existing: Church ; Proposed: Funcheon Hall
Nonresidential square footage. Existing: ~8,000 ; Proposed: ~8,000
of residential dwelling units. Existing: 0 ; Proposed: 0
Expected construction dates. Start: 4/2017 ; Finish: 10/2017

Project costs

Describe work that will constitute the substantial rehabilitation and estimated/projected costs. Please attach written estimates, if available.

Structural: Interior staircase, expanded foyer, 2 new Cost: \$ 40.6k
bathrooms, furnace room, exterior staircase, balcony renovation

Electrical: New service, new lighting + wired new equipment Cost: \$ 11k

Plumbing: New furnaces, AC, 2 new bathrooms Cost: \$ 19.4k

Mechanical: New ducting for HVAC, gas piping Cost: \$ 20k

Other: Paint 1st floor flooring, landscaping, engineering, demo, paving and signage Cost: \$ 57k

Other Information * All labor for electrical, plumbing and carpentry done for free by owners

Name of contractor (if known): JWB Management, LLC

HL Nadeau Electric, LLC and RPH, Inc

Will the project include any residential housing units? No; If so, how many? _____

Will any state or federal grants or funds be used in this project? No

What are the proposed public benefits associated with this project (in accordance with

Chapter 31 Section 7)? Please see attached.

Submission of application

Note: This program is available for projects where the rehabilitation cost equals or exceeds 15 percent of the pre-rehabilitation assessed valuation or \$75,000, whichever is less. Please attach any plot plans, building plans, elevation drawings, sketches, or photographs which help illustrate the project. A \$50.00 non-refundable application fee (made out to "City of Somersworth") must be submitted with this application. This application must be signed by the property owner.

I (we) hereby submit this application under Chapter 31 Community Revitalization Tax Relief Incentive of the City of Somersworth and attest that to the best of my (our) knowledge all of the information herein and in the accompanying materials is true and accurate. I (we) have reviewed the Ordinance and understand that: a) there will be a public hearing to evaluate the merits of this application; b) I (we) will need to enter into a covenant with the City; and c) I (we) may be required to pay reasonable expenses associated with the creation and recording of the covenant.

Signature of property owner (1): Jana B Nadeau,
managing member

Date: 11/5/2017

Signature of property owner (2): _____

Date: _____

TRIO INVESTMENTS, LLC



TO: City of Somersworth Department of Development Services.

DATE: November 6, 2017

RE: Community Revitalization Tax Relief Incentive Application

Proposed Project

The Hall at Great Falls is located at 49 Market Street, the previous home of the Somersworth Pentecostal Church, which ceased active operations in 2012-2013. After several years of being on the market, Trio Investments, LLC, purchased the building on March 31, 2016 with the intent to utilize the building as a function hall. This use was approved by the Zoning Board in 2015 and by the Planning Board in early 2017. The goal of the owners was to minimize changes to the building to maintain its history and architectural features.

The renovation of the facility began in Spring 2017 and included the following to 1) bring the building into code compliance and 2) increase functionality for use as a function hall, hosting weddings and special occasion events, community events, theater productions and business meetings:

- Electrical wiring/re-wiring (in newly renovated areas and for code compliance)
- Plumbing updates
 - o New HVAC system (3 high-efficiency furnaces and AC)
 - o New bathrooms
 - o New catering galley
 - o New fixtures
- Construction changes:
 - o Wider foyer
 - o Interior staircase
 - To add ADA-compliant platform lift
 - To provide caterer access to 2nd Floor
 - o Two new bathrooms on 2nd Floor
 - o Bar

TRIO INVESTMENTS, LLC

306 Knox Marsh Road, Madbury, NH 03823 • Phone: (603) 343-4475 • Fax (603) 343-5872

TRIO INVESTMENTS, LLC

- Balcony restoration
- Exterior staircase
- ADA-compliant emergency exit 2nd Floor
- Catering galley
- New paint
- New 1st Floor flooring
- Kitchen modifications
- New kitchen appliances for caterer use
- Updates to provide code-compliant sprinkler system and fire alarm panel and monitoring
- Landscaping
- Paving
- Exterior painting

The total cost of the renovations is presented under the Projects Cost section and totaled \$128K, more than double the purchase price of the building. Costs were significantly contained due to the owners performing all electrical, plumbing and carpentry services and other labor free of charge (owners of Trio Investments, LLC include the owners primary of Al Nadeau Electric, LLC, JWB Management, LLC and RHP, Inc.). Tax relief is requested for the maximum allowance of five years in order for the business to become established and economically viable.

Other Information: What are the proposed public benefits of this project?

The Hall at Great Falls provides a public benefit as follows:

1) Enhancement of Economic Vitality

The Hall will be used for weddings and special occasion events, theater performances, community events and business meetings. These events provide an economic benefit to surrounding businesses given the event hosts/renters will purchase food, flowers and decorations from local businesses, stay at local hotels, as well as provide a significant increase in visitors to the town – all of which increase business in the local area.

2) Enhancement and Improvement of a Historical Structure

The building at 49 Market Street was constructed in 1828 and has been a church or the VFW until its recent conversion to a function hall. It has been a prominent building in the community since the 1800s, both architecturally and in function as one of the primary churches in the community. In recent years, it had begun to suffer some decline in its use and maintenance. Given its high visibility on Market Street and prominent role in the community for centuries in Somersworth, the recent renovation has significantly improved its exterior appearance. Its use as a function hall allows it to be utilized without extensive interior changes, protecting and preserving this beautiful and historic building.

TRIO INVESTMENTS, LLC

306 Knox Marsh Road, Madbury, NH 03823 • Phone: (603) 343-4475 • Fax (603) 343-5872

TRIO INVESTMENTS, LLC

3) Promotion of A Vibrant Municipal Center and Greater Sense of Community

The renovation of the property at 49 Market Street enhances the recent City updates to Market Street by significantly improving the appearance of the property (painting, landscaping, paving). The use as a function hall, hosting community events, theater productions and special events, it highly anticipated to increase a sense of community and pride in Somersworth through attendance and participation by Somersworth residents as well as those from neighboring communities.

Attachments:

Approved Site Plan

Invoices – Major Renovation Expenses

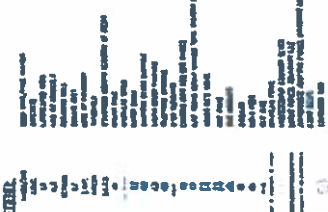
Pre and Post-Renovation Photos

TRIO INVESTMENTS, LLC

306 Knox Marsh Road, Madbury, NH 03823 • Phone: (603) 343-4475 • Fax (603) 343-5872



LINE TABLE			
LINE	DATE	TIME	LOCATION
1	10/10/10	10:00	101
2	10/10/10	10:05	101
3	10/10/10	10:10	101
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83	10/10		



22.5

[illegible]

TRIO INVESTMENTS, LLC

THE HALL AT GREAT FALLS

Invoices of Major Renovation Expenses

Please contact Sara Nadeau with questions at (603) 320-1457.

TRIO INVESTMENTS, LLC

306 Knox Marsh Road, Madbury, NH 03823 • Phone: (603) 343-4475 • Fax (603) 343-5872

RPH Inc
3 Cutts Road
Durham, NH 03824
(603) 868-7414
rphbusoffice@gmail.com

INVOICE

BILL TO

The Hall At Great Falls
306 Knox Marsh Rd
Madbury, Nh 03823 US

INVOICE # 6860

DATE 10/11/2017

DUE DATE 10/11/2017

TERMS Due on receipt

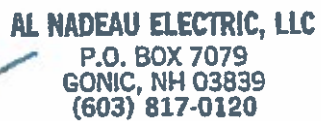
ACTIVITY	QTY	RATE	AMOUNT
miscmat	1	5,750.00	5,750.00
Final for plumbing and heating.			

Final bill for plumbing and heating completion for certificate of occupancy.

BALANCE DUE

\$5,750.00

For billing questions please call 603-765-1641 or email
rphbusoffice@gmail.com.



4639

(603) 817-0120		CUSTOMERS ORDER NO	DATE ORDERED
		ORDER TAKEN BY	DATE PROMISED <input type="checkbox"/> A.M. <input type="checkbox"/> P.M.
BELL 1R10		PHONE	
ADDRESS 49 MARKET STREET		MECHANIC	
CITY Somersworth		HELPER	
JOB NAME AND LOCATION		<input type="checkbox"/> DAY WORK <input type="checkbox"/> CONTRACT <input type="checkbox"/> EXTRA	
DESCRIPTION OF WORK			

[illegible]

TRAID INVESTMENTS INC.



Kevin R. Cooper



742-3030

Driveways - Sidewalks - Parking Lots
85 Knox Marsh Rd.
Dover, NH 03820

Name New Building Date 9/28/17
Address Prospect St
City Scam State _____ Zip _____

☐ Remove & Replace

☐ Gravel

- Remove Asphalt

☐ Base

- GRADE + Gravel

☐ Top

- PAVE new AND
Compact

☐ Final Payment
Due upon completion

Total \$ 3000.00

Customer Signature

Kevin R. Cooper
Authorized Signature

White - Customer Copy

Invoice

DESANTIS HEATING AND COOLING
44 HALL RD
BERWICK, ME
03901
KEVIN DESANTIS
207-698-5277
HEATCOOL35@COMCAST.NET

Date: 09/06/2017
Invoice No.: 1123
Due Date: 10/06/2017

Bill To:
TRIO PROPERTIES

Qty	Item	Description	Unit Price	Total
1	CHURCH	HOOK UP DUCTWORK TO FURNACES FINISH ALL DUCTWORK	\$10,000.00	\$10,000.00

Total \$10,000.00
Balance Due \$10,000.00

Please contact us for more information about payment options.

Thank you for your business.

INVOICE



20200

CPI Floor Coatings
(A Division of Caprioli Painting, Inc.) 20
Beech Street Extension
Newmarket, NH 03857
603-659-2788 603-659-2389 (F) E-
mail
caprioli@capriolipainting.com

SOLD Trio Investments, LLC
to 306 Knox Marsh Road
Madbury, NH 03823

JOB 49 Market St
49 Market St
somersworth, NH 03878

INVOICE NO	PO NUMBER	SHIP TO	SHIP DATE	TERMS	INVOICE DATE	PAGE
TRIO500				Net 15	8/8/2017	1

ITEM NO	QUANTITY	DESCRIPTION	UNIT PRICE	EXTENDED
	1	Base Contract price	7,971.00	7,971.00
	1	change orders 1 & 2	1,407.00	1,407.00
	1	Less previous deposit	-4,000.00	-4,000.00

TOTAL AMOUNT 5,378.00

Al,

Below is the cost for the painting I did at the church in Somersworth. The \$21.33 is for materials I picked up at Walmart. I have the receipt if you need it. The cost is what I had said it would be if I had to do multiple colors on the scroll work. I also put 3 coats on quite a bit of the work including the hand rails on both sides. The check can be made out to me, Don Maynard (I don't have an official company name, yet!). I hope everyone is happy with the work.

Labor = \$3000

Materials (sand paper, sanding pads, spackle) \$21.33

Total = \$3021.33

*paid
\$3000
Don Maynard*

Holmes Carpet Center, LLC

37 Suncook Valley Rd
Chichester, NH 03258

QUOTE

DATE	QUOTE NO.
7/26/2017	4377

NAME / ADDRESS
Trio Investments Sara Nadeau

Ship To
Hall at Great Falls

REP	PROJECT
DLN	

DESCRIPTION	QTY	COST	TOTAL
Furnish and install Nature's Path #12125 American Walnut/Saddle in basement room. Includes rip and disposal of existing carpet and prep.		11,673.88	11,673.88
Furnish and install Natures Path #12125 American Walnut/Saddle in main entrance, prep customer installed underlayment.		2,691.40	2,691.40
Furnish and install Sense of Place balance roll on service stairs and landing.		844.81	844.81
Furnish and install Fuse II carpet rem in office and coat closet by glue down.		240.98	240.98
		TOTAL	\$15,451.07

Phone #	Fax #
798-3193	798-3486

Web Site
www.holmescompanies.com

TRIO INVESTMENTS, LLC

Renaissance Sign

Exterior Sign

7/28/2017

1089

1,900.00

People's United Ban Sign

PRODUCT DESCRIPTION USE WITH BILLS ENVELOPE

Dakota Corporation 1-800-328-CC04 or www.dakota.com/shop

1,900.00

TRIO INVESTMENTS, LLC

Desantis Heating and Cooling

Heating/Cooling System Work

5/24/2017

1063

10,000.00

People's United Bank Initial Deposit - 49 Market Street Somerswo

10,000.00

PRODUCT 035.1704

USE WITH 01603 ENVELOPE

Deluxe Corporation 1-800-328-0304 or www.deluxe.com/shop



**CIVIL
CONSULTANTS**
Engineers • Planners • Surveyors

293 Main Street
P.O. Box 100
South Berwick, ME 03908

Trio Investments LLC
306 Knox Marsh Road
Madbury, NH 03823
Attn. Sara Nadeau

05/01/2017
Invoice No: 14656
Project No: 1621900

Re: Trio Investments/Function Hall/Somersworth
For Services Rendered Through 4/30/2017
For Final Planning Board and Building Services.

Labor Charges

		Rate	Hours	Amount
Building Services				
	Senior Structural Engineer	115.00	1.75	\$201.25
			1.75	\$201.25
Site Design				
	Sr. Project Engineer	105.00	2.75	\$288.75
			2.75	\$288.75
Total Labor Charges			4.50	\$490.00
Total Current Billing				\$490.00

Project Summary	Previously Billed	Current Billing	Previously Paid	Amount Due
Engineering and/or Surveying Services	6,442.50	490.00		
Consultants	0.00	0.00		
Reimbursables	82.38	0.00		
	6,524.88	490.00	3,553.93	3,460.95

A finance charge of 1.5% per month (18% annually) will be charged on balances over 30 days.

Civil Consultants is a corporation registered in the State of Maine



**CIVIL
CONSULTANTS**
Engineers • Planners • Surveyors

293 Main Street
P.O. Box 100
South Berwick, ME 03908

Trio Investments LLC
306 Knox Marsh Road
Madbury, NH 03823
Attn: Sara Nadeau

04/12/2017
Invoice No: 14623
Project No: 1621900

Re: Trio Investments/Function Hall/Somersworth
For Services Rendered Through 4/10/2017
For Survey Portion of Work and Engineering Services

Labor Charges

		Rate	Hours	Amount
Extra Time				
	Senior Structural Engineer	115.00	.75	\$86.25
			.75	\$86.25
Planning Board Meeting				
	Senior Structural Engineer	115.00	4.00	\$460.00
			4.00	\$460.00
Site Design				
	Sr Project Engineer	105.00	16.50	\$1,732.50
			16.50	\$1,732.50
Structural Gen				
	Staff Engineer	50.00	13.25	\$662.50
			13.25	\$662.50
Total Labor Charges			34.50	\$2,941.25

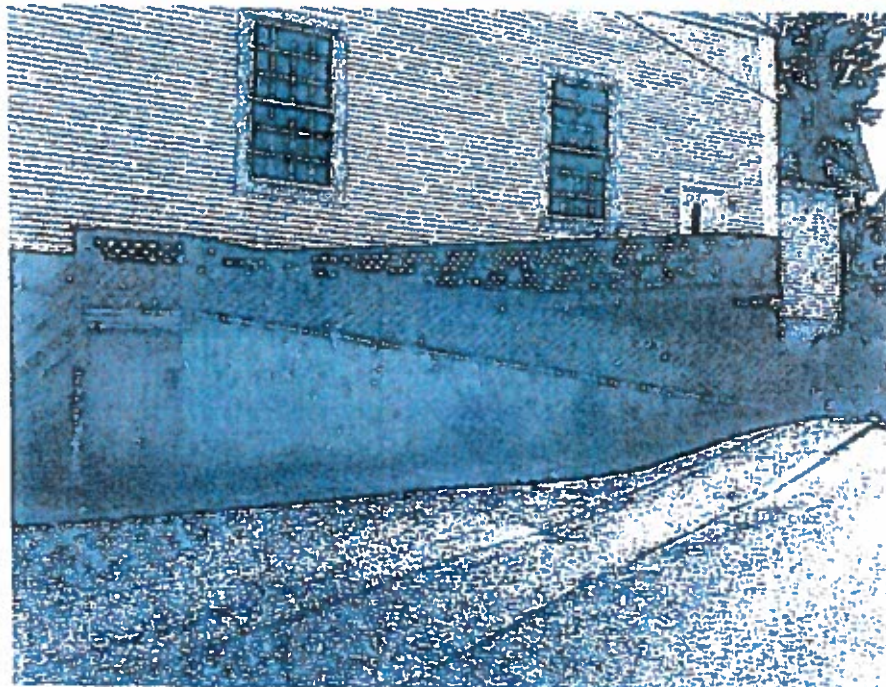
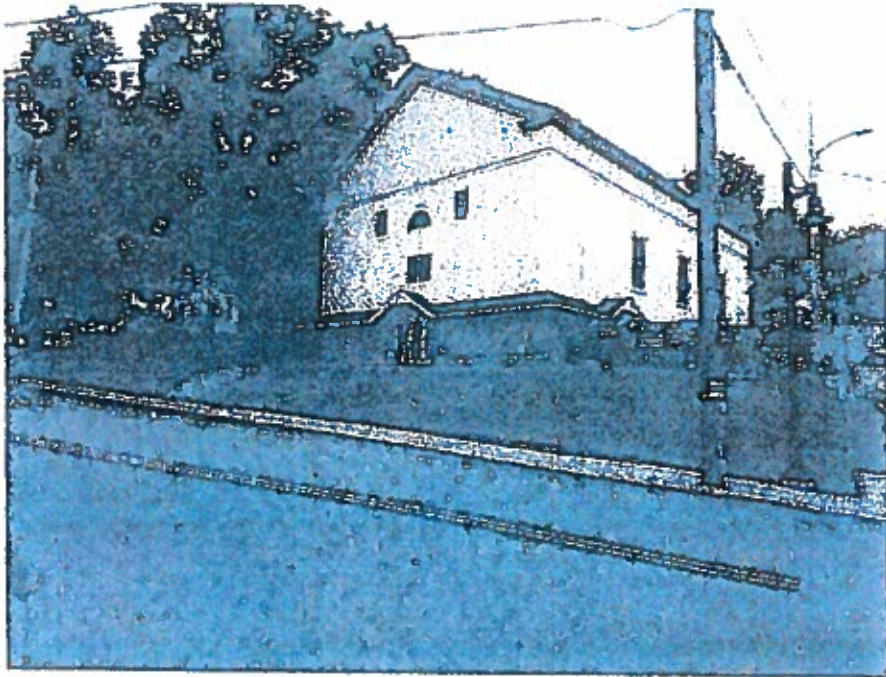
Reimbursable

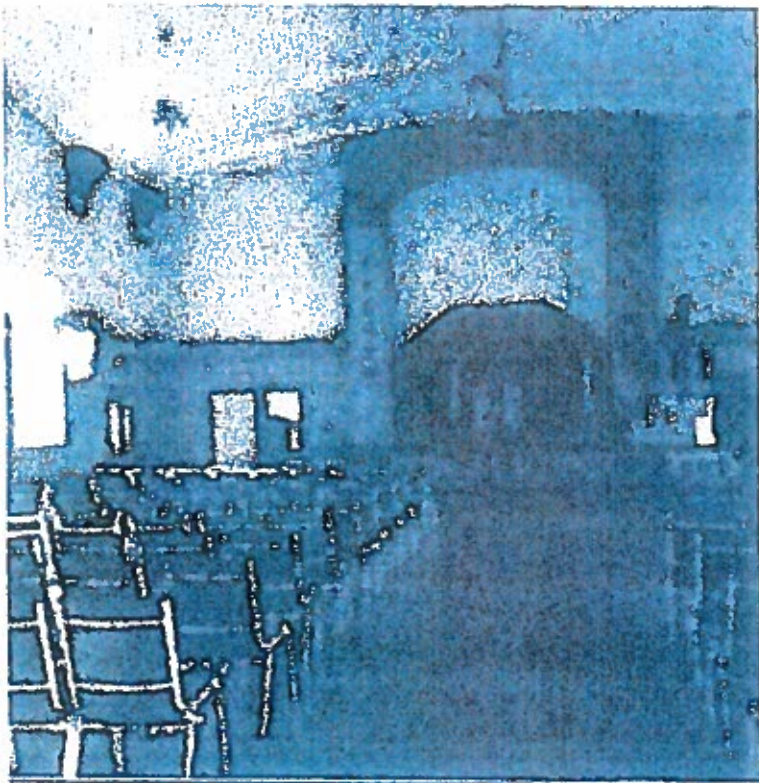
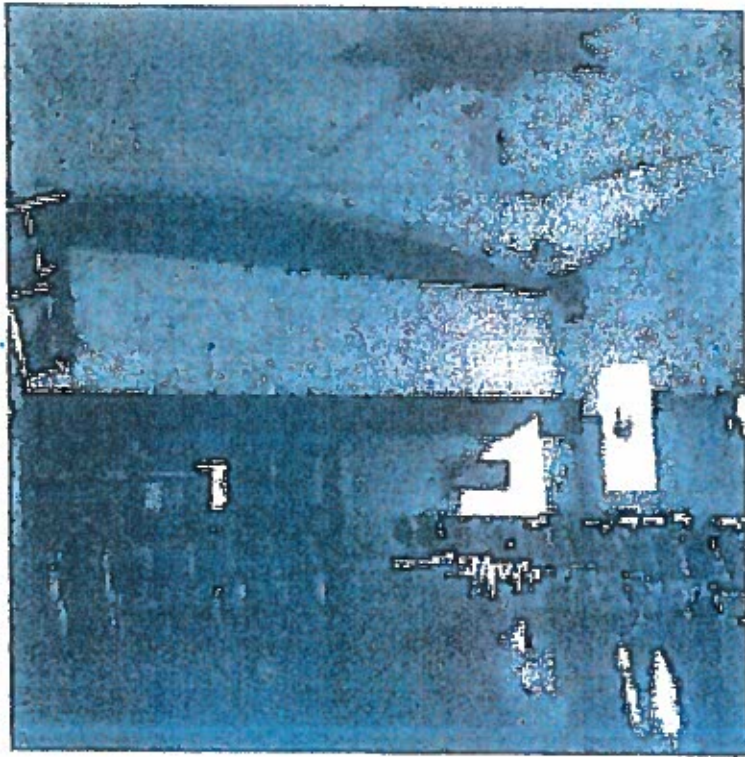
	Amount
Mileage	\$29.70
Total Reimbursable	\$29.70

A finance charge of 1.5% per month (18% annually) will be charged on balances over 30 days.

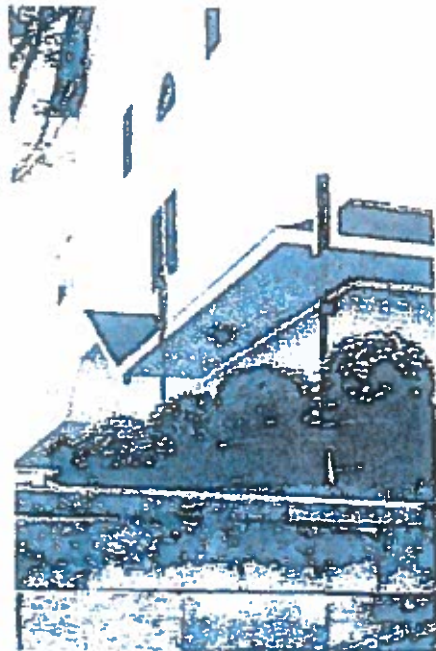
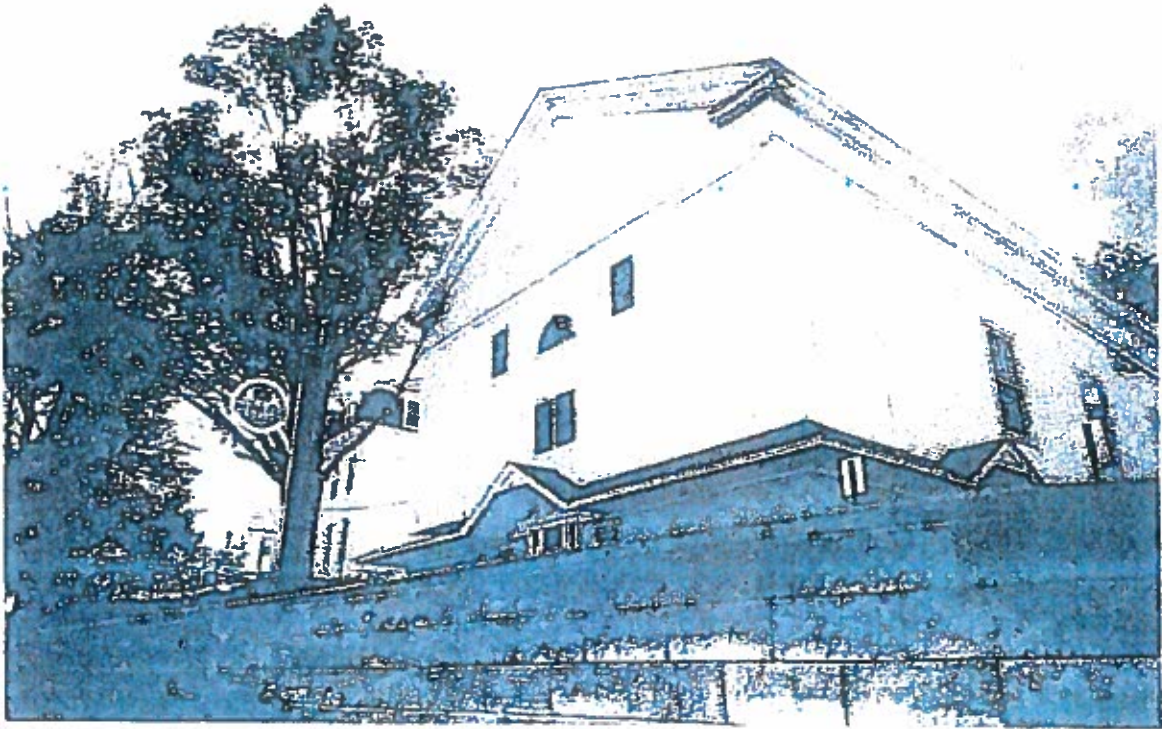
Project Photos

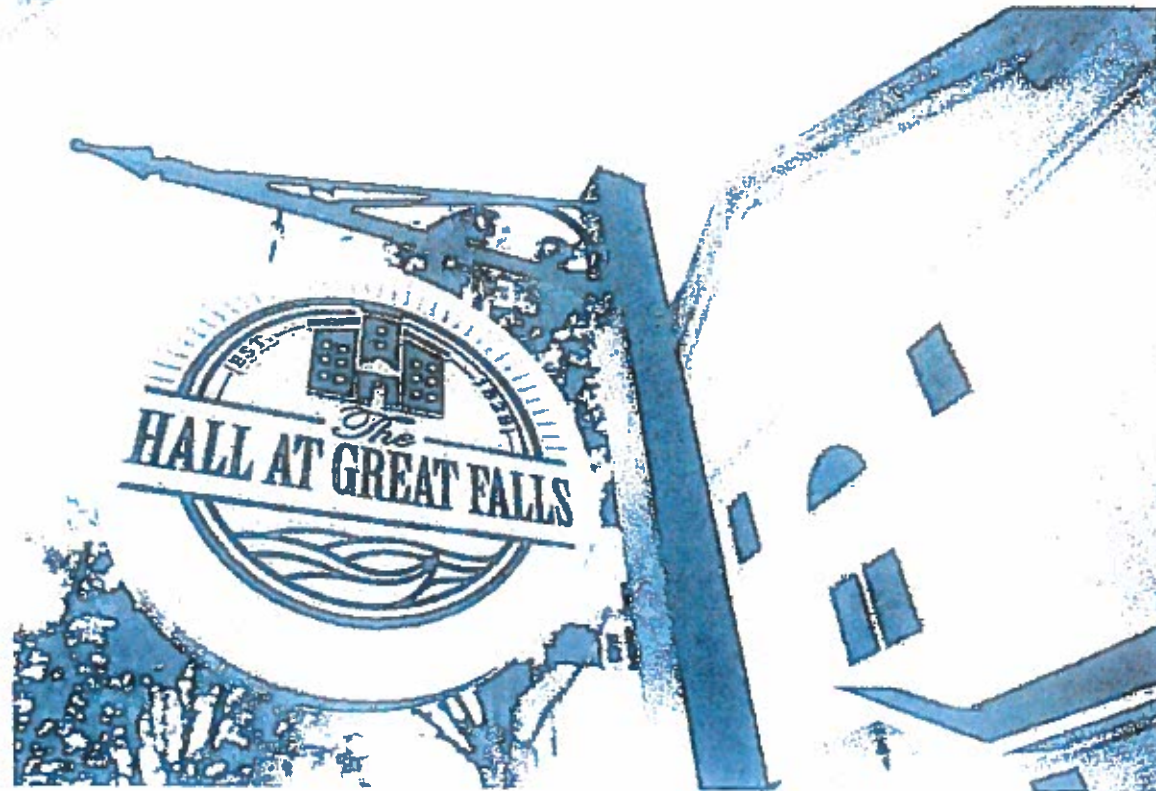
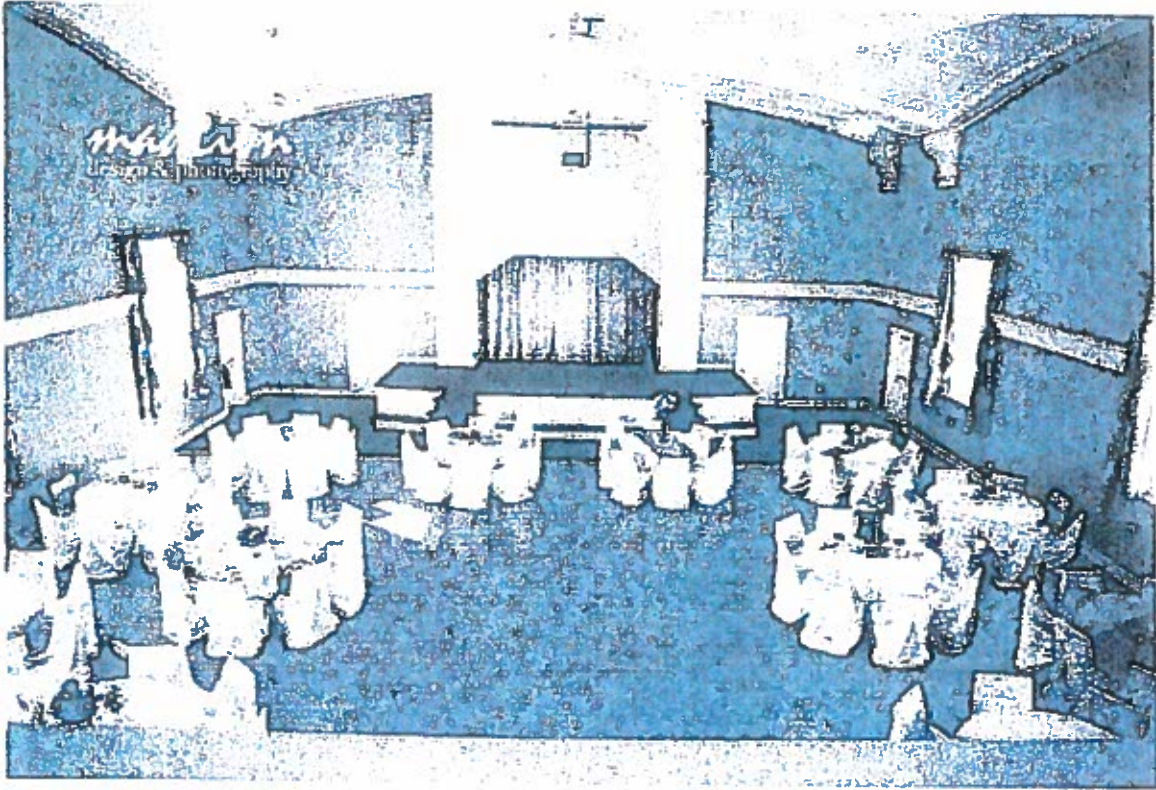
Pre-Renovation

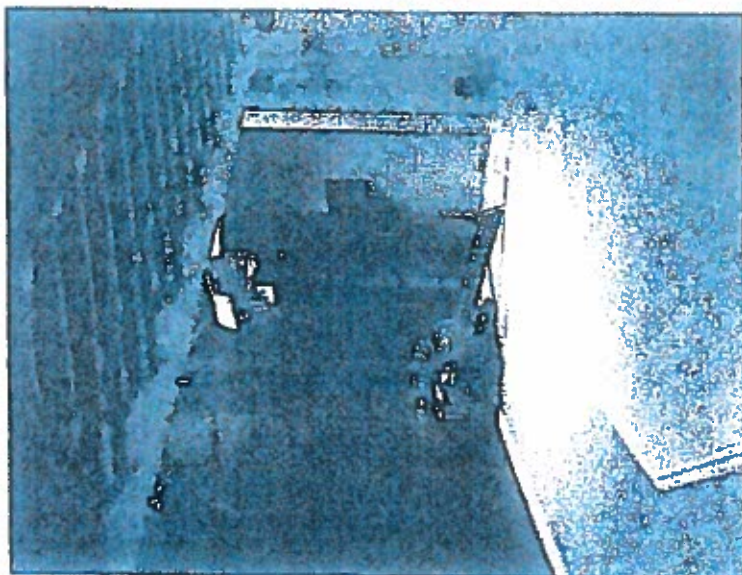
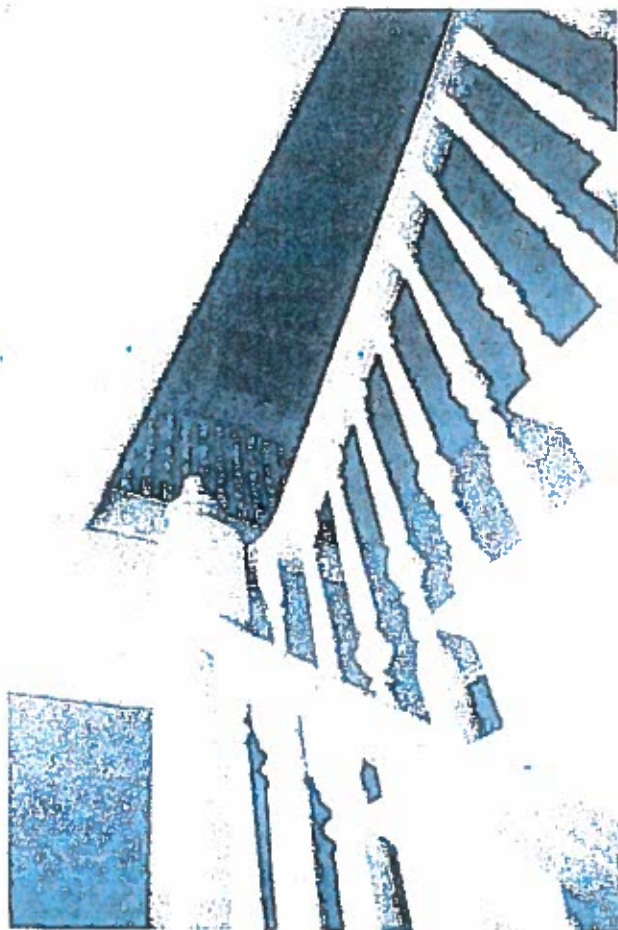


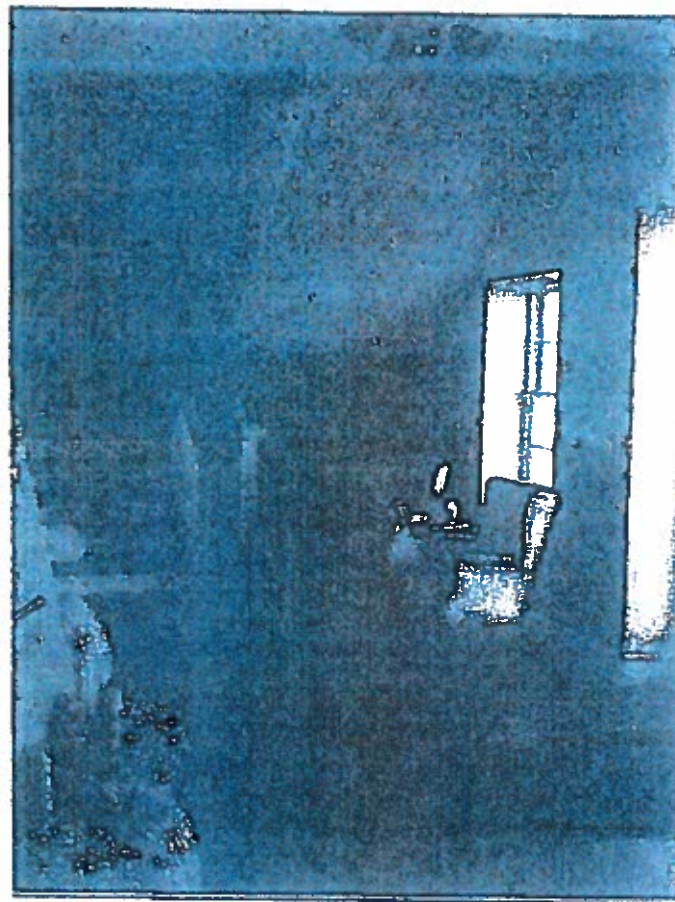
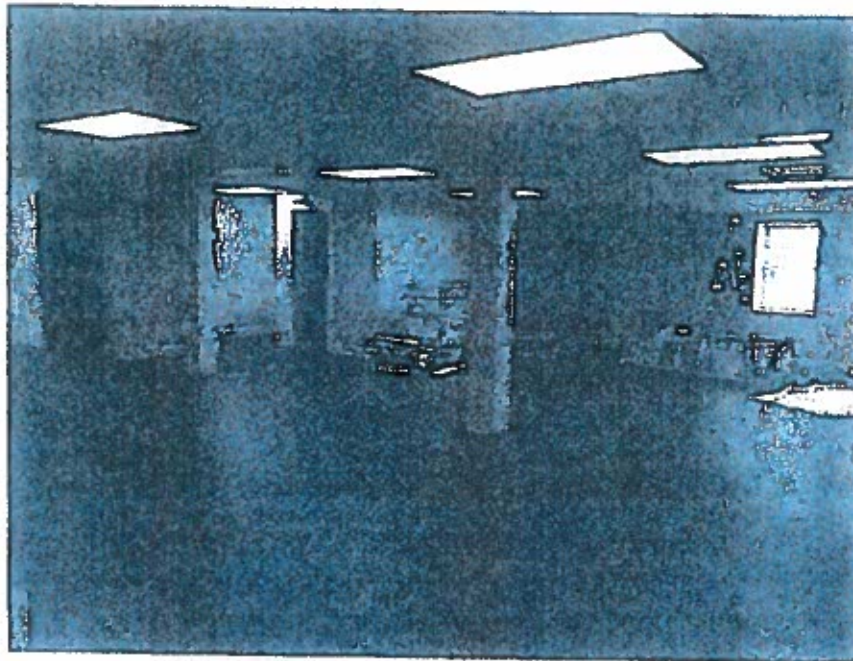


Post - Renovation











**All-Ways
Accessible®**
ELEVATORS & LIFTS
800-725-4387 • AWAlifts.com

Proposal

Proposal Number

00000554

All-Ways Accessible, Inc. is pleased to present the following proposal to supply and install

Created Date 5/18/2018

Expiration Date 6/18/2018

Opportunity Name The Hall at Great Falls- SL Straight

Account Name The Hall at Great Falls

Shipping Address 49 Market Street
Somersworth, NH 03879
United States

Phone 603-502-4764

Proposal forwarded Jason Berndtson
to:

All-Ways Accessible Contacts - 128 Hall St., Ste. F, Concord, NH 03301

Prepared By Heather Bos

Phone (603) 224-9226

Email heatherbos@awalifts.com

Fax (603) 224-9875

Product	Product Description
1- Stannah 600 Straight StairLift with Siena Seat:	Stannah 600 Straight StairLift with Siena Seat: 350 Pound Capacity One Hand Seatbelt On/Off Switch on Armrest Power Folding Footrest - Button on Arm Key Lock Easy Use controls on Armrest Safety Sensors on Footrest and Car Adjustable Seat Height Easy use / reach swivel seat levers Battery Operation Continuous Charging Waterproof Upholstery Upholstery Options Adjustable Seat Height Wireless Call/Send Controls Overspeed Device Folding Armrest On-Board Digital Diagnostics
Inspection for Commercial Application	Price includes costs associated with plans review and acceptance test with the state. Additional fees may be accessed to the building owner for operation certificates and other builder owner related items.
Model 600 Rail 8m (26'3" or 315")	Model 600 Rail 8m (26'3" or 315")

Subtotal

\$5,175.00





**All-Ways
Accessible®**
ELEVATORS & LIFTS
800-725-4387 • AWAlifts.com

Proposal

Proposal Number

C0000554

Tax

0.00

Grand Total

5,175.00

Warranty

Labor Warranty 1 year

Parts Warranty 2 yrs. on parts

Major Warranty Stannah-Stairlift Lifetime warranty on the motor/gearbox, requires registration. Five (5) yr. motor/gearbox if not registered. Per manufacturer's guidelines.

Payment Terms

50/40/10

Mobilization

0.00

Due Prior to placing equipment/Deposit

2,587.50

Due when equipment is delivered

2,070.00

Due upon inspection and/or turnover

517.50

Note: Proposal and pricing quoted herein are valid for 30 days. Credit Cards will not be accepted for purchases over \$5,000.00. Use of a credit card may be subject to an additional 2.5% charge.

Heather Bos

Elevator & Lift Specialist

Sara B Nadeau
Signature

7/2/18
Date

Sara B Nadeau
Please Print Name

Managing Member
Title

I am the authorized Buyer or the Buyer's agent and I have full authority to sign this agreement.
Signature above indicates that the signer has read, fully understands, and agrees to abide by all the terms & conditions included herein.





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Proposal

Proposal Number

00000554

TERMS AND CONDITIONS

General Job Details

- Painting and minor drywall patching of any kind is NOT included in this proposal.
- Bonds are not included in this proposal.
- If electrical supply lines for equipment or lighting are required, they will be supplied by others. See supplied drawings for details.
- Any underground piping or excavation (if required) to be provided by others.
- Protection of finished surfaces surrounding the lift system is the responsibility of the Contractor/Owner during installation.
- Storage of the elevator should the Owner/Contractor not be ready for installation upon arrival of the equipment. Seller agrees to store equipment or storage fees may apply.
- All permits, other than the elevator permit (if Required), will be the responsibility of others: this would include the Operations Certificate, Access Board, local building, fire and other required permits.
- All dimensions to be confirmed by builder/contractor on general layout drawings. Any deviation or alteration from specified work involving extra cost or labor will be executed upon signed written orders, and will become an extra charge over estimate. Manufacturer's site-specific drawings must be signed by the Contractor/Owner prior to placing equipment into production.
- If preparations are required to install the product, those shall be completed prior to the installation of the Product. Failure to do so may result in additional fees.
- If tie off is required, Contractor/Owner is responsible for placing an O.S.H.A. required pick point in the ceiling of the shaftway for tying off and a second pick point for hoisting the equipment into place. See salesperson for the location of pick point.
- Provisions for meeting the Davis Bacon Act (Prevailing Wage) are not included in this proposal unless specifically indicated.

Specific Details Pertaining to Wheelchair Lifts, Elevators and Dumbwaiters

- A legal hoistway, properly framed, enclosed, including a pit of proper depth provided with waterproofing and dewatering of pit(s), to be provided by others. Hoistway is to be used for elevator use only and not as a chase for other services. ***NOTE*** Seller is not responsible for removing any heat pipes, wires, ducting etc. that have been run in the hoistway wall.
- Adequate supports and foundations to carry the loads of all equipment, including floors, trap doors, grating, foundations, lighting, ventilation and heat to maintain the room at an ambient temperature of 50 degrees Fahrenheit minimum, 90 degrees Fahrenheit maximum, non condensing to be supplied by others.
- Adequate supports and foundations to carry the loads of all equipment, including support for guide rail brackets to be provided by others. See manufacturers specific drawings.
- The hoistway shaft and enclosure are to be constructed and furnished to enclose the lift in accordance with local building codes.
- The shaft shall allow for a uniform and level pit below the level of the bottom landing and adequate overhead above the floor landing of the top landing, as per drawings.
- Pit depth and overhead to be as required by the manufacturer, see manufacturers specific drawings.
- Shaft doorjams need to be flush to the inside of the shaft if GC is providing doors (Wheelchair Lifts Only).
- Shaft doors are to be solid core with proper fire rating and supplied by others if not indicated in this proposal.
- If thresholds (by others) are installed on the landings, they should not extend into shaftway.
- A working telephone line to the elevator controller, if a telephone is required to be provided by others.
- Flooring and/or installation of flooring outside of any shaftway or lift to be provided by others.
- A wall to the shaft-way will need to be left off to allow for the installation (Dumbwaiters Only).
- If fire service is required, coordination with alarm company and installation of an alarm system to be provided by others (LULAs Only).

Specific Details Pertaining to Patient Lift Systems

- Some investigation work may be required to locate the structure to which the lift system will attach. AWA will make an effort to fill these holes in the time allowed. A complete fill of these penetrations is NOT included in this proposal.
- No other equipment other than the equipment supplied is legally allowed to hang on the equipment.



- AWA will use its best judgment in determining concealed conditions. However, it is impossible to determine all concealed conditions during the estimation process. If during or prior to the installation a condition is uncovered that requires more labor or materials to complete the installation, there will be additional costs. Some of the concealed issues could be but are not limited to, buried electrical wires, hidden plumbing pipes, unusual construction framing methods and ductwork.

NOTE: All slings are non-returnable or have a 30% restocking fee if unopened.

General Terms and Conditions

1. GENERAL: This contract constitutes the entire understanding between the parties and no other understanding, collateral or otherwise, shall be binding unless in writing and signed by both parties. Any additional work not covered under this contract must be requested through the office and will be addressed by a change order signed by both parties. Change orders may delay completion date and are payable 100% upon signing.

This contract is binding upon heirs, executors, administrators, successors, and assigns of the Buyer, however, the obligations of the Seller pursuant to the contract shall pertain to the Buyer only and no other party whatsoever and the obligations of the Seller pursuant to the contract shall not be assigned to any other party whatsoever, without the express written permission and approval of the Seller. Any and all costs incurred by the Seller to collect payments from the Buyer or to otherwise enforce the terms of this contract, including reasonable attorney's fees, shall be recoverable from the Buyer and reimbursed to the Seller by the Buyer.

This contract shall not be valid until such time as the contract has been signed by the Buyer or the Buyer's legal representative and received by the Seller along with the Buyer's deposit if required by the terms.

The Seller shall not be liable for damages resulting from or for any delay or inability to perform due to strikes, fire, acts of God, other natural causes (including weather conditions), acts of public authorities or enemies, availability of materials, or any other cause beyond the control of the Seller.

The Buyer understands that it is his/her responsibility to review his/her property insurance in relation to this contract. Materials and/or equipment become the responsibility of the Buyer once installed on the premises. If any portion of this contract is deemed unenforceable for any reason, the remaining portion shall remain in full force and effect.

The determination as to whether an architect, engineer or manufacturer's design and/or specifications will be suitable for use in a specific job is the sole responsibility of the Buyer.

Seller shall not be liable for any loss or damages to Buyer resulting from delays in production or delivery attributable to equipment manufacturer's transportation or other causes beyond the control of Seller.

All installation, warranty, and contract service calls will be performed during normal working hours of 8a - 5p Monday Through Friday. The seller cannot be held responsible for code changes that occur after the date this contract is signed. Buyer agrees to pay any additional charges for labor and/or equipment due to a code change. Seller agrees to provide documentation of any such code changes. Seller shall not be held responsible for concealed issues. Additional charges may apply if a concealed issue presents itself during installation of any equipment or service.

Applicable sales tax will be charged on all products sold in the states of Maine, Vermont, and Massachusetts. Sales tax can only be excused when an exemption certificate has been provided by the Buyer.

#Provisions for meeting the Davis Bacon Act (Prevailing Wage) are not included in this proposal unless specifically indicated.

2. FINAL PAYMENT: The final payment, in accordance with the payment terms stated above, is due when the equipment passes a state inspection, should it be required by law, or when the Seller turns over the equipment to the Buyer. For purposes of this contract, turnover occurs when the equipment is installed and running.

3. CLAIMS: Any controversy/claim arising out of or relating to this contract, shall be settled by final and binding arbitration before a single arbitrator in accordance with Commercial Arbitration Rules of the American Arbitration Association. All arbitration proceedings shall be held in New Hampshire. Upon issuance of an award by the arbitrator, either party may reduce the arbitrator's award to a Judgment by filing a copy of the arbitrator's award in any court of competent jurisdiction.



4. TERMINATION: Prior to any equipment being placed on order, any and all payments made to Seller are forfeit and non-refundable if this agreement is terminated by the Buyer. After equipment has been ordered, the Buyer agrees to pay Seller 90% of the contract price to cover the cost of equipment, materials ordered, site visits performed, less any deposits received. Terminations must be made in writing; provisions of the termination go into effect upon receipt of the written termination. Seller may terminate this contract in the event of default by the Buyer of any term or condition of this contract and failure of the buyer to cure such default within (5) days of written notice of default thereof from the Seller.

5. LIMITED WARRANTY: The Seller warrants that the installation of the product(s) specified in this contract shall be of workmanlike quality and shall be in accordance with the applicable codes and regulations governing such installations. Provided the Buyer is in full compliance with this contract and its payment provision, the Seller shall remedy any defects, excluding normal wear and tear, due to faulty Seller supplied materials or workmanship which appear within a period of 1 year from the date of inspection and/or Turn Over. With respect to Seller supplied materials and equipment, any warranty furnished by the manufacturer will be available to the Buyer. This limited warranty is in lieu of and excludes any other warranty, express, implied or otherwise. This limited warranty applies to the Buyer only, and to no other party whatsoever. The Seller's sole obligation with respect to defective materials or workmanship under this warranty shall be, at its option, to repair or replace such materials or to otherwise remedy deficiencies in the work performed within a reasonable time following notification from the Buyer. The Seller shall not be liable to the Buyer for consequential damages of any nature on claims made under this limited warranty. The warranty on parts and labor is only in effect as long as the planned maintenance has been performed at prescribed intervals.

The Seller shall not be liable for materials or workmanship that the buyer alleges is defective and has been repaired or altered by someone other than the seller, or where the Buyer fails to notify the Seller of the alleged defect (s) within the warranty period. Except as specifically provided herein, the Seller makes no express or implied warranty, including but not limited to the implied warranties of merchantability and fitness for a particular purpose (to the extent such warranties are deemed to apply).

6. LIABILITY: The sole remedy for breach of any and all warranties and the sole remedy for the contractor's liability of any kind with respect to the work performed or materials provided hereunder, or any other performance by the contractor, shall be limited to the remedies provided herein. The Buyer agrees that the Seller shall not be liable for any special, incidental, indirect or consequential damages, or for specific performance. In no event shall the contractor's liability for damages, regardless of the form of action, exceed the total amount paid by the Buyer for work performed and materials provided by the Seller pursuant to this contract.

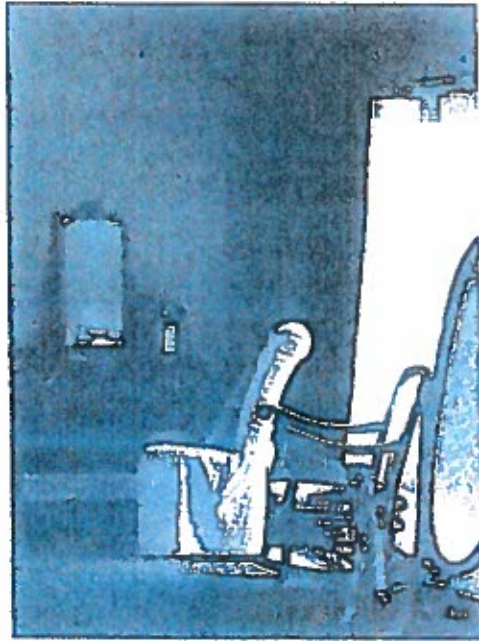
7. GOVERNING LAW: This contract shall be governed, construed, and controlled by New Hampshire law.

8. RESIDENTIAL CONSTRUCTION DEFECT RESOLUTION PROCESS:
NEW HAMPSHIRE LAW, RSA 359-G, CONTAINS IMPORTANT REQUIREMENTS YOU MUST FOLLOW BEFORE YOU MAY FILE A LAWSUIT OR OTHER ACTION FOR DEFECTIVE CONSTRUCTION AGAINST THE CONTRACTOR WHO CONSTRUCTED, REMODELED, OR REPAIRED YOUR HOME. SIXTY DAYS BEFORE YOU FILE YOUR LAWSUIT OR OTHER ACTION, YOU MUST SERVE ON THE CONTRACTOR A WRITTEN NOTICE OF ANY CONSTRUCTION CONDITIONS YOU ALLEGE ARE DEFECTIVE. UNDER THE LAW, A CONTRACTOR HAS THE OPPORTUNITY TO MAKE AN OFFER TO REPAIR AND/OR PAY FOR THE DEFECTS. THERE ARE STRICT DEADLINES AND PROCEDURES UNDER STATE LAW, AND FAILURE TO FOLLOW THEM MAY AFFECT YOUR ABILITY TO FILE A LAWSUIT OR OTHER ACTION.

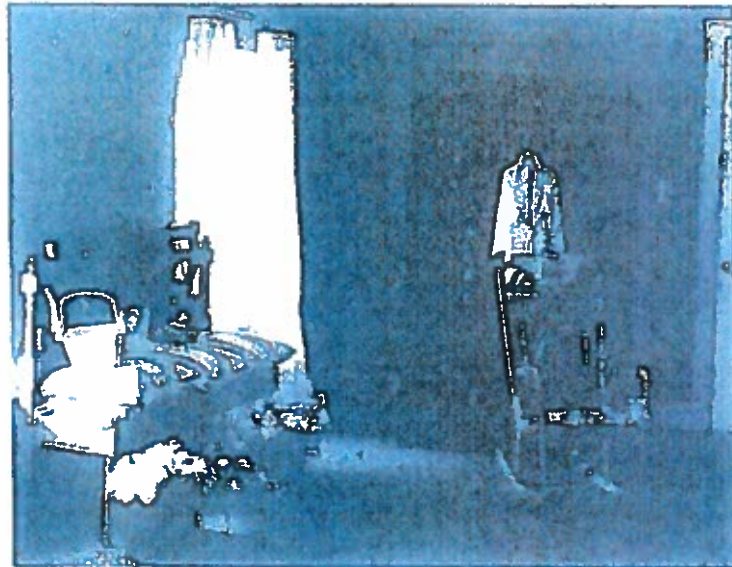


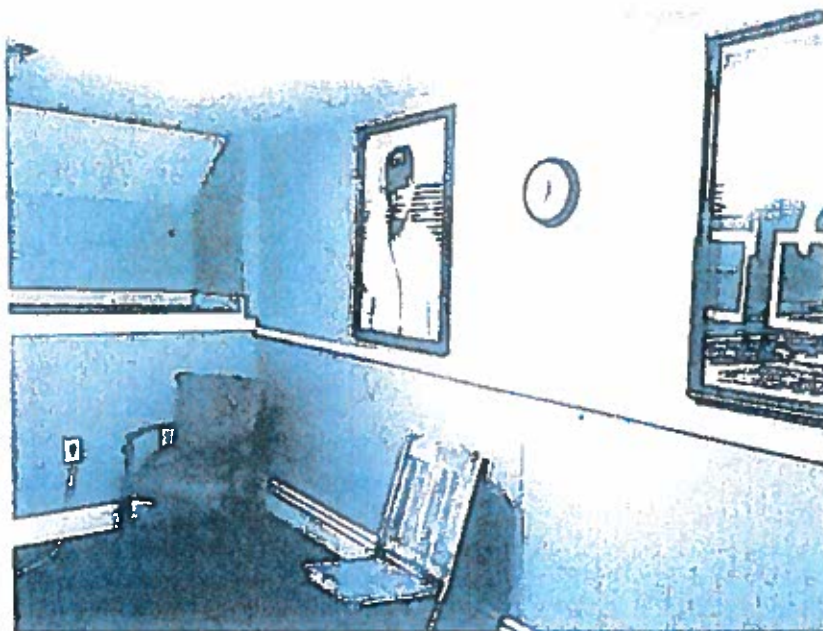


PHOTOS OF MAJOR COMPLETED WORK POST – NOVEMBER 6, 2017

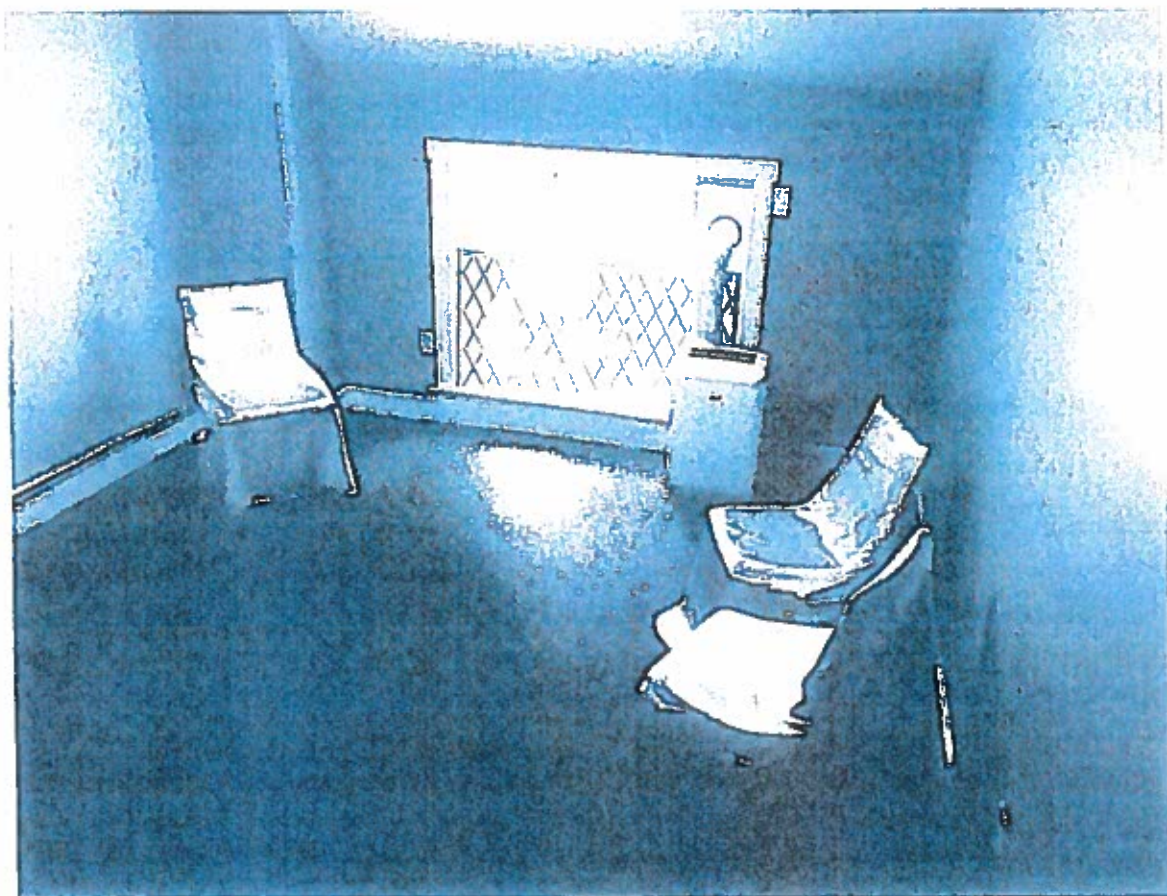


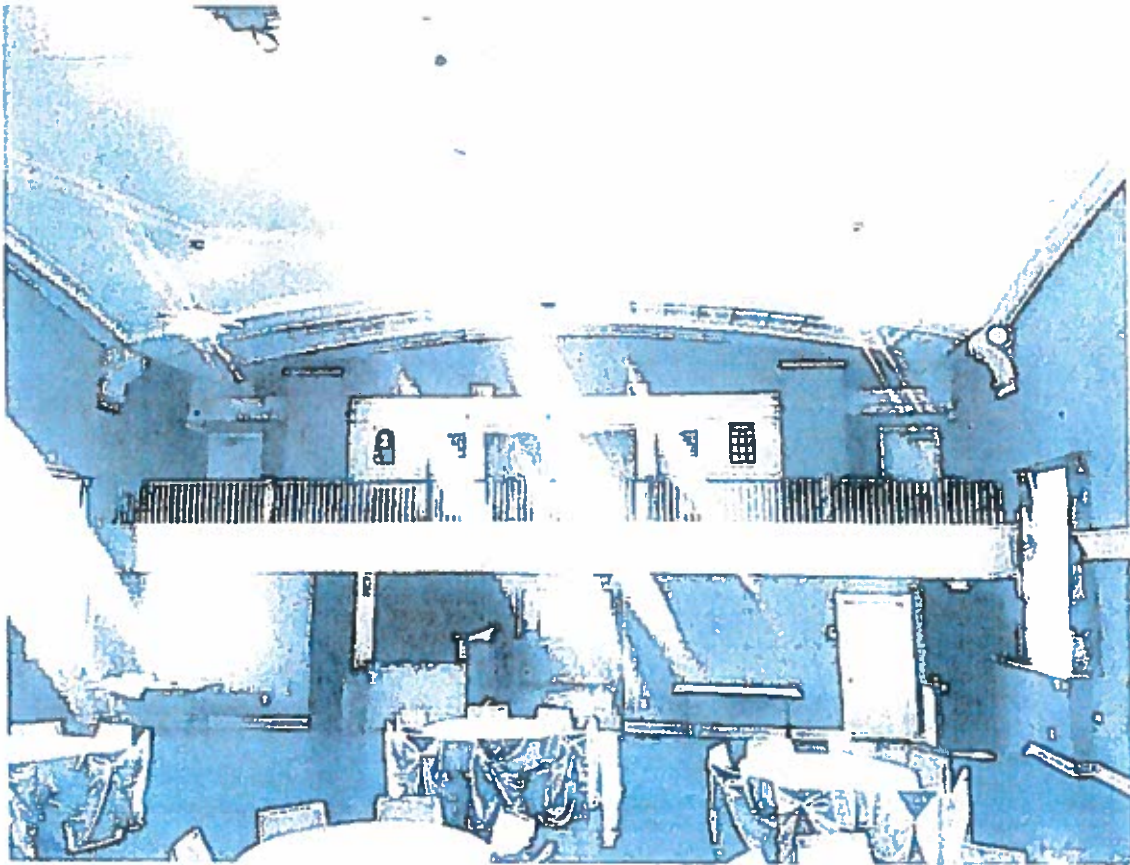
Bridal Suite



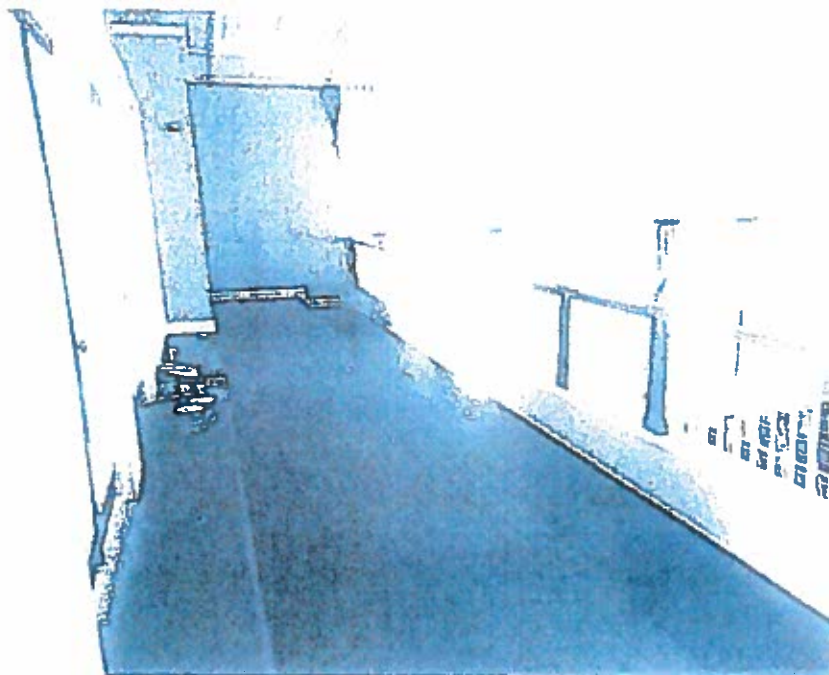


Groom's Suite





Balcony Restoration, Bar Installation & Refinished Floors



Balcony Restoration



Sod Preparation & Installation

SAMPLE

CITY OF SOMERSWORTH, NH
COVENANT TO PROTECT PUBLIC BENEFIT
Per RSA 79-E:8 (Community Revitalization Tax Relief Incentive)

335-337 Main Street LLC with a mailing address of 98 Fairview Ave. Portsmouth, NH 03801-3563 (hereafter referred to, collectively, if appropriate, as "GRANTOR") owner(s) of property situate at 67-73 High Street, Somersworth, NH (hereinafter referred to as the "PROPERTY"), for itself and for its successors an assigns, for consideration of tax relief granted to GRANTOR by GRANTEE pursuant to the provisions of RSA 79-E, agree to the following Covenants imposed by the City of Somersworth, (hereinafter referred to as "GRANTEE"), One Government Way, Somersworth, County of Strafford, State of New Hampshire.

These Covenants are made in exchange for property tax relief granted with respect to the PROPERTY as a result of the substantial rehabilitation of the PROPERTY to be accomplished by the GRANTOR in accordance with GRANTOR'S proposal (specific approved scope of work is shown in the "COMMUNITY TAX RELIEF INCENTIVE APPLICATION" dated _____ and submitted by the GRANTOR) approved by GRANTEE on _____.

This Covenant is to protect the public benefit in accordance with the provisions of RSA 79-E for a term of seven years (5 years for the substantial rehabilitation of the property plus 2 years for creating a new non-subsidized residential unit), beginning on _____ of the first tax year commencing immediately after the completion of the rehabilitation work. Notwithstanding the foregoing, the contemplated tax relief shall be null and void if the proposed rehabilitation work is not completed by _____.

The PROPERTY is designated GRANTEE'S Tax Map 11, Lot 63 in the City of Somersworth. For further reference to GRANTOR'S title see deed recorded at Book 4196, Page 0721, Strafford County Registry of Deeds.

The GRANTEE agrees that the PROPERTY, if substantially rehabilitated in accordance with GRANTOR'S proposal approved GRANTEE on _____ provides a demonstrated public benefit in accordance with the provisions of RSA 79-E:7 inasmuch as the substantial rehabilitation of said property:

1. Enhances the economic vitality of downtown; and
2. Promotes development of municipal centers, providing for efficiency, safety and a greater sense of community consistent with RSA 9-B.
3. Creates a new, non-subsidized residential unit.

The terms of the Covenant which is hereby granted by the GRANTOR to the GRANTEE with respect to the above described PROPERTY are to be co-extensive with the tax relief period are as follows:

GRANTOR'S COVENANTS:

REHABILITATION OF PROPERTY. The Grantor agrees to substantially rehabilitate the PROPERTY during the term of this Agreement in accordance with the GRANTOR'S proposal approved by GRANTEE on _____. The substantial rehabilitation contemplated by GRANTOR'S proposal approved by GRANTEE on _____ shall be completed by the GRANTOR on or before _____. All of the work on the attached scope of work must be completed in order for the tax relief to take effect. If only some of the work on the attached scope of work is completed prior to _____, then the PROPERTY shall be fully assessed for the value of that work during the tax years(s) commencing_____.

MAINTENANCE OF THE PROPERTY. The GRANTOR agrees to maintain, use and keep the structure in a condition that furthers the public benefits for which the tax relief was granted and accepted during the term of the tax relief under RSA 79-E.

REQUIRED INSURANCE, USE OF INSURANCE PROCEEDS, AND TIMEFRAME TO REPLACE OR REMOVE DAMAGED PROPERTY. The GRANTOR agrees and is required to obtain and maintain casualty insurance, as well as flood insurance, if appropriate. The GRANTEE requires a lien against proceeds for any insurance claims to ensure proper restoration or demolition of any damaged structures and property. The GRANTEE further requires that the restoration or demolition commence within one year following any insurance claim incident; otherwise the GRANTOR shall be subject to the termination provisions set forth in RSA 79-E:9, I.

RECORDING. The GRANTEE agrees to and shall provide for the recording of this covenant with the Strafford County Registry of Deeds. It shall be a burden upon the PROPERTY and bind all transferees and assignees of such PROPERTY. The GRANTOR will be solely responsible for payment of the recording fees.

ASSESSMENT OF THE PROPERTY. The GRANTEE agrees that the PROPERTY shall be assessed during the term of the Tax Relief Granted based on the value of the property and all such improvements in place as of _____ or such other value utilized by the Assessor to address improvements not covered by RSA 79-E. If terms of these covenants are not met, the Property Tax Relief will be discontinued. Furthermore, the GRANTEE will assess all taxes to the owner as though no tax relief was granted, with interest in accordance with RSA 79-E:9, II.

EXPIRATION, CONSIDERATION.

- I. EXPIRATION. Upon final expiration of the terms of the tax relief and associated covenants the tax assessment will convert to the then full fair market value and those covenants will be concluded.
- II. CONSIDERATION. The Tax Collector shall issue a summary receipt to the owner of such PROPERTY and a copy of the governing body of the City of Somersworth for the sums of tax relief accorded during the term of this Agreement. The local governing body shall, upon receiving a copy of the above-mentioned consideration, execute a release of the Covenant to

the GRANTOR who shall record such a release with the Strafford County Registry of Deeds. A copy of such release or renewal shall also be sent to the local assessing official.

- III. MAINTENANCE OF STRUCTURE. If, during the term of the tax relief, the GRANTOR shall fail to maintain the structure in conformity with the foregoing agreement, or shall cause the structure (s) to significantly deteriorate or be demolished or removed, the covenants shall be terminated and a penalty shall be assessed in accordance with RSA 79-E:9.

ENFORCEMENT. If a breach of this Covenant is brought to the attention of the GRANTEE, the GRANTEE shall notify the GRANTOR, in writing of such breach, which notification shall be delivered in hand or by certified mail, return receipt requested to the GRANTOR.

The GRANTOR shall have 30 days after receipt of such notice to undertake those actions, including restorations, which are reasonably calculated to cure the said breach and to notify the GRANTEE thereof.

If the GRANTOR fails to take such curative action, the GRANTEE may undertake any actions that are reasonably necessary to cure such breach, and the cost thereof, including GRANTEE'S expenses, court costs and legal fees, shall be paid by the GRANTOR, provided the said GRANTOR is determined to be directly or indirectly responsible for the breach.

The GRANTOR, by accepting and recording this Covenant to the GRANTOR agrees to be bound by and to observe and enforce the provisions hereof and assumes the rights and responsibilities herein provided for and incumbent upon the GRANTEE, all in furtherance of the purpose for which this Tax Relief and associated Covenant is delivered.

CHAPTER 31

COMMUNITY REVITALIZATION TAX RELIEF INCENTIVE

State Law References: Community Revitalization Tax Relief Incentive, RSA 79-E, State Economic Growth, Resource Protection and Planning Policy, RSA 9-B, Appraisal of Taxed Property, RSA 75:1, Collection of Taxes, RSA 80:1-80:42-a, and Administrative Procedure Act, RSA 541-A.

Section Declaration of Public Benefit

- A. It is declared to be a public benefit to enhance Somersworth's Downtown Revitalization District with respect to economic activity, cultural and historic character, sense of community, and in-town residential uses that contribute to economic and social vitality.
- B. It is further declared to be a public benefit to encourage the rehabilitation of underutilized structures in the downtown as a means of encouraging growth of economic, residential, and municipal uses in a more compact pattern, in accordance with RSA 9-B.
 - 1. In instances where a qualifying structure is determined to possess no significant historical, cultural, or architectural value and for which the City Council makes a specific finding that rehabilitation would not achieve one or more of the public benefits established in Chapter 31, Section 7 to the same degree as the replacement of the underutilized structure with a new structure, the tax relief incentives provided under this chapter may be extended to the replacement of an underutilized structure in accordance with the provisions of this chapter.
- C. Short-term property assessment tax relief and a related covenant to protect public benefit as provided under this ordinance are considered to provide a demonstrated public benefit if they encourage the substantial rehabilitation and use of qualifying structures, or in certain cases, the replacement of a qualifying structure, as defined in this ordinance .

Section 2 Tax Relief Authority

The City of Somersworth hereby adopts RSA 79-E in the manner specified under RSA 79-E:3. In addition, the City has modified the incentive program to best suit the needs of the City and its constituents.

Section 3 Definitions

In the interpretation and enforcement of this article, all words other than those defined specifically below shall have the meanings implied by their context in the ordinance or the ordinarily accepted meanings. For the purpose of this ordinance, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

Covenant. A formal and legally binding agreement or contract such as a lease, or one of the clauses in an agreement of this kind.

Qualifying Structure. A building located in the Downtown Revitalization District as depicted on the Official RSA 79:E Map of the City of Somersworth dated February 2013 and incorporated herein as Appendix A.

Replacement. The demolition or removal of a qualifying structure and the construction of a new structure on the same lot.

Substantial Rehabilitation. Rehabilitation of a qualifying structure which costs at least 15 percent of the pre-rehabilitation assessed valuation or at least \$75,000, whichever is less.

Tax increment finance district. Any district established in accordance with the provisions of NH RSA 162-K.

Tax Relief. A period of time, as determined by the City Council in accordance with this ordinance, the property tax on a qualifying structure shall not increase as a result of the substantial rehabilitation thereof.

Tax Relief Period. The finite period of time during which the tax relief will be effective, as determined by the City Council pursuant to Chapter 19, Sec. 19-20.

Section 4 Community Revitalization Tax Relief Incentive

- A. An owner of a qualifying structure who intends to substantially rehabilitate or replace such structure may apply to the City Council through the Department of Development Services. The applicant shall file a complete application form including the address of the property, a description of the intended rehabilitation or replacement, any changes in use of the property resulting from the rehabilitation or replacement, and submit the required non-refundable application fee of \$50.
 1. In order to assist the City Council with the review and evaluation of an application for replacement of a qualifying structure, an owner shall submit to the City Council as part of the application, a New Hampshire Division of Historical Resources Individual Resource Inventory Form, prepared by a qualified architectural historian and if the qualifying structure is located within a designated historic district established in accordance with NH RSA 674:46, a letter from the Somersworth Historic District Commission that identifies any and all historical, cultural, and architectural value of the structure or structures that are proposed to be replaced and the property on which the structure(s) are located. The application for tax relief shall not be deemed to be complete and the City Council shall not schedule the public hearing on the application for replacement of a qualifying structure as required under NH RSA 79-E:4,II until the inventory form and letter, as well as other required information, have been submitted.
- B. Upon receipt of an application, the application will be reviewed by the Director of Planning and Community Development and any other City official deemed appropriate by the Director for any compliance issues. The applicant must satisfactorily answer any questions they may have for the application to be deemed complete.

- C. The City Council will hold a duly noticed public hearing to take place no later than 60 days from receipt of an application, to determine whether the structure at issue is a qualifying structure; whether the proposed rehabilitation qualifies as substantial rehabilitation; and whether there is a public benefit to granting the requested tax relief and, if so, for what duration.
- D. No later than 45 days after the public hearing, the City Council shall render a decision granting or denying the requested tax relief and, if so granting, establishing the tax relief period.
- E. The City Council may grant the tax relief, provided:
 - 1. The City Council grants the request by a majority vote; and
 - 2. The City Council finds a public benefit under Chapter 31, Section 7; and
 - 3. The specific public benefit is preserved through a covenant under Chapter 31, Section 8; and
 - 4. The City Council finds that the proposed use is consistent with the municipality's master plan and development regulations; and
 - 5. In the case of a replacement, the City Council specifically finds that the Somersworth Historic District Commission has determined that the replaced qualifying structure does not possess significant historical, cultural, or architectural value, the replacement of a qualifying structure will achieve one or more of the public benefits identified in Chapter 31, Section 7 to a greater degree than the renovation of the underutilized structure, and the historical, cultural, or architectural resources in the community will not be adversely affected by the replacement.
- F. If the City Council grants the tax relief, they shall identify the specific public benefit achieved under Chapter 31, Section 7 and shall determine the precise terms and duration of the covenant to preserve the public benefit under Chapter 31 Section 8.
- G. If the City Council, in its discretion, denies the application for tax relief, such denial shall be accompanied by a written explanation. The City Council's decision may be appealed either to the board of tax and land appeals or the superior court in the same manner as provided for appeals of current use classification pursuant to RSA 79-A:9 or 79-A:11 provided, however, that such denial shall be deemed discretionary and shall not be set aside by the board of tax and land appeals or the superior court except for bad faith or discrimination.
- H. The City Council shall have no obligation to grant an application for tax relief for properties located within a tax increment finance district when the City Council determines, in its sole discretion, that the granting of tax relief will impede, reduce, or negatively affect:
 - 1. The development program or financing plans for such tax increment finance districts; or
 - 2. The ability to satisfy or expedite repayment of debt service obligations incurred for a tax increment finance district; or
 - 3. The ability to satisfy program administration, operating, or maintenance expenses within a tax increment financing district.

Section 5 Duration of Tax Relief Period

A. The City Council may grant such tax assessment relief for a period of up to 5 years, beginning with the completion of the substantial rehabilitation.

1. For the approval of a replacement of a qualifying structure, the City Council may grant such tax assessment relief for a period of up to five years, beginning only upon the completion of construction of the replacement structure. The City Council may, in its discretion, extend such additional years of tax relief as provided for under this section, provided that no such additional years of tax relief may be provided prior to the completion of construction of the replacement structure. For the purposes of this section, the issuance of a Certificate of Occupancy shall constitute completion of construction. The municipal tax assessment of the replacement structure and the property on which it is located shall not increase or decrease in the period between the approval by the City Council for the replacement structure and the time the owner completes construction of the replacement structure and grants to Somersworth the covenant to protect the public benefit as required by this chapter. The City Council may not grant any tax assessment relief under this chapter with respect to property and structures for which an election has been made for property appraisal under NH RSA 75:1-a.

B. The City Council may, in its discretion, add up to an additional 2 years of tax relief for a project that results in new non-subsidized residential units if the rehabilitation is done in conjunction with the retail/commercial portion of the building.

Tax relief for the rehabilitation of upper floor non-subsidized, non-single family residential units, as a stand-alone project, will be eligible for tax relief for a period of 2 years.

C. The City Council may, in its discretion, add up to an additional 4 years of tax relief for the substantial rehabilitation of a qualifying structure that is listed on or determined eligible for listing on the National Register of Historic Places, state register of historic places, or is located within and important to a locally designated historic district, provided that the substantial rehabilitation is conducted in accordance with the U.S. Secretary of Interior's Standards for Rehabilitation.

Section 6 Resumption of Full Tax Liability

Upon expiration of the tax relief period, the property shall be taxed at its market value in accordance with RSA 75:1.

Section 7 Public Benefit

The proposed substantial rehabilitation must provide at least one of the following public benefits in order to qualify for tax relief under this ordinance:

A. It enhances the economic vitality of the downtown;

- B. It enhances and improves a structure that is culturally or historically important on a local, regional, state, or national level, either independently or within the context of an historic district in which the building is located; or
- C. It promotes development of compact and vibrant municipal centers, providing for efficiency, safety, and a greater sense of community, consistent with RSA 9-B.
- D. It increases non-subsidized residential housing in the Downtown Revitalization District.

Section 8 Covenant to Protect Public Benefit

- A. Tax relief for the substantial rehabilitation or replacement of a qualifying structure shall be effective only after a property owner grants to the municipality a covenant ensuring that the structure shall be maintained and used in a manner that furthers the public benefits for which the tax relief was granted and as otherwise provided in this chapter.
- B. The covenant shall be coextensive with the tax relief period. The covenant may, if required by the City Council, be effective for a period of time up to twice the duration of the tax relief period.
- C. The covenant shall include provisions requiring the property owner to obtain and maintain a certificate of occupancy for the duration of the tax relief period.
- D. The covenant shall include provisions requiring the property owner to obtain casualty insurance, and flood insurance if appropriate. The covenant may include, at the City Council's sole discretion, a lien against proceeds from casualty and flood insurance claims for the purpose of ensuring proper restoration or demolition of damaged structures and property. If the property owner has not begun the process of restoration, rebuilding, or demolition of such structure within one year following damage or destruction, the property owner shall be subject to the termination of provisions set forth in Chapter 31, Section 9.
- E. To protect public benefit, the City Council shall provide for the recording of the covenant with the registry of deeds. It shall be a burden upon the property and shall bind all transferees and assignees of such property.
- F. The applicant shall pay any reasonable expenses incurred by the municipality in the drafting, review, and/or execution of the covenant. The applicant also shall be responsible for the cost of recording the covenant.

Section 9 Termination of Covenant; Reduction of Tax Relief; Penalty

- A. If the owner fails to maintain or utilize the building according to the terms of the covenant, or fails to restore, rebuild, or demolish the structure following damage or destruction as provided in Chapter 31, Section 8 D, the City Council shall, after a duly noticed public hearing, determine whether and to what extent the public benefit of the rehabilitation or replacement has been diminished and shall determine whether to terminate or reduce the tax relief period in accordance with such determination. If the covenant is terminated, the City Council shall assess all taxes to the owner as though no tax relief was granted, with interest in accordance with paragraph B.
- B. Any tax payment required under paragraph A shall be payable according to the following procedure:

1. The commissioner of the department of revenue administration shall prescribe and issue forms to the local assessing officials for the payment due, which shall provide a description of the property, the market value assessment according to RSA 75:1, and the amount payable.
2. The prescribed form shall be prepared in quadruplicate. The original, duplicate, and triplicate copy of the form shall be given to the collector of taxes for collection of the payment along with a special tax warrant authorizing the collector to collect the payment under the warrant. The quadruplicate copy of the form shall be retained by the local assessing officials for their records.
3. Upon receipt of the special tax warrant and prescribed forms, the tax collector shall mail the duplicate copy of the tax bill to the owner responsible for the tax as the notice of payment.
4. Payment shall be due not later than 30 days after the mailing of the bill. Interest at the rate of 18 percent per annum shall be due thereafter on any amount not paid within the 30-day period. Interest at 12 percent per annum shall be charged upon all taxes that would have been due and payable on or before December 1 of each tax year as if no tax relief had been granted.

Section 10 Lien for Unpaid Taxes

The real estate of every person shall be held for the taxes levied pursuant to RSA 79-E:9.

Section 11 Enforcement

All taxes levied pursuant to RSA 79-E:9 which are not paid when due shall be collected in the same manner as provided in RSA 80.

Section 12 Rulemaking

The City of Somersworth will abide by any rules the commissioner of the department of revenue administration adopts, pursuant to RSA 541-A, relative to the payment and collection procedures under RSA 79-E:9.

Section 13 Extent of Tax Relief

- A. Tax relief granted under this ordinance shall pertain only to assessment increases attributable to the substantial rehabilitation performed under the conditions approved by the City Council and not to those increases attributable to other factors including but not limited to market forces; or
- B. Tax relief granted under this ordinance shall be calculated on the value in excess of the original assessed value. Original assessed value shall mean the value of the qualifying structure assessed at the time the City Council approves the application for tax relief and the owner grants to the municipality the covenant to protect public benefit as required in

approval of the application for tax relief of the qualifying structure that would have existed had the structure not been destroyed; or

- C. The tax relief granted under this chapter shall only apply to substantial rehabilitation or replacement that commences after the City Council approves the application for tax relief and the owner grants to the City Council the covenant to protect the public benefit as required in this chapter, provided that in the case of a qualifying structure which is a building destroyed by fire or act of nature, and which occurred within 15 years prior to the adoption of the provisions of this chapter by the City council, the tax relief may apply to such qualifying structure for which replacement has begun, but which has not been completed, on the date the application for relief under this chapter is approved.

Section 14 Other Programs

The provisions of this ordinance shall not apply to properties whose rehabilitation or construction is subsidized by state or federal grants or funds that do not need to be repaid totaling more than 50 percent of construction costs from state or federal programs.

Section 15 Reserved

This ordinance shall take effect upon its passage.

Passed 2/19/2013.



*from
Director
Saunders*

TO: City of Somersworth Department of Development Services

DATE: July 10, 2018

RE: Community Revitalization Tax Relief Incentive Application (Revised)

Proposed Project

The Hall at Great Falls is located at 49 Market Street, the previous home of the Somersworth Pentecostal Church, which ceased active operations in 2012-2013. After several years of being on the market, Trio Investments, LLC, purchased the building on March 31, 2016 with the intent to utilize the building as a function hall. This use was approved by the Zoning Board in 2015 and by the Planning Board in early 2017.

The renovation of the facility began in Spring 2017 and is not yet complete. An initial application was submitted on November 6, 2017 and included several items that were still pending completion at the time of submittal of the initial application. Given they were completed after submission of the initial application, they are included in this revised application as well. Please refer to the initial application dated November 6, 2017 for specific details.

Since receipt of an occupancy permit and submission of the original application, the following additional renovations have been completed, are scheduled, or are planned within the next two years:

- Bridal Suite & Balcony Restoration: This includes installation of the balcony railing, trim, replacement of the carpet within the new Bridal Suite, installation of French doors and windows opening onto the balcony, painting, new lighting fixtures and painting of the wooden balcony flooring. Estimated Cost – \$13K
- done* • Groom's Suite Renovation: This includes patching and repair of drywall, trim, installation of a new staircase railing, painting and new light fixtures. Estimated Cost - \$5K
- done* • Groom's Suite Bathroom Renovation: This includes patching and repair of drywall, trim, painting, new flooring, and new fixtures (toilet and sink) and new lighting fixtures and fan. Estimated Cost - \$1.5 K
- done* • Stage Renovation: This includes painting only. Estimated Cost - \$1.5K

- Bar Installation: This includes building out the bar area, installation of finish plumbing (wash sinks), trim, installation of countertops and shelving, new flooring and painting. Estimated Cost - \$6K
- done ● Kitchen Renovation: This included painting only. Estimated Cost - \$1.5K
- Coat Closet Renovation: This includes painting, shelving repair and trim. Estimated Cost - \$250
- Catering Gallery: This includes installation of fiberglass reinforced panel (FRP) wall board, installation of new flooring, paint and trim. Estimated Cost - \$2K
- ADA-Compliant Stair Lift: This includes installation, inspection and certification. See attached proposal.
- Exterior Painting: This includes painting of windows and trim. Estimated Cost - \$10K
- Exterior Roof Repair: Estimated Cost - \$10K
- done ● Door Locks and Security System: Estimated Cost - \$3K
- done ● Refinishing of Main Hall Hardwood Floors. Estimated Cost - \$4K
- Additional Attic Insulation: Estimated Cost - \$6K
- Lawn Installation: This includes preparation for and installation of sod. Estimated Cost - \$6K
- Landscaping: This includes planting of required trees to block parking per the approved Site Plan and additional finish landscaping. Estimated Cost - \$6K

Other Information: What are the proposed public benefits of this project?

The Hall at Great Falls provides a public benefit as follows:

1) Enhancement of Economic Vitality

The Hall will be used for weddings and special occasion events, theater performances, community events and business meetings. These events provide an economic benefit to surrounding businesses given the event hosts/renters will purchase food, flowers and decorations from local businesses, stay at local hotels, as well as provide a significant increase in visitors to the town – all of which increase business in the local area.

2) Enhancement and Improvement of a Historical Structure

The building at 49 Market Street was constructed in 1828 and has been a church or the VFW until its recent conversion to a function hall. It has been a prominent building in the community since the 1800s, both architecturally and in function as one of the primary churches in the community. In recent years, it had begun to suffer some decline in its use and maintenance. Given its high visibility on Market Street and prominent role in the community for centuries in Somersworth, the recent renovation has significantly improved its exterior appearance. Its use as a function hall allows it to be utilized without extensive interior changes, protecting and preserving this beautiful and historic building.

SOMERSWORTH, NEW HAMPSHIRE

City of Somersworth
One Government Way
Somersworth, NH 03878
February 21, 2017



City Hall
603.692.4262
www.somersworth.com

Trio Investments, LLC
306 Knox Marsh Road
Madbury, NH 03823

**RE: SITE PLAN APPLICATION – TRIO INVESTMENTS, LLC – 49 MARKET STREET –
ASSESSOR'S MAP 11, LOT 78, SITE #09-2016.**

Dear Applicant:

Please be advised that at the meeting of February 15, 2017, the Somersworth Planning Board voted to approve your request for an event/meeting hall on property located at 49 Market Street, in the Business Historic (BH) District, Assessor's Map 11, Lot 78, SITE #09-2016 with the following conditions:

- 1. CONDITIONS THAT MUST BE MET PRIOR TO FINAL APPROVAL:**
 - a. Construction Cost estimate for site work for this project shall be submitted to the Office of Planning and Community Development.
 - b. The final plans shall bear the stamp and signature of the engineer, licensed land surveyor, and the landscape architect. Please submit five folded 24" x 36" paper copies of the full set of plans to the Office of Planning and Community Development for final endorsement.
- 2. CONDITIONS TO BE COMPLETED PRIOR TO THE START OF SITE WORK:**
 - a. A preconstruction meeting is required prior to the start of work. Please contact the Office of Planning and Community Development to schedule this at least 1 week prior to start of work.
 - b. An escrow account, in an amount set by the City's contract Engineer and agreeable to the Office of Planning and Community Development, will be established for site inspections prior to any site work.
 - c. A performance surety, in an amount agreeable to the Office of Planning and Community Development, but no less than 110% of the cost of site construction determined by the engineer's estimate of construction value, will be established for on-site erosion control and site restoration prior to any site work. If all site work is completed as proposed this account will be refunded.
 - d. The applicant will be required to pay standard water and sewer connection fees assessed on new properties connecting to the water and sewer system. Water fees will be based on the size of water meter needed and the sewer connection fees will be based on estimate of water used and equivalent number of bedrooms.
 - e. Erosion control shall be properly installed on site PRIOR to any construction. Erosion control shall be properly maintained throughout construction; any breaks or breaches shall be repaired within 48 hours of the storm event.
- 3. CONDITIONS APPLICABLE DURING AND AFTER CONSTRUCTION:**
 - a. All landscaping shown on plans shall be maintained and any dead or dying vegetation shall be replaced in a timely manner as long as this site plan remains valid.

Proud past, bright future

- b. All outdoor lighting (including security lights) shall be down lit and shielded so no direct light is visible from adjacent properties and roadways.
 - c. Events shall be limited to no more than 150 guests. If at any time the applicant/property owner wants to increase that amount they must return to the Planning Board to discuss parking.
 - d. Event live music/DJ shall end no later than 9:30 PM with the function ending no later than 11:00 PM.
 - e. The "Parking Information" plan submitted to the City on Feb 1, 2017 shall be part of the lease agreement between the property owner and each function lessee.
 - f. The property owner shall provide an event coordinator for each event to direct guests and answer questions regarding parking.
 - g. DPW and Police shall make a recommendation for street/infrastructure upgrades for pedestrian movements related to this project. If their recommendation includes significant changes the applicant must come back to the Board. If their recommendation includes only minor changes the Planning Director can approve under a minor field modification application.
 - h. Should parking or pedestrian safety for events become a significant issue including any deviation from the submitted parking plan, the applicant must come back to the Board for a noncompliance hearing.
4. **AS-BUILT PLANS:**
- a. Within thirty days of the completion of the project and prior to the issuance of an occupancy permit an electronic As-Built Plan of the proposed development with details acceptable to the Office of Planning and Community Development shall be provided on paper and on CD prior to the issuance of a Certificate of Occupancy (C/O). This plan must be in a dwg or dxf file format and in NAD 1983 State Plane New Hampshire FIPS 2800 Feet coordinates.

DURATION OF APPROVAL: All conditional approvals shall be valid for a period of 120 days in which time all precedent conditions must be met or the approval shall be null and void. The applicant may request an extension no later than 14 days prior to expiration.

APPEAL PROCESS: Pursuant to RSA 677:15, an aggrieved party may appeal this decision to the Strafford County Superior Court within 30 days of the date the Board voted to approve or disapprove the application, or to the ZBA pursuant to RSA 676:5, III within 20 days of the date the Board made its decision.

Please feel free to contact the Division of Economic Development and Planning at 692-9519 with any questions.

Sincerely,

 2.21.17
Shanna B. Saunders
Director of Planning & Community Development

SBS: tag

cc: Civil Consultants

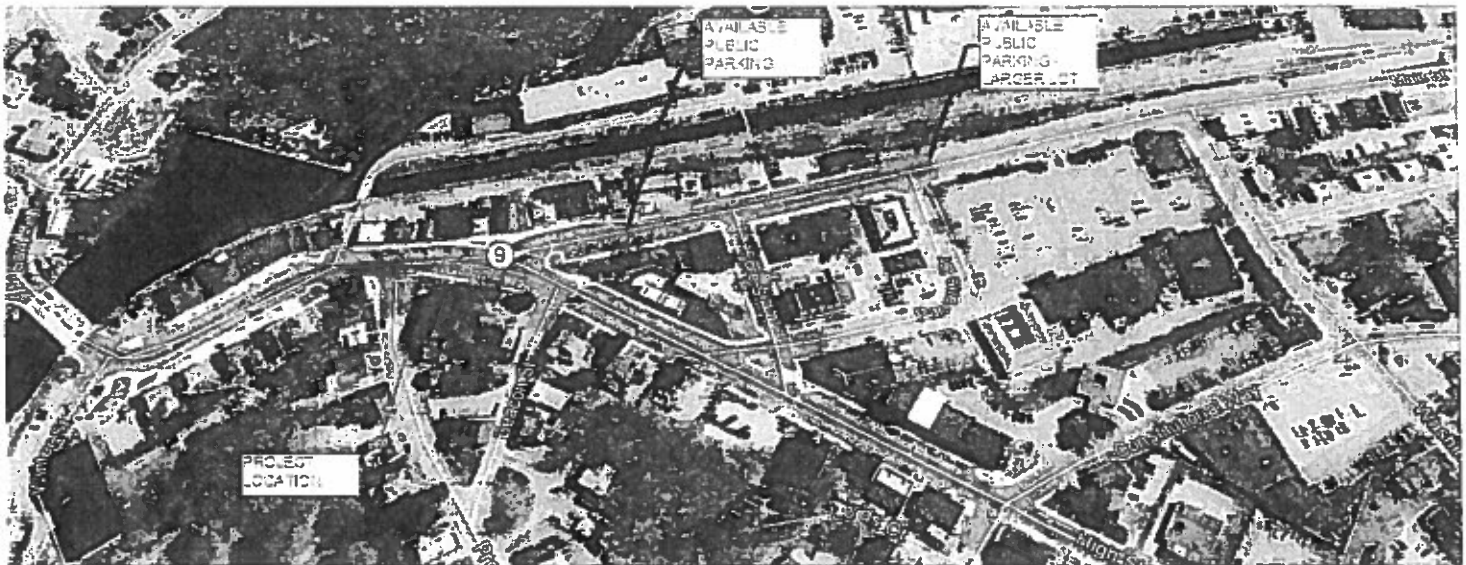
Assessment of Traffic Generation Parking Plan

Trio Investments, LCC is proposing to renovate the existing building and convert it into a function hall. The project is located in the downtown area at the corner of Market and Prospect Streets. The building has been utilized as a church and VFW hall in the past. The building has been vacant for the last year or so. The past church use utilized public parking to accommodate the users of the facility. The building has no onsite parking except for the proposed creation of two ADA compliant spaces.

The project is located in the Business District. The proposed conversion from the most recent church use to function hall will accommodate venues of up to 150 people based on the proposed owners limit on occupancy.

This assessment provides information following the requirements of the Site Plan regulations Section 11.4 (vehicular circulation and parking). The space will require the utilization of adjacent Public Parking for the use. This document will indicate the proposed traffic generation and the parking plan for the new function hall use.

Part of the Town review process requires an assessment of traffic impact(s) from the proposed facility. The following information is provided for consideration during the site plan review process and is based in the Institute of Traffic Engineer – ITE Trip Generation Manual, 9th Edition. The image below indicates the project location with respect to the location in the downtown and to adjacent public parking areas.



Proposed Re-Development / Parking Plan

The existing building is located in the heart of the downtown adjacent to several pizza restaurants, retail uses and a bakery. The prominent usage of the facility will be on weekday nights and weekends. The facility will be available to accommodate weekday meetings and events. The weeknight (Friday) and weekend uses will be the predominate uses with the most traffic generations and are included in this assessment. The space will have a kitchen area that will allow caterers to setup, heat and serve food for the events. The extent of the kitchen has yet to be determined. The facility will not have a cooking staff.



The facility is serviced via sidewalks along Prospect and Market Streets, with Market Street being the main access location. Two new ADA compliant parking spaces will be constructed to accommodate accessible access to the space.

This downtown property is located on Market Street and is approximately 530 ft south of the Berwick Bridge, 150 ft north of the intersection of Main, High and Market Streets. The large public parking area along Main Street at the plaza is approximately 900 ft from the site.

The property owners will be providing information to the perspective users, which indicate the location of the adjacent public parking areas. This information will emphasize the parking along Main Street near the canal. The users of the space can address transportation pickup at this area for their functions if desired. There is space along Market Street where patrons can be dropped off to enter the building and then parked at the offsite location. There are public parking areas along Main and Market Streets that vary in time frame from 2 hr to all day parking.

The function hall will generate a parking demand of approximately 50 spaces for an event with 150 guests. This is based on one space per 3 users. The Main Street area near the canal has over 60 angled spaces available, along with parallel parking stalls. There are sufficient offsite spaces to accommodate this use.

All adjacent streets are municipal roadways with posted speed limits of 25 MPH. Since this is a downtown location, there are several crosswalks near the subject property.

There are sidewalks on both sides of the adjacent High, Main, Prospect and Market Streets.

Traffic Impact – Short Analysis Trip Generation:

The ITE manual does not have an exact classification match for a function hall but for similar uses the classification of Quality Restaurant approximates the usage of the facility. By inspection the values for a function hall typically fall on the lower bound of the range, since most users stay for the duration of the event. Based on the average function hall usage of 150 seats, the following traffic demand is generated.

ITE LUC 931 – Quality Restaurant

Daily Trip Ends Weekday/seat	2.86 ave	(range 1.77-5.50)
Peak Hour AM Trip Ends Weekday/ seat	0.03 ave	(range 0.01-0.04)
Peak Hour Generator AM Trip Ends Weekday/ seat	0.16 ave	(range 0.05-0.34)
Peak Hour PM Trip Ends Weekday/ seat	0.26 ave	(range 0.07-0.50)
Peak Hour Generator PM Trip Ends Weekday/ seat	0.30 ave	(range 0.18-0.44)
Daily Trip Ends Saturday/ seat	2.81 ave	(range 1.53-6.18)
Peak Hour Trip Ends Saturday/ seat	0.33 ave	(range 0.16-0.50)
Daily Trip Ends Sunday/ seat	2.15 ave	(range .97-5.44)
Peak Hour Trip Ends Sunday/ seat	0.24 ave	(range 0.13-0.39)

Based upon the above, the highest average day figure would be the Daily Trip Ends Weekday rate of 2.86 trip ends – or – $150 \text{ seats} \times 2.86 = 439 \text{ trip ends for the day}$.

Based upon the above, the highest peak hour figure would be the Saturday Peak Hour Trip Ends rate of 0.33 trip ends in the peak hour - or – $150 \text{ seats} \times 0.33 = 49.5 \text{ say } 50 \text{ trip ends in the peak hour}$.

Both values are within the short analysis guidelines for trip end and peak hours, thus not requiring further analysis.



Trip Distribution:

This distribution is based on offsite parking along Main Street. It is assumed that some guests will be dropped off in front of the site and others will park and walk. Due to the reconfiguration of the downtown, it is assumed that the 75% of users will access the Main Street parking from High Street to Government Way or Constitutional Way. The remaining function hall users that park along Main Street and walk to the site, will access the plaza from either Government Way or Main Street.

When exiting the Plaza or Main Street parking, 90%-100% of the traffic will discharge to Main Street. Depending on the function hall user it is probable that this traffic will split 50% to Rochester, 50% to Dover.

Conclusion

Traffic generation for this project as described above (439 trip ends/day) is well below the 1,000 vehicle trips ends/day threshold that “triggers” a full traffic impact analysis. The peak hour trip generation rate (50 trip ends in the peak hour) does not initiate a full traffic impact analysis being well below the 100 peak hour trips “trigger”.

The parking plan indicates that the function hall users will be directed to the larger off site on street parking areas along Main Street for usage of the facility. Users will be able to drop off attendees in front of the location on Market Street and then proceed to the designated parking areas. The site improvement will generate 2 handicap parking stalls on site for the use.

The owners have provided additional documentation to the City that indicates the rental information they will provide to perspective renters. This along with event staff will reinforce the requirement to park along Main Street to minimize impacts on the adjacent Market Street businesses.

It is our opinion that the proposed project will be a benefit to the City and surrounding business and the parking plan will provide minimal impacts on the existing downtown businesses.

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FFL STG	12 STG
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11/2017-CHNG AC PER PLAN, HRAMP NW,
"HALL @ GREAT FALLS"

RESIDENTIAL GRID

1st Res Gri	Desc:	# Unit
Level	FY LR DR D K FR RR BR FB HB L O	
Other		
Upper		
Lvl 2		
Lvl 1		
Lower		
Totals	Rms: Baths: 2 HB: 4	

REMODELING

Exterior:	No Unit	RMS	BRS	FL
Interior:				

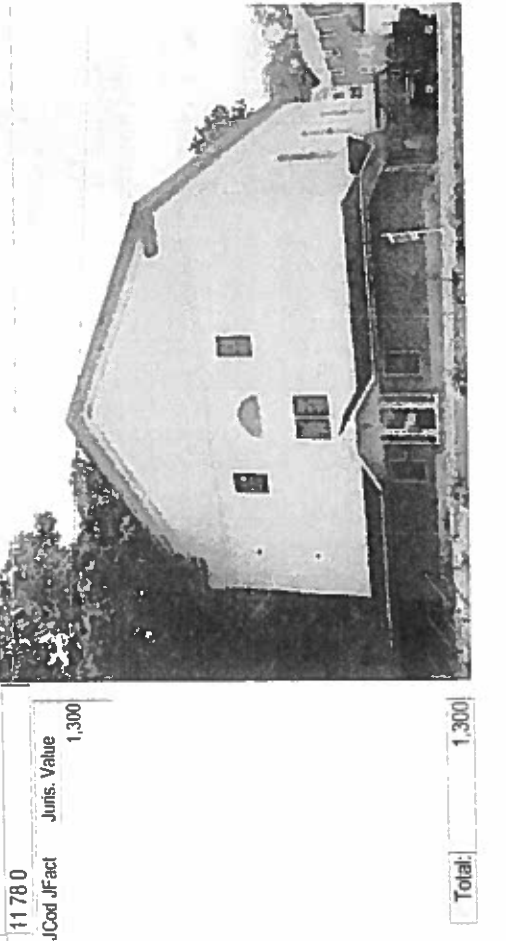
RES BREAKDOWN

Additions	
Kitchen:	
Baths:	
Plumbing	
Electric:	
Heating:	
General:	
Totals	

COMPARABLE SALES			
Parcel ID	Typ	Date	Sale Price
AV/SQ		Ind/Va	
Juris. Factor:		Val/Su Fin:	41.95
Special Features	0	Val/Su Net:	
Final Totat:	366200	Val/Su SzA	72.78

Price	D/S	Dep	LUC	Fact	NB Fa	Appr Value	PARCEL
2.30 T	10	357				13	

IMAGE *AssessPro* Patriot Properties, Inc.





Patriot
Properties Inc.

USER DEFINED
Prior Id # 1: 1214
Prior Id # 2:
Prior Id # 3:
Prior Id # 1:
Prior Id # 2:
Prior Id # 3:
Prior Id # 1:
Prior Id # 2:
Prior Id # 3:
ASR Map:
Fact Dist:
Reval Dist:
Year:
Land Reason:
Bld Reason:

IN PROCESS APPRAISAL SUMMARY									
Use Code	Building Value	Yard Items	Land Size	Land Value	Total Value	Legal Description	User Acct	GIS Ref	GIS Ref
357	396,200	1,300	0.287	42,900	440,400 F5				
Total Card									
	396,200	1,300	0.287	42,900	440,400	Entered Lot Size			
Total Parcel									
	396,200	1,300	0.287	42,900	440,400	Total Land:			
Source: Market Adj Cost									
				46.63	/Parcel 46.63	Land Unit Type:			
Total Value per SQ unit /Card: 46.63									
Parcel ID: 11780									

PREVIOUS ASSESSMENT									
Tax Yr	Use	Cat	Yrd Items	Land Size	Land Value	Total Value	Asses'd Value	Notes	Date
2017	357	FV	0	.263	41,800	429,700	429,700	Year End Roll	11/14/2017
2016	357	FV	0	.263	41,800	429,700	429,700	Year End Roll	10/25/2016
2015	906	FV	0	.263	41,800	670,200	670,200	year end	10/26/2015
2014	906	FV	0	.263	41,800	670,200	670,200	YEAR END ROLL	11/4/2014
2013	906	FV	0	.263	79,000	679,000	679,000	Year End Roll	11/8/2013
2012	906	FV	0	.263	79,000	677,800	677,800		11/2/2012
2011	906	FV	0	.263	79,000	309,800	309,800	year end roll	1/27/2012
2010	906	FV	0	.263	79,000	309,800	309,800	Year End Roll	1/17/2011

SALES INFORMATION									
Grantor	Legal Ref	Type	Date	Sale Code	Sale Price	V	Tst	Vent	Assoc PCL Value
SOMERSWORTH PEN	4370-0919		4/5/2016	REL/CHARITBL	60000	No	No	No	
NEW COVENANT TE	1864-549		5/24/1996	FAMILY	0	No	No	No	
VETERANS OF FOR	1758-184		7/19/1994		30000	No	No	No	

PROPERTY LOCATION									
No	Alt No	Direction/Street/City							
49		MARKET ST, SOMERSWORTH							

OWNERSHIP									
Owner 1:	TRIO INVESTMENTS LLC								
Owner 2:									
Owner 3:									
Street 1:	306 KNOX MARSH RD								
Street 2:									
Town/City:	MADBURY								
SupProv:	NH								
Postal:	03823-7537								

PREVIOUS OWNER									
Owner 1:	SOMERSWORTH PENTACOSTAL CHURCH -								
Owner 2:									
Street 1:	13 NASH PKWY								
Town/City:	SOMERSWORTH								
SupProv:	NH								
Postal:	03878-2228								

VARRATIVE DESCRIPTION
This Parcel contains .287 ACRES of land mainly classified as F-UNC HALL with a(n) OFFICE Building Built about 1828, having Primarily VINYL Exterior and ASPHALT SH Roof Cover, with 1 Units, 2 Baths, 4 HalfBaths, 0 3/4 Baths, 0

OTHER ASSESSMENTS

Code	Descrpt/No	Amount	Com. Int

BUILDING PERMITS									
Date	Number	Descrpt	Amount	C/O	Last Visit	Fed Code	F Descrpt	Comment	
8/24/2017	B2017237	RENOVATI	3,000 C					ENTERANCE	
7/10/2017	P2017037	PLUMBING	7,900 C					2 1/2 BATHS	
6/26/2017	B2017152	RENOVATI	20,000 C					STAIRS+2 BATHS	
6/12/2017	E2017087	ELECTRIC	4,000 C					WIRING BATHS	
3/6/2017	D2017003	DEMOLITI	500 C					SUSPENDED CEILING	
4/15/2016	E-2016-055	ELECTRIC	1,900 C					ALARM SYS	
11/1/2011	B-2011-187	RENOVATI	C					REMOVE AND RELOCAT	
1/28/2008	B-08-16	MANUAL	C					permit on hold pen	
10/30/2006	B-06-280	MANUAL	30,000 C					Siding, doors, win	
8/12/2006	B-06-251	MANUAL	3,000 C					Interior Reno s	

PROPERTY FACTORS									
Item	Code	Descrpt	%	Item	Code	Descrpt			
Z	IBH	BH	100	U		TYPCL			
o				i					
n						Exmpt			
Census:									
Flood Haz:									
D	1		100	Topo					
s				Street					
i				Traffic					

LAND SECTION (First 7 lines only)									
Use Code	Description	LUC	No of Units	Depth/ Price/Units	Unit Type	Land Type	LT	Base Value/Unit Price	Factor
357	FUNC HALL		12510		SQUARE FEESITE				

ACTIVITY INFORMATION									
Date	Result	By	Name						
12/6/2017	PERMIT VISIT	748	B HATHORN						
11/8/2017	MEASURED	748	B HATHORN						
3/30/2017	FIELD REVIEW	743	RON DOYON						
7/11/2014	FIELD REVIEW	743	RON DOYON						
8/16/2012	MEASURED	742	TIM COURNOYE						
2/12/2012	PERMIT VISIT	743	RON DOYON						
10/23/2009	FIELDREV CHG	738	WIL CORCORAN						
11/30/2007	PERMIT VISIT	742	TIM COURNOYE						
11/15/2007	PERMIT VISIT	742	TIM COURNOYE						

Sign:									
All	Spec	J Code	Fact	Use Value	Notes				
Appraised Value	Class	%	Land						
42,885				42,900					

Total	42,885	Spl Credit	Total	42,900
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March 24, 2018

Purpose and Intended Result of the Session

The purpose of this goal setting session was to assist the Somersworth City Council, the City Manager and City department heads in establishing short- and long-term goals that will move the City's vision forward. The goals identified will become part of the Council and management staff's ongoing action plan.

Attendees: Mayor and Council

Dana S. Hilliard, Mayor

Mary Pepin, Ward 1 City Councilor

Kenneth Vincent, Ward 2 City Councilor (absent)

Martin P. Dumont Sr., Ward 3 City Councilor

Jonathan McCallion, Ward 4 City Councilor

Denis Messier, Ward 5 City Councilor

Nancie Cameron, At-Large City Councilor

Edward Levasseur, At-Large City Councilor

David Witham, At-Large City Councilor

Dale Sprague, At-Large City Councilor

City Manager and Department Heads

Robert M. Belmore, City Manager

Scott A. Smith, Deputy City Manager & Director of Finance & Administration

Michael Bobinsky, Director of Public Works & Utilities

Shanna Saunders, Director of Planning & Community Development

Dave Kretschmar, Police Chief

Keith Hoyle, Fire Chief

Other: Richard Brooks, HDC Member

The session was facilitated by:

Carl Weber, Director of Members Services, Primex3

Shelley Walts, Member Services Consultant, Primex3

Ground Rules

At the outset of the session, participants identified a list of ground rules that set the stage for how to proceed. Participants chose the following ground rules for themselves:

- Be respectful / listen

- Be cooperative

- No discounting people's opinions

Brief Review of Somersworth's Vision 2020 and Core Values

The participants briefly reviewed the City's Vision and Core Values. These factors make up a lens through which goals and objectives can be evaluated and developed. The group agreed that nothing needed to be added or changed to the vision 2020 Statement.

Vision 2020

Somersworth will be a vibrant and highly sought-after community in which to live, work and play that celebrates its history, culture, diversity and industrial roots.

Participants also reviewed the Core Values and determined that they should remain as stated below:

Core Values

- Trust - With each other and with the community, being reciprocal in nature

- Respect - Fostering different views

- Serve - Serving the public needs

Identification and Prioritization of Goals

Goals were defined as qualitative statements of what the City intends to accomplish over a period of years. These are 'big picture' items vital to organizational success.

The Mayor and Council each wrote out goals with a maximum of three each. The participants then shared their goals (one at a time around the room).

As each goal was discussed, and described, the individual that shared the goal decided whether it was similar to, or different from, a previously stated goal. Similar goals were placed in the same 'bucket,' and at the end of the process, the group had created a total of five buckets, each with its own sub-goals or descriptions. After a short break, the groupings were examined and a few goals were moved to more applicable categories.

The categories were as follows:

1. Our Image
 - a. Improve perception that Somersworth is “not safe”
 - b. Attract high-end developers
 - c. Public Relations
 - d. Main St.
 - e. Maintaining school excellence
 - f. New business
 - g. Destination community
 - h. Educate volunteer boards
 - i. Streamline development
 - j. 10-year crime/safety plan
- 2 Cultural/Recreational/Arts Development
 - a. Improve recreation, arts (within 10 months)
 - b. Ten year athletic / park plan
 - c. A local gathering center
3. Infrastructure
 - a. Continued road / utility infrastructure investment
 - b. Fire station project
 - c. Plaza completion and Veterans park project
4. Development Principles Redefined
 - a. Improve development process perception
 - b. Smart growth
 - c. Economic development strategic plan (10 years)
 - d. Cooperative marketing plan
 - e. Streamline our economic development process
 - f. Improve marketability (10-year plan)

5. Community Sustainability

- a. Go back to trying to buy local (with methodology)
- b. Produce our own energy
- c. Environmental sustainability
- d. If our power was cheaper, business would come
- e. Safer in the future, as our reliance is on us
- f. Looking at ways to generate our own power-solar, wind, hydro, digesters, trash

Development of Strategic Objectives for Top Goals

Strategic Objectives were defined as short- and long-term quantitative results that directly support the goals. Objectives should be measurable, achievable, and consistent with the goals, and should also align with the City's overall vision, mission and core values. These objectives create the basis for an ongoing action plan going forward.

Participants were broken into groups, and each group was tasked with developing at least two strategic objectives to help the City achieve its goals, as outlined earlier in the session. Each group was assigned to address one of the five broad goals listed above. Participants then returned to report their identified strategic objectives to the full group, and the full group had the opportunity to provide additional feedback and direction on the objectives. The strategic objectives for each goal were as follows.

GOAL: Our Image

Strategic Objective 1: Volunteer Boards

- a. Orientation (Annual update) – new Land Use Board handbooks are being developed and disseminated to volunteer members; Planning Board is done; October 1 for ZBA, HDC and Conservation Commission
- b. New Board members' education (within 30 days) – Ongoing; an Educational/training time is being scheduled on each Board business agenda

Strategic Objective 2: Image

- a. Sustainable Infrastructure improvements (ongoing - 10 years) – WWTP upgrade is being designed for \$14M; TAP grant; CMAQ grant; Fire station project and School Bond under consideration; annual investment in pavement management repair work
- b. Expand ambassadors - ?
- c. Focus on ongoing active communication – City redesigned Website to be launch in August/September; EMD outreach progress; Consultant being considered for City communication plan & marketing/branding development; staff developing social media policy.
- d. Community policing and activities (i.e. food trucks) – National night out; Coffee w/Cops, etc.

Strategic Objective 3: Market Somersworth – ongoing with EDM position; website (see Image)

- a. Council: Staff: Boards: Community (ongoing -10 years)
- b. Educate the public (ongoing - 5 years) – City newsletters; Mayor Echo episodes
- c. Use all mediums and platforms – EDM roundtables
- d. Proactive staff and council – Food truck festival; Pumpkin Fest; Indonesian Fest; Spirit up Day; Senior picnic; Chamber member and participant

GOAL: Cultural / Recreational / Arts Development

Strategic Objective 1: Establish Capital Reserve Fund for recreation – Completed with re-defining a different CRF (Hilltop) and placement of \$3,000 in this FY budget

- a. Improvements of parks and facilities – Jules Bisson Grant tentatively approved by State

Strategic Objective 2: Establish a Capital Reserve Fund for the Arts - ?

- b. To leverage dollars to go after state money to improve gathering places and art features. Example: water fountain or clock

Strategic Objective 3: Recreation Committee

- c. To establish 10-year maintenance / development / usage plan for parks and / or athletic fields. – target completion is end of 2018
- d. To also include city / school

Strategic Objective 4: Talk with Dover about Willand property for Athletic development potential – assigned to Director Saunders

GOAL: Infrastructure (review need on a pre-determined basis)

Strategic Objective 1: Continued road / utility infrastructure investment – complete streets design in progress with City hired Wright Pierce engineers; TAP grant in progress with CMA engineers

- a. Complete streets approach
- b. Move forward with public safety committee recommendations – MRI consultant hired to complete a final assessment of fire station study to date.

Strategic Objective 2: Fire station project – see above

- a. FY2022

Strategic Objective 3: Plaza completion and Veterans park project

- a. Three months for Plaza RFP – Issued with a response due date Aug. 30
RFP info meeting on August 15 at 3pm

GOAL: Development Principles Redefined

Strategic Objective 1: Annual land use board training – on going

Strategic Objective 2: “New Member” on boarding process

- a. Orientation packet – see previous response

Strategic Objective 3: Clearly outline steps to development process

- a. Utilize ‘concept’ review with staff – being developed with staff and EDC input
Meeting being targeted to follow SRTC after reaching out to developers/engineers
- b. Utilize ‘concept’ review with boards – already done with Planning Board

Strategic Objective 4: Develop marketing plan/strategy

- a. Website, branding, etc. – Proposals received and sent to EDC and Finance
- b. Continue EDM meetings with stakeholders – on going with EDM

GOAL: Community Sustainability

Strategic Objective 1: Existing

- a. Hydro – Somersworth Hydro Plant in relicensing stage
- b. Solar on landfill – In process
- c. Existing Co-op - ?
- d. Upgrade to LED-Muni Street lights – completed

Strategic Objective 2: Future Goals

- a. Upgrades to include own energy generation (wastewater treatment plant)
- b. Encourage new development to use LED - [Developers are encouraged to install at SRTC and Planning Board levels](#)
- c. Make muni rules (purchasing) stronger – [Finance Committee: assigned to staff](#)
- d. Encourage-thru incentives-new construction to use-sustainable practices – [on going](#)

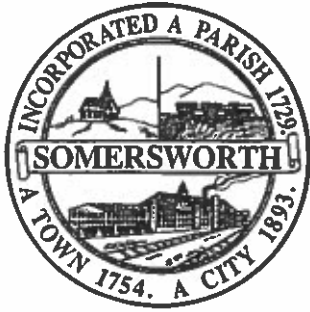
Strategic Objective 3: Create destination locations or events to give people a reason to stop vs. driving through (food truck festival, kiosk, or niche food market) – [food truck festivals and other supported events; new restaurants and EDM initiatives](#)

Wrap-Up, Recap and Action Plan

The next step following this session will be for the City Manager, department heads, and City staff to work together to develop specific tactics for accomplishing the identified goals and objectives. Tactics describe specifically HOW the goals and objectives will be met.

Concluding Thoughts

Thank you again for the opportunity to participate in this important process. Primex³ appreciates the opportunity to provide assistance to members with goal setting, and to help governing bodies develop paths to achieve their visions. A forward-looking community that is deliberate, disciplined, and strategic in developing and accomplishing its goals illustrates how “good management is good risk management.”



DEPARTMENT OF DEVELOPMENT SERVICES

Date: August 1, 2018
From: Shanna B. Saunders
Director of Planning & Community Development

Re: July 2018 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 – No applications
- Conservation Commission – July 11
- Planning Board – July 18
- SRTC – July 5 and July 11
- Historic District Commission meeting – July 25 (Did not attend)

And attended the following Special Meetings:

- SRPC TAC – July 6
- Stormwater Coalition – July 25
- EPA Big Check Presentation – July 23
- NHPA Meeting - July 27

Building and Health Departments:

Major Building Permits Applied for in July 2018 Construction Costs and Fee

Michael & Michael Properties LLC	26 Cemetery	\$180,000.00	\$1,450.00
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Minor Building Permits Applied for in July 2018:

<u>4</u>	<u>6</u>	<u>Highland</u>	<u>\$1,500.00</u>	<u>\$25.00</u>
<u>62</u>	<u>64</u>	<u>Elm</u>	<u>\$4,000.00</u>	<u>\$50.00</u>
<u>117</u>	<u>119</u>	<u>High</u>	<u>\$10,000.00</u>	<u>\$90.00</u>
<u>123</u>		<u>Main</u>	<u>\$5,300.00</u>	<u>\$52.00</u>
<u>72</u>		<u>Stackpole Rd</u>	<u>\$2,000.00</u>	<u>\$26.00</u>
<u>312</u>		<u>Sherwood Glen</u> <u>MHP</u>	<u>\$3,000.00</u>	<u>\$40.00</u>
<u>668</u>		<u>Sherwood Glen</u> <u>MHP</u>	<u>\$8,300.00</u>	<u>\$76.00</u>
<u>89</u>		<u>Crest Dr</u>	<u>\$30,000.00</u>	<u>\$250.00</u>

<u>112</u>		<u>Rocky Hill Rd</u>	<u>\$35,000.00</u>	<u>\$290.00</u>
<u>362</u>		<u>Rt. 108</u>	<u>\$15,000.00</u>	<u>\$130.00</u>
<u>15</u>		<u>Hawthorne Circle</u>	<u>\$2,000.00</u>	<u>\$26.00</u>
<u>11</u>		<u>Drew Rd</u>	<u>\$5,190.00</u>	<u>\$52.00</u>
<u>219</u>		<u>Green</u>	<u>\$5,700.00</u>	<u>\$56.00</u>
<u>19</u>		<u>Silver</u>	<u>\$10,604.93</u>	<u>\$98.00</u>
<u>19</u>		<u>Buffumsville Rd</u>	<u>\$6,650.00</u>	<u>\$63.00</u>
<u>50</u>		<u>Crystal Springs Way</u>	<u>\$1,500.00</u>	<u>\$25.00</u>
<u>460</u>	<u>462</u>	<u>High</u>	<u>\$15,600.00</u>	<u>\$135.00</u>
<u>327</u>		<u>High</u>	<u>\$18,000.00</u>	<u>\$154.00</u>
<u>77</u>		<u>Colonial Vilg MHP</u>	<u>\$2,500.00</u>	<u>\$30.00</u>
<u>17</u>		<u>Cliff</u>	<u>\$6,021.00</u>	<u>\$58.00</u>
<u>11</u>		<u>Noble</u>	<u>\$750.00</u>	<u>\$25.00</u>
<u>32</u>		<u>Pinewood Dr</u>	<u>\$9,665.00</u>	<u>\$87.00</u>
<u>339</u>		<u>Main</u>	<u>\$3,511.25</u>	<u>\$42.00</u>
<u>26</u>		<u>second</u>	<u>\$4,400.00</u>	<u>\$45.00</u>
<u>69</u>		<u>Kelwyn Dr</u>	<u>\$2,500.00</u>	<u>\$30.00</u>
<u>8</u>		<u>Kilda</u>	<u>\$7,000.00</u>	<u>\$66.00</u>
<u>21</u>		<u>Colonial Vilg MHP</u>	<u>\$1,300.00</u>	<u>\$25.00</u>
<u>51</u>		<u>Crystal Springs Way</u>	<u>\$3,500.00</u>	<u>\$38.00</u>
<u>59</u>		<u>Waltons Way</u>	<u>\$60,000.00</u>	<u>\$490.00</u>
<u>8</u>		<u>Rowland</u>	<u>\$7,611.00</u>	<u>\$71.00</u>
<u>20</u>		<u>Myrtle</u>	<u>\$6,000.00</u>	<u>\$70.00</u>
<u>38</u>		<u>Pleasant</u>	<u>\$3,775.00</u>	<u>\$40.00</u>
<u>300</u>		<u>High</u>	<u>\$5,000.00</u>	<u>\$50.00</u>
<u>14-2</u>		<u>Curran Way</u>	<u>\$2,000.00</u>	<u>\$30.00</u>
<u>50</u>		<u>Grove</u>	<u>\$12,800.00</u>	<u>\$112.00</u>
<u>57</u>		<u>Buffumsville Rd</u>	<u>\$5,000.00</u>	<u>\$60.00</u>
<u>50</u>		<u>Prospect</u>	<u>\$11,475.00</u>	<u>\$102.00</u>
<u>44</u>		<u>Market</u>	<u>\$14,000.00</u>	<u>\$122.00</u>
<u>37</u>		<u>Myrtle</u>	<u>\$30,000.00</u>	<u>\$250.00</u>
<u>129</u>		<u>Sherwood Glen MHP</u>	<u>\$4,800.00</u>	<u>\$48.00</u>
<u>26</u>		<u>Cote</u>	<u>\$2,500.00</u>	<u>\$35.00</u>
<u>153</u>		<u>Old Rochester Rd</u>	<u>\$12,035.00</u>	<u>\$106.00</u>
<u>277</u>		<u>Green</u>	<u>\$1,500.00</u>	<u>\$25.00</u>

Permit Receipts

Total Permits

		2014	2015	2016	2017	2018	DIFFERENCE this month to last year's month	% OF CHANGE
4	January	26	30	33	51	29	-22	-43.1%
5	February	29	24	49	36	31	-5	-13.9%
6	March	29	48	71	79	43	-36	-45.6%
7	April	48	58	57	58	58	0	0.0%
8	May	66	55	60	99	84	-15	-15.2%
9	June	66	73	77	94	65	-29	-30.9%
10	July	47	51	89	75	90	15	20.0%
11	August	55	67	79	88	0	N/A	
12	September	67	69	69	83	0	N/A	
13	October	63	58	57	77	0	N/A	
14	November	47	64	49	61	0	N/A	
15	December	38	52	54	49	0	N/A	
16								
17	YTD Totals	581	649	744	850	265	-90	-52.4%

Property Maintenance and Code Enforcement Activity Report for July 2018

In addition to new complaints received, work continues on cases from past months.

Incident Location	Nature of Complaint	Origin of Complaint	Action Taken			Compliance Status
			Courtesy Notice	Violation Notice	Court Action or Citation issued	
5	Ash	Grass	DDS	7/17/2018		PENDING
7	Ash	Grass	DDS	7/17/2018	7/24/2018	PENDING
350	Barclay Sq	Rodents	CITIZEN		7/19/2018	PENDING
31	Buffumsville Rd	Grass	DDS	7/17/2018	7/25/2018	PENDING
0	Cherry Field Dr.	Rubbish	DDS	7/12/2018		COMPLETED
4	Enterprise Dr.	Sign(s)	DDS	7/18/2018		COMPLETED
53-55	Franklin	Grass	DDS	7/5/2018		COMPLETED

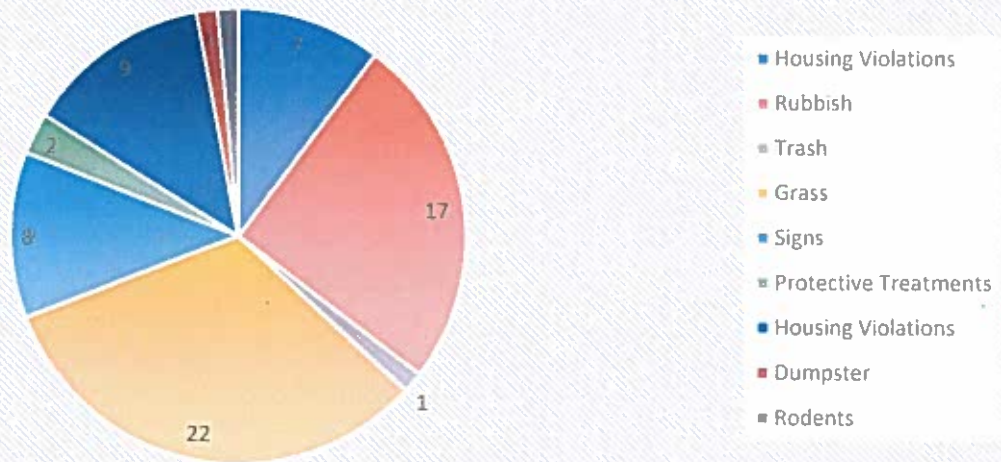
82	Franklin	Rubbish	DDS	7/12/2018			COMPLETED
81	Franklin	Housing Violations	DDS		7/12/2018		PENDING
108	Green	Rubbish	DDS	7/25/2018			PENDING
117	Green	Rubbish	DDS	7/23/2018			PENDING
39	Green	Grass	DDS	7/17/2018			COMPLETED
48	Green	Rubbish	DDS	7/17/2018			COMPLETED
62	Green	Rubbish	DDS	7/12/2018	7/18/2018		COMPLETED
7-9	Green	Weeds	DDS	7/26/2018			PENDING
47	Green	Weeds	DDS	7/26/2018			PENDING
55	Green	Rubbish	DDS	7/26/2018			PENDING
92	Green	Weeds	DDS	7/26/2018			PENDING
104	Green	Rubbish	DDS	7/26/2018			PENDING
116-118	Green	Rubbish	DDS	7/26/2018			PENDING
199	Green	Housing Violations	DDS		7/12/2018		PENDING
36	Green	Rubbish	DDS		7/3/2018		COMPLETED
48	Green	Trash	DDS		7/3/2018		COMPLETED
21	Grove	Grass	CITIZEN	7/12/2018	7/19/2018		COMPLETED
7	Grove	Housing Violations	CITIZEN		7/6/2018		PENDING
257	High	Rubbish	DDS	7/5/2018			COMPLETED
338	High	Grass	DDS		7/13/2018		EXPIRED
198	Main	Grass	DDS	7/17/2018			PENDING
283-285	Main	Grass	DDS	7/17/2018			COMPLETED
324	Main	Weeds	DDS	7/24/2018			PENDING
324	Main	Weeds	DDS	7/24/2018			PENDING
362	Main	Rubbish	DDS	7/8/2018	7/12/2018		COMPLETED
259	Main	Weeds	DDS	7/26/2018			PENDING
252	Main	Weeds	DDS	7/26/2018			PENDING
388	Main	Dumpster	DDS		5/14/2018	7/6/2018	PENDING
11	Maloney	Grass	DDS	7/6/2018			COMPLETED
108	Maple	Grass	CITIZEN	7/5/2018	7/13/2018		COMPLETED
94	Maple	Rubbish	DDS	7/25/2018			PENDING
20-30	Market	Sign(s)	DDS	7/25/2018			PENDING
12	Mt. Vernon	Housing Violations	DDS		7/12/2018		PENDING

12	Mt.Vernon	Grass	DDS	6/11/2018	6/19/2018	7/6/2018	PENDING
17	Noble	Protective treatments	DDS		7/12/2018		PENDING
38	Pleasant	Protective treatments	DDS		7/12/2018		PENDING
11	Rocky Hill Rd	Housing Violations	CITIZEN	7/17/2018			PENDING
221	Rt. 108	Sign(s)	DDS	7/18/2018			PENDING
240	Rt. 108	Sign(s)	DDS	7/5/2018			COMPLETED
345	Rt. 108	Sign(s)	DDS	7/18/2018			COMPLETED
375	Rt. 108	Grass	DDS	7/3/2018			COMPLETED
28	Second	Housing Violations	CITIZEN	7/5/2018			COMPLETED
17	Second	Housing Violations	DDS		7/12/2018		PENDING
21	Second	Housing Violations	CITIZEN		7/12/2018		PENDING
12	Silver	Rubbish	DDS	7/3/2018	7/25/2018		PENDING
15	Silver	Grass	DDS	7/5/2018			COMPLETED
18	Silver	Housing Violations	CITIZEN	7/2/2018			PENDING
21	Silver	Grass	DDS	7/17/2018			COMPLETED
9	Silver	Rubbish	DDS	7/3/2018			COMPLETED
17	Silver	Rubbish	DDS		7/3/2018		COMPLETED
20	Tri City	Sign(s)	CITIZEN	7/2/2018			COMPLETED
2-4	Union	Rubbish	DDS		7/12/2018		COMPLETED
30	Willand Dr	Sign(s)	CITIZEN	7/5/2018			COMPLETED
7	Works Way	Sign(s)	DDS	7/18/2018			COMPLETED

Definitions:

- *Protective Treatments*- Painting or other protective covering or treatment.
- *M.V.-* Motor Vehicle Violations; e.g. More than one unregistered/uninspected vehicle on a property
- *Housing Violations*- Violations that are found during an inspection that may include, but are not limited to the following; structural, plumbing, mechanical, electrical, life safety

July Notices



Additional work performed but no limited to:

- Leaving door hangers at residences with the goal of expediting violation compliance
- Speaking with citizens personally in order to educate them on the importance of Property Maintenance
- Responding to Property Maintenance, Housing, and Zoning Complaints
- Fielding phone calls and emails
- Review sign permit applications

Land Use Boards:

Conservation Commission July 2018:

The Commission worked to derive and prioritize next actions from the Somersworth Natural Resources Assessment.

Discussed meeting with the Sustainability Committee regarding fulfillment of the tree planting requirement for Tree City USA membership

Historic District Commission July 2018:

At the regular meeting the Commission discussed the following:

- Mike Pitts, 50 Prospect Street, in the Residential Single Family-A, with a Historic Overlay (R1AH) District, Assessor's Map 11, Lot 50, HDC # 29-2018. Application to replace second story windows was **approved**.

Planning Board July 2018:

The Board reviewed the following at their July meeting:

- River Valley Development Corporation, 206 Green Street, in the Residential Single Family (R1) District, Assessor's Map 08, Lot 78, SITE # 01-2018. Application for 28 townhouses with associated site improvements was **approved with conditions**.
- The Board reviewed traffic management associated with the site plan approval for Cumberland Farms at 216 Route 108, Assessor's Map 62, Lot 11, SITE # 10-2016. Pavement striping and signage will be installed to help mitigate traffic congestion.
- Twelve Month, LLC is seeking an amendment to SUB # 05-2013 regarding the configuration of the sidewalk along Stackpole Road, in the Residential Single Family (R1) District, Assessor's Map 20, lot 05, SUB # 05-2013. The Board approved the request to amend the plans so that the sidewalk will be installed on the northerly side of Stackpole Road instead of the southerly side.

Zoning Board July 2018:

There were no applications for review so the ZBA did not meet during the month of July.

Economic Development - July 2018

- Upcoming Roundtables:
 - ✓ Downtown: August 9 @ 8:30
 - ✓ Malley Farm: September 20 @ 9:00
 - ✓ BIBED (Bankers-Investors- Brokers & E.D.): October 18 @ 8:30
- 2018 Vacant space filled with new tenants
 - ✓ Comcast Wire and Cable Center – High Street
 - ✓ Phuggin' Burger – Market Street
 - ✓ Smoke and Cream – Market Street
 - ✓ Pediatric Dentist – Main Street
 - ✓ Jasmine's Journey- Market Street
 - ✓ Route 9 Vapor- High Street
- Current potential match presentations
 - ✓ 4 Gator Rock Road
 - ✓ Fairpoint
 - ✓ Serendipity
 - ✓ Old Police Station
 - ✓ Mass Winery
 - ✓ Downtown Games & Competitions
 - ✓ Route 108 - Child Care Center
 - ✓ Government Forms Internet Sales (Home Business)
 - ✓ AcuPetVet
 - ✓ Gravy Restaurant

- Focus on Somersworth Manufacturers:
 - ✓ Continued visits with members of the MFT community
 - ✓ Continued efforts to establish a Manufacturer's Roundtable
- Skyhaven Airport
 - ✓ Represent Somersworth on Skyhaven Advisory Board
- Marketing and Brand Identity
 - ✓ Marketing Plan RFP & Interviews
 - ✓ The Plaza RFP
 - ✓ Web Site content development
- Miscellaneous
 - ✓ Chronical coming to Somersworth to visit Phuggin' Burger On 8/1/18
 - ✓ Working on Somersworth destination map
 - ✓ Identified project specific goals for Downtown Roundtable: (1) Entry Flower Pots, (2) Social media campaign (3) Thursday night "Block Party"
 - ✓ Planning "Medical Mile" visitation effort
 - ✓ Meeting with owner of successful Mass. Winery for Somersworth Concept
 - ✓ Meeting with Property owners of former Gathering Place 66-70 High Street

Parks and Recreation - July 2018

- Our Kids Camp and Trends Summer Camp programs continue as session 2 started on Monday, July 23rd and the program will run until August 17th. The first session was very successful as we rolled out a new recycling initiative at our Summer Camp Program with the help of Wendy Berkeley and Andy Lucier from SAU 56. Andy donated 6 recycling bins to be used at summer camp and Wendy helped us pull together a quick presentation to the kids. Campers in session 1 also participated in many diverse games and activities that were created by our summer staff.
- Early Bird Registration opened on June 18th for the upcoming and popular Pee Wee Soccer Program for children ages 3 and 4. This year the program will run for 6 Saturday sessions beginning on September 15th and concluding on October 27th. The program is run by parent volunteers.

- Recreation Supervisor is on the National Night Out committee and this year's event will be Tuesday, August 7th from 5:30-7:30 p.m. at Jules Bisson Park. This event is free and is put on by the Somersworth Prevention Coalition along with Somersworth Police and is designed to bridge the gap between law enforcement and the community. Somersworth Recreation will have a table at this event with Recreational offerings and we'll also be providing lawn games for entertainment.
- We are in the process of seeking volunteers to help run our special events throughout the year. We put together a flyer with all the upcoming Recreation special events and how volunteers can get involved. We're already receiving a lot of inquiries from high school students that need to fulfill community service hours before they graduate. We hope to build up our volunteer data base so we can grow our events and offer more to the community.
- The Splash Pad at Noble Pines Park continues to receive a lot of daily use. The Splash Pad is open daily from 10:00 a.m. to 7:00 p.m. weather permitting. The Splash Pad will remain open through Labor Day.
- On July 14th volunteers from Kenyan Team Realty in Dover held a Clean-up day at Willand Pond Recreation Area. Volunteers were able to fill several trash bags as they cleaned up the trails and picnic area at the park. The owner also donated a beautiful new picnic table at the park. The picnic table overlooks the pond which offers great views and additional picnic options for patrons. A big thank-you goes out to the volunteers from Kenyan Team Realty!
- Planning is underway for the annual Senior Picnic. Recreation staff is also researching new activity ideas to run for seniors in Somersworth.



MEMORANDUM from Director Public Works & Utilities

TO: Robert M. Belmore, City Manager

DATE: August 8, 2018

SUBJECT: Public Works Department Monthly Report for July/August, 2018

FROM: Michael Bobinsky, Director of Public Works & Utilities

DIRECTOR'S COMMENTS

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

- Corrected a plugged sewer line in Centre Road at the Malley Farm Industrial Park. Had mutual aid assistance with equipment from the City of Portsmouth and the City of Dover; Somersworth and Berwick Fire Departments also assisted with water to help flush the sewer line.
- Submitted FY20-25 CIP project request for future review with the City Manager.
- Received paving bids for the 2018 road repair work, Brox Industries was the low bidder; recommendations for bid award were presented to the Finance Committee and the Public Works and Environment Committee.
- Obtain a price quote for replacing a culvert on W. High Street near Ronwyn Drive; work is planned in advance of paving of W. High Street later this September.
- Attended Zach Andrews Eagle Scout Court of Honor event. Zach's Eagle Scout project involved building a data base of veterans buried at Forest Glade Cemetery.
- Participated in the Seacoast Stormwater Coalition meeting; started work on the City's Notice of Intent to comply with the new EPA MS4 Stormwater Permit, due October 1.
- Participated in a tour of the WWTP with the City Manager and City Councilors; highlighting planned improvements under funding consideration.
- Completed the re-painting of the Italianate Well House at Forest Glade Cemetery; made final arrangements for a contractor to repair 5 historic gravestones in early August.

HIGHWAY DIVISION

Operations/Maintenance:

- Performed Road side mowing operations for line of sight.
- Performed street painting of punch list cross walks and stop bars.
- Jetted a drain line in Midway Park after resident reported slow draining.
- Performed inspections on storm drains found during seasonal cleaning.
- Performed seasonal mowing of green spaces.
- Replaced the old leaking roof on the Electronics storage area.
- Cleaned debris from Fair Ct.
- Performed pot hole patching City wide.
- Performed monthly metal collections
- Performed repairs to city equipment.
- Swept streets
- Responded to debris in the road on Silver St from a lightning strike.
- Responded to localized flooding from heavy rains.

Recreation:

- Performed brush cutting and removal at Jules Bisson Park.
- Performed maintenance to the Splash Pad at Noble Pines.

Cemetery:

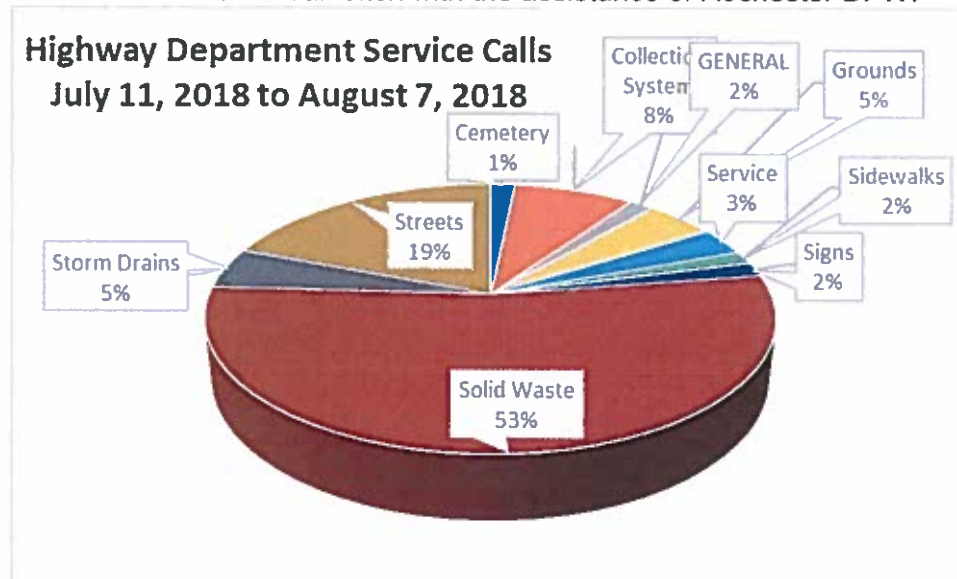
- Performed 1 burial during this reporting period.
- Installed decorative rock and mounted historic marker.

Sewer Collections Maintenance:

- Found a sewer back-up on Sinclair Ave. Somersworth cleared the blockage and restored flow. Utilized Dover DPW for clean-up with their Vactor Truck
- Responded to a reported sewer back-up on Centre Rd reported by passer-by. Utilized a Tank Truck from Portsmouth DPW, Vactor Truck from Dover DPW, Fire Engine from Somersworth FD, and Water Tanker from Berwick FD.
- Responded to 56 Digsafe requests.

Water Distribution

- Paved Daniel St water break ditch with the assistance of Rochester DPW.



WASTEWATER DIVISION

Operations/Maintenance:

- Operating under (MUCT) process which is used for our summer seasonal limits. This process is used to specifically treat the nutrients phosphorus and ammonia nitrogen.
- Received the underground storage tank closure report from the consulting firm we hired to remove the fuel storage tank. This report was forwarded to Wright-Pierce engineering who are designing the upcoming facility upgrade. No further action is required at this time.
- Conducted semi-annual preventative maintenance on all generators associated with the wastewater division. This includes Main St, Hawthorne Circle and the wastewater treatment facility. Blackwater Rd generator was newly installed.
- Treated a total of 6,000 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 July.
- Treated a total of 34-million gallons of wastewater during the month.

Industrial Pretreatment Program:

- Issued a Notice of Violation (NOV) to one of our industries concerning preventative maintenance of their sampling equipment.
- Preparing annual Industrial Pretreatment Program report to EPA.

Capital Improvements Plan Items:

- Blackwater Rd pump station upgrade – A punch list for outstanding issues has been submitted to Underwood Engineers. Once completed we will meet final completion. One last item remains concerning the heating system training.
- Submitted capital improvements items for FY 20-25.

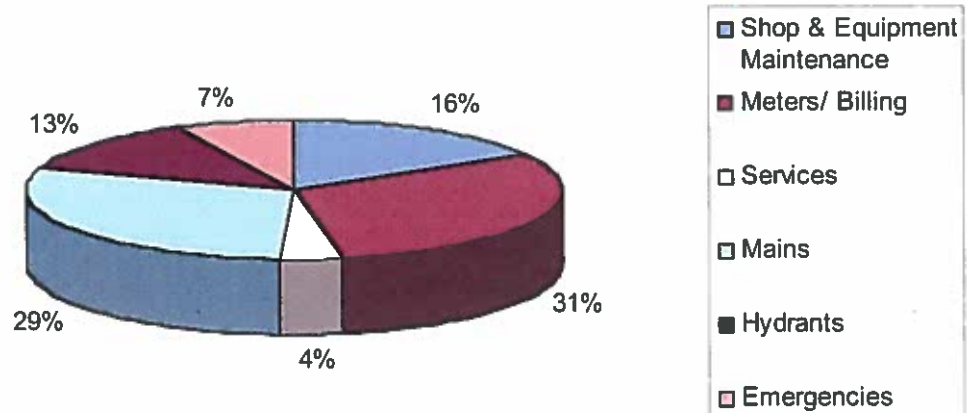
WATER DIVISION***Items completed this month:***

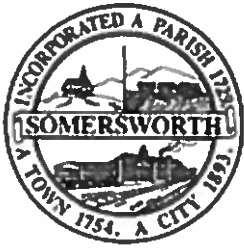
- Bacteria's and TOC's water quality test completed
- Pumped 46,920,297 gallons of raw water
- Pumped 42,838,000 gallons of finish water to the distribution system
- Switched to lagoon #2 after clean-out
- Repaired major leak on chlorine tank #1
- Power-up generator performed annual maintenance on emergency generator
- Met with City Manager and Finance Director regarding future plans for Rocky Hill Well
- Hackworth Security began installing new door intercom system
- Treatment plant had several power surges causing plant shut down due to weather
- Operated Rocky Hill well to supply water to the Oaks golf course

WATER DISTRIBUTION

- Water Distribution operators responded to 68 non-emergency service requests and provided contractor support at various construction sites including Sunningdale Drive where water main installation has resumed.
- Operators installed a new service on Copperhead Road.
- Operators responded to several emergency service requests including line locating and assisting a customer on West High Street with a broken water service.
- Services at 83 Blackwater and 470 High Street were repaired.
- Hydrants were painted along Milo and Victoria Drive. Hydrants on Old Rochester Road will be painted in the month of August.

Water Distribution Activities, July 2018





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: August 3, 2018
Subject: Monthly Report – Month of July 2018

Bob:

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

COMMUNITY POLICING:

- Empire Beauty School was given Active Shooter Training where approximately 50 people were trained.
- Another successful “Coffee with a Cop” was held on July 24th at the 45 Market Street Bakery.

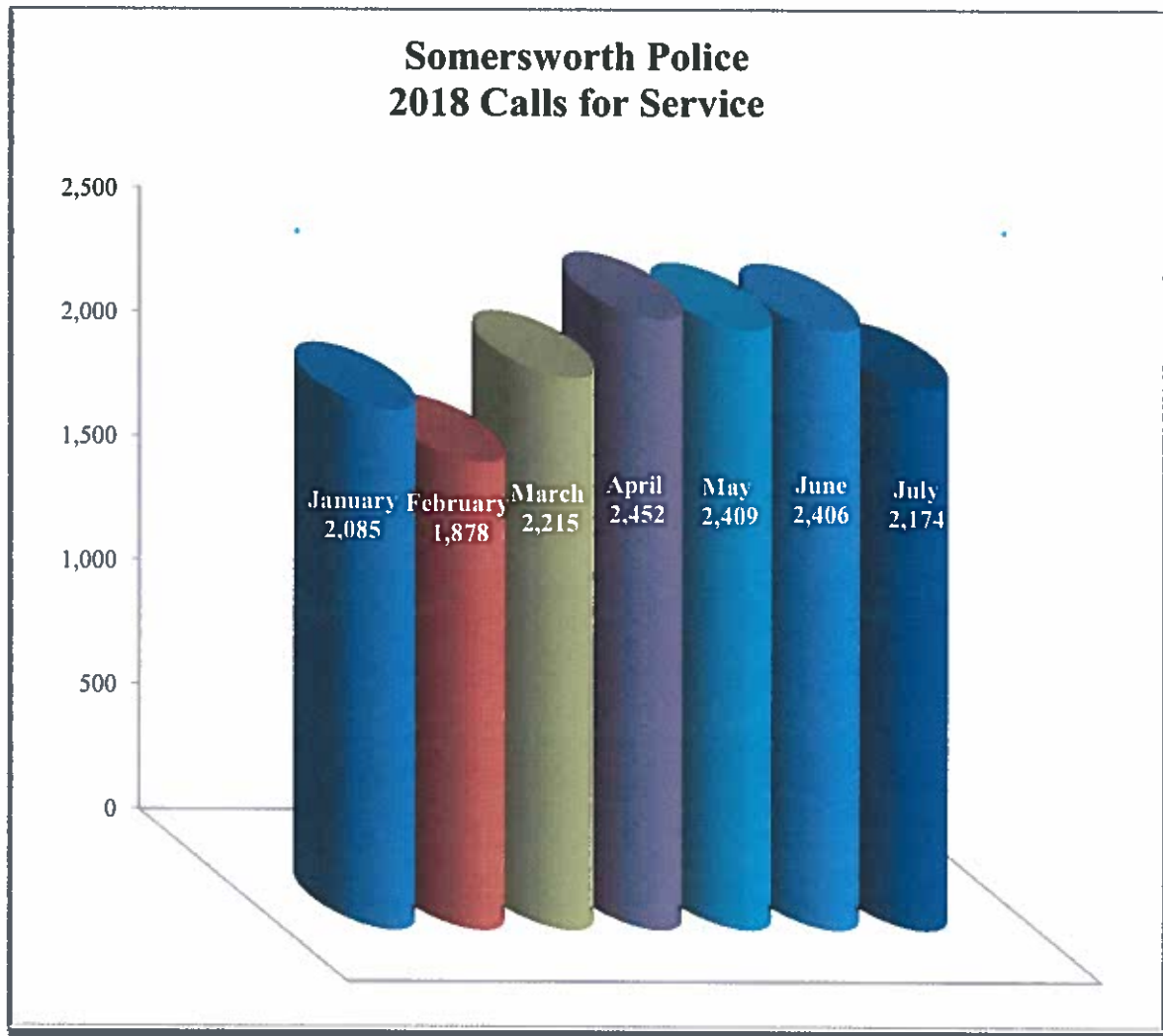
TRAINING:

Officer training included ERASE Instructor Training, Survive & Thrive Fundamentals, Clandestine Laboratories, Tactical Decision Making for the Patrol Supervisor and Tactical Team Leader.

OTHER:

National Night Out will be held on Tuesday, August 7th at the Jules Bisson Park. This is a fun, family event to promote community awareness of Crime Prevention Partnerships and is sponsored by the Prevention Coalition and the Somersworth Police. This is a totally free event for families in the community.

STATISTICS:



2018 Calls for Service		
Month	#	To Date
January	2,085	2,085
February	1,878	3,963
March	2,215	6,178
April	2,452	8,630
May	2,409	11,039
June	2,406	13,445
July	2,174	15,619



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

JULY 2018 MONTHLY REPORT

EMERGENCY ACTIVITIES

Building Fires:	8
Vehicle Fires:	0
Outside Fires:	2
Emergency Medical:	50
Motor Vehicle Crash:	5
Malfunction/false alarm:	12
Accidental/public service:	38
Hazardous Condition:	9
Hazardous Materials:	4

NON-EMERGENCY ACTIVITIES

Burning Permits:	31
Fireworks Permits:	9
Oil Burner Permits:	0
Place of Assembly Permits:	6
Fire Safety Inspections:	8
Fire Drills:	4

CALLS FOR SERVICE

- We responded to 6 more emergency calls this July (129) than in July 2017 – an increase of 5%.
- We responded to mutual aid fires in Dover (2), Durham, Newington, Portsmouth and in Berwick ME.
- Responded to three buildings hit by lightning simultaneously during July 17 storm.
- American Ambulance continues to provide excellent EMS services to the city with an average response time that is just over 4 minutes.

PLANNING/PROJECTS/GRANTS

- State COOP grant vendor Jane Hubbard provided a draft copy of the COOP plan for the city. We are making additions/changes to that plan now.

- Consumer Product Safety Commission was at Idlehurst School to investigate hot water booster devices which are short-circuiting and failing at a high rate.
- Submitted NH HSEM grant allocated for police and fire overtime for the Salmon Falls River drill to reimburse the city so no municipal funds were expended on this event.
- Still awaiting NH HSEM decision on “active shooter” equipment grant.
- Completed the State Fire Marshal Office grant for smoke/CO detectors in homes (we installed devices in 19 residences free of charge).
- Set up “Cooling Centers” in Flanagan Center and the Library during 3 scorching days in July.
- Had one call firefighter on duty during July 4 evening to investigate complaints about illegal fireworks (trained by Hilltop Fireworks). Investigated two incidents.
- State Fire Marshal’s Office assisted us at 66 High Street with proposed renovation. Reached a compromise with new owner to only sprinkler the new basement apartments and install new fire alarm system throughout the building.
- Assisted neighborhood with blasting concerns for new phase of Sunningdale project.
- Tested new fire protection systems at Empire Beauty School addition on High Street.
- Submitted FY20-25 CIP.

TRAINING/MEETINGS

- Training three new career FFs on shift.
- Attended county EMD meeting relative to sheltering.
- Attended meeting of the SRTC: and Goal-setting update.

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

MITCHELL MUNICIPAL GROUP, P.A.

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25 BEACON STREET EAST
LACONIA, NEW HAMPSHIRE 03246
www.mitchellmunicipalgroup.com

WALTER L. MITCHELL
LAURA A. SPECTOR-MORGAN
STEVEN M. WHITLEY
KERIANN ROMAN
JUDITH E. WHITELAW (OF COUNSEL)

TELEPHONE (603) 524-3885

August 7, 2018

CERTIFICATION

Re: City of Somersworth, New Hampshire

Resolution No. 5-19

Title: **AUTHORIZE THE CITY MANAGER TO CONTRACT WITH BROX INDUSTRIES, INC. OF DRACUT, MA FOR ROAD IMPROVEMENTS ON SALMON FALLS ROAD, WASHINGTON STREET, OTIS ROAD, HORNE STREET, TATES BROOK ROAD, CONSTITUTIONAL WAY, AND A PORTION OF HIGH STREET (BLACKWATER ROAD TO SOUTH STREET)**


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

Date: _____

8/7/18

MITCHELL MUNICIPAL GROUP, P.A.
City Attorney

By: _____



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TELEPHONE (603) 524-3885

August 7, 2018

CERTIFICATION

Re: City of Somersworth, New Hampshire

Resolution No. 6-19

Title: TO AUTHORIZE THE CITY MANAGER TO ORDER ONE
TYMCO REGENERATIVE AIR STREET SWEEPER WHICH
WILL BE FUNDED BY A LEASE PURCHASE ARRANGEMENT

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.

Date: 8/7/18

MITCHELL MUNICIPAL GROUP, P.A.
City Attorney

By: 

MITCHELL MUNICIPAL GROUP, P.A.

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August 7, 2018

CERTIFICATION

Re: City of Somersworth, New Hampshire

Resolution No. 7-19

Title: TO AUTHORIZE THE CITY MANAGER TO ORDER ONE
6-WHEEL DUMP TRUCK FOR THE DEPARTMENT OF PUBLIC WORKS
WHICH WILL BE FUNDED BY A LEASE PURCHASE ARRANGEMENT

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: 8/7/18

By: 

MITCHELL MUNICIPAL GROUP, P.A.

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August 7, 2018

CERTIFICATION

Re: City of Somersworth, New Hampshire

Resolution No. 8-19

Title: TO AUTHORIZE THE CITY MANAGER TO ORDER A PICKUP
TRUCK FOR THE WATER TREATMENT PLANT

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: 8/7/18

By: 

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August 7, 2018

CERTIFICATION

Re: City of Somersworth, New Hampshire

Resolution No. 9-19

Title: TO AUTHORIZE THE CITY MANAGER TO CONTRACT WITH SEVERINO
TRUCKING CO., INC. OF CANDIA, NH TO REPLACE A CULVERT
ON WEST HIGH STREET

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

MITCHELL MUNICIPAL GROUP, P.A.
City Attorney

Date: 8/7/18

By: 

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TELEPHONE (603) 524-3885

August 8, 2018

CERTIFICATION

Re: City of Somersworth, New Hampshire

Resolution No. 10-19

**Title: TO NAME THE WALKING TRAIL AT THE MAST POINT DAM
RECREATION AREA AS THE FRANK RICHARDSON CONSERVATION TRAIL**

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: 8/8/18

By: 

Bob Belmore

From: Ryan T. Wingard <ryan.wingard@wright-pierce.com>
Sent: Monday, August 06, 2018 8:53 AM
To: Bob Belmore; Michael Bobinsky; Shanna Saunders
Cc: Scott A. Smith; Lyndsay R. Butler
Subject: Roadway & Utility Reconstruction Project
Attachments: 201808 Const Main Cemet Roadway Planning Level Estimate.pdf

Hi All,

During our last technical review meeting, you requested planning level cost estimates for each street. Lyndsay pulled together the attached estimates for your review. I'd say it's rather conservative, which is what we need at this stage of the project, especially given the current bidding climate and the potential for these projects to be on the shelf until funding is available. All costs are in 2018 dollars. Please let us know if you have any questions.

Ryan Wingard, PE
Wright-Pierce | Senior Project Manager & Associate
Office 207.761.2991 | Direct 207.523.1419



Visit our website for industry insights: www.wright-pierce.com

Complete Streets
FYE
8/6

Somersworth, NH - Roadway & Utility Reconstruction
 Planning Level Cost Estimate
 6-Aug-18
 LR8/RTW

Street	LF
Main Street (John Parsons Dr to Indigo Hill Rd)	3,750
Constitutional Way	600
Cemetery Road	3,350
Total	7,700

Main Street	
Total Linear Footage =	3,750
Total Cost per Linear Foot =	\$1,100
Project Subtotal Cost =	\$4,125,000
30% Contingency =	\$1,237,500
Project Total Cost =	\$5,362,500

Sewer Funds	
Sewer % =	28.00%
Total Sewer =	\$1,501,500

Water Funds	
Water % =	20.00%
Total Water =	\$1,072,500

General Funds	
General % =	52.00%
Total General =	\$2,788,500

Constitutional Way	
Total Linear Footage =	600
Total Cost per Linear Foot =	\$1,100
Project Subtotal Cost =	\$660,000
30% Contingency =	\$198,000
Project Total Cost =	\$858,000

Sewer Funds	
Sewer % =	28.00%
Total Sewer =	\$240,240

Water Funds	
Water % =	20.00%
Total Water =	\$171,600

General Funds	
General % =	52.00%
Total General =	\$446,160

Cemetery Road	
Total Linear Footage =	3,350
Total Cost per Linear Foot =	\$870
Project Subtotal Cost =	\$2,914,500
30% Contingency =	\$874,350
Project Total Cost =	\$3,788,850

Sewer Funds	
Sewer % =	28.00%
Total Sewer =	\$1,060,878

Water Funds	
Water % =	20.00%
Total Water =	\$757,770

General Funds	
General % =	52.00%
Total General =	\$1,970,202

Sewer construction cost include pipes, service connections, manholes, bedding and backfill.

Water construction costs include pipes and fittings, service connections, gates, hydrants, bedding and backfill.

PROJECT SCHEDULE

PROJECT:	Utility and Roadway Reconstruction	PROJ #:	13976A
OBJECTIVE:	Design Coordination Meeting		
CALLED BY:	Wright-Pierce	DATE:	7/24/2018
LOCATION:	City Hall	TIME:	9:00 am

Key Project Milestones	Scheduled Outlined in Proposal	Schedule Update
Proposals Due	August 17, 2017	August 17, 2017
Consultant Selection	August 2017	December 2017
Refine Consultant Scope and Fee and Execute Contract	September 2017	January 2018
Begin Work	September 2017	January 2018
Task 1 – File Review and Field Data Collection	Sept – Nov 2017	January – June 2018
Task 2 – Preliminary Design	Dec 2017 – April 2018	June – Sept 2018
<i>30% Preliminary Design</i>	<i>March 2018</i>	<i>August 2018</i>
<i>1st Round of Public Meetings</i>	<i>April 2018</i>	<i>September 2018</i>
<i>Public Presentation to City Council</i>	<i>April 2018</i>	<i>September 2018</i>
Task 3 – 60% Design	May – August 2018	Oct 2018 – Jan 2019
<i>2nd Round of Public Meetings</i>	<i>August 2018</i>	<i>January 2019</i>
Task 4 – Construction Plans/Documents	Sept – Nov 2018	February – March 2019
Task 5 – Bidding	Nov 2018 – March 2020	March 2019 – March 2021
Construction	April 2019 – Nov 2022	April 2019 – Nov 2022