




Office of the City Manager

TO: Mayor Dana S. Hilliard and City Council Members
FROM: Robert M. Belmore, City Manager 
DATE: Friday, July 10, 2020
SUBJECT: City Manager's Report for Monday, July 13, 2020

6:30 p.m. City Council Zoom Workshop
Re: Form Based Codes - Presentation by Director Shanna Saunders
Attached is the PowerPoint that Director Saunders will be presenting.

Unfinished Business (Under Section 14 of Agenda)

Ordinances

- A. Ordinance No. 22-20: To Amend Chapter 4, Personnel Rules & Regulations, Section 11.2, Retirement Plan, Regarding when Benefits Begin.** Again, the Government Operations Committee met on June 3rd and voted to move forward with this recommended Ordinance amendment for full Council review.
- B. Ordinance No. 23-20: To Amend Chapter 4, Personnel Rules and Regulations, Section 11.2.1, Health / Dental Insurance, Regarding Spouses Employed by the City.** Again, the Government Operations Committee met on June 3rd and voted to move forward with this recommended Ordinance change for full Council review.
- C. Ordinance No. 24-20: To Amend Chapter 4, Personnel Rules and Regulation – Compensation Schedule.** Again, the Government Operations and the Finance Committee voted to recommend a 2.5% Cost of Living Increase (COLA). If approved, this would carry over to provide members of the Water/Wastewater Collective Bargaining Unit with the same COLA increase to their pay scale. Their CBA/ Union Contract has language that provides for wage adjustments in accordance with the City's Personnel Rules & Regulations as may be approved by the City Council. In the past, funding for non-union raises have been covered within the department's budget or by the contingency line in the General Fund. Wage increases for the Water / Wastewater Union employees would be covered by the respective Utility Budgets.

Resolutions

- A. Resolution No. 50-20: Vote to Authorize a Bond to Construct a New Fire Station at the Location of the Current Fire Station on Maple Street.** Again, the Finance Committee met on February 18th and voted to move this Bond authorization vote to full Council.

New Business (Under Section 15 of Agenda)

Ordinances

- A. Ordinance No. 1-21: To Amend Chapter 30, Conduct in Public Parks, Section 13, Dog Waste in Parks, by Adding Section D, Dog Park Rules.** Attached is a *red-lined* version of Chapter 30. The Recreation Committee voted to support this Ordinance amendment at their June 23rd meeting. I recommend a Public Hearing at the next regular Council meeting to be scheduled by Mayor Hilliard.
- B. Ordinance No. 2-21: To Amend Chapter 30, Conduct in Public Parks, Section 8 – Regarding Advertising.** The Recreation Committee reviewed and voted to support this Ordinance amendment at their June 23rd meeting as well as the attached proposed Advertising Program Guidelines. Attached is a *red-lined* version of Chapter 30. I recommend a Public Hearing at the next regular Council meeting to be scheduled by Mayor Hilliard.
- C. Ordinance No. 3-21: To Amend Chapter 21A, Display of Permissible Fireworks.** Attached is a *blue-lined* version of the Ordinance that depicts the proposed Amendments. I recommend a Public Hearing at the next regular Council meeting to be scheduled by Mayor Hilliard.
- D. Ordinance No. 4-21: Transfer Ordinance for Fire Staffing Funding.** This Ordinance is in support of Resolution No. 49-20 (copy attached) which was adopted at the June 15th Council meeting. Money appropriated to replace Fire Department mobile radios will be used to cover the projected increase in cost of overtime and associated payroll costs. I recommend a Public Hearing at the next regular Council meeting to be scheduled by Mayor Hilliard.
- E. Ordinance No. 5-21: To Amend Chapter 19 – Zoning, Section 25.B, Agricultural Use.** Mayor Dana Hilliard has referred this proposed Ordinance amendment to the Public Works & Environment Committee. A Public Hearing should eventually be scheduled prior to a vote.
- F. Ordinance No. 6-21: To Add to Chapter 19, Zoning, Section 32, Form Based Codes.** This proposed Amendment has been in the works for some 18-plus months. The initial full Council buy-in for this Zoning Ordinance change started with the passage of Resolution No. 28-19 (copy attached) on January 22, 2019, which authorized the hiring of Resilience Planning & Design to assist in developing a Form Based Code section. Over the next year, Staff and the Council's Economic Development Committee have worked to fine tune this final Ordinance Amendment. City Attorney has not yet reviewed the document so there may be the need for some language adjustment/s. A Public Hearing is recommended for the next scheduled City Council meeting.

Resolutions

- A. **Resolution No. 1-21: To Provide a Stipend Paid to Election Officials In Addition To The Customary Remuneration Paid For The 2020 September Primary And 2020 November General Elections.** The Election Review Planning Commission met on June 8th and voted to recommend this stipend increase for essential Election Officials. Based on the last election's staffing numbers, the cost would be approximately \$7,500 for the two elections. Please consider clarifying the stipend also being applied, or not, to City employees working the election polls.

Other

- A. **Vote to Request the School Board to Authorize the Use of Somersworth High School as the Ward 3 Polling Location.** (Note: this will relocate the current Ward 3 polling location from the Flanagan Community Center).
- B. **Vote to Request the School Board to Authorize the Use of Idlehurst Elementary School as the Ward 4 Polling Location.** (Note: this will relocate the current Ward 4 polling location from the Charpentier Apartments).
- C. **Vote to Waive the Excavation Moratorium on Stackpole Road (City Ordinance Ch. 12, Section 12.1, Moratorium Period, for Roads that have been overlayed, the Moratorium shall be three (3) years).** Attached is a copy of the information provided and discussed at the Public Works & Environment Committee at their July 7th meeting. The Committee supports the waiver. The waiver will allow the State Department of Transportation to repair a culvert at the end of Stackpole Road at Green Street. The City will be repairing a water main at this location at the same time.

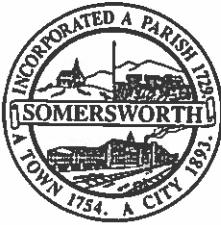
City Manager's Items (under section 11 of Agenda)

A. Informational Items.

1. **Route 108 Department of Transportation Project.** FYI-The Public Works & Environment Committee discussed possible options for new sidewalks on Route 108 as part of this project. The Committee supports sidewalks on both sides of the road from the approximate area of Works Way South to the Dover line as noted in their meeting minutes of July 7th. Attached is a copy of the NH Department of Transportation Engineer's recommendation regarding sidewalks.
2. **FL Merrill Construction Inc.** Without objection, I will be working out an Agreement to allow this company store approximately 2,500 cubic yards of sand fill or other material for about 5 months in the City land area off Blackwater Road adjacent to the Superfund Site. They will be working on the Lower Great Falls Hydro-Dam. The Agreement will include some monetary aspect to the City's benefit. (see attached email)

Attachments

1. **City Attorney Certifications Six (6)**
2. **Department Head Reports**
3. **City Department Operations – Updates on COVID-19-Memorandum emailed on July 8th**
4. **Compliant Letter to NH Public Utility Commissioners Regarding Double Utility Poles**



City of Somersworth – Ordinance

Ordinance No: 22-20

TO AMEND CHAPTER 4, PERSONNEL RULES & REGULATIONS, SECTION 11.2, RETIREMENT PLAN, REGARDING WHEN BENEFITS BEGIN

June 15, 2020

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:

1. Amend Chapter 4, Personnel Rules and Regulations, Section 11.2, Retirement Plan, by deleting the last sentence and adding:

Retirement benefits will begin on date of hire.

This Ordinance shall take effect upon its passage.

Authorization	
<i>Sponsored by Councilors:</i> Richard Michaud Nancie Cameron Donald Austin Matt Gerding	<i>Approved:</i> City Attorney

City of Somersworth – Ordinance 22-20

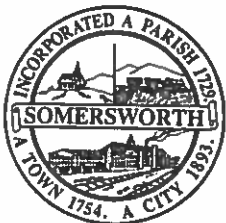
History

First Read Date:	06/15/2020	Tabled:	
Public Hearing:	07/13/2020	Removed From Table:	
Second Read:			

Discussion

*Ordinance No. 22-20 will remain in first read until the call of the Chair.
Public Hearing scheduled at the call of the Chair.*

Voting Record		YES	NO
Ward 1 Councilor	Pepin		
Ward 2 Councilor	Vincent		
Ward 3 Councilor	Dumont		
Ward 4 Councilor	Austin		
Ward 5 Councilor	Michaud		
At Large Councilor	Witham		
At Large Councilor	Gerding		
At Large Councilor	Cameron		
At Large Councilor	Paradis		
TOTAL VOTES:			
On / / Ordinance 22-20		PASSED	FAILED



City of Somersworth – Ordinance

Ordinance No: 23-20

TO AMEND CHAPTER 4, PERSONNEL RULES & REGULATIONS, SECTION 11.3.1, HEALTH/DENTAL INSURANCE, REGARDING SPOUSES EMPLOYED BY THE CITY

June 15, 2020

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:

1. Amend Chapter 4, Personnel Rules and Regulations, Section 11.3.1, Health/Dental Insurance, by adding to the last paragraph:

This benefit shall not be available to any employee whose alternative health insurance is provided through a spouse's plan through either the City or the School District.

This Ordinance shall take effect upon its passage.

Authorization

Sponsored by Councilors:

Richard Michaud
Nancie Cameron
Donald Austin
Matt Gerding

Approved:

City Attorney

City of Somersworth – Ordinance 23-20

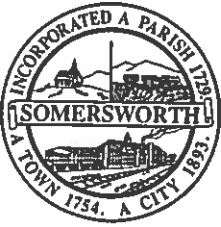
History

First Read Date:	6/15/2020	Tabled:	
Public Hearing:	07/13/2020	Removed From Table:	
Second Read:			

Discussion

*Ordinance No. 23-20 will remain in first read until the call of the Chair.
Public Hearing scheduled at the call of the Chair.*

Voting Record		YES	NO
Ward 1 Councilor	Pepin		
Ward 2 Councilor	Vincent		
Ward 3 Councilor	Dumont		
Ward 4 Councilor	Austin		
Ward 5 Councilor	Michaud		
At Large Councilor	Witham		
At Large Councilor	Gerding		
At Large Councilor	Cameron		
At Large Councilor	Paradis		
TOTAL VOTES:			
On / / Ordinance 23-20		PASSED	FAILED



City of Somersworth – Ordinance

Ordinance No: 24-20

TO AMEND CHAPTER 4, PERSONNEL RULES AND REGULATIONS - COMPENSATION SCHEDULE

June 15, 2020

THE CITY OF SOMERSWORTH ORDAINS THAT, the Ordinances of the City of Somersworth, as amended, be further amended as follows:

Amend Chapter 4 by deleting the Compensation Schedule in its entirety and replacing it with the following:

Personnel Rules and Regulations							
FY2020-2021 Compensation Schedule							
(2.5% Increase effective July 1, 2020)							
GRADE		HIRE	1	2	3	4	5
6	A	24,195.85	25,228.60	26,177.34	27,237.79	28,326.18	29,414.56
	H	11.6326	12.1291	12.5853	13.0951	13.6184	14.1416
7	A	25,368.03	26,316.98	27,489.16	28,577.33	29,610.07	29,972.72
	H	12.1962	12.6524	13.2159	13.7391	14.2356	14.4100
8	A	26,651.71	27,684.45	28,772.83	29,972.72	31,200.75	32,456.50
	H	12.8133	13.3098	13.8331	14.4100	15.0004	15.6041
9	A	27,991.24	29,107.77	30,279.73	31,507.76	32,735.58	34,102.83
	H	13.4573	13.9941	14.5576	15.1480	15.7383	16.3956
10	A	29,358.92	30,530.88	31,703.05	33,042.59	34,298.34	35,777.73
	H	14.1149	14.6783	15.2419	15.8859	16.4896	17.2008
11	A	30,865.82	32,121.56	33,321.67	34,661.20	36,084.53	37,535.78
	H	14.8393	15.4431	16.0200	16.6640	17.3483	18.0460
12	A	32,428.57	33,712.46	34,996.14	36,419.25	37,786.93	39,293.83
	H	15.5907	16.2079	16.8251	17.5093	18.1668	18.8913
13	A	34,047.40	35,386.72	36,837.98	38,345.09	39,824.27	41,498.53
	H	16.3689	17.0128	17.7106	18.4351	19.1463	19.9512
14	A	35,666.01	37,089.12	38,568.09	40,186.92	41,777.61	43,424.36
	H	17.1471	17.8313	18.5424	19.3206	20.0854	20.8771

GRADE		HIRE	1	2	3	4	5
15	A	37,535.78	39,070.61	40,605.43	42,196.33	43,787.02	45,517.35
	H	18.0460	18.7839	19.5218	20.2867	21.0515	21.8833
16	A	39,321.76	40,884.51	42,531.27	44,401.25	46,047.58	47,973.20
	H	18.9047	19.6560	20.4477	21.3468	22.1383	23.0640
17	A	41,359.09	43,033.57	45,935.86	46,521.95	48,363.99	50,289.62
	H	19.8842	20.6892	22.0845	22.3663	23.2519	24.1777
18	A	43,424.36	45,154.48	46,884.81	48,838.15	50,791.92	52,912.62
	H	20.8771	21.7089	22.5408	23.4799	24.4192	25.4388
19	A	45,517.35	47,387.11	49,340.66	51,378.00	53,359.27	55,536.04
	H	21.8833	22.7823	23.7215	24.7010	25.6535	26.7000
20	A	47,945.27	49,898.82	51,768.58	53,861.78	56,010.62	58,187.40
	H	23.0506	23.9898	24.8887	25.8951	26.9282	27.9747
21	A	50,289.62	52,271.10	54,447.87	56,569.00	58,829.34	61,117.62
	H	24.1777	25.1303	26.1769	27.1966	28.2833	29.3835
22	A	52,884.90	54,922.03	57,126.73	59,303.50	61,815.42	64,271.27
	H	25.4254	26.4048	27.4648	28.5113	29.7190	30.8997
23	A	55,480.40	57,712.81	59,889.59	62,373.58	64,857.36	67,480.57
	H	26.6733	27.7465	28.7931	29.9873	31.1814	32.4426
24	A	58,187.40	60,531.74	62,931.74	65,499.09	68,038.73	70,801.80
	H	27.9747	29.1018	30.2556	31.4899	32.7109	34.0393
25	A	61,117.62	63,657.04	66,113.11	68,848.04	71,666.75	74,485.47
	H	29.3835	30.6043	31.7851	33.1000	34.4552	35.8103
26	A	64,243.56	67,257.14	69,322.41	72,141.12	75,155.35	77,973.85
	H	30.8863	32.3352	33.3281	34.6832	36.1324	37.4874
27	A	67,313.21	70,159.64	72,894.79	75,908.58	78,950.73	81,992.46
	H	32.3621	33.7306	35.0456	36.4945	37.9571	39.4195
28	A	70,717.80	73,592.38	76,383.16	79,480.96	82,746.12	86,011.28
	H	33.9989	35.3810	36.7227	38.2120	39.7818	41.3516
29	A	74,234.11	77,248.33	80,262.34	83,443.92	86,960.02	90,364.82
	H	35.6895	37.1386	38.5877	40.1173	41.8077	43.4446

(2.5% increase of minimum and maximum effective July 1, 2020)							
Grade							
25	A	62,568.38			79,749.68		
	H	30.0810			38.3412		
30	A	79,438.45			96,852.81		
	H	38.1916			46.5639		
31	A	86,781.50			105,586.69		
	H	41.7219			50.7628		
32	A	87,594.18			106,720.93		
	H	42.1126			51.3081		
33	A	92,034.83			111,916.22		
	H	44.2475			53.8059		
34	A	96,678.66			117,604.90		
	H	46.4801			56.5408		
35	A	101,525.67			123,438.72		
	H	48.8104			59.3455		
36	A	106,633.87			129,620.81		
	H	51.2663			62.3177		
37	A	111,858.19			136,006.06		
	H	53.7780			65.3875		

This Ordinance will take effect upon adoption.

Authorization	
<i>Sponsored by Councilors:</i> David A. Witham Donald Austin Martin Pepin Martin P. Dumont, Sr.	<i>Approved:</i> City Attorney

City of Somersworth – Ordinance 24-20

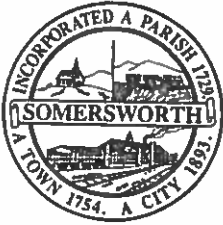
History

First Read Date:	06/15/2020	Tabled:	
Public Hearing:	07/13/2020	Removed From Table:	
Second Read:			

Discussion

*Ordinance No. 24-20 will remain in first read until the call of the Chair.
Public Hearing scheduled at the call of the Chair.*

Voting Record		YES	NO
Ward 1 Councilor	Pepin		
Ward 2 Councilor	Vincent		
Ward 3 Councilor	Dumont		
Ward 4 Councilor	Austin		
Ward 5 Councilor	Michaud		
At Large Councilor	Witham		
At Large Councilor	Gerding		
At Large Councilor	Cameron		
At Large Councilor	Paradis		
TOTAL VOTES:			
On / / Ordinance 24-20		PASSED	FAILED



City of Somersworth – Ordinance

Ordinance No: 1-21

**TO AMEND CHAPTER 30, CONDUCT IN PUBLIC PARKS,
SECTION 13, DOG WASTE IN PARKS, BY ADDING SECTION
D, DOG PARK RULES**

July 13, 2020

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:

Add the following:

13. (d.) Dog Park Rules. The City Council has established a City Dog Park at Millennium Park. The City Manager is authorized to promulgate Dog Park Regulations for this park. These Regulations shall be subject to the enforcement section as provided herein Chapter 30, Conduct in Public Parks.

This Ordinance shall take effect upon its passage.

Authorization

Sponsored by Councilors:

Nancie Cameron
Richard Michaud
Crystal Paradis
Martin Pepin

Approved:

City Attorney

City of Somersworth

DRAFT

4/23/20

Dog Park Regulations

PURPOSE: The City has established a Dog Park located within Millennium Park for the intent to allow dogs to exercise and play off-leash in a controlled environment under the supervision of their owners. These Regulations establish the procedures that Dog Owners must follow in order to make the Dog Park enjoyable by all.

DEFINITIONS:

Dog means any member of the canine species, male or female.

Dog Park means a City designated and enclosed area for dogs to exercise and play off-leash in a controlled environment under the supervision of their owners.

LOCATION(S): Millennium Park off Stackpole Road

REGULATIONS: Pursuant to Chapter 30 of the City of Somersworth's Ordinances and subject to the details below. The following Regulations shall apply to the Millennium Park Dog Park:

- a. The Dog Park is open from 7 a.m. to 9 p.m. from April 1 to Sept. 30 and from 7 a.m. to 7 p.m. from October 1 to March 31.
- b. Use of the Dog Park by any person is subject to these Regulations. Access to the dog park is a privilege that requires safe, responsible and respectful user behavior in order for all to enjoy the Park in a safe and healthy environment for visitors and their dogs.
- c. Dog waste must be picked up and disposed of by owner/handler expeditiously.
- d. Dogs must remain leashed until they are inside the entrance area of the Dog Park.
- e. Owners/handlers must closely supervise their dog(s) and at no time should anyone leave unattended dogs.
- f. Owners/handlers must fill any holes caused by their dog(s).
- g. No more than 2 dogs per adult owner.
- h. No glass containers; no human or dog food allowed.
- i. Children under 12 must be supervised by an adult.
- j. Children will be expected to behave in an appropriate manner; no running, no chasing dogs, no petting of other dogs unless permission is first granted by the dog's owner.
- k. No animals other than dogs are allowed in this area.
- l. All dogs must have current dog license tag and must be up to date on vaccinations.
- m. Dogs must be spayed or neutered.
- n. Choke, pinch, shock, and pronged collars are not permitted in this area.
- o. Dogs must be immediately removed from the area at the first sign of aggression toward people or other dogs.
- p. Small dog area is for dogs 30 lbs and under ONLY/ Large dog area is for dogs over 30 lbs, active small dogs and small dogs that think they are BIG dogs!
- q. The City Manager or his/her designee may remove and/or ban any dog or user from the Park upon any violation of these Regulations.
- r. The City Manager may temporarily close the Dog Park at any time for any reason, including but not limited to maintenance, repairs, health or safety considerations, allocation of resources or unforeseen circumstances.

AMENDMENT/TERMINATION: The City Manager is authorized to amend these Regulations at any time and for any reason.

July 13, 2020

CHAPTER 30
CONDUCT IN PUBLIC PARKS

Section 1: Title.

This ordinance shall be known and may be cited as the "City of Somersworth Ordinance Regulating Conduct in Public Parks".

Section 2: Definitions.

For the purpose of this Ordinance, the following terms, phrases, words, and their derivatives shall have the meaning given herein. When not inconsistent with the context, words used in the present tense include the future, words in the plural number include the singular number, and words in the singular number include the plural number. The word "shall" is always mandatory and not merely directory.

1. "City" is the City of Somersworth.
2. For purposes of this Ordinance, the term "park" shall be limited to the areas within the boundaries, as described in the records of the City of Somersworth Assessors, of the following City-owned recreational properties and facilities in all public parks and playgrounds. These parks are as follows:
 - Noble Pines Park
 - Millennium Park
 - Jules Bisson Park
 - Ash Street Park (Amended 06/02/2014.)
 - Stein Park
 - USS Somersworth Pocket Park
 - Malley Farm Recreational Area
 - Willand Pond Recreational Area
 - The Riverwalk
 - Memorial Drive Tennis Courts
 - Mast Point Dam Recreation Area

(Deleted St. Laurent Park 06/06/2011.)
(Deleted Queensbury Mill Pocket Park 06/18/2018)
3. "Vehicle" is any wheeled conveyance, whether motor powered, animal-drawn or self-propelled. The term shall include, but not be limited to, any trailer in tow, automobile, truck, wagon, bicycles, snowmobile, motorbike, motorcycle, trail bike of any size, kind, or description, skateboards, scooters or rollerblades. Exception is made for baby carriages and vehicles used in the maintenance of City parks.

Chapter 30

Section 3. Park Hours.

- (a.) Unless otherwise noted, the City parks and trails are open from 7 a.m. to 9 p.m. from April 1 to Sept. 30 and from 7 a.m. to 7 p.m. from October 1 to March 31. Park closing hours may be extended until 11 p.m. in the case of private rentals at Millennium Park upon obtaining written consent from the City Manager or his/her designee.
- (b.) Overnight Parking. Overnight parking is banned during park closing hours, unless written consent has been obtained from the City Manager or his/her designee.
- (c.) Closed Areas. Any section or part of any park may be declared closed to the public by the City Manager or his/her designee at any time and for any interval of time, either temporarily or at regular and stated intervals (daily or otherwise) and either entirely or merely to certain uses, as the proper City Official(s) shall find reasonably necessary.

Section 4. Park Property.

Except as may be necessitated by reason of construction or maintenance activities, the following shall apply.

1. Buildings and Other Property.

- (a.) Disfiguration and Removal. It shall be unlawful to willfully mark, deface, disfigure, injure, tamper with, or displace or remove any building, bridges, tables, benches, fences, fireplaces, railings, paving or paving materials, grills, nets, water lines, or other public utilities or parts or appurtenances thereof, signs, notices or placards whether temporary or permanent, monuments, stakes, poles, or other boundary markers, or other structures or equipment, playground equipment, facilities or park property or appurtenances whatever, either real or personal.

(b.) Injury, Removal of Natural Features.

- (1.) Trees, shrubbery, lawns. It shall be unlawful for any person in a park to damage, cut, carve, transplant or remove any tree or plant or injure the bark, or pick the flowers or seeds of, any tree or plant. Nor shall any person attach any rope, wire, or other contrivance to any tree or plant. A person shall not dig in or

Chapter 30

- (2.) otherwise disturb grass areas, or in any other way injure or impair the natural beauty or usefulness of any area.
- (3.) Removal, excavation of natural resources. It shall be unlawful for any person in a park to dig or remove any beach sand, whether submerged or not, or any soil, rock, stones, trees, shrubs or plants, down timber or other wood or materials, or make any excavation by tool, equipment, blasting, or other means or agency, except by specified written permit issued hereunder.
- (c.) Climbing Trees, Monuments, etc. It shall be unlawful for any person in a park to climb any tree or walk, stand or sit upon monuments, vases, fountains, railings, or fences or upon any other property not designated or customarily used for such purposes.
- (d.) Erection of Structures. Construct or erect any building or structure of whatever kind, whether permanent or temporary in character, or run or string any public service utility into, upon, or across park lands, except for special written permit issued by the appropriate City official(s).
- (e.) No person shall intentionally release within a park any insect, fish, or other wildlife or introduce within a park any plant, chemical, or other agent, potentially harmful to the vegetation or wildlife of the park.

Section 5. Sanitation.

1. **Discarding Refuse and Trash.** It shall be unlawful for any person in a park to bring or have brought in or to dump, deposit or leave any bottles, broken glass, ashes, paper, boxes, cans, dirt, rubbish, waste, garbage, refuse, or other trash on park property. No such refuse or trash shall be placed in any waters in or contiguous to any park, or left anywhere on the grounds thereof, but shall be placed in the proper receptacles where these are provided; where receptacles are not so provided, all such rubbish or waste shall be carried away from the park by the person responsible for its presence, and properly disposed of elsewhere.
2. **Water Pollution, Contamination.** It shall be unlawful for any person in a park to throw, discharge, or otherwise place or cause to be placed in the waters of any fountain, pond, lake, stream, bay, pool, river, or other body of water in or adjacent to any park or any tributary, stream, storm sewer, or drain flowing into such waters, any substance, matter or thing, liquid or solid, which will or may result in the pollution, discoloration or contamination of said waters.

Chapter 30

Section 6. Traffic.

1. **Vehicle Operation Confined To Roads.** It shall be unlawful for any person in a park to drive any vehicle on any area except on the paved park roads or parking areas or such other areas as may be specifically designated as temporary parking areas by the City Manager or his/her designee.
2. **Speed of Vehicles Within City Parks.** It shall be unlawful for any person to ride or drive a vehicle at a rate of speed exceeding 10 mph or in a manner which would endanger life and property.
3. **Parking.** It shall be unlawful for any person in a park to park a vehicle in other than an established or designated parking area.

Section 7. Recreational Activities.

1. Picnic Areas

- (a.) Use generally. It shall be unlawful for any person in a park to picnic in a place other than those designated for that purpose. The intent is to restrict the unauthorized relocation of city picnic tables or to have park users set up grills in areas designated for other purposes, such as ballfields, horseshoe pits and volleyball courts.
 - (b.) Non exclusivity. All city parks, with the exception of Millennium Park, are open to the general public at all times. Millennium Park may be rented for private use by obtaining a rental permit through the office of Parks and Recreation.
 - (c.) Duty of picnicker. It shall be unlawful for any person in a park to leave a picnic area before all trash in the nature of boxes, papers, cans, bottles, garbage or other refuse is placed in the disposal receptacles and trash shall be carried away from the park area by the picnicker to be properly disposed of elsewhere.
 - (d.) Gas grills are permitted for the use of preparing food for picnics. Picnickers are responsible for removal of all items related to the use of a grill, including charcoal ashes.
2. **Camping.** It shall be unlawful for any person in a park to camp in other than designated areas for organized camping, provided by the City Manager or his/her designee and used by groups of persons under adequate supervision. No person shall set up tents, shacks or any other temporary shelter for the purpose of overnight camping, nor shall any person leave in a park, after closing hours, any movable structure or special vehicle to be used or that could be used for such purpose, such as a house-trailer, camp-trailer, camp-wagon, RV or the like. A permit will be obtained through the Recreation Department prior to any organized camping.

Chapter 30

3. **Rollerblades, Roller Skates, Scooters and Skateboards.** Roller skates, skateboards, scooters, and the use of roller blades are prohibited on park tennis, basketball and volleyball courts, ballfields, and parking lots unless such area has been designated for this specific purpose.
4. **Hunting; Use Of Weapons Dangerous to Wildlife.** It shall be unlawful for any person in a park to use, carry or possess firearms of any description, or air rifles, spring guns, BB guns, bow and arrows, slings or any other forms of weapons potentially dangerous to wildlife and dangerous to human safety, or any instrument that can be loaded with and fire blank cartridges, or any kind of trapping device. It shall be unlawful for any person to shoot into park areas from beyond the park boundaries.

Section 8. Behavior.

1. **Loitering, Disorderly Conduct.** It shall be unlawful for any person in a park to sleep or protractedly lounge on the seats, picnic tables, benches, or other areas; or to engage in loud, boisterous, threatening, abusive, insulting or indecent language; or to engage in any disorderly conduct or behavior tending to a breach of the public peace.
2. **Restricted Areas.** It shall be unlawful for any person in a park to enter an area posted as "Closed to the Public", nor shall any person use, or abet the use of any area in violation of posted notices.
3. **Fireworks and Explosives.** It shall be unlawful for any person in a park to bring, or have in his possession, or set off, or otherwise cause to explode or discharge or burn, any firecrackers, torpedo, rocket, or other fireworks or explosives of inflammable material, or discharge them or throw them into any park area from land or roadway adjacent thereto. This prohibition includes any substance, compound, mixture or article that, in conjunction with any substance or compound, would be dangerous from any of the foregoing standpoints.
4. **Fires.** It shall be unlawful for any person in a park to build or attempt to build a fire except in such area and under such regulations as may be designated by the City of Somersworth. No person shall drop, throw, or otherwise scatter lighted matches, burning cigarettes or cigars, tobacco paper or other flammable material, within any park area or on any road or street abutting or contiguous hereto.
5. **Bonfires.** Bonfires of any nature or size are prohibited within the confines of any city park unless an appropriate city permit has been attained.
6. **Smoking.**
 - (a.) It shall be unlawful for any person to use any tobacco products in a City park at any time.

Chapter 30

- (b.) No person shall dispose of any cigarette, cigar or tobacco, or any part of a cigarette or cigar, on any portion of park property, except in a designated waste disposal container if provided.
- (c.) Tobacco products means cigarettes, cigars, pipes, snuff, smokeless tobacco, chewing tobacco, products containing tobacco, and tobacco in any other form.
- (d.) It is the responsibility of the recreation staff, or any other appropriate City Official, to initially enforce this policy by requesting that any person who is violating this ordinance to immediately cease the use of tobacco products. After this request is made, if any person refuses to refrain from using tobacco products, the staff member or any other appropriate City Official may call the local police who shall then be responsible for enforcement.

7. Drugs and Intoxicating Beverages.

- (a.) Liquor Defined. For purposes of this Ordinance "liquor" shall mean and include any alcoholic spirituous, vinous, fermented or other alcoholic beverages, or combination of liquors and mixed liquors, intended for human consumption, which contains more than a half of 1 percent of alcohol by volume.
- (b.) No person in a park shall have brought liquor, nor shall any person drink liquor at any time, in any park area.
- (c.) It shall be unlawful for any person to enter or be in a park while under the influence of intoxicating liquor.
- (d.) Drugs shall not be used, possessed, or sold in City parks.

8. Advertising ~~Generally~~.

- a) It shall be unlawful for any person in a park to announce, advertise or call the public attention in any way to any article or service for sale or hire unless previously approved by the City Manager or his/her designee.
- (b.) City Park Sponsorship Advertising Program. The City Manager is authorized to implement an Advertising Program for certain City Parks to include Noble Pines (outfield fence), Millennium Park (outfield fence & Dog Park fencing), Jules Bison Park (River Street fence). The City Manager is further authorized to set the terms, conditions and sponsorship costs for said Advertising Program.

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- 9. **Vending and Peddling.** It shall be unlawful for any person in a park to expose or offer for sale any article or thing, or to station or place any stand, cart, or vehicle for the transportation, sale or display of any such article or thing. An exception is made as to any city licensed concessionaire.

Any exception to this requirement will need to be determined by the City Manager or his/her designee.

10. Posting Signs. It shall be unlawful for any person in a park to paste, glue, tack or otherwise post any sign, placard, advertisement or inscription whatever, or to erect or cause to be erected any sign whatever on any public lands or roads adjacent to a park. This includes any signs dealing with a political nature.

11. Permits.

(a.) **Required.** A Permit shall be obtained from the City of Somersworth before participating in any special use or activity in a park. A list of such uses and activities shall be kept on file in the office of the Parks and Recreation Department.

(b.) **Application.** A person seeking issuance of a permit hereunder shall file an application with the appropriate office within City Hall. The application shall state:

- (1.) The name and address of the applicant.
- (2.) The name and address of the person sponsoring the activity, if any.
- (3.) The day and hours for which the permit is desired.
- (4.) The park or portion thereof for which such permit is desired.
- (5.) An estimate of the anticipated attendance.
- (6.) Any other information which the director shall find reasonably necessary to a fair determination as to whether a permit should be issued hereunder.

(c.) **Standards of issuance.** The City of Somersworth shall issue a permit hereunder when it finds:

- i. That the proposed activity or use of the park will not unreasonably interfere with or detract from the general public enjoyment of the park.
- ii. That the proposed activity and use will not unreasonably interfere with or detract from the promotion of public health, welfare, safety and recreation.
- iii. That the proposed activity or use is not reasonably anticipated to incite violence, crime or disorderly conduct.
- iv. That the proposed activity will not entail unusual, extraordinary or burdensome expense or police operation by the City.
- v. That the facilities desired have not been reserved for other use at the day and hour required in the application.

(d.) **Special Events License.** A special events license must be obtained from the City Clerk as well as a written permit from the City Manager

or his/her designee to hold any event within any park other than Millennium Park.

- (e.) **Revocation.** The City of Somersworth shall have the authority to revoke a permit upon a finding of violation of any rule or ordinance, or upon good cause shown.

12. City Trails. "City Trail" means any trail designated by the Parks and Recreation Department for use by pedestrians. Parks that have City trails include Willand Pond, Malley Farm, Riverwalk and the Mast Point Dam Recreation Area. (Amended 06/18/2018)

- (a.) No person responsible for a dog shall permit the dog to be on any City trail unless the dog is held on a leash. The dog shall be reined in to within four (4) feet of the responsible person whenever it approaches or is approached by another trail user.

- (b.) No person responsible for a dog shall permit the dog to defecate upon any trail. It is a specific defense to a charge of violating this section that the person charged immediately removed the deposit and properly disposed of it.

13. Dog Waste in Parks.

- (a.) No person owning or responsible for a dog shall permit the dog to defecate on any public property or right of way or on any private property other than property owned and leased by the person owning or responsible for the dog.

- (b.) It is a specific defense to a charge of violating this section that the person charged immediately removed the excrement and properly disposed of it in a sanitary manner.

- (c.) Where signs are posted, dogs shall be prohibited from the designated playing fields listed here:

- Noble Pines Park Baseball Field
- Millennium Park Softball Field
- Jules Bisson Softball/Baseball Field
- Malley Far Recreational Area Softball/Baseball Field (06/18/2018)

(Chapter 30, Section 13.c added 06/02/2014.)

(d.) Dog Park Rules. The City Council has established a City Dog Park at Millennium Park. The City Manager is authorized to promulgate Dog Park Regulations for this Park. These Regulations shall be the subject to the enforcement section as provided herein Chapter 30, Conduct in Public Parks.

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Chapter 30

14. Enforcement.

1. **Officials.** Enforcement of this Ordinance will be the responsibility of the Somersworth Police Department or any Somersworth Code Officer. (Amended 09/08/2015.)
2. **Penalties.** Any person, firm or corporation violating any provisions of this Ordinance shall be deemed guilty of a violation and upon conviction thereon shall be fined in an amount not exceeding \$100. The City recommends that in appropriate circumstances sentencing include the alternative of replacing, repairing, cleaning or otherwise returning the park to its previous condition. Each day such a violation is committed or permitted to continue shall constitute a separate offense, and shall be punishable as such hereunder.

15. **Separability.** If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such provision shall be deemed a separate, district independent provision and such holding shall not affect the validity of the remaining portions thereof.

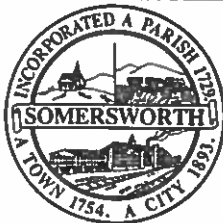
Chapter 30 passed as amended 08/17/2009.

Chapter 30 amended 06/06/2011 - Page 1.

Chapter 30 amended 06/02/2014 - Section 2.2, Definitions, Page 1.

Chapter 30 amended 06/02/2014 - Section 13, Dog Waste in Parks, Page 8.

Chapter 30 amended 09/08/2015 - Section 9, Officials, Page 9.



City of Somersworth – Ordinance

Ordinance No: 2-21

TO AMEND CHAPTER 30, CONDUCT IN PUBLIC PARKS, SECTION 8 - REGARDING ADVERTISING

July 13, 2020

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:

Chapter 30, Section 8:

- Rename the title to “Advertising” by deleting the word “Generally,” and
- Identify the existing language in Chapter 30, Section 8 as subsection “a)” and
- Add as a new subsection 8. b), the following;

City Park Sponsorship Advertising Program. The City Manager is authorized to implement an Advertising Program for certain City Parks to include Noble Pines (outfield fence), Millennium Park (outfield fence & Dog Park fencing), and Jules Bisson Park (River Street fence). The City Manager is further authorized to set the terms, conditions, and sponsorship costs for said Advertising Program.

This Ordinance shall take effect upon its passage.

Authorization	
<i>Sponsored by Councilors:</i> Nancie Cameron Richard Michaud Crystal Paradis Martin Pepin	<i>Approved:</i> City Attorney

City of Somersworth

City Park Sponsorship Advertising Program

PURPOSE: These Regulations establish certain procedures to allow the City of Somersworth to approve permit applications for the placement of private advertisement banners in available locations in City Parks for a fee.

DEFINITIONS: Interested parties: Any sponsorship purchaser, whether an individual or an entity.

Tobacco products: Any product to include e-cigarettes, cigars, pipes, snuff, smokeless tobacco, chewing tobacco, vapes, products containing tobacco, and tobacco in any form.

Alcohol products: To include any alcoholic spirituous, vinous, fermented or other alcoholic beverages, or combination of liquors and mixed liquors, intended for human consumption as a beverage having an alcoholic content equal to or greater than 1 percent of alcohol by volume.

LOCATION(S): Private banners permitted under this ordinance shall be permitted in the following locations:

- a) Noble Pines Park (outfield fence),
- b) Millennium Park (outfield fence & Dog Park fence),
- c) Jules Bisson Park (fence along River Street).

GENERAL PROCEDURES AND STANDARDS: Sponsorship banners shall be managed according to the following procedures and standards and in accordance with Chapter 30 of the City of Somersworth's Ordinances:

- a. Banners are prohibited from displaying imaging, wording, or other advertisement related to tobacco products or alcohol products.
- b. All banner designs must conform to meet the specifications provided herein.
- c. Interested parties and all related subsidiaries or affiliates are limited to one sign per field.
- d. Applicants may request a certain location and open spots will be filled on a first come, first served basis.
- e. No banner may unreasonably interfere or detract from the promotion of public health, welfare, safety, and recreation.

SPECIFICATIONS: All banner designs must conform to meet the specifications provided herein:

- a. Allowed size shall be four feet by eight feet (4'x8')
- b. Font will be at least 6 inches.
- c. No more than 4 different colors per banner
- d. Banners will be made of vinyl and must include at least 4 metal grommets located in the four corners.
- e. Banners may include a maximum of one logo
- f. Banners are to be one-sided only.

- g. All banners are required to include an exactly 2", solid, blue border around the outside perimeter of the banner in the hexadecimal color code: 002f9b.

ADVERTISING TERMS AND COSTS: Banners will be displayed in one location, on a first come, first serve basis for 5 months from April 1st through October 1st and will cost \$300.00 per advertising year.

APPROVAL PROCEDURE: All wording, logos, color schemes, and images and layouts shall be submitted for pre-approval by the City Manager or their designee. All banner requests must be submitted in writing to the City Manager or their designee by March 1 of each year. Sponsors returning with banners from a prior season must still submit a written request to the City Manager or their designee and are not guaranteed the same placement from the prior season. Placement each season will be made on a first come first served basis. The City Manager or their designee shall be responsible for issuing the permit. The City may reject any proposed design for any reason and at its sole discretion.

TERMS AND LIMITS: The term of the banner placement shall be mid-April through mid-September in a given year. In September after banners are removed, the City will contact applicant to pick up the banner at the City Hall Recreation Office. The City of Somersworth may limit the number of banners placed on any field/fence location and location shall be determined on a first come first served basis. All approved banners shall be required to execute a signed agreement with the City of Somersworth. Approved banners will be affixed by the City of Somersworth utilizing zip ties or rope to secure the banner to the fence at the discretion of the City.

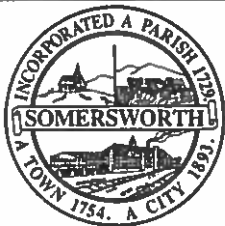
The City is not responsible for costs associated with damage to any banners. Banners that are damaged, vandalized, or deemed to be in poor condition will be removed immediately by the City and the Applicant will be notified to pick up the banner to fix or replace. Applicants are required to make repairs or replacements to banners if they are damaged, vandalized, or stolen within a 30- day period from notification by the City. The City shall replace any removed banner for the remainder of the advertising term after a new or repaired banner has been provided by the Applicant. If a new banner is not provided within 30 days the applicant will lose his approval and approval may be given to applicants on a waiting list.

AMENDMENT/TERMINATION: The City of Somersworth reserves the right to remove a banner at any time at its sole discretion upon any breach by the Applicant of any term or condition of this Program. The City Manager or their designee reserves the right to amend the Advertising Program Regulations at any time and for any reason, in whole or in part.

WARRANTIES: Applicant warrants that any submitted banner does not infringe any copyright, whether common law or statutory, and will not violate any law or any personal or property rights.

Robert M. Belmore, City Manager

date



City of Somersworth – Ordinance

Ordinance No: 3-21

TO AMEND CHAPTER 21A, DISPLAY OF PERMISSIBLE FIREWORKS

July 13, 2020

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:

Delete Chapter 21A, Section 5 – Permit Fee in its entirety and replace with:

5. Permit Fee

The fee for a permissible fireworks display permit shall be fifty dollars (\$50.00) per event. The fee shall be paid at the time of the application and is non-refundable.

Delete Chapter 21A, Section 7, E in its entirety and replace with:

E. No permissible fireworks shall be discharged between the hours of 11:00p.m. and 8:00 a.m. with the following exceptions:

- a. January 1: no discharge between 12:00 a.m. and 8:00 a.m.
- b. July 3, 4 and 5: no discharge between 12:00 a.m. and 8:00 a.m.
- c. December 31: no discharge prior to 8:00 a.m.

Delete Chapter 21A, Section 9 – Penalty, B in its entirety and replace with:

B. Any person who violates the provisions of this Ordinance shall be guilty of a violation and upon conviction thereon shall be fined in an amount of:
\$250 for first offense;
\$500 for second offense; and
\$1,000 for each and every subsequent offense.

This Ordinance will take effect upon passage.

Authorization	
Sponsored by Councilor: David A. Witham	Approved: City Attorney

CHAPTER 21A

DISPLAY OF PERMISSIBLE FIREWORKS

1. Statutory Authority

This article is enacted pursuant to the authority granted by Section 17 of Chapter 47 and Section 6 of Chapter 160-C of the New Hampshire Revised Statutes Annotated.

2. Definitions

“Consumer fireworks” means consumer fireworks as defined in 27 C.F.R. section 555.11 and formerly known as class C common fireworks.

“Fire Chief” means the Fire Chief of the City of Somersworth or his/her designee.

“Permissible fireworks” means consumer fireworks, except for those items that are prohibited pursuant to RSA 160-B:16, 160-B:16-b, and 160-B:16-c.

“Police Chief” means the Police Chief of the City of Somersworth or his/her designee.

3. Permit Required

No person shall use, discharge or explode any permissible fireworks without a permit issued by the City of Somersworth.

4. Permit Application

- A. Any person wishing to obtain a permissible fireworks display permit shall apply to the Police Chief and the Fire Chief at least 72 hours prior to the display. The time frame may be waived at the discretion of the Police Chief and Fire Chief.
- B. The applicant shall provide the following information:
 - a. Date of application
 - b. Name, address and telephone number of the applicant
 - c. Address of the location where the display will be held
 - d. A diagram of the display location, showing the location of all nearby property lines, nearby buildings, public ways, nearby trees, electrical and telephone lines or other overhead obstructions, and the location of any nearby storage of flammable or combustible liquids or gases
 - e. Name of the owner of the property where the display will be held
 - f. Intended date and time of display, including a possible rain date

- g. Written authorization of the property owner, if different from the applicant
- h. Signature of the applicant

5. Permit Fee

The fee for a permissible fireworks display permit shall be ~~five-dollars (\$5.00)~~ fifty (\$50.00) per event. The fee shall be paid at the time of application and is non-refundable.

6. Site Inspection

- A. Prior to issuing a permit, the Police Chief or the Fire Chief may conduct an inspection of the display site to determine whether a permissible fireworks display can be held in a safe manner.
- B. If, in the opinion of the Police Chief or Fire Chief, the proposed site is not suitable for the safe display of permissible fireworks, the application for a permit shall be denied.

7. Restrictions

- A. No person under the age of 21 may possess, use, discharge or explode permissible fireworks.
- B. No permissible fireworks may be used, discharged or exploded during periods of very high or extreme fire danger as determined by the Fire Chief or the NH Division of Forests and Lands.
- C. Permissible fireworks shall be used, discharged or exploded in a manner such that all discharge debris shall remain within the property lines of the approved site.
- D. No permissible fireworks shall be used, discharged or exploded indoors unless a permit for "Pyrotechnic Display before a Proximate Audience" has been obtained from the NH Department of Safety.
- E. No permissible fireworks shall be discharged between the hours of 11:00 p.m. and 8:00 a.m. with the following exceptions:
 - a. January 1: no discharge between ~~12:30~~ 12:00 a.m. and 8:00 a.m.
 - b. July 3, 4 and 5: no discharge between ~~12:30~~ 12:00 a.m. and 8:00 a.m.
 - c. December 31: no discharge prior to 8:00 a.m.
- F. The applicant shall be responsible for removing any debris accumulated due to the discharge of fireworks that fall onto the public way, public property, and any private property other than the approved site within twenty-four (24) hours of the display.

8. Permit Revocation

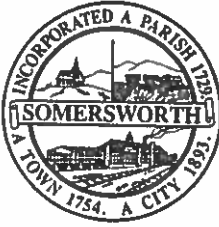
- A. A permit may be revoked or suspended by the Police Chief or Fire Chief for any of the following reasons:
 - a. Very high or extreme fire danger
 - b. Unfavorable weather conditions, such as drought or high winds
 - c. If any person under the age of 21 possesses, uses, discharges or explodes any permissible firework device
 - d. If any pyrotechnic device other than a permissible firework is possessed, used, discharged or exploded on the site
 - e. If the person who is using, discharging or exploding the permissible fireworks appears to be under the influence of alcohol or drugs
 - f. If, in the opinion of the Police Chief or Fire Chief, the use, discharge or exploding of permissible fireworks would create a threat to public safety

9. Penalty

- A. The Police Chief and Fire Chief are authorized to seize, take, remove or cause to be removed, at the expense of the owner, all firework devices that are being discharged in violation of this ordinance.
- B. Any person who violates the provisions of this ordinance shall be guilty of a violation and upon conviction thereon shall be fined in an amount not exceeding \$1,000. of: \$250.00 for a first conviction; \$500.00 for a second conviction; and \$1,000.00 for each and every subsequent conviction.

10. Separability

If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such provision shall be deemed a separate, distinct independent provision and such holding shall not affect the validity of the remaining portions thereof.



City of Somersworth – Ordinance

Ordinance No: 4-21

TRANSFER ORDINANCE FOR FIRE STAFFING FUNDING

July 13, 2020

BE IT ORDAINED BY THE CITY OF SOMERSWORTH, pursuant to Section 7.7 (D) of the City Charter, that the following General Fund unencumbered balance transfer be made:

<u>DEPARTMENTS</u>	<u>FROM</u>	<u>TO</u>
ELECTED LEADERSHIP		
CITY MANAGEMENT		
FINANCE AND ADMINISTRATION		
DEVELOPMENT SERVICES		
POLICE		
FIRE		28,569
PUBLIC WORKS		
CAPITAL EXPENSES	28,569	
OTHER EXPENSES (CONTINGENCY)		
INTERGOVT ASSESSMENTS-COUNTY TAX		
SCHOOL DEPARTMENT		
	<hr/>	<hr/>
TOTAL GENERAL FUND	28,569	28,569

Note: This is in support of Resolution 49-20, adopted on June 15, 2020 by the Somersworth City Council to adopt a policy of staffing the Fire Department with a minimum of four (4) firefighters on each shift. Money appropriated to replace Fire Department mobile radios will be used to cover the increased cost of replacement overtime and associated payroll benefits.

This Ordinance shall take effect upon passage.

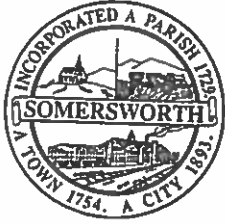
Authorization

Sponsored by Councilors:

David A. Witham
Nancie Cameron
Donald Austin
Martin Pepin
Kenneth S. Vincent

Approved:

City Attorney



City of Somersworth – Resolution

Resolution No: 49-20

VOTE TO ADOPT A POLICY OF STAFFING THE FIRE DEPARTMENT WITH A MINIMUM OF FOUR (4) FIREFIGHTERS ON EACH SHIFT

May 18, 2020

WHEREAS, the current policy of the City of Somersworth is to staff a minimum of four (4) firefighters on each night shift and a minimum of three (3) firefighters on each day shift, and

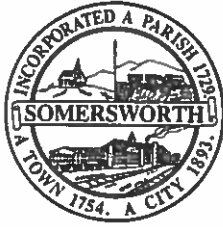
WHEREAS, after review of this policy the recommendation is to increase minimum staffing to four (4) firefighters on all shifts which will benefit the City by improving efficiency and response capability of the Fire Department; and

WHEREAS, the recommendation to change this policy has been reviewed by the Public Safety Committee and they support this change and further recommend that the City Manager cover any incremental cost increases due to this policy change from the current FY2020 budget and the FY2021 approved budget through City Charter Transfer of Appropriations authorizations outlined in Ch. 7.6 (D),

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City adopt a policy of staffing the Fire Department with a minimum of four (4) firefighters on each shift, and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager shall cover any incremental cost increase due to this policy change from the current budget as outlined in the City Charter, Transfer of Appropriations, Ch. 7.6 (D).

Authorization	
<i>Sponsored by Councilors:</i> Martin Pepin Donald Austin Kenneth S. Vincent Crystal Paradis Martin P. Dumont, Sr.	<i>Approved:</i> City Attorney



City of Somersworth – Ordinance

Ordinance No: 5-21

TO AMEND CHAPTER 19 – ZONING, DEFINITIONS, SECTION 25.B, AGRICULTURAL USE

July 13, 2020

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 in Section 25 Definitions:

Section 19.25.B, Agricultural Use, delete the word, “apiculture.”

Section 19.25.B shall read as follows:

AGRICULTURAL USE Land used for agriculture, farming, dairying, pasturage, horticulture, aquaculture, floriculture, silviculture, animal and poultry husbandry.

This Ordinance will take effect upon passage.

Authorization

Sponsored by Councilors:

Crystal Paradis
Nancie Cameron
Matthew Gerding

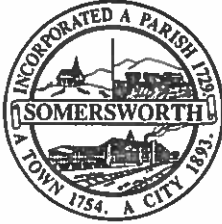
Approved:

City Attorney

Section 25 Definitions

For the purpose of this ordinance, certain terms are defined as provided in this section, except where otherwise noted:

- 19.25.A. ACCESSORY USE OR BUILDING. A subordinate, incidental use or structure located on the lot occupied by the principal use or structure.
- 19.25.B. AGRICULTURAL USE. Land used for agriculture, farming, dairying, pasturage, apiculture, horticulture, aquaculture, floriculture, silvaculture, animal and poultry husbandry.
- 19.25.C. ALTERATION. Any change or rearrangement of a building or structure including a supporting member or interior partition such as walls, columns, beams, girders, doors or windows or an enlargement or diminution of a building or structure, whether horizontally or vertically or moving of a building or structure from one location to another.
- 19.25.D. AMUSEMENT AND RECREATIONAL SERVICES. Establishment engaged in providing amusement or entertainment for a fee or admission charge and include such activities as cinemas; theaters; bands; orchestras and other musical entertainment; bowling alleys and billiard and pool establishments; and video game parlors.
- 19.25.E. ANTIQUE SHOP. A place offering primarily antiques for sale. An antique for the purpose of this ordinance shall be a work of art, piece of furniture, decorative object, or the like, of or belonging to the past, at least 30 years old.¹
- 19.25.F. APARTMENT UNIT. One or more rooms with private bath and kitchen facilities comprising an independent self-contained dwelling unit within a building containing more than two dwelling units.
- 19.25.G. ARTISAN PRODUCTION SHOP. A building or portion thereof used for the creation of original handmade works of art or craft items by no more than three artists or artisans, either as a principal or accessory use.¹
- 19.25.H. ARTIST STUDIO. A building or portion thereof used for the creation of original handmade works of art or craft items by no more than three artists or artisans, either as a principal or accessory use.¹
- 19.25.I. ASSOCIATED RECREATIONAL ACTIVITIES. Recreational use which is associated in a subordinate/incidental relationship, with the high density residential development (greater than fourplex residential use).
- 19.25.J. ATHLETIC/FITNESS FACILITY. Any recreational facility whose primary purpose is for the active participation of all members in athletic/fitness programs and activities.



City of Somersworth – Ordinance

Ordinance No: 6-21

TO ADD TO CHAPTER 19, ZONING, SECTION 32, FORM BASED CODES

July 13, 2020

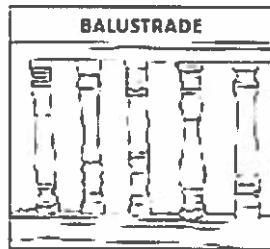
BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the Ordinances of the City of Somersworth, as amended, be further amended as follows:

Add Section 32 Form Based Codes:

19.32.A Purpose and Intent

- 19.32.A.1** The City of Somersworth Form Based Code Overlay District follows the premises of context sensitive zoning. This Code is intended to foster a vibrant Main Street both for itself and for its adjacent neighborhoods through a lively mix of uses—with shopfronts, sidewalk cafes, and other commercial uses at street level, enhanced by canopy shade trees, upper story residences and offices.
- 19.32.A.2** To allow further refinement consistent with individual areas, the Form-Based Code Overlay District has been divided into sub-districts, with special requirements for each sub-district to allow for context sensitive development along corridors and neighborhoods alike.
- 19.32.A.3** All of the areas within the Form-Based Code Overlay District share a common goal of increased emphasis on the form and placement of structures, and a decreased emphasis on the function(s) contained within them. As such this Section sets careful and clear controls on building form— with broader parameters on building use—so as to shape clear, attractive public spaces (good streets, neighborhoods and parks) with a healthy mix of uses. With proper urban form, a greater integration of building uses is natural and comfortable.

19.32.B Definitions



19.32.B.1 Artist Studios– Work space for one or more artists or artisans, including the accessory sale of art produced on the premises.

19.32.B.2 Balustrade - A railing supported by balusters, commonly an ornamental parapet on a balcony, bridge, or terrace.



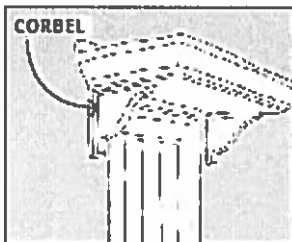
19.32.B.3 Banding - A horizontal band at least six inches thick applied to the Façade of a building, that offers a change in color, texture, pattern, material, or relief from the main siding material.

19.32.B.4 Bay - The space between architectural elements, or a recess or compartment, in the façade.



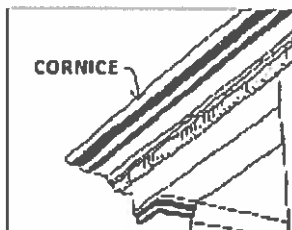
19.32.B.5 Bioswale - A channeled depression or trench that receives rainwater runoff and has vegetation (such as grasses, perennial flowers herbs, shrubs, and trees) and organic matter (such as compost and mulch) to accommodate water infiltration and filter out pollutants.

19.32.B.6 Build to Line - A line parallel to the street right-of-way line at any story level of a building, and representing the minimum distance which any part of the building is set back from said right-of-way line.



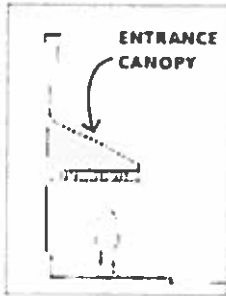
19.32.B.7 Corbel – Bracket or weight-carrying member, built deeply into the wall so that the pressure on its embedded portion counteracts any tendency to overturn or fall outward.

19.32.B.8 Cornice - Decorative trim located at the meeting point between walls and a roof or ceiling.



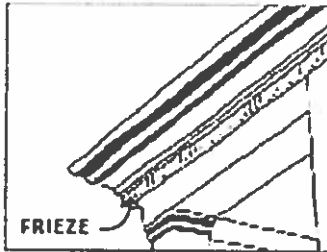
19.32.B.9 Decorative Lighting - Exterior lighting that enhances the appearance of the structure using downcast and shielded fixtures.

19.32.B.10 Depth (Building) - the variation of a building facade that provides visual interest and compatibility of scale.



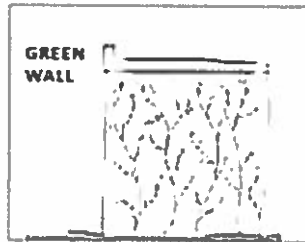
19.32.B.11 Eating & Drinking Establishments – Any establishment, however designated, at which food is sold for consumption on the premises to patrons seated within an enclosed building, or elsewhere on the premises. Drive-thru access is not permitted.

19.32.B.12 Entrance canopies - A structure, often canvas, mounted to a building to shelter an area or form a sheltered access to the entrance of a building.



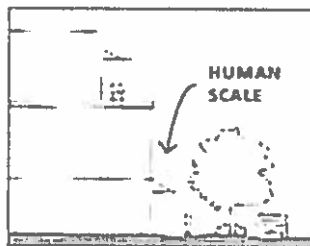
19.32.B.13 Façade - The front of a building facing a street or other public space.

19.32.B.14 Frieze - a sculptured or richly ornamented band on a building.



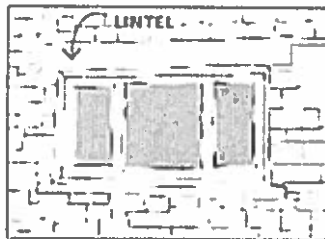
19.32.B.15 Frontage Build-Out – The percentage of the linear distance measured along the front lot line that is occupied by the primary structure.

19.32.B.16 Green Wall - Vegetation growing on or against a vertical surface.



19.32.B.17 Human scale — The perceived size of a building, or related appurtenances (lighting, signage, etc) relative to a human being.

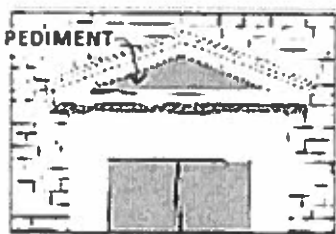
19.32.B.18 Lintel – A horizontal support of timber, stone, concrete, or steel across the top of a door or window.



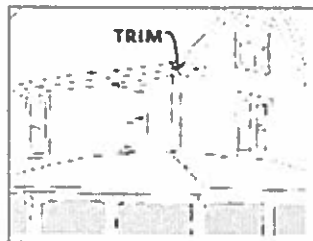
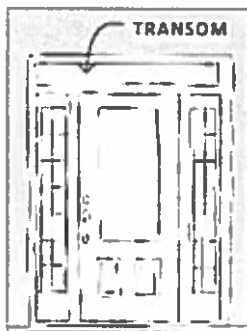
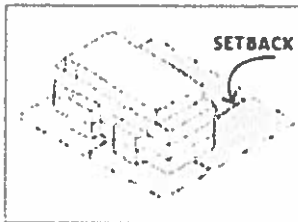
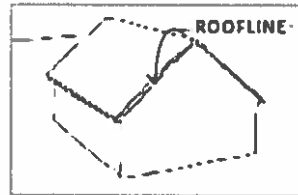
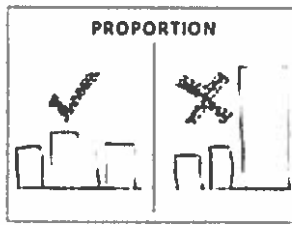
19.32.B.19 Lodging – Structures providing overnight accommodations for individuals on a temporary basis.

19.32.B.20 Mass - Refers to the size or physical bulk of a building.

19.32.B.21 Pediment – A triangular gable forming the end of the roof slope over a portico (the area, with a roof supported by columns, leading to the entrance of a building); or a similar form used decoratively over a doorway or window.



19.32.B.22 Professional Services & Offices – Businesses offering services for others, predominately on premises, and often by someone engaged in that work as a career.



19.32.B.23 Proportion - The visual effect of the relationships of the various objects and spaces that make up a structure to one another and to the whole.

19.32.B.24 Rain garden - An engineered system consisting of a slightly depressed landscaped area constructed with a specialized soil mixture, an aggregate base, an underdrain, and site-appropriate plant materials that tolerate both moist and dry conditions.

19.32.B.25 Roofline - The profile of a roof including its slope and cladding which forms the frontage immediately below the roof and the eaves of a structure.

19.32.B.26 Shutters - Lightweight, sometimes louvered, decorative frames in the form of doors located on the sides of a window.

19.32.B.27 Streetscape - The visual elements of a street, including the road, adjoining buildings, sidewalks, street furniture, trees and open spaces that combine to form the street's character.

19.32.B.28 Transom (Window) - Horizontal windows installed above doors and windows that generally match the width of the opening.

19.32.B.29 Treebox filters - A 'boxed' bioretention cell that is placed at the curb (typically where storm drain inlets are positioned). It receives storm water runoff along the curb and the storm water is then filtered through layers of soil, feeding the tree, before it enters a drain or basin.

19.32.B.30 Trim - The finish materials on the exterior of a building, such as moldings applied around openings (window trim, door trim), siding, windows, exterior doors, attic vents, crawl space vents, shutters, etc.

19.32.C Form Based Codes Overlay District Boundaries

19.32.C.1 The Form Based Code Overlay District includes Tax Map Lot 11-181A, formerly known as Breton's Cleaners, crosses Winter Street to include Tax Map Lot 11-96 known as the Queensbury Mill then runs along the rear property line of all lots that front on the south side of Market Street, crosses Prospect Street, including Lots 11-78 and 11-77, crosses Beacon Street and then runs along the rear boundary line of all property Lots that front on the western side of High Street up to Hamilton Street, and the SW corner of Tax Map Lot 10-129.

19.32.C.2 The Overlay District Boundary then crosses High Street to the southernmost corner of Tax Map Lot 10-163 then runs along the rear property line of all property Lots that front the easterly side of High Street to Constitutional Way and the NE corner of Lot 10-155, except the whole of Lot 10-152. Property Lot 10-152 has two frontages on High Street, one of 90 feet and one of 105 feet. The Overlay District exists on Lot 10-152 approximately 100 feet deep from High Street on those two frontages, only.

19.32.C.3 The Form Based Code Overlay District then includes Property Lot 10-153A and Lot 10-153 on Constitutional Way, runs kitty-corner across Washington Street to the NE corner of Lot 10-170, then runs along the rear boundary line of all property Lots that front on the eastern side of Green Street down to Fayette Street, then down Fayette Street to include Lots 10-177 and 10-179. The Overlay District then crosses Main Street and runs northerly up the property line of Main Street and the NH NorthCoast Corp RR line up to the SW corner of Property Lot 11-205 across from the Somersworth Plaza driveway. The District then runs 25 feet easterly up the side boundary line of property Lot 11-205 and runs along the rear property line of all property Lots that front on the easterly side of Main Street and Market Street, crossing Canal Street and running along the rear property line of all property Lots that front on the easterly side of Market Street ending at the Somersworth/Berwick Bridge.

19.32.C.4 This boundary is the exterior boundary and all property Lots within this exterior loop are also within the Form Based Code Overlay District.

19.32.C.5 The Form Based Code Overlay District also includes Property Lots 11-190, 11-190A, 11-190B, 11-191, 10-196, 10-199, 09-282 and 09-282C

19.32.D Sub-Districts

19.32.D.1 The five Area Sub-District Sheets (Areas 1 – 5) for the Form-Based Code Overlay District shall locate the boundaries for the following sub-districts:

- a) Downtown
- b) High Street
- c) Main Street
- d) Residential
- e) Millyard

19.32.E Permitted Uses

19.32.E.1 The standards for use and dimensions to be utilized within the Form Based Codes Overlay District are shown on the front of the five (5) Area Sub-District Sheets (Areas 1 – 5) at the end of this section.

19.32.E.2 Determination of Use Category - The Director of Development Services or their designee shall determine in which use category, in the Permitted Uses Table, on each district sheet, a proposed use is located. When a use is not specifically listed, the Director of Development Services or their designee is authorized to determine if the use is similar enough to be placed in a category or if the use is prohibited by this Chapter.

19.32.E.3 Uses - Where uses are not specifically called out in the Permitted Use Table an applicant may submit a Conditional Use Permit for their proposed use.

19.32.E.4 Criteria for granting a Conditional Use Permit:

- a. Both public and private buildings and landscaping contribute to the aesthetic value of the right of way and provide civic spaces.
- b. Development adequately accommodates automobiles, while respecting the pedestrian and the spatial form of public areas.
- c. The design of streets and buildings reinforces a safe environment, but not at the expense of accessibility.
- d. The architecture and landscape designs are inspired by local climate, topography, history, and building practice.
- e. Civic spaces and public gathering places are provided as locations that reinforce community identity and activity.

19.32.F Dimensional Regulations

19.32.F.1 The dimensional regulations to be utilized within the Form Based Codes Overlay District are shown on the front of the five (5) Area Sub-District Sheets (Areas 1 – 5) at the end of this section.

19.32.F.2 Anything cited as “per ordinance” refers to Table 5.A.1 in the Zoning Ordinance entitled “Dimensional and Density Regulations”.

19.32.G Architectural Standards

19.32.G.1 The architectural standards to be utilized within the Form Based Codes Overlay District are shown on the back of the five (5) Area Sub-District Sheets (Areas 1 – 5) at the end of this section.

19.32.G.2 Waivers may be used to adjust the architectural standards, but designs must still meet the intent of these standards. In the case of Commercial or Multifamily use waivers shall be granted by the Planning Board if appropriate. In the case of Single family or duplex development waivers shall be granted by the Director of Development Services or their designee, if appropriate.

19.32.G.3 Any property within the Form-Based Code Overlay District that is ALSO within the Historic Overlay District shall meet the requirements of Section 14 of the Zoning Ordinance. A Historic District Application might be required.

19.32.H Streetscape Standards

19.32.H.1 The streetscape standards to be utilized within the Form Based Codes Overlay District are shown on the back of the five (5) Area Sub-District Sheets (Areas 1 – 5) at the end of the section.

19.32.I Administration

19.32.I.1 The Form-Based Code Overlay District exists like every other district and development within, is intended to be reviewed and approved as any other district. For development standards not covered herein, the other applicable sections of the City of Somersworth Ordinance and Regulations shall be used as the requirement. Commercial and Multifamily projects submitted shall follow the process outlined within the Site Review Regulations.

19.32.I.2 Any appeals of this section shall be treated as any other zoning appeal and shall be directed to the Zoning Board of Appeals.

FORM BASED CODES DISTRICT SHEETS

District Sheet 1 – Market and High Street

District Sheet 2 – High Street


District Sheet 3 – Main Street

District Sheet 4 – Residential

District Sheet 5 – Mill Yard

This Ordinance shall take effect upon its passage.

Authorization	
<i>Sponsored by Councilors:</i> Martin P. Dumont, Sr. Richard Michaud Crystal Paradis	<i>Approved:</i> City Attorney

	<p style="text-align: center;">City of Somersworth – Resolution</p> <p>Resolution No: 28-19</p> <p>TO AUTHORIZE THE CITY MANAGER TO CONTRACT WITH RESILIENCE PLANNING AND DESIGN, LLC OF PLYMOUTH, NEW HAMPSHIRE TO DEVELOP A FORM BASED CODE SECTION OF THE ZONING ORDINANCE</p>
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January 7, 2019

WHEREAS, City staff solicited proposals from qualified consultants to prepare a form based code section of the City's Zoning Ordinance for the purpose of increasing economic development in the City's Downtown portion of the Business District and the Residential/Business District, and

WHEREAS, City staff reviewed the proposals submitted and interviewed prospective consultants and recommends contracting with Resilience Planning and Design, LLC of Plymouth, NH at a cost of \$25,300 (Twenty Five Thousand Three Hundred dollars) which includes anticipated project costs and contingency, and

WHEREAS, the Economic Development Committee reviewed this project with City staff and supports the recommendation, and

WHEREAS, The Finance Committee reviewed this project with City 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 contract with Resilience Planning and Design, LLC of Plymouth, NH to develop a form based code section for the City's Zoning Ordinance at a cost not to exceed \$25,300 (Twenty Five Thousand Three Hundred dollars) and to take any other actions relative to this project determined to be in the best interest of the City.

Authorization	
<p><i>Sponsored by Councilors:</i></p> <p>David A. Witham Martin P. Dumont, Sr. Jonathan McCallion Martin Pepin Richard Michaud</p>	<p><i>Approved:</i></p> <p>City Attorney</p>



City of Somersworth – Resolution

Resolution No: 1-21

TO PROVIDE A STIPEND PAID TO ELECTION OFFICIALS IN ADDITION TO THE CUSTOMARY REMUNERATION PAID FOR THE 2020 SEPTEMBER PRIMARY AND 2020 NOVEMBER GENERAL ELECTIONS

July 13, 2020

WHEREAS, on June 1st, 2020, Mayor Dana S. Hilliard announced the formation of the Election Review Planning Commission to ensure the fidelity and safety of our elections during the COVID-19 pandemic, and

WHEREAS, the Election Review Planning Commission recognizes it is important to provide hazard pay to our essential election workers who will be placed on the front lines of the coronavirus pandemic at our City's election polling locations for the upcoming 2020 elections; and

WHEREAS, the Election Review Planning Commission recommends the City acknowledge the increased demands placed on our essential Election Officials during the 2020 September Primary and 2020 General Election by providing Election Officials a stipend in the amount of \$75 (Seventy-Five dollars) in addition to the customary remuneration received,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT a stipend in the amount of \$75 (Seventy-Five dollars) shall be paid to all City Election Officials in addition to the customary remuneration paid for the 2020 September Primary and 2020 November General elections.

Authorization	
<i>Sponsored by Councilors:</i> Crystal Paradis Matthew Gerding Nancie Cameron	<i>Approved:</i> City Attorney



MEMORANDUM from Director Public Works & Utilities

Date: June 5, 2020

To: Bob Belmore, City Manager

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

Cc: Scott Smith, Director of Finance
Gary Lemay, City Engineer

Re: Waiver of Pavement Moratorium Request for Stackpole Road for Water Main Repairs and Associated Drainage Improvements

The FY21 City Budget includes \$30,000 to replace a section of water main on Green Street that was associated with a break in February 2020 on Stackpole Road at Green Street. In addition, the State has a failed section of drainage culvert in the same area as the City's water main that needs to be replaced. Department staff have been collaborating with NHDOT officials to construct both repairs at the same time. NHDOT officials recently agreed to replace the drainage culvert under Green Street and a City owned culvert under Stackpole Road at Green Street; which ties into the Green Street culvert. The DOT is requesting the City cover the cost of the culvert materials for the Stackpole Road culvert while NHDOT will pay for: the cost of the Green Street culvert, a new catch basin for both structures, the rebuilding of the Stackpole Road headwall, along with tree and brush clearing at the corner of Stackpole and Green Street. *See attached Figure 1 for proposed project layout.* Stackpole Road from High Street to Green Street was resurfaced with a mill-and-overlay treatment in mid-October, 2019 and is subject to a pavement moratorium until the fall of 2022.

City records indicate that these utility structures are within the State's ROW and would not be subject to the City's pavement moratorium policies, however the area to be excavated for these improvements border on City ROW on Stackpole Road as indicated in the attached site map. Construction limits may result in some excavation within the City's portion of Stackpole Road which is subject to the pavement moratorium. To that end I am formally requesting a waiver of the pavement moratorium for water main repairs and drainage improvements in the event construction results in a need to excavate into the new pavement on Stackpole Road. As this is a joint effort between the City and DOT, the waiver request is on behalf of both parties.

Estimated project costs to the City are as follows:

o -Water Main Repair:	\$ 7,500
o -Stackpole Road Culvert pipe and other backfill materials:	\$ 5,500
o -Base Course Asphalt:	\$ 3,000
o -Wearing Course Asphalt (mill/overlay by subcontractor - spring 2021):	\$10,500
o -Tree Replacement	\$ 300
o -Contingency (10%)	\$ <u>2,680</u>
o -Total:	\$29,480

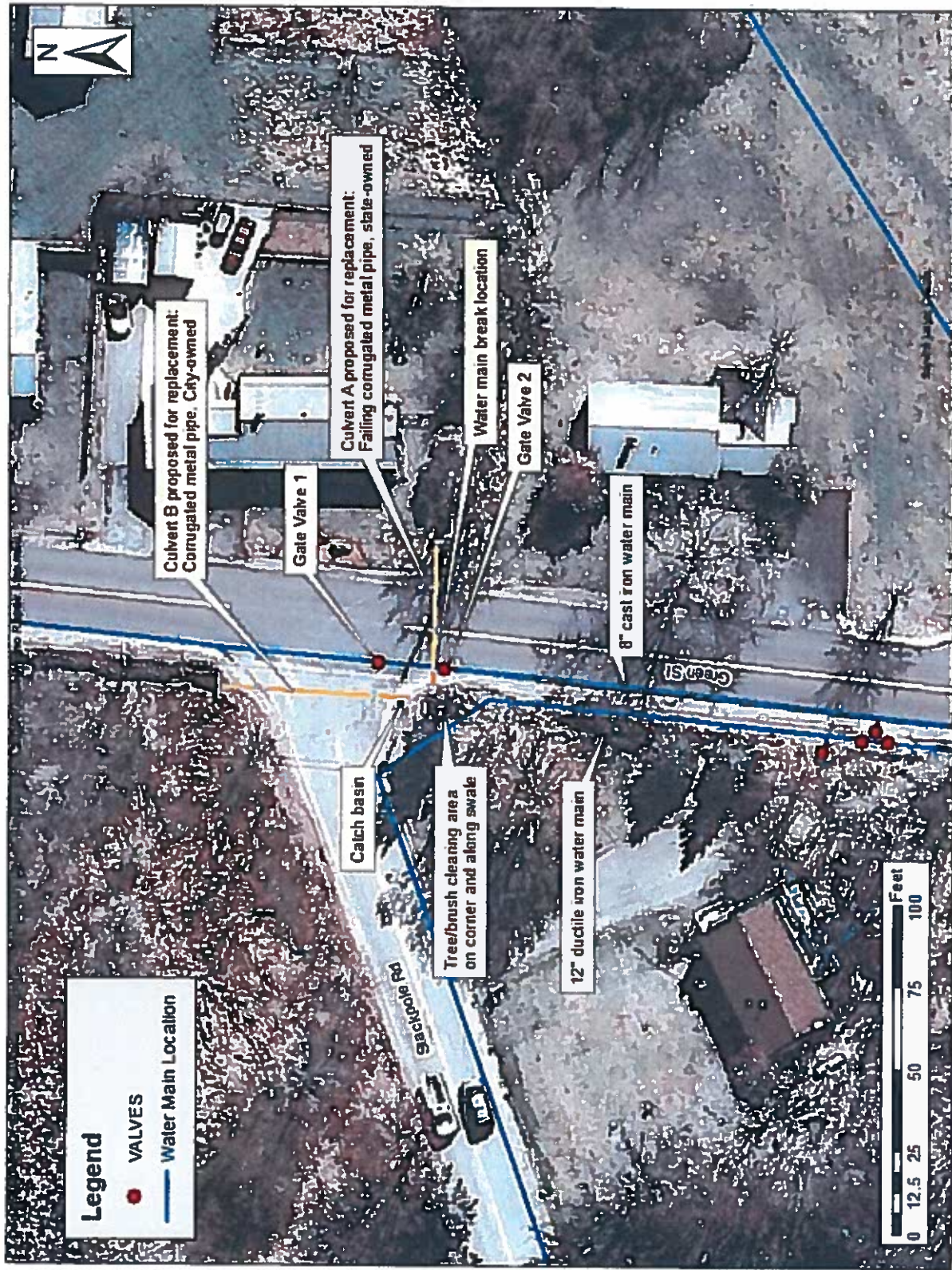


Figure 1: Green Street and Stackpole Road Water Main and Drainage Improvement Site Map



Somersworth, NH

1 inch = 34 Feet



June 5, 2020



Data shown on this map is provided for planning and informational purposes only. The municipality and CAI Technologies are not responsible for any use for other purposes or misuse or misrepresentation of this map.



McFarland Johnson

53 Regional Drive
Concord, NH 03301

Established 1946
www.mjinc.com

Telephone: (603) 225-2978
Fax: (603) 225-0095

MEMORANDUM

PROJECT: 29604 Dover-Somersworth-Rochester
NH Route 108 Complete Streets Improvements Project

DATE: May 6, 2020

TO: Wendy Johnson, P.E.
NH Department of Transportation

FROM: Gene McCarthy, P.E.

RE: Sidewalk Justification Memorandum (Somersworth)

This memorandum is in response to the City of Somersworth's request made at the last Working Group meeting of the above referenced project held on March 5, 2020 to provide justification to provide sidewalks on both sides of NH Route 108 through the City of Somersworth. At prior Working Group meetings and through correspondence, the City has expressed the preference of providing sidewalks at specific locations (discontinuous segments) rather than a consistent sidewalk through the entire corridor on both sides. This memo will outline the rationale the design team followed to recommend sidewalks be provided on both sides through the corridor in Somersworth.

The portion of NH Route 108 that runs through the City of Somersworth is approximately three miles long. Currently there are no publicly owned sidewalks along NH Route 108 through Somersworth. There is a short privately-owned sidewalk on the east side of the road located in front of Goodwin Community Health that leads to the bus shelter. Pedestrian counts were taken in November of 2018 at intersections along the corridor. The numbers were low however the counts were taken in a colder time of year. The counts do suggest there is some demand and studies show that if sidewalks are added to a corridor, pedestrian use will increase. The counts will be updated in warmer weather.

The following information was considered in the recommendation. The accompanying plan illustrates many of the major intersections, high use transit stops and a potential sidewalk plow turnaround area.

- A joint effort between the Cities of Dover, Somersworth, and Rochester and the Strafford Regional Planning Commission (SRPC) resulted in a set of goals for the project. These goals focused on a Complete Street that included improved and safe pedestrian facilities. These original goals were factors in the design team's recommendation to provide sidewalks on both sides of Route 108.
- This is a Complete Streets Project. A Complete Street, as defined by the U.S. Department of Transportation's (USDOT) website, is a street designed and operated to enable safe use and support mobility of all users. These include people of all ages and abilities, regardless of whether they are traveling as drivers, pedestrians, bicyclists, or public transportation riders. NHDOT's Planning and Community Assistance Department defines Complete Streets as a philosophy that guides community, planning, and transportation agencies to consider and incorporate safe access to destinations for everyone, regardless of age or ability, or mode of transportation, when feasible. Providing sidewalks on both sides is a key factor in the safety of all users.

- Two public listening sessions were held. The public was invited to provide comment on the corridor and the project. The attendees were asked for input on what they felt are the problems with the corridor, what is missing from the corridor, and what are the opportunities of the corridor. Some of the common themes that arose were bicycle use, pedestrian safety, the lack of crosswalks and sidewalks, and lack of public transit facilities. The public expressed interest in adding crosswalks at transit stops that have high instances of pedestrian crossings. The first step in order for NHDOT to consider a crosswalk, is the requirement that sidewalks are on both sides of the crossing to give the pedestrians a place of refuge on each side. Where the sidewalk has connectivity and is not just for the crossing. There are other requirements too, such as speed limit and maintenance agreements. The best way to fully address these comments and concerns is to provide continuous sidewalks on both sides of the road.
- The design team spent a day observing transit riders to get a sense of the volume of riders, rider origin and destination, and whether riders had to walk to get on the bus or once they got off. What the team observed was most riders needed to either cross the road or walk some distance along the side of the road. Goodwin Community Health appears to be one of the more used stops. At this location the team witnessed many riders having difficulty attempting to cross the road. This particular location is a three lane section which makes crossing without a crosswalk more intimidating. Since NHDOT requires sidewalk on both sides of the road to install a crosswalk, this is a prime example of why sidewalks on both sides would improve safety. This specific location could also be a candidate for use of a Pedestrian Hybrid Beacon if sidewalk was present on both sides of the road. The design team's recommendation is a three-lane section; therefore, this situation will occur more frequently throughout the corridor which in turn would increase the need for more formal crosswalks.
- The American Association of State Highway and Transportation Officials (AASHTO) has a Guide for the Planning, Design, and Operation of Pedestrian Facilities, 2004 (GPDOPF) which the design team utilized to develop the recommendation to provide sidewalks on both sides. The guidance recommends sidewalks on both sides of arterial roads. It also emphasizes the point that sidewalk continuity is an important factor for pedestrian safety. It decreases the frequency of motorist-pedestrian conflicts. Sidewalks on both sides help achieve this continuity.
- The Smart Growth America National Complete Streets Coalition works to promote Complete Streets. Their site includes fundamental information about Complete Streets, support for implementing Complete Streets, and fact sheets. The data on the fact sheets shows that implementing a complete street and improving walkability through a corridor can stimulate the local economy, spur private investment, and raise property values. Sidewalks on both sides would likely contribute to these economic factors.
- The public transit use through the corridor was also a factor in the recommendation. Located along this three-mile stretch are sixteen COAST bus stops, eight on each side. These stops are spaced between 1,200' and 2,500' apart. This spacing requires riders to walk along the corridor to reach their destination, to be picked up, or after being dropped off. It is also likely that they will need to cross the road to either reach their destination or to get to the bus stop on the other side of the road. AASHTO's GPDOPF categorizes arterial roads with transit routes along them prime candidates for sidewalks and crossing improvements. Sidewalks will also give riders waiting for the bus a place of safe refuge.

- Ridership of public transit through Somersworth was monitored by COAST from January 1, 2019 through July 15, 2019. However, the counts collected (see attached) were not a complete representation of ridership. When the data was given to the design team COAST made note that the software that did the counting was down for an unknown period of time for the data set. What can be seen from the data is that hundreds of people are using multiple bus stops through Somersworth.
- Connectivity and accessibility were also factored into the design team's recommendation to provide sidewalks on both sides of the road. Currently, there is no sidewalk network present along much of the Route 108 corridor with bus stops located intermittently within the project limits. Clearly, pedestrians are walking from the surrounding homes and businesses to access these bus stops and likely walking along the edge of the roadway in the grass or in the paved shoulder.

Having a sidewalk on one side of a road creates a situation where the bus stop on the side of the road with the sidewalk would be Americans with Disabilities Act (ADA) accessible, while the bus stop on the other side of the road would not be ADA accessible. The ADA is a federal civil rights law that prohibits discrimination against individuals with disabilities. The fundamentals of this act require that people with disabilities have the same opportunities and access to facilities and services as the general public. By providing sidewalk on only one side of the road, people with disabilities would potentially have access to only half of the bus stops that are used by the general public.

Providing crosswalks at each bus stop to connect the bus stops on both sides of the road was explored as an option to provide accessibility to all of the bus stops. This option, however, is in contrast with NHDOT's Work Instructions for Marked Crosswalks (see attached). These instructions indicate that crosswalks should only connect pedestrian facilities, which NHDOT interprets as sidewalks, not bus stops. Further, this option would require disabled people to cross the road to the sidewalk while the general public could walk along the edge of the road in the grass to reach their destination. Under this scenario, the accessible route would not be mimicking the path taken by the general public, which is against the direction of 2010 ADA Standards.

By providing sidewalks on both sides of the road, an accessible sidewalk network is established that provides equal opportunity for travel and access for the disabled along both sides of the road and also connects all of the bus stops in the area to this sidewalk network.

- Maintenance was also considered during design. When it comes to winter maintenance the City would be required to complete all maintenance. Sidewalk on one side of the road does not save the City much in terms of time spent on sidewalk snow removal. The sidewalk plow will be required to plow all the way to the end of the corridor and would likely need to return in the direction it came from. The plow would be able to plow the second sidewalk on its return trip. The notion of having disconnected pieces of sidewalk on one side of the road in tandem with a full-length sidewalk on the other was also considered for ease of maintenance and safety of the maintenance staff. This configuration would require the sidewalk plow to cross the road multiple times and possibly require the plow to back track. This does not seem practical. The City asked if a discontinuous sidewalk had to be winter maintained. According to NHDOT's Work Instructions – Marked Crosswalks (see attached), access to crosswalks shall be maintained year round. This would require snow removal at the approach to the crosswalk location. To mitigate the need for City maintenance staff to mow the grass strip between the road and the sidewalk, the City could develop a maintenance agreement with abutters to have them mow.

In conclusion, providing sidewalks on both sides of NH Route 108 through the City of Somersworth is the recommendation of the design team. The separation of motorists and pedestrians will increase safety for these users and minimize unwanted motorist/pedestrian conflicts. Transit and bus stops access will also be improved with this configuration. Sidewalks on both sides can also be a draw to potential development along the corridor. These gains in safety should far outweigh any additional maintenance that may be required.

If you would like to discuss this matter further, please feel free to reach out and we would be glad to further elaborate.

Attachments:

1. Single Sidewalk Plan View
2. COAST Ridership Data
3. NHDOT's Work Instructions for Marked Crosswalks

Respectfully submitted,

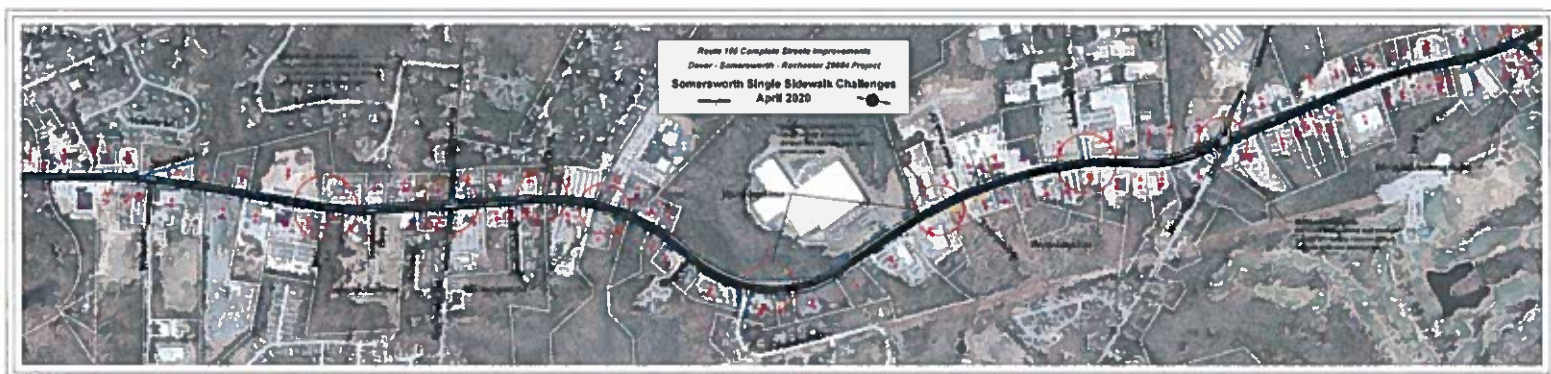
A handwritten signature in dark ink, appearing to read "Gene McCarthy", with a stylized flourish at the end.

Gene McCarthy

McFarland Johnson, Inc.

Passenger Types by Stop Report
1/1/2019 thru 7/15/19

Stop Name	Ambulatory Passenger Boarding	Passenger with a Bike Boarding	Passenger with a Wheelchair Boarding	Total Passengers Boarding	Passenger Getting Off
New Rochester / Willand Pond Rds. (Appiebee's)	633	22	2	657	502
Rochester Hill Rd. (Hi-Vu Motor Inn) Southbound	594	10	2	606	552
Rochester Hill Rd. (Frisbie Memorial Hospital) Southbound	441	20	3	464	246
NH 108 (Goodwin Community Health)	447	9	0	456	472
NH 108 (Women's Life Imaging Center)	420	31	2	453	391
NH 108 / 2nd Ave.	391	22	6	419	460
NH 108 / Interstate Dr. (Industrial Park)	398	9	1	408	458
NH 108 / Terrascape Pkwy.	384	15	0	399	191
NH 108 (Barclay Square)	364	6	1	371	344
NH 108 (Marsh Brook Professional Center)	320	7	2	329	426
NH 108 (Buster's Billiards)	262	21	0	283	736
Rochester Hill Rd. (Skyhaven Airport) Northbound	264	6	1	271	968
Rochester Hill Rd. (Profile Apts.) Southbound	234	3	1	238	161
Rochester Hill Rd. (Collonade Apts.)	232	3	0	235	144
Rochester Hill Rd. (Hi-Vu Motor Inn) Northbound	227	0	1	228	317
New Rochester Rd. (Strafford Farms Restaurant)	225	2	0	227	115
Rochester Hill Rd. / Quail Dr.	202	2	15	219	157
NH 108 (Midway Buick)	210	4	0	214	200
Rochester Hill Rd. / Nola Ave.	206	5	1	212	350
Rochester Hill Rd. (Profile Apts.) Northbound	176	5	13	194	374
New Rochester Rd. / Hotel Dr. (Weeks Crossing Plaza)	187	4	1	192	617
Rochester Hill Rd. (So'Field Apts.)	183	7	1	191	215
Rochester Hill Rd. / Ryan Cir.	186	2	0	188	58
Rochester Hill Rd. (Homemakers) Southbound	174	3	0	177	167
NH 108 (Coastal Neurology)	168	5	1	174	454
NH 108 (Kelley's Row)	162	6	3	171	161
NH 108 / Blackwater Rd. (Key Auto)	158	10	3	171	209
Rochester Hill Rd. (Granite State Business Park)	162	3	3	168	217
NH 108 (Tire Warehouse)	164	0	2	166	178
Rochester Hill Rd. (Frisbie Memorial Hospital) Northbound	120	3	2	125	315
Rochester Hill / Haven Hill Rds.	104	5	12	121	244
New Rochester Rd. (Winchester Arms Apts.)	103	3	0	106	319
Rochester Hill Rd. (Homemakers) Northbound	93	0	0	93	146
Rochester Hill Rd. / Windhaven Dr. (Rochester Hill Professional Bldg.)	87	5	0	92	86
NH 108 / Pinewood Dr.	85	1	1	87	137
NH 108 (Keystone Dental)	75	6	0	81	65
Rochester Hill Rd. (Rochester Professional Park) Southbound	57	0	1	58	46
Rochester Hill Rd. / Windhaven Dr.	37	0	0	37	167
New Rochester Rd. / Sherman St.	21	2	1	24	29
Rochester Hill Rd. (Rochester Professional Park) Northbound	20	1	0	21	29
Rochester Hill Rd. (Skyhaven Airport) Southbound	11	0	1	12	51
Rochester Hill Rd. / Cornerstone Ct.	7	0	0	7	88
NH 108 / Clark Way	0	0	0	0	19



Bob Belmore

From: Aaron Chandler <aaronc@flmerrill.com>
Sent: Thursday, June 25, 2020 4:00 PM
To: Bob Belmore
Subject: Potential Material Stockpile Areas

Bob,

As we briefly discussed on the phone, we are the excavation contractor working on the partial penstock replacement project at the Lower Great Falls hydro-dam on Olde Mill Road and I am inquiring if the City of Somersworth has an area that we could temporarily stockpile some material for use on the project. As you are probably aware the site is rather small and tight so there is limited opportunity for stockpiling material onsite. We are looking at approximately 2,500 CY of sand fill that we need to excavate out starting next week and depending on how quickly the penstock demolition and installation takes may need to be stored for several months before we are able to bring it back to the site for use as backfill. We may also ultimately need some storage area for bank run gravel and crushed gravel for when the time comes to redo the parking lot which right now per the schedule would be around November. We would not be stockpiling any unsuitable, organic or invasive materials and would install and maintain erosion control measures around the stockpiles. Upon removal of the material we would restore the area we utilize to the original condition or look to improve it with appropriate material be it loam and seed or new gravels. We certainly appreciate the City of Somersworth looking into this possibility and if a suitable area is available we are amenable to discussing compensation options. Thank you for your time.

Regards,

Aaron Chandler
Estimator / Project Manager

**FL Merrill Construction Inc.**

35 VETERAN'S DRIVE
LOUDON, NH 03307

Office: (603) 228-5558
Cell: (603) 234-8257
Fax: (603) 228-5559

Email: aaronc@flmerrill.com

MITCHELL MUNICIPAL GROUP, P.A.

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www.mitchellmunicipalgroup.com

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LAURA A. SPECTOR-MORGAN
NAOMI N. BUTTERFIELD
JOSEPH H. DRISCOLL, IV
JUDITH E. WHITELAW (OF COUNSEL)

TELEPHONE (603) 524-3885

July 8, 2020

CERTIFICATION

Re: City of Somersworth, New Hampshire

Ordinance No. 1-21

Title: TO AMEND CHAPTER 30, CONDUCT IN PUBLIC PARKS,
SECTION 13, DOG WASTE IN PARKS, BY ADDING
SECTION D, DOG PARK RULES

This is to confirm that in accordance with Somersworth City Council Rules and Regulations #17 (D)1, we have reviewed the above referenced ordinance. 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: 7/8/2020

By: 

MITCHELL MUNICIPAL GROUP, P.A.

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TELEPHONE (603) 524-3885

July 8, 2020

CERTIFICATION

Re: City of Somersworth, New Hampshire

Ordinance No. 2-21

Title: TO AMEND CHAPTER 30, CONDUCT IN PUBLIC PARKS,
SECTION 8 - REGARDING ADVERTISING

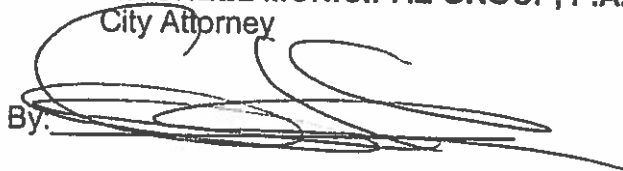
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MITCHELL MUNICIPAL GROUP, P.A.
City Attorney

Date: _____

7/8/2020

By: _____



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TELEPHONE (603) 524-3885

July 8, 2020

CERTIFICATION

Re: City of Somersworth, New Hampshire

Ordinance No. 3-21

Title: TO AMEND CHAPTER 21A, DISPLAY OF PERMISSIBLE FIREWORKS

This is to confirm that in accordance with Somersworth City Council Rules and Regulations #17 (D)1, we have reviewed the above referenced ordinance. 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: 7/8/2020

By: 

MITCHELL MUNICIPAL GROUP, P.A.

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TELEPHONE (603) 524-3885

July 8, 2020

CERTIFICATION

Re: City of Somersworth, New Hampshire

Ordinance No. 4-21

Title: **TRANSFER ORDINANCE FOR FIRE STAFFING FUNDING**

This is to confirm that in accordance with Somersworth City Council Rules and Regulations #17 (D)1, we have reviewed the above referenced ordinance. 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: 7/8/2020

By: 

MITCHELL MUNICIPAL GROUP, P.A.

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TELEPHONE (603) 524-3885

July 8, 2020

CERTIFICATION

Re: City of Somersworth, New Hampshire

Ordinance No. 5-21

Title: **TO AMEND CHAPTER 19 - ZONING,**
SECTION 25.B. AGRICULTURAL USE

This is to confirm that in accordance with Somersworth City Council Rules and Regulations #17 (D)1, we have reviewed the above referenced ordinance. 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: 7/8/2020

By: 

MITCHELL MUNICIPAL GROUP, P.A.

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JUDITH E. WHITELAW (OF COUNSEL)

TELEPHONE (603) 524-3885

July 9, 2020

CERTIFICATION

Re: City of Somersworth, New Hampshire

Resolution No. 1-21

Title: TO PROVIDE A STIPEND PAID TO ELECTION OFFICIALS IN ADDITION TO
THE CUSTOMARY REMUNERATION PAID FOR THE 2020 SEPTEMBER
PRIMARY AND 2020 NOVEMBER GENERAL ELECTIONS

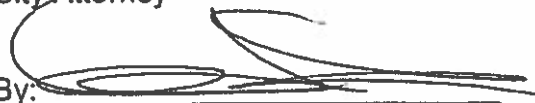
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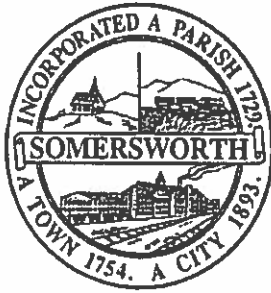
MITCHELL MUNICIPAL GROUP, P.A.
City Attorney

Date: _____

7/9/2020

By: _____





MEMORANDUM

To: Bob Belmore, City Manager

From: Scott Smith, Director of Finance and Administration

Date: July 8, 2020

Re: **Monthly Report**

Finance Department:

- Stared preparation for FY20 closing and annual audit
- Completed review of Auditor proposals and met with Finance Committee and City Council to award auditing contract to Plodzick and Sanderson.
- Started FY22-27 CIP Process.
- Filed first request for reimbursement from the State GOFERR fund.

Treasurer's Report:

- General Fund cash on hand as of June 30, 2020 are attached to this report. Investments used for the period were short term certificates of deposit, money market account, NH Deposit Investment Pool, TD Bank, and a Citizen's Bank, and Century Bank investment account.
- As a result of the 2020 pandemic, interest rates have seen a sharp decline. In 2019 investment rates were in excess of 2%, and for June we are seeing a range of .25% to .75% on short term investments.

City Clerk:

- Prepared for and took minutes at two scheduled City Council meetings, various workshops, public hearings, and standing committee meetings during the month.

- Cash receipts for the month were \$10,951.
- Permits issued:
 - Gather Food Pantry – 6/26/2020
 - Somersworth High School – 6/4/2020
 - 1899 Ballroom & Function Hall – 6/24/2020
 - Stephen Keach – 6/15/2020

Tax Collector

- First half tax bills were mailed, due July 1.
- Tax lien was being perfected in June, will get statistics when completed.
- Motor vehicle registrations were a total of \$180,064 through June 20, 2020.
- Collected \$6,755 for Municipal Transportation Fund through June 20, 2020.
- Total collections for the month were \$13,707,189.

Human Services:

- Total assistance for the month was \$2,107. That compares to \$2,834 for the month of May 2020 and \$2,810 for June 2019.
- 1 new case were opened compared to 7 in 2019.
- 5 cases were approved for varying levels of assistance. 10 cases were referred to other agencies for support.

Library

- The Library started curbside delivery on June 10th, and since that date has served 149 patrons. Also, library cards have been automatically renewed through October 1st.
- There has been an increase in the number of online materials being checked out compared to 2019. Total circulation has increased from 1,603 items in June 2019 to 1,860 in June 2020.

Information Technology

- Spent time in general server maintenance, checked systems, checked and cleared logs.
- Corrected storage and performance issues on the City's network server.

Assessing

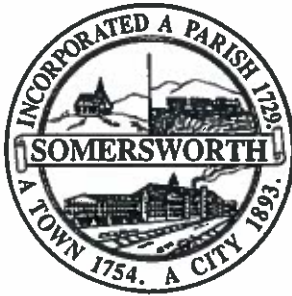
- Continue to finalize abatements, and will proceed with cycled inspections in July.

**Treasurer's Report.
General Fund**

Period as of June 30, 2020

General Fund Account	Balance	Rate	Maturity Date	Notes
G/F Checking	\$11,795,717	0.00%	N/A	Money available upon demand
Citizens Investment	\$1,186,815	0.25%	N/A	Money available upon demand
NHPDIP	\$3,688,646	0.61%	N/A	Money available upon demand
Profile Bank	\$252,370	0.35%	N/A	Money available upon demand
TD Bank	\$1,663,967	0.25%	N/A	Money available upon demand
Newburyport Bank	\$2,738,318	0.46%	N/A	Money available upon demand
Century Bank	\$2,636,034	0.75%	N/A	Money available upon demand
Century Bank	\$2,000,000	1.50%	3.6.21	Cert of Deposit
Provident Bank	\$2,031,346	0.69%	N/A	Money available upon demand

General Fund Interest Earnings	Period	Year to Date	Year to Date Anticipated	Variance Positive/(Negative)
Period as of June 30,2020	\$30,411	\$270,049	\$185,000	\$85,049



Department of Development Services

Date: June 30, 2020

From: Shanna B. Saunders

Director of Planning & Community Development

Re: June 2020 - Monthly Report

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

- Zoning Board – June 3
- Conservation Commission – June 10
- Planning Board – June 17
- SRTC – June 3
- Historic District Commission meeting – June 24

And attended the following Special Meetings at via ZOOM:

- Seacoast Econ Dev. Meeting – June 2, 9, 16, 23
- SRPC Transportation Advisory Committee – June 5
- Pre Con 80 Mill Rd Penstock Replacement – June 11
- Recreation Committee Meeting – June 23
- State Business and Economic Affairs phone call – June 22

Building and Health Departments:

Major Building Permits Applied for in June 2020 Construction Costs and Fee

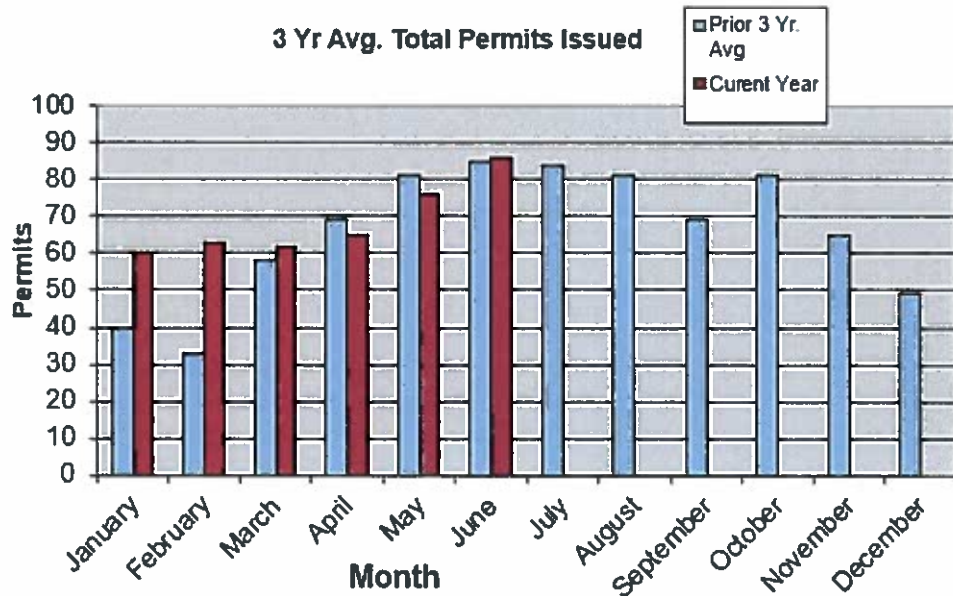
	Address	Construction cost	Fee
10	Depot	\$60,000.00	\$745.00
3	Cattail Circle	\$207,500.00	\$1,892.50
2	Cattail Circle	\$193,000.00	\$1,762.00
35	Whippoorwill Way	\$150,000.00	\$1,375.00
21	Linden	\$75,000.00	\$925.00

Minor Building Permits Applied for in June 2020

	Address	Construction cost	Fee
417	Rt. 108	\$0.00	\$25.00
40	Cemetery Rd	\$15,000.00	\$205.00
5	Pinkham Ave	\$1,000.00	\$37.00
227	Rt. 108	\$3,500.00	\$56.50
92	West High	\$4,000.00	\$73.00
94	West High	\$1,000.00	\$34.00
31	River	\$27,449.00	\$0.00
23	Works Way	\$1,500.00	\$38.50
7	Prospect	\$4,000.00	\$61.00
34	Lil-Nor Ave	\$1,100.00	\$38.20
245	High	\$6,000.00	\$79.00
30	Victoria Dr	\$2,500.00	\$55.00
368	High	\$20,000.00	\$205.00
36	Fremont	\$200.00	\$27.40
107	Franklin		\$25.00
64	Winter	\$2,140.00	\$44.26
79	Prospect	\$7,230.00	\$90.07
22	Lil-Nor Ave	\$7,200.00	\$89.80
14	Milo Ln	\$19,500.00	\$200.50
13	Pinewood Dr	\$15,300.00	\$162.70
156	High	\$4,000.00	\$61.00
24	Blackwater Rd	\$400.00	\$29.80
1	Cattail Circle	\$8,000.00	\$97.00
165	Rt. 108	\$1,500.00	\$38.50
12	Granite Way	\$2,800.00	\$50.20
678	Sherwood Glen MHP	\$6,200.00	\$80.80
26	Linden	\$7,000.00	\$88.00
339	Main	\$2,215.00	\$44.94
156	High	\$2,000.00	\$43.00
30	Prospect	\$29,205.00	\$287.85
29	Maple	\$5,000.00	\$70.00
187	Rt. 108	\$1,000.00	\$37.00
261	Green	\$2,000.00	\$61.00
24	Laurel Ln	\$1,500.00	\$43.00
145	Indigo Hill Rd	\$250.00	\$28.00
4	Laurel Ln	\$4,000.00	\$73.00
2	Deer Creek Run	\$1,500.00	\$43.00
7	Linden	\$3,500.00	\$56.50
4	Davis	\$5,946.00	\$78.51
243	Old Rochester Rd	\$8,041.00	\$97.37
62	Crest Dr	\$9,500.00	\$110.50

Permit Receipts

	2018	2019	2020	DIFFERENCE this year to last	% OF CHANGE
January	\$12,784.00	\$2,882.72	\$13,195.23	\$10,302.51	356.2%
February	\$4,087.20	\$14,382.00	\$12,963.09	-\$1,418.91	-9.9%
March	\$5,307.00	\$11,377.66	\$24,077.27	\$12,699.61	111.6%
April	\$7,899.24	\$12,091.95	\$10,871.58	-\$1,220.37	-10.1%
May	\$8,966.00	\$4,309.56	\$19,588.72	\$15,279.17	354.5%
June	\$7,652.50	\$91,825.41	\$13,001.55	-\$78,823.86	-85.8%
July	\$7,641.00	\$18,023.12	\$0.00	N/A	
August	\$4,329.00	\$21,606.17	\$0.00	N/A	
September	\$3,039.60	\$12,040.79	\$0.00	N/A	
October	\$7,291.00	\$25,228.33	\$0.00	N/A	
November	\$19,126.00	\$25,526.43	\$0.00	N/A	
December	\$14,154.00	\$8,211.20	\$0.00	N/A	
Year total	\$102,276.54	\$247,515.34	\$93,697.44	-\$43,181.86	
Difference of change this year to last (completed months only)	\$46,695.94	\$136,879.30	\$93,697.44	-\$43,181.86	-31.5%



Total Permits

ROW		2018	2019	2020	DIFFERENCE this month to last year's month	% OF CHANGE
4	January	29	41	60	60	31.7%
5	February	31	31	63	63	50.8%
6	March	43	51	62	62	17.7%
7	April	82	88	65	65	-35.4%
8	May	84	59	76	76	22.4%
9	June	65	97	86	86	-12.8%
10	July	91	85	0	N/A	0.0%
11	August	67	88	0	N/A	0.0%
12	September	56	69	0	N/A	0.0%
13	October	73	93	0	N/A	0.0%
14	November	50	85	0	N/A	0.0%
15	December	38	61	0	N/A	0.0%
16						
17	YTD Totals	689	848	412	53	-51.4%
18	Difference of changes this year to last year (Completed months only)	314	367	412	45	12.3%

Property Maintenance

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

	Location	Complaint Type	Date of Complaint	Notifications Issued	Status
8	Alicia	Protective Treatments	5/19/20	NOV	COMPLETED
1	Beacon	Grass	5/28/20	CN	COMPLETED
9-11	Beacon	Trash	6/17/20	CN	COMPLETED

8	Beacon	Trash	6/17/20	CN	COMPLETED
49	Cemetery	Trash	6/10/20	NOV	COMPLETED
24	Cemetery	Grass	6/17/20	CN	COMPLETED
28	Clement	Grass	6/9/20	CN	COMPLETED
36	Cornfield	Grass	6/3/20	CN	COMPLETED
10	Depot St	Grass	6/10/20	CN	COMPLETED
67	Elm	Grass	6/5/20	CN	COMPLETED
14-16	Fayette	Trash	6/26/20	CN	COMPLETED
6	Francoeur	Trash	6/15/20	CN	COMPLETED
103	Franklin	Grass	6/9/20	CN	COMPLETED
182	Green	Permit Violation	4/8/20	NOV	COMPLETED
65	Green	Trash	4/2/20	CN	COMPLETED
203	Green	Permit Violation	5/21/20	CN	COMPLETED
181	Green	Grass	5/27/20	CN	COMPLETED
199	Green	Grass	5/28/20	CN	COMPLETED
268	Green	Grass	6/10/20	CN	COMPLETED
17	Green	Grass	6/5/20	CN	COMPLETED
62	Green	Trash	6/12/20	NOV	COMPLETED
62	Green	Trash	6/1/20	NOV	COMPLETED
117	Green	Trash	6/17/20	CN	COMPLETED
15-17	Grove	Grass	6/9/20	CN	COMPLETED
18	Grove	Trash	6/10/20	CN	COMPLETED
230	High	Structure Violation	12/10/19	CN	COMPLETED
317	High	Grass	5/29/20	CN	COMPLETED
325	High	Grass	5/27/20	CN	COMPLETED
254	High	Grass	5/27/20	CN	COMPLETED
161	High	Trash	5/28/20	CN	COMPLETED
256	High	Grass	6/9/20	CN	COMPLETED
257-259	High	Grass	6/9/20	CN	COMPLETED
500	High	Grass	6/3/20	CN	COMPLETED
230	High	Structure Violation	6/3/20	NOV	COMPLETED
17-19	Highland	Trash	5/28/20	CN	COMPLETED
18	Highland	Trash	6/5/20	CN	COMPLETED
6	Highland	Trash	6/5/20	CN	COMPLETED
12-16	Highland	Trash	6/10/20	CN	COMPLETED
17-19	Highland	Trash	6/3/20	NOV	COMPLETED
154	Indigo Hill Rd	Grass	5/28/20	CN	COMPLETED
99	Indigo Hill Rd.	MPV	2/26/20	CN	COMPLETED
80	Indigo Hill Road	Grass	6/25/20	CN	COMPLETED

11	Linden	Grass	5/20/20	CN	COMPLETED
21	Linden	Grass	5/20/20	CN	COMPLETED
302	Main	Zoning Violation	4/7/20	CN	COMPLETED
260	Main	Structure Violation	4/2/20	NOV	COMPLETED
198	Main	Trash	5/11/20	NOV	COMPLETED
220	Main	Grass	5/20/20	CN	COMPLETED
294	Main	Grass	5/20/20	CN	COMPLETED
324	Main	Grass	5/20/20	CN	COMPLETED
320	Main	Grass	5/20/20	CN	COMPLETED
384	Main	Grass	5/20/20	CN	COMPLETED
357	Main	Grass	5/20/20	CN	COMPLETED
356	Main	Grass	5/20/20	CN	COMPLETED
293	Main	Trash	5/21/20	CN	COMPLETED
247	Main	Grass	5/27/20	CN	COMPLETED
347	Main	Grass	5/28/20	CN	COMPLETED
343	Main	Trash	6/26/20	CN	COMPLETED
278	Main	Trash	6/3/20	CN	COMPLETED
294	Main	Grass	6/3/20	NOV	COMPLETED
198	Main	Trash	6/3/20	NOV	COMPLETED
284	Main	Trash	6/25/20	CN	COMPLETED
75	Maple	Trash	5/27/20	CN	COMPLETED
206	Maple	Trash	5/28/20	CN	COMPLETED
59	Maple	Trash	5/28/20	CN	COMPLETED
109	Maple	Housing Violations	2/21/18	CN	COMPLETED
214	Maple	Trash	6/5/20	CN	COMPLETED
27	Mt. Auburn	Trash	6/10/20	CN	COMPLETED
14	Mt. Vernon	Protective Treatments	3/10/20	CN	COMPLETED
53	Mt. Vernon	Trash	6/10/20	CN	COMPLETED
50	Myrtle	Grass	5/21/20	CN	COMPLETED
51	Prospect	Protective Treatments	3/10/20	CN	COMPLETED
17	Prospect	Trash	6/26/20	CN	COMPLETED
75	Rocky Hill	Trash	4/29/20	CN	COMPLETED
7	Rocky Hill	Trash	5/28/20	CN	COMPLETED
107	Rocky Hill Road	Grass	6/11/20	CN	COMPLETED
127	Rocky Hill Road	Trash	6/3/20	CN	COMPLETED
28	Rocky Hilly Road	Trash	3/25/20	CN	COMPLETED
17	Second	MPV	4/17/20	NOV	COMPLETED
15	Silver	Grass	5/21/20	CN	COMPLETED
9	Silver	Trash	5/21/20	CN	COMPLETED
1	Silver	Trash	5/21/20	CN	COMPLETED

20-22	Spring	Trash	6/3/20	CN	COMPLETED
14	Union	Trash	6/5/20	CN	COMPLETED
20	Walnut	Trash	4/29/20	CN	COMPLETED
24	Washington	Grass	5/27/20	CN	COMPLETED
14	West High	Structure Violation	3/25/20	CN, NOV	COMPLETED
9	William Street	Grass	5/28/20	CN	COMPLETED
78	Winter	Illegal Dumping	6/4/20	CN	COMPLETED
253	High	Protective Treatments	4/29/20	CN	PENDING
338	Main	Protective Treatments	2/28/20	CN	PENDING
347	Main	Protective Treatments	2/25/20	CN, NOV	PENDING
6	Pearl	Zoning Violation	4/22/20	CN, NOV	PENDING
73	Union	Housing Violation	2/25/20	CN	PENDING

PLEASE NOTE – All matters shown as “Completed” were active matters which were closed in the month of June 2020 due to violations being brought into compliance. All matters shown as “Pending” are current, active matters.

- In the month of June, 2020, eighty-nine (89) open matters became compliant and were closed.
- In June 2020, the Code Compliance Office issued:
 - Thirty-six (36) Courtesy Notices;
 - Fifteen (15) Violation Notices; and
 - One (1) Court Complaint

COURT MATTERS (New)

- **85 Washington St. (Shiva Market)** – A Complaint was submitted to the Court on 6/10/2020, seeking a fine for un-screened dumpsters in the rear of the property and for falling over parking lot sign poles.
 - We are currently waiting for the defendant to plea in this case.

COURT MATTERS (Old)

- **17-31 Market Street Apartments** – In a past HDC meeting, it was ordered that the railings and decks on the staircases at the 17-31 Market Street apartments were to be painted white. They were not, and so suit was filed with a sought fine of \$1,000.
 - Currently awaiting ruling on motion.

- **28 Green (Chabot's Creamery)** – Suit was filed on 10/11/19. On 11/6/19, the property owner submitted a permit application for work to bring the property into compliance, per the City's Private Agreement with the owner, as well as satisfying all IPMC codes.
 - An executed Agreement was filed with the Court stating that all work shall be completed by April 1, 2019. The Agreement was accepted by the Court.
 - Work remained outstanding in the month of April, and as of today's date, 5/1/20, the work still remains outstanding. Therefore, a Motion to Impose the full civil penalty of \$1,000 was filed with the court.
 - Currently awaiting ruling on motion.

- **230 High St.** – Violation in question is a broken fence along the High Street corridor. Following service of the complaint, the defendant has covered the fence to shield the disrepair from view, and has committed to plans to begin repairs once the ground has thawed enough to install new fence posts. However, the work remains uncomplete, and thus, the Code Office will motion the court to impose the civil penalty detailed in original Complaint and to order the work completed by a reasonable date.
 - The fence was still not fixed, therefore, a Motion to Impose the full civil penalty of \$1,000 was filed with the court.
 - Currently awaiting ruling on motion.
 - *Defendant has since removed the broken section of the fence. This was done in mid-June.*

- **41-43 Franklin St.** – An agreement was made on January 27, 2019. The defendant has already applied for requisite permits to begin work on the property. Half of the work will be completed by the end of March 2020. The remaining, more extensive work, will be completed by June 1, 2020, with construction starting no later than April 1, 2020. Work remains uncomplete as of 4/1/2020, and thus, the Code Office will motion the court to impose the civil penalty detailed in original Complaint and to order the work completed by a reasonable date.
 - Work remains partially finished. Therefore, a Motion to Impose the full civil penalty of \$1,000 was filed with the court.
 - Currently awaiting ruling on motion.

- **208 Route 108 (Calef's Auto)** – Violation in question is the parking of vehicles on non-paved surfaces, which violates this property owner's site plan

approval conditions. Due to COVID-19, all in-person hearings are being rescheduled at a later time, thus, arraignment date is TBD.

Land Use Boards:

Conservation Commission June 2020:

- Wentworth Douglass Hospital, 23 Works Way, in the Commercial Industrial (CI) District, Assessor's Map 61 Lot 14B, CUP#08-2019. Application for conditional use permit for a 1-mile long nature trail in the wetland buffer was **tabled**.

Historic District Commission June 2020:

During the meeting the Commission reviewed the following:

- Gregory Morrison 30 Prospect Street, in the Historic Moderate Density (HMD) District, Assessor's Map 11 Lot 73, HDC#17-2020. Application to re-side entire home was **approved**.
- Norman Rouleau 2 Main Street, in the Business with Historic Overlay (BH) District, Assessor's Map 11 Lot 202, HDC#18-2020. Application to add patio upgrades to the back of the building was **approved**.
- Arllen Susanto & Chamroeun Van, 156 High Street, in the Residential/Business with Historic Overlay (R/BH) District, Assessor's Map 10 Lot 163, HDC#19-2020. Application to replace windows and trim was **approved**.
- MacKenzie Ventures, INC, 56 Winter Street, in the Residential Single Family/A with Historic Overlay, Assessor's Map 11 Lot 173 4A, HDC#21-2020. Application to construct a new single-family, cape-style home was **tabled**.

Planning Board June 2020:

The Planning Board reviewed the following:

- Palmer Gas & Oil, Gator Rock Road, in the Commercial Industrial (C/I) District, Assessor's Map 47 Lots 1-I & 1-J, SITE#02-2020 & CUP#02-2020. Application for site plan and conditional use approval for LPG Bulk Storage Tanks with associated infrastructure was **approved**.
- Diamond Capital LLC, Blackwater Road & Old Rochester Road, in the Residential Single Family (R-1) District, Assessor's Map 67 Lot 09, SUB#01-2020. Application for a 6 lot conventional subdivision approval by special use permit with waivers was **approved**.
- Brixmor Tri City Plaza, LLC, 8 Tri City Plaza, in the Residential/Commercial (R/C) District, Assessor's Map 40 Lot 5C, SITE#03-2020. Application for site plan approval to construct 3,500 SF medical/dental building and site improvements with waivers was **tabled**.

- Somersworth Retail LLC, 442 & 444 High Street, in the Residential/Commercial & Residential Single Family (R/C & R1) Districts, Assessor's Map 38 Lots 3, 3A & 4, SITE#04-2020. Application to construct 6,000 SF motor vehicle repair facility with associated site improvements with waivers was **approved.**

Site Review Technical Committee June 2020:

June 3, 2020

- Brixmor Tri City Plaza, LLC, is seeking site plan approval to construct 3,500 SF medical/dental building and site improvements with waivers on a property located at 8 Tri City Plaza, in the Residential/Commercial (R/C) District, Assessor's Map 40 Lot 5C, SITE#03-2020
- Somersworth Retail LLC, is seeking site plan approval to construct 6,000 SF motor vehicle repair facility with associated site improvements with waivers on a property located at 442 & 444 High Street, in the Residential/Commercial & Residential Single Family (R/C & R1) Districts, Assessor's Map 38 Lots 3, 3A & 4, SITE#04-2020
- Diamond Capital LLC, is seeking a 6 lot conventional subdivision approval by special use permit with waivers for a property located at Blackwater Road & Old Rochester Road, in the Residential Single Family (R-1) District, Assessor's Map 67 Lot 09, SUB#01-2020

Zoning Board June 2020:

The Zoning Board of Adjustment reviewed the following:

- Daniel Vincent, 21 Linden Street, in the Residential Single Family/A with Historic Overlay (R1AH) District, Assessor's Map 11 Lot 118, ZBA#03-2020. Application for a variance from Section 19.6.C.1.a. to expand a non-conforming use (residential two-unit dwelling) by constructing a 916sf addition to a detached, carriage-house apartment was **withdrawn.**
- Lincoln T. Soldati, 18 Grand Street, in the Historic Moderate Density (HMD) District, Assessor's Map 11 Lot 48, ZBA#04-2020. Application for a variance from Table 4.A.2 and Section 19.25.B to allow two (2) honeybee hives was **denied.**

Economic Development – June 2020

- **Upcoming Roundtables:**
 - ✓ All Cancelled – but participants are asking to reconvene in the fall
- **New Commercial Vacancy and/or for Sale**
 - ✓ 30 Willand Pond Drive - Mr. B's Taekwondo Studio
 - ✓ 130 Main Street- Aclara
- **Vacant Space Sold or Leased: New Tenants Secured and /or in Process**
 - ✓ Station 319 Eatery @ 6 Main Street
 - ✓ Indo-US Dining @ 192 Main Street
- **Community Advocacy**
 - ✓ Weekly: Seacoast Region - Economic Development Roundtable
 - ✓ Quarterly: Great Falls Economic Development Corporation – BOD
 - ✓ NEW – Weekly phone calls with Taylor Caswell BEA Commissioner
- **Covid19**
 - ✓ Governor's "Stay at Home 2.0" Order - Openings
 1. June 5: Attractions, Beaches, Golf Course, lodging
 2. June 15: Entertainment venues
 3. June 22: Day Camps
 4. June 28 Overnight Camps
 5. June 29: Indoor Movie/Performing Arts/Amusement Parks
 6. June 30: PPP closes and so does the Governors Stay at Home Order
 - ✓ Outside Seating participating restaurants and/or Private Clubs
 - a. Gravy
 - b. Stripe Nine Brewery
 - c. Kelly's Row
 - d. Bad Lab Brewery
 - e. The Oaks
 - f. Tasya's
 - g. Station 319 Eatery
 - h. Smoke & Cream
 - ✓ Funding Opportunities
 1. FEDERAL: Unemployment expires July 31. Extending unemployment and the SBA program are being considered
 2. STATE: Main Street Relief Fund application deadline: June 5-12. Appeals for rejections/denials are open until July 2
 - * A second round of Main Street funding to include owner/operated business (which weren't included in the first round of funding) is being considered by the Governor
 - ✓ Participate on a "Response Team" with area Economic Development Directors and Chambers of Commerce to support business by:
 1. Sharing accurate and often comprehensive information

2. Developing cohesive messaging
3. Vocal advocate for teaching local business how to move to electronic and virtual web - based platforms
4. Active advocate for webinars to teach responding to the new environment and methods
5. Helped organize weekly ZOOM meeting/s with BEA Commissioner Taylor Caswell, and state Municipal Economic Development Offices

Parks and Recreation – June 2020

- All City parks and trails are currently open to the public, with the exception of Millennium Park which is closed for maintenance repairs.
- Our weekly RECspiration activity newsletter has been an ongoing newsletter since March 30th. Each week staff put together fun and creative activity ideas for families to try at home. Our activities have focused in the areas of fitness, mindfulness, DIY science, creative fun, crafts, music, and outdoors. RECspiration is available weekly on our Facebook page and on our Recreation website. We now have 15 editions of RECspiration with over 90 activity ideas!
- In lieu of our Summer Camp Programs being cancelled, staff are busy creating community challenges that will be offered to all Somersworth residents during the summer months. We are currently finalizing our new Hilltopper Fitness Frenzy Challenge that will run July 5th- July 31st. The goal of this challenge is for participants to get 30 minutes of physical activity at least 3 days per week during the month of July. Participants can use the challenge log sheet to keep track of their weekly activity goals and are encouraged to send us their completed log sheets by August 7th to be eligible to win some great raffle prizes.
- Another summer challenge we're working on is the Rec Chalk Obstacle Course Challenge. This challenge will be open to all Somersworth residents and will run July 20th – August 31st. Residents are encouraged to design and draw their own chalk obstacle courses using only sidewalk chalk. Participants are asked to email the Rec Dept a photo of their completed chalk obstacle course so we can share on our Facebook page to provide inspiration to other community members. Those who submit photos will be entered into a raffle drawing for a chance to win cool raffle prizes. We have provided a sample chalk obstacle course on our website and will be drawing several courses throughout the challenge to share on our Facebook page. We are hoping to have residents and local businesses join the fun this summer!
- Recreation staff worked closely with local youth baseball leagues in June as the Governor updated guidelines to allow youth sports to begin. Leagues have begun practices and games at Jules Bisson Park and Noble Pines Park.



MEMORANDUM from Director Public Works & Utilities

TO: Robert M. Belmore, City Manager

DATE: July 7, 2020

SUBJECT: Public Works Department Monthly Report for June-July, 2020

FROM: Michael Bobinsky, Director of Public Works & Utilities

DIRECTOR'S COMMENTS

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

- During this reporting period, Mary Shaw passed away after a battle with cancer. Mary served as Chair of the Cemetery Trustees and was a former longtime employee of the Public Works Department. She will be missed.
- Highway personnel fabricated protective office barriers for City Hall and the Public Works Facility, in preparation for a future decision to re-open those facilities to the public. Highway personnel also re installed tennis court nets, basketball hoops and nets and began returning picnic tables to our designated parks, as part of the Governors directives to reopen certain public areas.
- Completed the repainting of crosswalks, arrows/stop bars along w/the long lines on City streets.
- Eastern Pipe completed the cleaning of designated catch basins in City streets; and worked with this contractor on TV inspection and line cleaning of designated storm sewer lines and sewer lines to verify location for map updating and condition assessment.
- Worked with staff on updated the layout of the cremation garden at Forest Glade. Staff has noticed increased interest in the cremation garden.
- Participated in the monthly SRPC Executive and Policy Board Committee meetings via Zoom.
- Processed several driveways permits during this reporting period.
- Received project updates on several projects including the Cemetery Road Complete Streets, TAP Grant sidewalk improvements along High Street and the CMAQ Traffic Signal Grant for the High Street Corridor.
- Participated in project meetings on the WWTF Upgrade project.
- Initiated purchase orders for rebuilding the Millennium Park Pavilion Roof and replacement of the damaged field light following Council Committee review and endorsement.
- Received approval to proceed with the Dog Park project at Millennium Park; staff-initiated details for installation of the related fence and sign materials.
- Staff is working with Pike Industries on completing punch list repairs to the FY20 paving work, along with trench & transition repairs. Work is anticipated to start in later July.
- Initiated work with Division Supervisors on FY22-27 CIP; requested projects are being reviewed for inclusion in the Directors requests which is due to the City Manager's office in mid-July.
- Participated in Equipment Operator I interviews with candidates; seeking to fill two (2) Operator positions in the Highway Division. Made job offers to two (2) candidates subject to successful background investigations.

HIGHWAY DIVISION

Operations/Maintenance:

- Performed monthly metal collections
- Performed maintenance and repairs to city equipment
- Performed pothole patching city wide; Repaired dirt roads around the city
- Performed city trash collection at receptacles, and city buildings
- Performed city wide street sweeping
- Built Lexan partitions in preparation for re-opening of buildings.
- Repaired signs damaged by vehicles
- Replaced road side gravel at reported areas
- Removed hazard trees at the blackwater landfill
- Removed and replaced 2 sections of damaged sidewalks along High St
- Assisted the High School with barricades, cones, and signs for graduation
- Adjusted signs that were leaning
- Performed seasonal catch basin cleaning and cleaned 149 basins
- Performed mowing of city green spaces
- Mowed Blackwater landfill
- Burned the brush pile at Malley Farm
- Installed parking restriction signs on Green Street at Franklin Street
- Worked with Housing Authority to remove and replace 6 sections of sidewalks
- Conducted test pits for curbing depth on Main St by Veterans Park
- Removed & replaced a section of Police Department parking lot that heaved this past winter
- Adjusted pull boxes by Irving on High St

Recreation:

- Performed regular park maintenance city wide.
- Re installed the hoops at parks around the city
- Removed a hazard tree at Noble Pines that was near shed

Cemetery:

- Performed 1 burial during this time
- Laid out and set pins for the cremation area for ease of locating in the future

Water Distribution Support:

- Assisted with a water break in the area of 231 High St
- Weekly maintenance of water break trench at Green and Stackpole

Sewer Collections Maintenance:

- Adjusted the height of a Manhole cover at Old Mill Rd in preparation
- Replaced a Manhole that was damaged during a hit and run accident
- Received 89 Digsafe requests
- Responded to report of sewer smell in the area of Davis St. nothing found. Going to clean the Main to ensure flow.

WASTEWATER DIVISION

Operations/Maintenance:

- Operating under the (MUCT) process which is used during our summer seasonal limits. In addition to treating Biochemical Oxygen Demand & Total Suspended Solids, this process also addresses nutrient limits which include total phosphorus and ammonia nitrogen. The summer season runs from June 1st thru September 30th.
- The facility continues to be closed to the general public until further notice due to the coronavirus pandemic. Staff is practicing social distancing and have stocked up on necessary PPE supplies to combat the pandemic.
- Hawthorne circle pump station generator update – The new generator is scheduled to be installed during the second half of July. This will include removal of the existing generator along with the removal and installation of a new concrete pad.
- Treated 7,500 gallons of septage from residents not on city sewer.

Compliance:

- Preparing monthly reports to US-EPA and NH-DES. Reports are due to the agencies by the 15th of each month.
- Reported no permit exceedances during the month of June.
- Completed annual flow meter calibrations in accordance with permit requirements.
- NH-DES conducted an onsite random sampling event on June 19th. Their analysis included PFAS in both influent & effluent. Their random sampling of facilities is aimed to get a general understanding of how much microscopic plastic is being discharged to waters.
- Treated a total of 47-million gallons of wastewater during the month.

Industrial Pretreatment Program (IPP):

- Scheduling annual inspections of our industries as well as both of our local breweries. Unlike previous years this is posing a challenge due to the COVID-19 pandemic. We are making an effort to complete these but only while following the recommended CDC guidelines.
- Received plans for an additional brewery moving into Somersworth. We are currently assisting them with the requirements under the pretreatment program.

Capital Improvements Plan (CIP) Items:

- Waste Water Treatment Facility upgrade – The City of Somersworth has entered into a contract with Apex Construction to complete the upcoming facility construction improvements. Project milestones include substantial completion – July 17th, 2021. Final completion – October 15th, 2021.
- Recent construction activities include setting up the onsite dewatering filter system along with removal of the top coat within the clarifier site. We are also addressing an incident which involved substantial damage to an electrical bank resulting in damage to the onsite fire monitoring system.

WATER DIVISION

- Conducted Bacteria's and TOC's water quality testing
- Pumped 47,400,484 gallons of raw water
- Filtered and pumped to the city 43,002,875 of finished water
- Completed BMP inspections at The Oaks and Tri-city Tool Crib
- Tested Rocky Hill Road well for SOC, VOC, and Nitrates
- Completed and submitted Chemical waiver for Rocky Hill well to NHDES

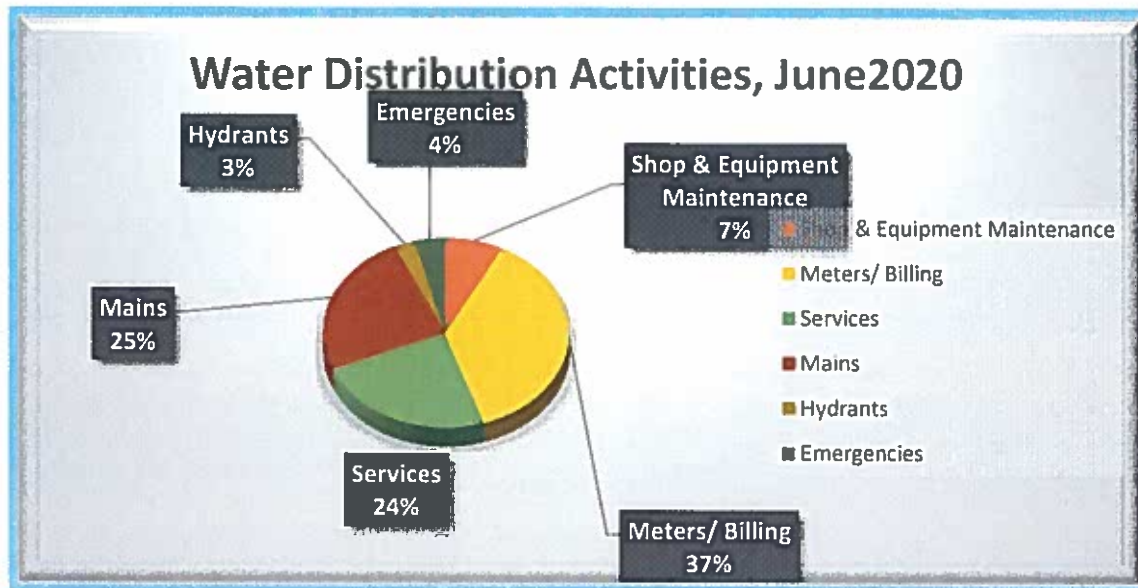
- Responded to water quality complaint in Canal St Mill Building
- Repaired leak on train # 1 sand pump
- Contacted roofing company regarding repair of the slate roof
- Ran well to The Oaks to fill irrigation pond; needed to run well as part of annual water quality testing procedures.
- Sprague Construction completed lagoon cleanout on # 2 and # 3; Switched to lagoon # 2
- Cleared vegetation around well houses

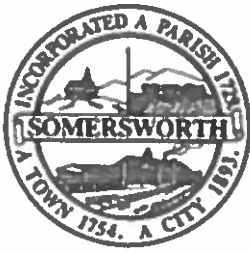
ENGINEERING DIVISION

- Accepted 12 driveway permit applications and one trench permit application
- Developing construction specifications for several projects, including water main repairs at Stackpole/Green Street, and the Rocky Hill Road culvert replacement
- Attended a pre-construction meeting for hydroelectric penstock repairs at Baxter Mills
- Attended initial capital improvement plan (CIP) meetings and follow-up actions
- Updated GIS records based on ongoing stormwater and sewer investigations
- Oversaw TV camera inspections of various sewer and storm lines throughout the City, including Stackpole Road, Mt. Vernon Street, Nadeau Street, and other locations
- Continued involvement in several projects, including dog park fencing, Millennium Park light pole replacement and repairs, and City Hall HVAC maintenance and improvements
- Oversaw paving work at the Willand Pond access road at 481 High Street
- Continued oversight of ongoing Veteran's Memorial project work as-needed

WATER DISTRIBUTION

- Water Distribution operators completed over 155 work orders and service requests in the month of June. Seven (7) new services were added to the City's water distribution system.
- Operators responded to several emergencies including line breaks at the Community Gardens at the Malley Farm as well as residential properties on Main Street and Old Rochester Road. There was also a water line break on High Street near Memorial Drive which resulted in loss of service in the area for up to 4 hours.
- Hydrants along the Main Street corridor were reconditioned & painted safety red.





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: July 8, 2020
Subject: Monthly Report – Month of June 2020

Bob:

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

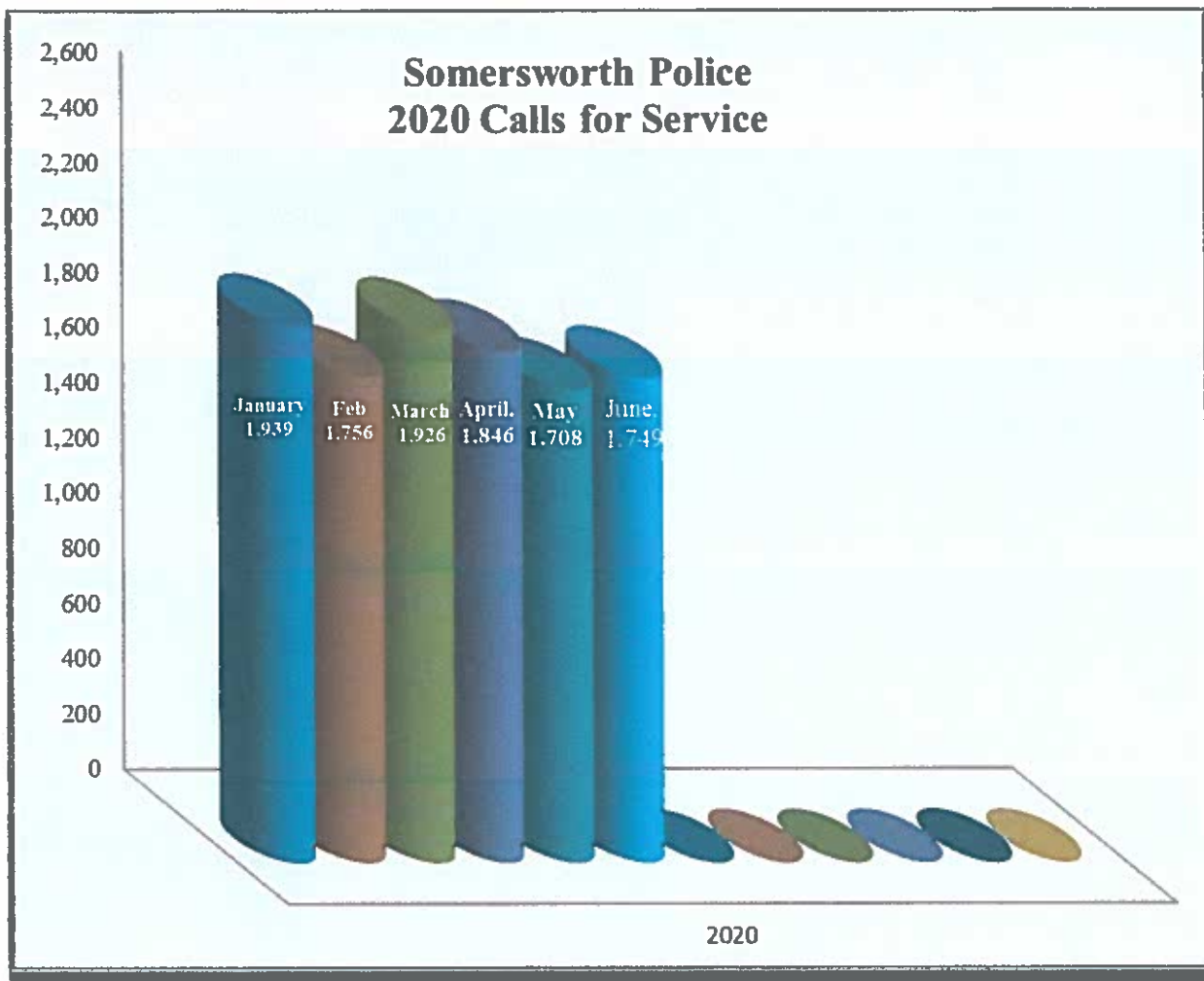
COMMUNITY POLICING:

- There were no activities due to COVID-19.

OTHER ITEMS:

- The Crime Scene vehicle is operational. It has been striped consistent with other fleet vehicles.
- The 2020 Explorer police cruiser from the 19/20 budget will be operational within the next week.
- We were awarded \$125,000 for one officer through the COPS Grant for three years. This position will be assigned to the Patrol Division with an emphasis on Community Policing.

STATISTICS:



Month	2020	2019	2018
January	1,939	1,976	2,085
Feb	1,756	1,796	1,878
March	1,926	2,145	2,215
April	1,846	2,285	2,452
May	1,708	2,053	2,409
June	1,749	1,935	2,406
July	0	2,048	2,174
August	0	1,943	2,238
Sept	0	2,020	2,263
Oct	0	1,906	2,123
Nov	0	1,860	2,055
Dec	0	1,995	1,936
TOTAL	10,924	23,962	26,234



City of Somersworth

Fire Department

195 Maple Street – Somersworth, NH 03878-1594



George Kramlinger
Fire Chief & Emergency Management Director
gkramlinger@somersworth.com

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

8 July 20

To: Mr. Robert Belmore, City Manager

Subject: June 2020 Monthly Fire Department and Emergency Management Report

1. The emergency aspects of the Pandemic are behind us, the State Emergency Operations Center (EOC) is reducing hours and is holding only one State-Wide EMD telephone conference per week, and the biggest emergency management challenge is to encourage everyone not to become complacent regarding the universal precautions that seem to be effective.
2. Given the impending penstock replacement at the lower falls hydro-electric plant as well numerous confined spaces throughout the City, training in June focused on confined space rescue. Training in this rescue discipline involves obtaining proficiency in the use of: a tripod; 4:1 (block and tackle), 3:1, and 2:1 mechanical advantage systems; tandem prussick belay; class III full body harness; Kendrick Extrication Device (KED); vertical lift SKED® rescue stretcher; AZTEC® rope system; SCBA (self-contained breathing apparatus); and using a gas meter to monitoring the atmosphere for oxygen, explosiveness, carbon dioxide, and hydrogen sulfide. The training is conducted at the Fire Station in order to maintain an immediate response posture, at no additional cost to the City, and using props cobbled together using material already at the Station. An advantage of this type of training is that it has direct transfer to other disciplines including firefighter survival, rope rescue, and assessment of gas leaks and elevated levels of carbon monoxide. In addition, we began an annual update of our critical incident stress management (CISM) program.
3. The new Ford F-550 Forestry Truck is still at Eastern Fire Apparatus in Milton. Progress is slower than desired due to supply chain issues associated with the COVID-19 Emergency. The truck's pump is projected to arrive on 10 July. At some point in the construction process, the tank and other equipment from the current HUMVEE Forestry-1 will be repurposed to the new truck. Once that happens, we will use a variety of methods and mutual aid to respond to a Forestry incident until the new truck is operational. Despite approaching drought conditions, the probability of a Forestry Truck response is lower in the summer than in the spring and fall.

4. Call Volume this month with a comparison to last year:

	June 2020	June 2019
EMS Related	40	58
MVA no injuries	4	8
Down Power Lines	3	1
Fires (all types)	3	10
All Other Hazards	46	59
Total	96	136

There is no conclusive reason for a reduction in calls. However, it may possibly be related to the Governor's "Safer at Home" directive.

5. We continue to receive outstanding cooperation and response from Stewart's Ambulance Service – especially during the COVID-19 Emergency. Average response time for the latest reporting period of May 2020 is an excellent 4:47.
6. Please feel free to contact me with any questions or concerns.

Respectfully submitted

George D. Kramlinger
Fire Chief / EMD
City of Somersworth



Department of Public Works

Town of Durham
100 Stone Quarry Drive
Durham, N.H. 03824
603-868-5578
Fax 603-868-8063

June 18, 2020

**To: Dianne Martin, Chairwoman, New Hampshire Public Utilities Commission
Kathryn M. Bailey, Commissioner
Michael S. Giaimo, Commissioner**

Re: Formal Complaint against Consolidated Communications Regarding Double Utility Poles

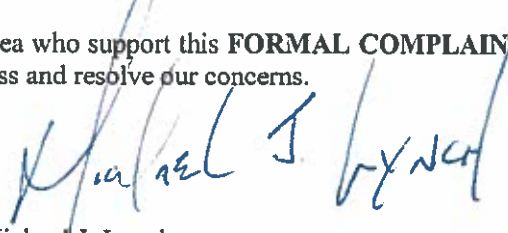
Dear Commissioners,

I write to you today not only representing Durham, but also several Seacoast Area Cities and Towns. We are all dealing daily with a real nuisance. We call this problem "double utility poles". Whether it is the Town of Durham or any other City / Town in New Hampshire, the story seems to be the same. Double utility poles are exactly what it sounds like. That is, Eversource or Consolidated Communications come into Communities and replace old wooden utility poles with new wooden structural poles. Trust me, we are all in favor of the upgrade of our utility poles. In Durham, most poles are owned by Consolidated Communications and Eversource, however Consolidated usually lags behind and chalks it off to not having the resources to install new poles or the staff to remove the old poles. Eversource then is forced to place the new pole(s), and then installing their power lines and equipment. Seacoast Communities then wait months or even years for Consolidated Communication to switch over their telephone wires and equipment.

All this activity occurs in the municipal right of ways, sometimes just off the curbing and often times in the sidewalk! These double poles make our communities look unsightly, actually degrading the appearance of our neighborhoods. The double poles also present a dangerous safety situation effecting the site. These include concerns such as site distance impacts and ADA access issues. These might be concerns for sidewalk plowing and pedestrian utilization especially with carriages and wheelchairs. The two poles also have no give when struck by an automobile. A small fender bender could easily turn into a fatality. We would like to see the Public Utilities Commission develop a consistent policy/process for all utility companies utilizing poles to transfer/market their product to include removal of the old poles within 30-60 days past the installation date.

We welcome the Commissioners paying a visit to the Seacoast area and we will offer a van tour of several sites where "double utility poles" exist today. Here in Durham we have 61 double poles along our most scenic roadway called Durham Point Road. Other Seacoast municipalities have reports reflecting similar numbers.

On page two please find 6 signatures of officials from the Seacoast area who support this **FORMAL COMPLAINT** and look forward to meeting with the Public Utilities Commission to discuss and resolve our concerns.


Michael J. Lynch
Director of Public Works

Cc: Debra A. Howland, Executive Director
Kath Mullholand, Director, Regulatory Innovation and Strategy
Thomas C. Frantz, Director, Electric Division
David Wiesner, Legal

Somersworth DPW

JUN 24 2020

Received



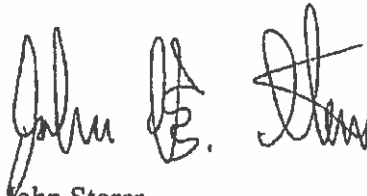
Michael J. Bobinsky
Director of Public Works and Utilities
Somersworth, NH 03878



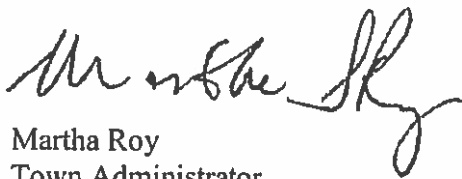
Peter H. Rice
Public Works Director
Portsmouth, NH 03801



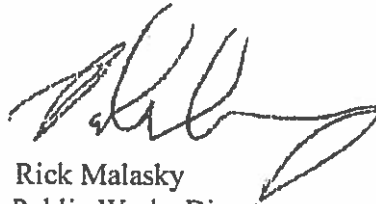
Jennifer Perry
Director of Public Works
Town of Exeter, NH 03833



John Storer
Director of Community Services
Dover, NH 03820



Martha Roy
Town Administrator
Newington, NH 03801



Rick Malasky
Public Works Director
Newmarket, NH 03857



