



*Office of the City Manager*

TO: Mayor Dana S. Hilliard and City Council Members  
FROM: Robert M. Belmore, City Manager  
DATE: Thursday, June 30, 2022  
SUBJECT: City Manager's Report for Tuesday, July 5, 2022 City Council Meeting

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*Unfinished Business (under Section 14 of Agenda)*

Resolution

- A. Resolution No. 45-22: To Authorize the City Manager to Enter into an Additional Grant Agreement with the New Hampshire Department of Justice for a Project Safe Neighborhood Grant. Again, the Public Safety Committee met on June 8 and voted to support this Grant and to sponsor a Resolution for full Council consideration.
- B. Resolution No. 46-22: To Authorize the City Manager to Apply for a Comprehensive Opioid, Stimulant, and Substance Abuse Site-Based Program (COSSAP) Grant through the New Hampshire Department of Justice and to Accept the Grant Award. The Public Safety Committee also voted to support this Grant action item. Again, funding will be used for Officer training and additional overtime that focuses on forming relationships with local Mental Health, Substance Use, Medical and other Community organizations to help provide resources for people in need of recovery services. It also compliments our ACERT (Adverse Child Experience Response Team) initiative.

*New Business (under Section 15 of Agenda)*

Resolutions

- A. Resolution No. 1-23: To Authorize the City Manager to Sign an Agreement with the State of New Hampshire, Division of Historical Resources for the Installation of a Historical Marker and for the City to Agree to Provide Maintenance and Care of Said Marker. Eric Chinburg Properties has agreed to pay \$1,200. of the cost of the marker; the State website indicates the markers cost between \$2,000. - \$2,300.
- B. Resolution No. 2-23: Naming Patriots Way and Assigning Addresses, as required. Attached is a copy of the June 21, 2022, E911 Committee meeting when the vote was taken to recommend the naming of these two roads.
- C. Resolution No. 3-23: Naming Valley Lane and Assigning Addresses, as required.

- D. Resolution No. 4-23: To Discontinue the Sidewalk Improvement Capital Reserve Fund in Accordance with RSA 34:11-A.** The possibility of taking this action was raised as an option by Councilor Witham during this past fiscal year as City Council appropriated \$100,000 in the present fiscal year that started July 1, 2022. The CIP for FY2023-2028 recommends adding an additional \$10,000 each year to this amount so that incrementally the amount for FY 2028 is \$150,000. In accordance with State Law, the Council will need to hold a Public Hearing prior to the vote, which could be scheduled at the next regular meeting of Council on Monday, August 1, 2022.

### Other

- A. Vote to Accept the Proposed Charter Amendments from the Ward Boundaries Committee, and to Accept the Opinion of the City Attorney and to Place the Proposed Charter Amendments before the Voters at the September 13, 2022 Election.** Attached is a copy of City Attorney's opinion that the proposed amendments' language complies with State Law and the State Constitution. If approved, the City Clerk will be sending the proposed amendments to the proper State Agencies as outlined in the City Attorney's opinion letter.

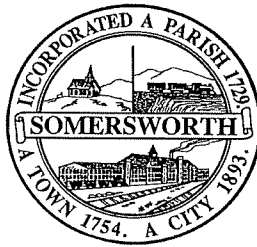
### *City Manager's Items (under section 11 of Agenda)*

#### Informational Items

1. **Solar Array Project.** Attached is a copy of an email from our selected developers, Ameresco contact, Kleo Taliadouros, that provides an update regarding their efforts to move the project forward with Eversource as well as consulting with our EPA project contacts.

### **Attachments**

1. **City Attorney Certifications Four (4)**
2. **Department Head Monthly Reports**



## NOTICE OF PUBLIC HEARING

The City of Somersworth, NH, through the Office of the City Clerk, hereby announces that the:

### **City Council will hold a Public Hearing**

during the City Council Meeting  
on **July 5, 2022**  
beginning at **7:00 p.m.**  
in the **Council Chambers**, City Hall,  
One Government Way, Somersworth, NH on:

### **CITY OF SOMERSWORTH CHARTER AMENDMENTS TO BE VOTED ON, ON SEPTEMBER 13, 2022**

In accordance with Article 1, Section 1.4, of the Somersworth City Charter, every ten years, in conjunction with the federal census, a review of the ward boundary lines shall be conducted for the purpose of adjusting such boundary lines to ensure equalization of population within the wards. The text of the proposed amendment, prepared by the Ward Boundaries Committee, is as follows:

- 1.3 WARD BOUNDARIES. The said City of Somersworth is hereby divided into five wards, which shall be constituted as follows, namely—

WARD 1 shall include all the parts of said Somersworth bounded by a line described as follows: Commencing at the most northerly point of said Somersworth at the intersection of the Salmon Falls River and the City of Rochester on the line of the Town of Berwick, in the State of Maine, and heading southeasterly by the Salmon Falls River and said Berwick to the intersection of Market Street; thence southwesterly through Market Street to the intersection of Main Street; thence southerly by Main Street to the intersection of Washington Street; thence westerly through Washington Street to the intersection of High Street; thence continuing westerly and northwesterly through West High Street and Whitehouse Road to the City of Rochester; and thence northeasterly by said Rochester to the Salmon Falls River at the point of beginning.

WARD 2 shall include all the part of said Somersworth bounded by a line described as follows: Commencing on Whitehouse Road at the City of Rochester and the westerly corner of Ward One, and heading southeasterly through Whitehouse Road continuing through West High Street and Washington Street to the intersection of Main Street; thence southerly by Main Street to the intersection of Fayette Street; thence westerly through Fayette Street to the intersection of Green Street; thence southerly by Green Street to the intersection of Franklin Street; thence westerly through Franklin Street and northwesterly through Memorial Drive to the intersection of Cemetery Road; thence southwesterly through Cemetery Road to the intersection of Maple Street; thence

southerly and southeasterly through Maple Street to the intersection of Blackwater Road; thence westerly through Blackwater Road to the City of Dover; thence northwesterly by said Dover to the City of Rochester; and thence northeasterly by said Rochester to Whitehouse Road and Ward One at the point of beginning.

WARD 3 shall include all that part of said Somersworth bounded by a line described as follows: Commencing on Blackwater Road at the City of Dover and the southwesterly corner of Ward Two, and heading easterly by Blackwater Road to the intersection of Maple Street; thence northerly by Maple Street to the intersection of Cemetery Road; thence northeasterly by Cemetery Road to the intersections of Memorial Drive; thence southeasterly through Memorial Drive to and through Franklin Street to the intersection of Green Street; thence northerly by Green Street to the intersection of Fayette Street; thence easterly by Fayette Street to the intersection of Main Street; thence southerly by Main Street to the intersection of Franklin Street; thence westerly by Franklin Street to the intersection of Green Street; thence southerly by Green Street to the intersection of Myrtle Street; thence westerly through Myrtle to the intersection of Horne Street; thence northwesterly through Horne Street to the intersection of High Street; thence southwesterly through High Street to the City of Dover, thence northwesterly by said Dover to Blackwater Road and Ward Two at the point of beginning.

WARD 4 shall include all the part of said Somersworth bounded by a line described as follows: Commencing on High Street at the City of Dover and the southerly corner of Ward Three, and heading northeasterly by High Street to the intersection of Horne Street; thence southeasterly through Horne Street to the intersection of Myrtle Street; thence easterly through Myrtle Street to the intersection of Green Street; thence northerly by Green Street to the intersection of School Street; thence easterly by School Street to the intersection of Union Street; thence southerly through Union Street to the intersection of Indigo Hill Road; thence westerly by Indigo Hill Road to the intersection of Green Street; thence southerly through Green Street to the Town of Rollinsford, thence southwesterly by said Rollinsford and northwesterly by the City of Dover to High Street and Ward Three at the point of beginning.

WARD 5 shall include all the part of said Somersworth bounded by a line described as follows: Commencing on Green Street at the Town of Rollinsford and the southeasterly corner of Ward Four and heading northerly by Green Street to the intersection of Indigo Hill Road; thence easterly by Indigo Hill Road to the intersection of Union Street; thence northerly by Union Street to the intersection of School Street; thence westerly by School Street to the intersection of Green Street; thence northerly by Green Street to the intersection of Franklin Street; thence easterly by Franklin Street to the intersection of Main Street; thence northerly through Main Street to and through Market Street to the Salmon Falls River on the line of the Town of Berwick, in the State of Maine; thence southeasterly by the Salmon Falls River and said Berwick to the Town of Rollinsford; and thence southwesterly by said Rollinsford to Green Street and Ward Four at the point of beginning.

*This notice is in accordance with RSA 91-A:2, Revised Statutes Annotated of the State of New Hampshire.*

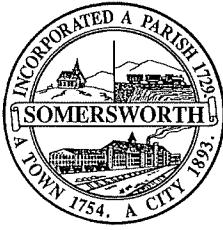
Ammy Ramsey  
Deputy City Clerk

Date posted: June 22, 2022

Posted by: Ammy Ramsey  
Deputy City Clerk

Posted at: City Hall  
Library  
Channel 22  
Website: [www.somersworth.com](http://www.somersworth.com)





## City of Somersworth – Resolution

Resolution No: **45 - 22**

**TO AUTHORIZE THE CITY MANAGER TO ENTER INTO  
AN ADDITIONAL GRANT AGREEMENT WITH THE NEW  
HAMPSHIRE DEPARTMENT OF JUSTICE FOR A PROJECT  
SAFE NEIGHBORHOOD GRANT**

June 21, 2022

WHEREAS, the Somersworth City Council adopted Resolution 3-20 on July 1, 2019 to enter into a grant agreement with the New Hampshire Department of Justice for a Project Safe Neighborhood Grant; and

WHEREAS, the City of Somersworth has been notified there are additional funds available for this grant and has been awarded additional funding for the Project Safe Neighborhood Grant; and

WHEREAS, the City of Somersworth is eligible to receive \$6,332 (Six Thousand Three Hundred Thirty Two dollars) requiring no local match; and

WHEREAS, the Grant will allow the City of Somersworth to cover expenses associated with providing increased Police patrol services in various areas throughout the City; and

### EXPLANATION OF TOTAL PROJECT GRANT BREAKDOWN

NH Dept. of Justice (100%)	=	\$6,332
<u>City Match (0%)</u>	=	<u>\$ 0</u>
Total Project Award	=	\$6,332

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to execute any documents and agreements necessary for the Grant's execution, expend the Grant proceeds in accordance with the Grant documents, and take any and all other such actions relative to this Grant determined to be in the best interest of the City.

#### Authorization

*Sponsored by Councilors:*

Martin Pepin  
Kenneth S. Vincent  
Nancie Cameron  
Denis Messier

*Approved:*

City Attorney

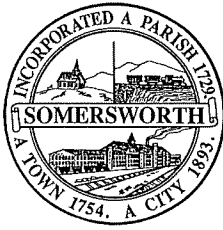
## City of Somersworth – Resolution 45 - 22

### History

First Read Date:	6/21/2022	Tabled:	
Public Hearing:		Removed From Table:	
Second Read:	7/5/2022		

### Discussion

Voting Record		YES	NO
Ward 1 Councilor	Pepin		
Ward 2 Councilor	Vincent		
Ward 3 Councilor	Dumont		
Ward 4 Councilor	Austin		
Ward 5 Councilor	Michaud		
At Large Councilor	Witham		
At Large Councilor	Gerding		
At Large Councilor	Cameron		
At Large Councilor	Messier		
<b>TOTAL VOTES:</b>			
On    /    /    Resolution 45-22		PASSED	FAILED



## City of Somersworth – Resolution

Resolution No: **46 - 22**

**TO AUTHORIZE THE CITY MANAGER TO APPLY FOR A COMPREHENSIVE OPIOID, STIMULANT, AND SUBSTANCE ABUSE SITE-BASED PROGRAM (COSSAP) GRANT THROUGH THE NEW HAMPSHIRE DEPARTMENT OF JUSTICE AND TO ACCEPT THE GRANT AWARD**

June 21, 2022

WHEREAS, the New Hampshire Department of Justice (NHDOJ) is providing grant funding for training and overtime pay for Police Departments under the Comprehensive Opioid, Stimulant, and Substance Abuse Site-based Program (COSSAP) which is designed to enhance and expand the prevention, enforcement, and treatment of substance abuse; and

WHEREAS, the NHDOJ is working with seven communities throughout the State on the program grant and would like to work with an eighth community located in Strafford County; and

WHEREAS, the City of Somersworth is being considered and could apply for a three-year grant in the amount of \$105,438 (One Hundred Five Thousand Four Hundred Thirty Eight dollars) with no local match; and

### EXPLANATION OF TOTAL PROJECT GRANT BREAKDOWN

NH Dept. of Justice (100%)	=	\$105,438
<u>City Match (0%)</u>	=	<u>0</u>
Total Project Award	=	\$105,438

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to apply for a Comprehensive Opioid, Stimulant, and Substance Abuse Site-based Program (COSSAP) Grant through the New Hampshire Department of Justice; and

BE IT FURTHER RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH that if the Grant is awarded to the City, the City Manager is authorized to accept the Grant and execute any documents and agreements necessary for the Grant's execution, expend the Grant proceeds in accordance with the Grant documents, and take any and all other such actions relative to this Grant determined to be in the best interest of the City.

Authorization	
<i>Sponsored by Councilors:</i> Martin Pepin Kenneth S. Vincent Nancie Cameron Denis Messier	<i>Approved:</i> City Attorney


## City of Somersworth – Resolution 46 - 22

### History

First Read Date:	6/21/2022	Tabled:	
Public Hearing:		Removed From Table:	
Second Read:	7/5/2022		

### Discussion

Voting Record		YES	NO
Ward 1 Councilor	Pepin		
Ward 2 Councilor	Vincent		
Ward 3 Councilor	Dumont		
Ward 4 Councilor	Austin		
Ward 5 Councilor	Michaud		
At Large Councilor	Witham		
At Large Councilor	Gerding		
At Large Councilor	Cameron		
At Large Councilor	Messier		
<b>TOTAL VOTES:</b>			
On   /   /   Resolution 46-22		PASSED	FAILED

	<p style="text-align: center;"><b>City of Somersworth – Resolution</b></p> <p>Resolution No: <b>1-23</b></p> <p><b>TO AUTHORIZE THE CITY MANAGER TO SIGN AN AGREEMENT WITH THE STATE OF NEW HAMPSHIRE, DIVISION OF HISTORICAL RESOURCES FOR THE INSTALLATION OF A HISTORICAL MARKER AND FOR THE CITY TO AGREE TO PROVIDE MAINTENANCE AND CARE OF SAID MARKER</b></p>
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July 5, 2022

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

WHEREAS, said RSA 236:44 requires that the Division of Historical Resources / State Historic Preservation Office's authority to enter into such agreements is conditioned upon the city, town, or local historical organization or society agreeing to the subsequent maintenance and care of said markers; and

WHEREAS, the City desires a historical marker be placed near the former Hilltop School which has been placed on the National Registry of Historic Places, and will describe the School's distinction as the first public High School in the State of New Hampshire;

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

<b>Authorization</b>	
<p><i>Sponsored by:</i></p> <p>Dana S. Hilliard</p> <p><i>Councilors:</i></p> <p>Nancie Cameron</p> <p>Matt Gerding</p> <p>Denis Messier</p> <p>Richard R. Michaud</p> <p>David A. Witham</p>	<p><i>Approved:</i></p> <p>City Attorney</p>



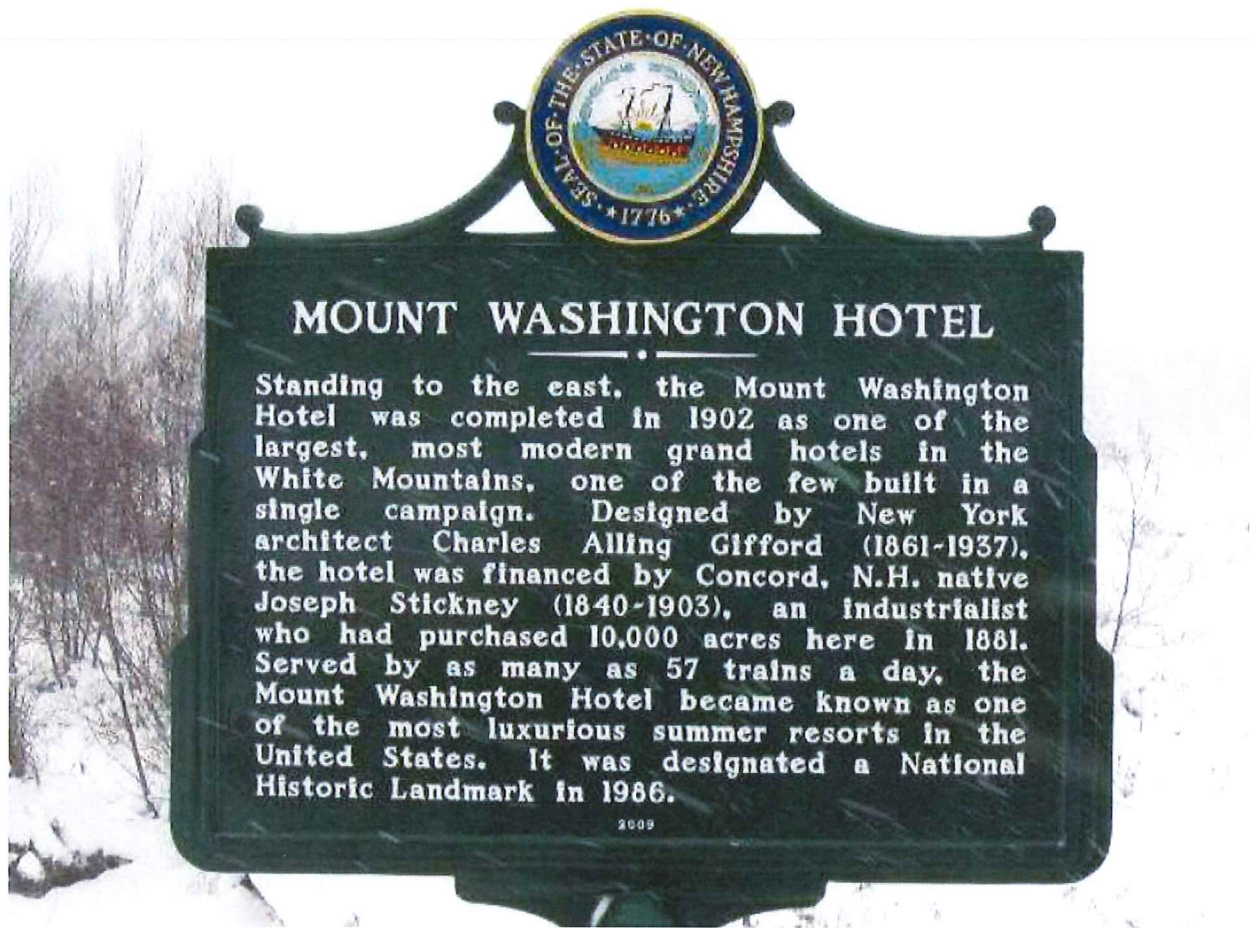
## City of Somersworth – Resolution 1-23

### History

First Read Date:	7/5/2023	Tabled:	
Public Hearing:		Removed From Table:	
Second Read:			

### Discussion

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



- example -  
STATE HISTORICAL  
MARKER

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Amy Dixon  
Community Preservation Coordinator  
New Hampshire Division of Historical Resource  
19 Pillsbury Street - 2nd floor  
Concord, NH 03301-3570

Re: City of Somersworth  
State Historical Markers Request

Dear Ms. Dixon,

City staff has been in touch with your office regarding the City's request to garner support for State Historical Markers to be placed at significant locations within our Community to mark these locations as having an important place in our History as a City and as a State.

We feel the addition of such markers would help highlight the historic nature of Somersworth, which was founded in 1729. Presently, there are no such markers within our borders yet we have several locations that would meet the purpose of educating the public about New Hampshire's history.

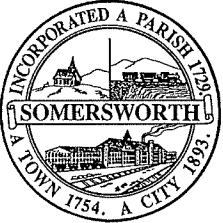
We ask that careful consideration be given in placing a State Historical Marker at the location of the Hilltop School that stands within our City's Historic District. Although now closed, the School has been placed onto the National Registry of Historic Places. This School has been a very important part of both Somersworth's history and Community since its inception in 1850. At that time, it was recognized by the State Legislator in an act that would become known as "the Somersworth Act " and effectively created the first public high school in the State of NH. Since then, generations of Hilltoppers have passed through the School's doors that proclaim "for the Citizens."

Thank you for your consideration and assistance.

Sincerely,

Dana S. Hilliard, Mayor

Robert M. Belmore, City Manager

	<p style="text-align: center;"><b>City of Somersworth – Resolution</b></p> <hr/> <p>Resolution No:       <b>2-23</b></p> <p><b>NAMING PATRIOTS WAY AND ASSIGNING ADDRESSES, AS REQUIRED</b></p>
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July 5, 2022

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the following road be named and addresses assigned, if required;

<u>NAME</u>	<u>EXPLANATIONS</u>
“PATRIOTS WAY”	<p>1) Name suggested by Developer of the 187 Rte. 108 contractor storage development</p> <p>2) E-911 Street Name and Address Committee recommended and approved on June 21, 2022</p> <p>3) Street name now required to be in compliance with E-911 standards due to 3 building units off the current driveway</p> <p>4) Street will be a private road</p>

BE IT FURTHER RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT this action is in accordance with RSA 231:133; RSA 231:133-a; RSA 106-H; State of NH, Department of Safety, Division of Emergency Communications Addressing Standards, and Chapter 19, Section 23, City of Somersworth Ordinances.

<b>Authorization</b>	
<p><i>Sponsored by:</i> Councilor Martin Pepin</p>	<p><i>Approved:</i> City Attorney</p>

## City of Somersworth – Resolution 2-23

### History

First Read Date:	7/5/2022	Tabled:	
Public Hearing:		Removed from Table:	
Second Read:			

### Discussion

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



**E-911 Committee Meeting Minutes**  
**June 21, 2022**

Attending: (x=attended; a=absent)

George Kramlinger-Fire Department		X
Martin Pepin-City Councilor		x
Paul Robidas-Stewart's Ambulance		A
Michael Bobinsky-Public Works		x
Tim McLin-Chairman, Police Department	x	
Amber Hall, City Engineer		x

Recorder: Keri Gordon, Executive Assistant to the Director of Public Works & Utilities

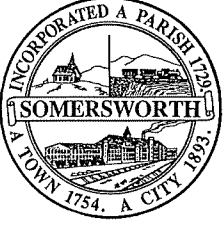
The meeting was called to order at 1:05 am by Chairman McLin.

- 1) Approval of Past Minutes A motion was made by Michael Bobinsky to approve the minutes of the August 10, 2021 meeting. Seconded by Martin Pepin, the motion carried unanimously.
- 2) 279 Green St Subdivision: Amber Hall stated that the city has been in contact with the developer with a few street name suggestions for the new Green St. subdivision. Hall said the owner suggested Forest Road, Valley Lane or Summit Lane. Kenny-Lynn Dempsey, E911 Field Representative, suggested Valley Lane. McLin stated he spoke to Paul Robidas earlier in the day and neither of them had issues with the address suggestions. George Kramlinger motioned to accept "Valley Lane" for the subdivision off of Green Street, Bobinsky seconded, motion passed unanimously. Staff will work with the City Manager's office and draft a resolution for City Council consideration. and approval.
- 3) 187 Route 108: Developer of the storage units behind 187 Route 108 requested naming the road "Patriot Way". This is needed due to the project being the third addressable structure on a driveway. State E911 officials are in favor of this request. Discussion on readdressing the building currently occupied by Stewarts Ambulance took place. Paul Robidas called in and stated he did not have any issues with readdressing 183 Route 108 to #12 Patriot Way per the E911 requirements. Paul Robidas noted that the building is leased and Amber stated the owner would need to give the final "okay" on readdressing. Michael Bobinsky made a motion to accept "Patriot Way" and new address assignments, Martin Pepin Seconded, all in favor. Staff will draft a resolution for Council approval. Staff will work with the City Manager's office and draft a resolution for City Council consideration. Council and approval.
- 4) Gator Rock Road: Due to the Palmer Gas development the cul de sacs that were to be addressed as Caiman Drive and Seamore Drive, will no longer exist when development is completed. 9 Caiman Drive will be readdressed as 32 Gator Rock Road. Martin Pepin made a motion to accept change, Michael Bobinsky seconded, all in favor.
- 5) 50 Maple/2 Emery Street: Amber Hall spoke about an address concern that was brought to the City's attention by the tax office. There are two dwellings located on one parcel located at the corner of Emery and Maple. After discussion with Kenny-Lynn and the Somersworth Post Office, it was suggested that the two buildings continue to use the current address. George Kramlinger made a motion to keep the addresses as is, Martin Pepin seconded, all in favor.
- 6) Miscellaneous: Nothing to discuss

Tim McLin made a motion to adjourn, seconded by Bobinsky, the motion carried unanimously.

The meeting was adjourned at 1:41pm

Respectfully Submitted by: Keri Gordon, Executive Assistant

	<p style="text-align: center;"><b>City of Somersworth – Resolution</b></p> <hr/> <p>Resolution No:       <b>3-23</b></p> <p><b>NAMING VALLEY LANE AND ASSIGNING ADDRESSES, AS REQUIRED</b></p>
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July 5, 2022

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the following road be named and addresses assigned, if required;

<u>NAME</u>	<u>EXPLANATIONS</u>
“VALLEY LANE”	<ol style="list-style-type: none"> <li>1) Name suggested by Developer</li> <li>2) E-911 Street Name and Address Committee recommended and approved on June 21, 2022</li> <li>3) This is a new road to be built off of Green Street extends westerly ending in a Cul-de-sac, associated with the 279 Green St. subdivision</li> <li>4) Naming the new street name does not constitute Acceptance of the new road by the City Council</li> </ol>

BE IT FURTHER RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT this action is in accordance with RSA 231:133; RSA 231:133-a; RSA 106-H; State of NH, Department of Safety, Division of Emergency Communications Addressing Standards, and Chapter 19, Section 23, City of Somersworth Ordinances.

<b>Authorization</b>	
<i>Sponsored by:</i> Councilor Martin Pepin	<i>Approved:</i> City Attorney

## City of Somersworth – Resolution 3-23

### History

First Read Date:	7/5/2022	Tabled:	
Public Hearing:		Removed From Table:	
Second Read:			

### Discussion

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

**E-911 Committee Meeting Minutes**  
**June 21, 2022**

Attending: (x=attended; a=absent)

George Kramlinger-Fire Department	X
Martin Pepin-City Councilor	x
Paul Robidas-Stewart's Ambulance	A
Michael Bobinsky-Public Works	x
Tim McLin-Chairman, Police Department	x
Amber Hall, City Engineer	x

Recorder: Keri Gordon, Executive Assistant to the Director of Public Works & Utilities

The meeting was called to order at 1:05 am by Chairman McLin.

- 1) Approval of Past Minutes A motion was made by Michael Bobinsky to approve the minutes of the August 10, 2021 meeting. Seconded by Martin Pepin, the motion carried unanimously.
- 2) 279 Green St Subdivision: Amber Hall stated that the city has been in contact with the developer with a few street name suggestions for the new Green St. subdivision. Hall said the owner suggested Forest Road, Valley Lane or Summit Lane. Kenny-Lynn Dempsey, E911 Field Representative, suggested Valley Lane. McLin stated he spoke to Paul Robidas earlier in the day and neither of them had issues with the address suggestions. George Kramlinger motioned to accept "Valley Lane" for the subdivision off of Green Street, Bobinsky seconded, motion passed unanimously. Staff will work with the City Manager's office and draft a resolution for City Council consideration. and approval.
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- 4) Gator Rock Road: Due to the Palmer Gas development the cul de sacs that were to be addressed as Caiman Drive and Seamore Drive, will no longer exist when development is completed. 9 Caiman Drive will be readdressed as 32 Gator Rock Road. Martin Pepin made a motion to accept change, Michael Bobinsky seconded, all in favor.
- 5) 50 Maple/2 Emery Street: Amber Hall spoke about an address concern that was brought to the City's attention by the tax office. There are two dwellings located on one parcel located at the corner of Emery and Maple. After discussion with Kenny-Lynn and the Somersworth Post Office, it was suggested that the two buildings continue to use the current address. George Kramlinger made a motion to keep the addresses as is, Martin Pepin seconded, all in favor.
- 6) Miscellaneous: Nothing to discuss

Tim McLin made a motion to adjourn, seconded by Bobinsky, the motion carried unanimously.

The meeting was adjourned at 1:41pm

Respectfully Submitted by: Keri Gordon, Executive Assistant



## City of Somersworth – Resolution

Resolution No: 4-23

### **TO DISCONTINUE THE SIDEWALK IMPROVEMENT CAPITAL RESERVE FUND IN ACCORDANCE WITH RSA 34:11-A**

July 5, 2022

WHEREAS, the City Council adopted Resolution 18-11 on March 21, 2011, to establish a Capital Reserve Fund for the purpose of construction, reconstruction, or rehabilitation of City sidewalks; and

WHEREAS, the City of Somersworth's 2023-2028 Capital Improvement Plan includes a recommendation to fund sidewalk improvements through the annual operating budget each year; and

WHEREAS the adopted Fiscal Year 2023 budget contains an appropriation for sidewalk improvements as recommended in the Capital Improvement Plan; and

WHEREAS funding sidewalk improvements through the annual operating budget makes the use of the Sidewalk Capital Reserve Fund unnecessary; and

WHEREAS, RSA 34:11-a grants the City Council the authority to discontinue a Capital Reserve Fund and direct the Trustees of Trust Funds to pay all the moneys in said fund to the City Treasury;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the Sidewalk Improvement Capital Reserve Fund shall be discontinued in accordance with RSA 34-11-a and direct the Trustees of Trust Funds to pay all the moneys in said fund to the City Treasury.

Note: RSA 34-11-a requires a Public Hearing, and the Public Notice for the Public Hearing must include a statement distinctly stating the reason(s) for which such Reserve is to be discontinued.

Authorization	
<i>Sponsored by Councilors:</i> David A. Witham	<i>Approved:</i> City Attorney



## City of Somersworth – Resolution 4-23

### History

First Read Date:	7/5/2022	Tabled:	
Public Hearing:		Removed From Table:	
Second Read:			

### Discussion

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

**MITCHELL MUNICIPAL GROUP, P.A.**

ATTORNEYS AT LAW  
25 BEACON STREET EAST  
LACONIA, NEW HAMPSHIRE 03246  
[www.mitchellmunicipalgroup.com](http://www.mitchellmunicipalgroup.com)

WALTER L. MITCHELL  
LAURA A. SPECTOR-MORGAN  
NAOMI N. BUTTERFIELD  
JOSEPH H. DRISCOLL, IV

TELEPHONE (603) 524-3885

June 27, 2022

Robert M. Belmore, City Manager  
City of Somersworth  
One Government Way  
Somersworth, NH 03878

Re: Proposed Charter Amendments

Dear City Manager Belmore:

I am writing in response to your request that I review the proposed amendment of the City of Somersworth Charter as required pursuant to RSA 49-B. The statute requires that the City Council obtain a written opinion, from an attorney who is licensed to practice law in the State of New Hampshire, that the final drafts of all proposed charter amendments do not conflict with the general laws or constitution.

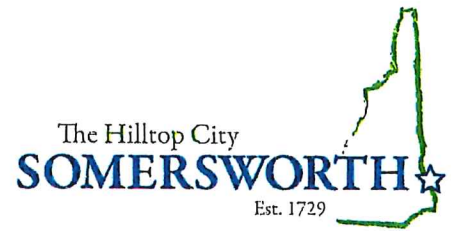
I have carefully reviewed the final language of the proposed amendment that will be placed before the voters at the September 13, 2022 election. In my opinion, the proposed amendment does not conflict with the general laws or constitution of the State of New Hampshire or the United States of America.

Under state law, the city council must file a report, consisting of this opinion and the final draft of the proposed amendment, with the city clerk within seven (7) days after the public hearing regarding the proposed amendment. Then, within 10 days of receipt by the city clerk, the Report and this opinion must be sent to the Secretary of State, the Attorney General and the Commissioner of the DRA for approval.

Please do not hesitate to contact me if you have any questions. Thank you.

Sincerely,

  
Laura Spector-Morgan  
[laura@mitchellmunigroup.com](mailto:laura@mitchellmunigroup.com)



**DATE:** 6/17/2022

**TO:** Robert Belmore, City Manager

**FROM:**

Michelle Mears, AICP  
Director of Planning and Community Development

**Re: 2022 Ward Boundaries Changes**

The Ward Boundaries Review Committee met on February 22, 2022 to review the proposed changes of ward boundaries. The proposed changes are required and the standard deviation must be +/- 5% with the ideal population per ward to be approximately 2,371. Please see attached map titled City of Somersworth Census Blocks, Population, and Voting Wards created by Strafford Regional Planning Commission.

Here is a summary of the changes:

**Ward 5**

- The modified boundary added a census track within the mills (Canal Street) that had 229 population count from Ward 1 to Ward 5.
- The census track (School Street and a portion of Franklin Street) with 152 population count within Ward 4 was moved to Ward 5.

All the polling locations will remain the same with these proposed changes.

Also included is draft language Charter Change which has been completed by Northam Survey, LLC. Northam Survey, LLC reviewed existing Ward boundaries in comparison to the existing Ward boundaries plan, provided by client, for accuracy and completeness. Northam provided draft legal descriptions for the five proposed Ward boundaries per plan.

# City of Somersworth City Charter

## ARTICLE I - CITY ESTABLISHED

- 1.1. INCORPORATION. The inhabitants of the City of Somersworth shall continue to be a body politic and corporate under its pre-existing name and as such to enjoy all the rights, immunities, powers and privileges and be subject to all duties and liabilities now incumbent upon them as a municipal corporation. All existing property of the City shall remain vested in it and all its existing debts and obligations shall remain obligatory upon it under this revised Charter.

History:           Laws 1893, Chapter #171

- 1.2. NUMBER OF WARDS. The City shall continue to be divided into five wards, and the general laws relative to wards of cities, offices thereof and voters, checklists, elections and jurors therein shall be applicable to such wards.

History:           Referendum 11/6/1973

- 1.3. WARD BOUNDARIES. The said City of Somersworth is hereby divided into five wards, which shall be constituted as follows, namely—

WARD 1 shall include all the parts of said Somersworth bounded by a line described as follows: Commencing at the most northerly point of said Somersworth at the intersection of the Salmon Falls River and the City of Rochester; on the line of the Town of Berwick, in and the State of Maine, and extending thence heading southeasterly by the Salmon Falls River and said Berwick to a point due east from the easterly end the intersection of Washington Market Street; thence southwesterly to and through Washington Market Street to the intersection of Main Street; thence southerly by Main Street to the intersection of Washington Street; thence westerly through Washington Street to the intersection of High Street; thence continuing westerly and northwesterly through West High Street and Gonie Whitehouse Road to the City of Rochester; and thence northeasterly by said Rochester to the Salmon Falls River State of Maine at the point of beginning.

WARD 2 shall include all the part of said Somersworth bounded by the following described line line described as follows: Commencing on Whitehouse Road at the City of Rochester and the northwesterlyeasterly corner of Ward One, and heading extending southeasterly and easterly by through Ward One to Berwick, Maine at a point due east of the easterly end of Washington Street; thence southerly by Berwick, Maine Whitehouse Road continuing through West High Street and Washington Street to the intersection of Main Street; thence southerly by Main Street to a point due east of the easterly end of the intersection of Fayette Street; thence westerly to and through Fayette Street to the intersection of Green Street; thence southerly through by Green Street to its the intersection with of Franklin Street; thence westerly through Franklin Street and northwesterly through Memorial Drive to the intersection of Cemetery Road; thence southwesterly through Cemetery Road to the intersection of Maple Street Extension; thence southerly and southeasterly through Maple Street Extension to the intersection of Blackwater Road; thence westerly through Blackwater Road to the City of Dover; thence northwesterly by



said Dover to the City of Rochester; and thence northeasterly by said Rochester to Whitehouse Road and Ward One at the point of beginning.

WARD 3 shall include all that part of said Somersworth bounded as follows by a line described as follows: Commencing on Blackwater Road at the City of Dover; and the southwesterly corner of Ward Two, and extending thence heading easterly by Blackwater Road to the intersection of Maple Street; thence northerly by Maple Street to the intersection of Cemetery Road; thence northeasterly by Cemetery Road to the intersections of Memorial Drive; thence southeasterly through Memorial Drive to and through Franklin Street to the intersection of Green Street; thence northerly by Green Street to the intersection of Fayette Street; thence easterly by Fayette Street to the intersection of Main Street; thence southerly by Main Street to the intersection of Franklin Street; northerly and southeasterly by Ward Two to Berwick, Maine at a point due east of the easterly end of Fayette Street; thence southerly by Berwick, Maine to a point due east of the easterly end of Franklin Street; thence easterly westerly to by and through Franklin Street to its the intersection with of Green Street; thence southerly through by Green Street to the intersection of Myrtle Street; thence westerly through myrtle to the intersection of Horne Street; thence northwesterly through Horne Street to the intersection of High Street; thence southwesterly through High Street to the City of Dover, thence northwesterly by said Dover to Blackwater Road and Ward Two at the point of beginning.

WARD 4 shall include all the part of said Somersworth bounded by the following described line by a line described as follows: Commencing on High Street at the City of Dover and the southerly corner of Ward Three, and extending thence heading northeasterly by High Street to the intersection of Horne Street; thence southeasterly through Horne Street to the intersection of Myrtle Street; thence easterly through Myrtle Street to the intersection of Green Street; thence northerly by Green Street to the intersection of School Street; thence easterly by School Street to the intersection of Union Street; southeasterly, easterly, northerly and westerly by Ward Three to Union Street; thence southerly through Union Street to the intersection of Indigo Hill Road; thence westerly through by Indigo Hill Road to its the intersection with of Green Street; thence southerly through Green Street to the Town of Rollinsford, thence southwesterly by said Rollinsford and northwesterly by the City of Dover to High Street and Ward Three at the point of beginning.

WARD 5 shall include all the part of said Somersworth bounded by the following described line line described as follows: Commencing on Green Street at the Town of Rollinsford and the southeasterly corner of Ward Four; and thence extending heading northerly northerly by Green Street to the intersection of Indigo Hill Road; thence easterly by Indigo Hill Road to the intersection of Union Street; thence northerly by Union Street to the intersection of School Street; thence westerly by School Street to the intersection of Green Street; thence northerly by Green Street to the intersection of Franklin Street; thence easterly by Franklin Street to the intersection of Main Street; thence northerly through Main Street to and through Market Street to the Salmon Falls River on the line of the Town of Berwick, in the State of Maine; and easterly by Ward Four to Ward Three; thence westerly by Ward Three to Berwick, Maine, at a point due east of the easterly end of Franklin Street; thence southeasterly by the river and said Berwick, Maine, to the Town of Rollinsford; and thence southwesterly by said Rollinsford to Green Street and Ward Four at the point of beginning.

SF River

No person shall have the right to file as a candidate for office in any of the wards hereby established unless he/she is a registered voter at the time of filing. No person shall have the right to hold office in any of the wards hereby established unless he/she shall have been an actual resident of such ward, or the



territory embraced therein, for the period of six months next preceding such election or next preceding the passage of this act.

History:           Referendum, 11/05/2013

1.4. CHANGES TO WARD BOUNDARIES. Every ten years, in conjunction with the federal census, a review of the ward boundary lines shall be conducted for the purpose of adjusting such boundary lines to ensure equalization of population within the wards. At such time, the Mayor will appoint a Ward Boundaries Review Committee comprised of no more than four (4) City Councilors. The Committee shall review the boundaries of each ward to determine if adjustments are necessary to ensure equal distribution of population within each ward. If adjustments are necessary the Committee shall propose such adjustments to the ward boundaries as will provide as nearly as possible an equal number of citizens within each ward. In doing so the Committee shall take into consideration the character and makeup of the wards as well as the most recent federal census, and to the extent possible try to maintain the integrity of each ward as a “city within a city”. The Committee shall submit its recommendations to the City Council for review and approval. Upon approval by the City Council the changes shall be submitted to the voters for approval by referendum at the next election.

History:           Laws 1973, Chapter 572, Referendum 11/6/1973; Referendum 11/3/2009; Referendum 11/5/2013; Referendum 11/6/2018.

## ARTICLE II - ELECTIONS

- 2.1. DECLARATION OF CANDIDACY: All persons who are registered voters at the time of filing and who are otherwise qualified to vote in the municipal elections and wishing to become candidates for any municipal office to be voted on at the next Municipal election shall file in writing with the City Clerk their declaration of candidacy, indicating the office for which they are filing. Said declaration shall be accompanied by a petition of twenty-five (25) registered voters from a ward if for an office elected by that ward, and of fifty (50) registered voters if for an office elected at large. In lieu of petitions, a declaration of candidacy may be accompanied by a fee, for the use of the City, the amount of such fee to be established by City Ordinance. The filing period for the declaration of candidacy shall not be more than fifty-five (55) days nor less than forty (40) days prior to election.

History: Referendum 11/5/2013

- 2.2. BALLOT PREPARATION: The names of the candidates shall be listed in alphabetical order pursuant to the provisions of RSA 656:5-a. To determine the order of names on each ballot, the candidates for each office in the same list shall be temporarily listed alphabetically by surnames and the positions in such list shall be temporarily numbered in ascending order. The candidate whose position in the initial temporary list equals the seed number selected for the election year by the Secretary of State or designee pursuant to RSA 656:5-a for the appropriate list length shall appear first on the ballot. The order of candidates after the candidate in the first position shall follow alphabetically by surname with "a" following "z."

History: Referendum 11/3/2009; Referendum 11/5/2013

- 2.3. SUPERVISORS OF THE CHECKLIST: The Supervisors of the Checklists shall make up and post, for every election, a list of all legal voters of said City of Somersworth and perform such other functions and duties as prescribed by such sections of RSA 654 as may be applicable. The Mayor with the consent of the City Council shall appoint the Supervisors of the Checklists. Membership on the board will be five supervisors, one from each ward, each appointed annually for a term of five years. Each supervisor so appointed shall be a resident and legal voter of the City of Somersworth. There will not be more than three members who are of the same political party or Independent. Annually and at a time specified by the Board, they shall elect a chairman and a clerk for a period of one year. No supervisor shall serve more than two consecutive years as a chairman. Any vacancy in the board shall be filled for the unexpired term. Incumbent supervisors at the date of the passage of this amendment shall continue in office as supervisor until the expiration of their term of office. The compensation of each member of the Board of Supervisors of the Checklists will be fixed by the City Council. On request of any member of the Board of Supervisors the Police Chief of said City shall detail an officer or officers to attend upon said Board during its sessions to preserve order and obedience to law.

History: Laws of 1925; Referendum 11/3/1981

- 2.4. QUALIFICATION OF VOTERS. Persons who would be qualified to vote in a biennial election if held on the day of such municipal election shall be qualified to vote in all elections held pursuant to this Charter and all elections held hereunder shall be deemed elections within the meaning of all general statutes, penal and otherwise, and said statutes shall apply to municipal elections so far as consistent with the Charter.

# City of Somersworth - Census Blocks, Population, and Voting Wards



## Proposed Population

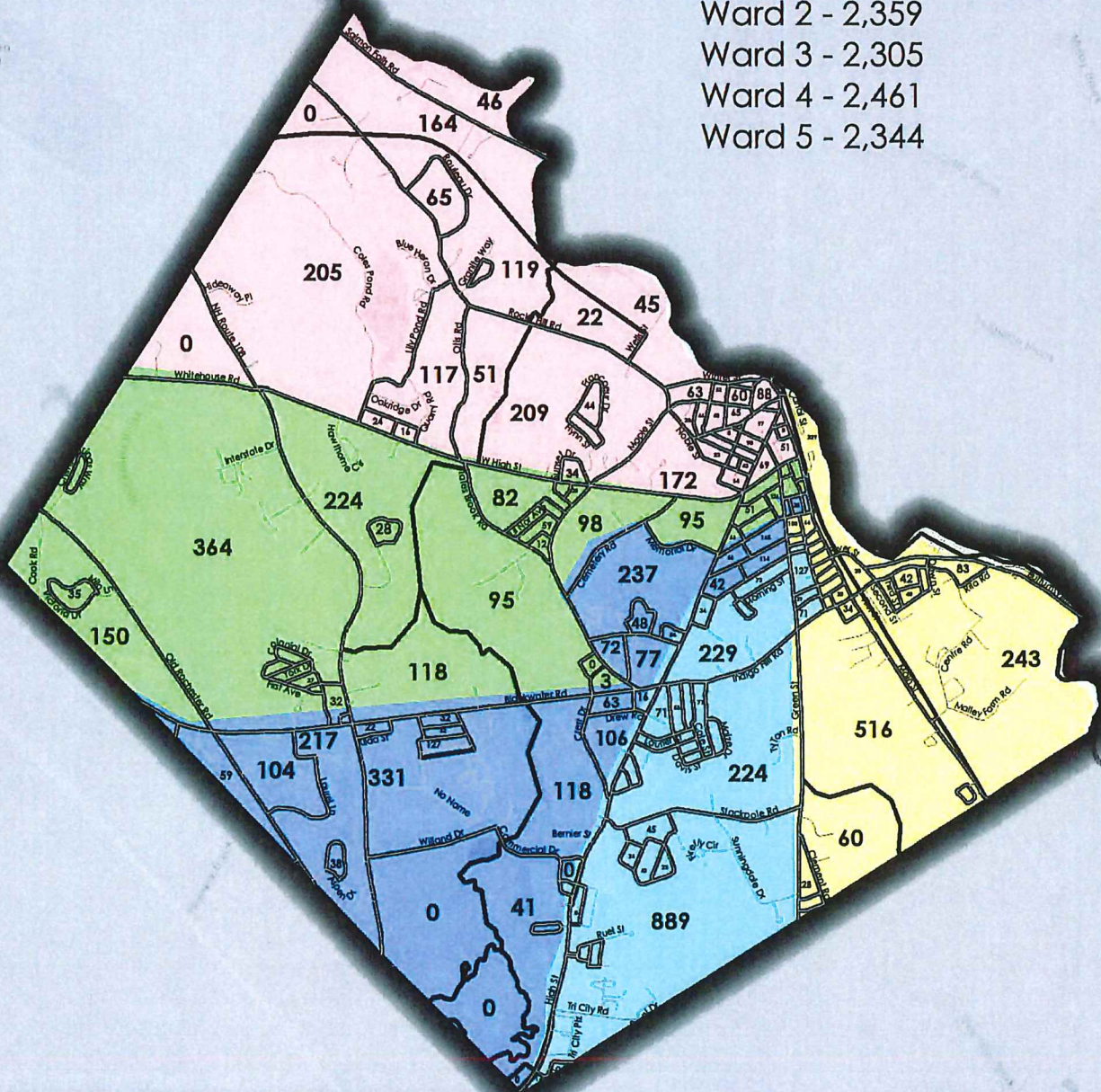
Ward 1 - 2,388

Ward 2 - 2,359

Ward 3 - 2,305

Ward 4 - 2,461

Ward 5 - 2,344



## Legend

— Roads (NH)

▭ Census Blocks (With Population Numbers)

### Somersworth Voting Wards

1

2

3

4

5

0 0.25 0.5 1 Miles

MINUTES OF THE WARD BOUNDARY REVIEW COMMITTEE  
COUNCIL CHAMBERS  
February 9, 2022 – 5:00 p.m.

Committee Members present:      Martin Pepin, Chairman  
   Richard R. Michaud, Vice Chairman  
   David A. Witham  
   Martin P. Dumont, Sr.

Administration/Staff present:      Mayor Dana Hilliard  
   City Manager Bob Belmore  
   City Clerk Jonathan Slaven  
   Director of Development Services Michelle Mears

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Chairman Pepin called the meeting to order at 5:10 p.m.

APPROVE MINUTES OF PREVIOUS MEETING – JANUARY 19, 2022

*Councilor Witham made a motion to approve the minutes as submitted. The motion was seconded by Councilor Michaud and passed 4-0.*

REVIEW CENSUS DATA AND WARD MAP & BOUNDARIES

Director Mears presented a map showing ward populations of Somersworth created by SRPC. She stated Director Smith compiled population data per ward in order to show their relative deviation. The deviation must be +/- 5% and the data revealed that the ideal population per ward is approximately 2,371. Councilor Witham stated his initial reaction is to attempt to move part of wards 4 and 1 to Ward 5, keeping in mind the ensure Idlehurst stays in Ward 4 since it is a polling place.

Councilor Pepin stated the last proposed map the Committee drew up a few years ago moved much of the mill side of Main Street to Ward 5. Mayor Hilliard suggested staff draft a proposal ensuring the location for polling places are not put into another ward. He added that it is best to use staff and professionals for this process to ensure transparency and avoid any accusation of gerrymandering.

*Councilor Dumont made a motion to have staff draft a proposal for new ward boundaries to come within the relative deviation of +/- 5%. The motion was seconded by Councilor Michaud and passed 4-0.*

ADJOURNMENT

*Councilor Witham made a motion to adjourn. The motion was seconded by Councilor Michaud and passed 4-0. The meeting adjourned at 5:28 p.m.*

Respectfully submitted,



**Bob Belmore**

---

**To:** Bob Belmore  
**Subject:** FW: Somersworth Solar

**From:** Taliadouros, Kleo <[ktaliadouros@ameresco.com](mailto:ktaliadouros@ameresco.com)>  
**Sent:** Wednesday, June 29, 2022 4:41 PM  
**To:** Scott A. Smith <[sasmith@somersworth.com](mailto:sasmith@somersworth.com)>  
**Subject:** RE: Somersworth Solar

Hi Scott,

Good to hear from you. All is well, I hope that's the case with you, too.

Regarding the statues of the solar project, below is a summary:

- We have submitted to Eversource two separate interconnection applications, one for the smaller project (to be located on the pre-CERCLA cap portion of the landfill) and one for the larger one to be located on the remainder of the landfill area. System impact studies for both are still pending. In early June, Mina Eversource, notified us that one (or potentially both of the projects) has triggered a Transmission prescreening/non-comprehensive analysis and they were working with their Transmission interconnection team to figure out which project triggered the study. We reached out to Eversource again this week to see when we should expect the impact study agreements, and they indicated that they're still waiting to hear back from ISO-NE on which project triggered the Transmission review.
- We have had discussions with Gerardo Millan-Ramos, the EPA site case manager and David Peterson, the EPA case attorney and David has agreed to provide a Comfort Letter regarding the redevelopment of the site for solar arrays. We expect receive the letter in early July. Once we receive it, we will set up a meeting with the City to discuss.

Please let me know if you have any questions regarding the above.

Best  
Kleo

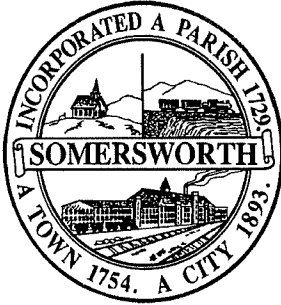
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**From:** Scott A. Smith <[sasmith@somersworth.com](mailto:sasmith@somersworth.com)>  
**Sent:** Wednesday, June 29, 2022 10:02 AM  
**To:** Taliadouros, Kleo <[ktaliadouros@ameresco.com](mailto:ktaliadouros@ameresco.com)>  
**Subject:** Somersworth Solar

Caution - External Email

Hi Kleo,

Hope all is well. It has been a while since we spoke, just looking for an update on where the solar project stands, and what next steps are? Is there any type of timeline for development that we can share with our City Council?



## **MEMORANDUM**

---

To: Bob Belmore, City Manager

From: Scott Smith, Director of Finance and Administration

Date: June 29, 2022

**Re: Monthly Report**

### Finance Department:

- Started preparation for FY22 closing and annual audit.
- Bids/RFPs:
  - TAP Grant Project – Due July 14, 2022
  - Redevelopment of 1 Winter Street – Due July 21, 2022

### Treasurer's Report:

- I will provide this with my July report since we have not yet closed the month and reconciled each account.

### City Clerk:

- Prepared for and took minutes at two scheduled City Council meetings and standing committee meetings during the month.
- Cash receipts for the month were \$11,238.

### 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 through June 23 were a total of \$132,366.
- Collected \$4,550 through June 23 for Municipal Transportation Fund.

#### Information Technology

- Spent time in general server maintenance, checked systems, checked and cleared logs.
- Connected Drive to network with the documents that were scanned by SRPC in the recent project. All was very successful.

#### Assessing

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

## MEMORANDUM from Director Public Works & Utilities

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**TO:** Robert M. Belmore, City Manager

**DATE:** June 29, 2022

**SUBJECT:** Public Works Department Monthly Report for June 2022

**FROM:** Michael Bobinsky, Director of Public Works & Utilities

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### **DIRECTOR'S COMMENTS**

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

- The Cemetery Trustees and City Staff held a memorial tree planting in honor of Maggie Roberge, who passed away suddenly on May 2<sup>nd</sup>, 2022. Maggie was not only the Chair of the Cemetery Trustees but also an active member of the community. The tree planting took place on June 13<sup>th</sup>, which would have been Maggie's 70<sup>th</sup> birthday. Pictured below are the current Cemetery Trustees and members of Maggie's family.



- -Continued work with PaveX on road paving activities; completed shim and overlay on all assigned streets; working with contractor on remaining items including pavement and lane markings, and catch basin cleaning.
- -Received a Cyber Security Report on access control systems at the Water and Wastewater Plant. Utility staff is working with Back Bay Networks and Lavallette Controls on implementing core recommendations from the report.
- -Attended a Cyber Security Training session sponsored by Primex, along with several Department staff.
- -Attended City Council meeting
- -Attended Finance Committee meeting
- -Participated in SRPC monthly meeting and year end meeting



- -Participated in the E-911 Meeting where staff proposed new street name and addresses for new approved developments; Committee is recommended to City Council two (2) new street names for consideration.
- -Conducted driveway inspections with the City Engineer
- -Participated in an Electronic Vehicle (EV) Charging Station Workshop with other City Department Heads.
- -Met with staff from Waste Management to prepare for the upcoming Rocky Hill Road Culvert replacement project and related road closure.
- -Attended a Cemetery Trustees meeting.
- -Department facilitated 2 burials during June.
- -Submitted a City Street Map update to NHDOT officials as part of annual update requirements
- -Met with Consulting engineers hired to prepare a sewer system asset management program; agreed upon scope of work; submitted scope of work to the NHDES who is funding the asset management report.
- -Participated in webinars on Hazard Mitigation Grants and Safe Streets and Roads for All Grant Funding.
- -Attended Tractor Supply and Palmer Gas pre -construction meetings
- -Received permission to advertise bids for the TAP Grant project; held a non-mandatory pre bid meeting for the TAP grant High St, Campus Connector, Memorial Drive Project.
- -Received permission to advertise bids for the CMAQ traffic system improvements for High St.

## **HIGHWAY DIVISION**

### ***Operations / Maintenance:***

- Performed monthly metal collections
- Performed maintenance and repairs to city equipment
- Performed pothole patching on city wide streets including on Francoeur Drive, Westman and Flynn Streets.
- Performed city trash collection at receptacles, and city buildings
- Removed numerous shopping carts discarded around the city numerous days
- Performed trimming of brush and limbs that were overhanging the road
- Replaced signs city wide damaged from weather and accidents
- Collected "New Hampshire the Beautiful" road side trash bags collected by volunteers
- Mowed city green spaces
- Milled and paved Willand Dr to improve road surface
- Collected old catch basin and manhole covers l from newly paved streets
- Prepared for the Children's Festival, (placed barricades, stage pieces, picnic tables, no parking signs, etc.) Provided Road blocks with heavy trucks.
- Collected and cleaned up from Children's Festival (collected all items placed out)
- Prepared for Graduation, (placed barricades, and provided trucks for road blocks)
- Cleaned up from graduation (collected all items placed out)
- Prepared for the Children's Festival fireworks, (placed barricades, provided road blocks, and placed handicap parking signs)
- Cleaned up from the fireworks (collected all items placed out)
- Washed trucks in preparation for road blocks

- Hauled in material for manhole, basin and dirt road repairs
- Fixed tangled flags on numerous occasions

#### ***Recreation:***

- Repaired picnic tables that were damaged or rotted
- Daily cleaning of restrooms at Noble Pines
- Installed the splash pad features at Noble Pines
- Bought and stained 10 new picnic tables to replace old rotted tables that were beyond repair for summer camp

#### ***Cemetery:***

- Planted a tree at the cemetery in memory of Cemetery Trustee Maggie Roberge

#### ***Water Distribution Support:***

- Hauled in material for water breaks to have on hand for after-hours emergencies
- Loamed and seeded Bernier Street from water break

#### ***Sewer Collections Maintenance:***

- Repaired manhole covers on Francoeur, Morning, Green and Elm
- Repaired a sink hole at 362 High St.
- Received 78 Digsafe requests

### **ENGINEERING DIVISION**

- Attended Seacoast Stormwater Coalition meeting.
- Attended E-911 Committee meeting.
- Completed Cemetery Road monthly meeting and site visits for project progression.
- Completed meetings on Sewer Asset Management scope with Wright-Pierce.
- Conducted inspections and PM of FY22 Paving project.
- Conducted inspections and PM of FY22 Crack Sealing project.
- Completed review and approvals of driveway permits filed by residents.
- Attended site meeting on Sunningdale infrastructure acceptance request.
- Completed review and approval of several Trench permits.
- Completed bid package for TAP Grant project, currently out for bid.
- Completed annual NHDOT Road Map update.
- Attended NHPWA conference.
- Completed site visits with roofing companies for Library roof repairs.
- Attended Electric Vehicle Readiness workshop.
- Attended Safe Streets for All Grants workshop.
- Attended Cyber Security training.
- Attended Intermediate Asset Management training in Concord at NHDES.

## **WASTEWATER DIVISION**

### ***Operations/Maintenance:***

- Operating under the (MUCT) process which is used for the summer months. During this time, we have to meet more stringent nutrient and Biochemical Oxygen Demand & Total Suspended Solids requirements. The summer season runs from May 1<sup>st</sup> thru September 30th.
- Hackworth Fire & Security is on hold in regards to upgrading our 3G fire & security system to the new 4G standard. The hold-up is materials.
- Conducted a cybersecurity software analysis on the WWTF internet and SCADA software with the ATOM group. We are currently working with both Back Bay and Laviolette Controls to address the recommendations outlined within the analysis.
- Experienced zero rain events which required us to implement the high flow plan.
- Received 5,700 gallons of septage for the month.

### ***Compliance:***

- Preparing monthly reports to US-EPA and NH-DES.
- Reported zero permit exceedances for the month.
- Conducted semi-annual Whole Effluent Toxicity (WET) analysis.
- Treated a total of 35-million gallons of wastewater during the month.

### **Industrial Pretreatment Program (IPP):**

- Reviewed two wastewater surveys. One will require a commercial wastewater permit.
- Conducted an annual inspection of Tri-State Seafoods on 6/30/22.
- Drafted a Significant Industrial User (SIU) permit for NH Materials Laboratory, Inc located on Interstate Drive.

### ***Capital Improvements Plan (CIP) Items:***

- Waste Water Treatment Facility upgrade – The City of Somersworth entered into a contract with Apex Construction to complete the wastewater treatment facility construction improvements in May, 2020. Project milestones included substantial completion – November 10, 2021. Final completion – February 8, 2022.
- Outstanding warranty issues include: Aeration blower variable frequency drive replacement – The delivery has been re-scheduled for mid-July with installation immediately following. SCADA alarm monitoring software – Need to review a new software platform that allows for pager service. Return Activated Sludge (RAS) pump failure – Parts have been ordered and a service date will be scheduled once parts arrive. Replacement heat pumps for cafeteria – Submittals were approved last week and equipment released for manufacture, hope to have schedule soon. Loam/seeding of all facility grounds – This was completed on May 19th; however, a second seeding will be required due to thin areas. Install smart sleeves for mixed liquor pinch valves – Waiting for a service date from general contractor.

## WATER TREATMENT

### Items completed this month:

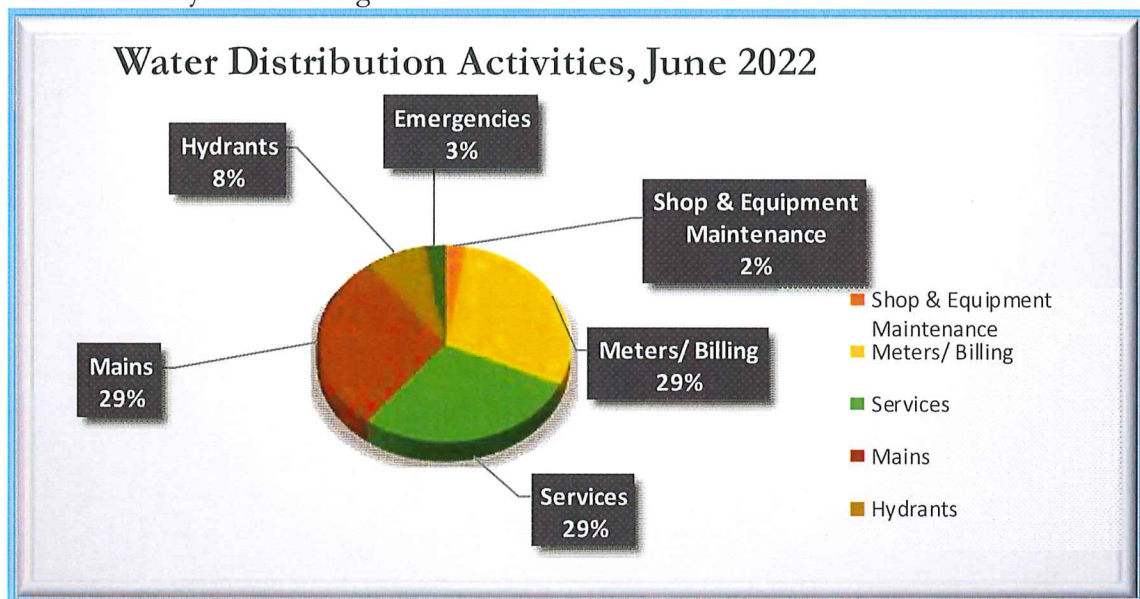
- Pumped est. 40,806,988 gallons of raw water
- Filtered and pumped to the city est. 37,649,375 of finished water
- RMI completed sludge sampling for cleanout
- Annual lagoon cleanout and excavation commenced by Dale Sprague construction
- Completed annual Water Quality Report (CCR) and posted to City website
- Completed annual sampling on Rocky Hill well (IOC, Nitrate, Nitrite)
- Reviewed FY22 budget for all remaining purchases
- Attended Cyber security training
- Completed questionnaire on watershed management and submitted to NHDES
- Repaired leak on potassium feed line to plant headworks
- Switched to lagoon #2
- Completed vegetation maintenance on Rocky Hill well
- Reviewed cyber security report with Laviolette Controls
- Began dewatering lagoon #1 sludge
- Repaired sink drain line for fire department
- Conducted Bacteria's and TOC's water quality testing

### Action items:

- Hamilton St tank 5-year evaluation

## WATER DISTRIBUTION

- Water Distribution operators completed 157 work orders & service requests in June.
- Made Rocky Hill Road culvert replacement preparations; including exercising gate valves.
- Installed Fire Station meter set
- Attended advanced distribution training
- Conducted Daytime Flushing





Date: June 30, 2022

To: Bob Belmore, City Manager

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

## Re: Department of Development Services June 2022 - Monthly Report

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

- Zoning Board – June 1
- Conservation Commission – June 8
- Planning Board – June 15
- SRTC – June 9 & 29
- Historic District Commission meeting – No Meeting

### Building and Health Departments

#### MAJOR Building Permits Applied for in June 2022

Address		Construction Costs	Fees
4	Terrascape Parkway	\$ 2,907,747.00	\$ 26,194.72
Totals		\$ 2,907,747.00	\$ 26,194.72

#### MINOR Building Permits Applied for in June 2022

Address		Construction Costs	Fees
9	Luna Circle	\$ 9,000.00	\$ 106.00
2	Lil-Nor	\$ 7,500.00	\$ 92.50
518	High	\$ 13,100.00	\$ 142.90
15	Penny	\$ 1,333.98	\$ 49.00
17	Highland	\$ 2,950.00	\$ 60.40
41	Sunningdale	\$ 33,000.00	\$ 322.00
370	High	\$ 10,000.00	\$ 115.00
35	Whippoorwill	\$ 6,000.00	\$ 79.00
125	W High	\$ 10,000.00	\$ 145.00
34	Cinnamon Ridge	\$ 2,400.00	\$ 68.20
11	Firefly Cir	\$ 9,000.00	\$ 133.00
18	Hickory	\$ 34,185.00	\$ 332.67
6	Westman	\$ 7,000.00	\$ 88.00
23	Sunset	\$ 9,990.00	\$ 114.91
3	Greenfield	\$ 6,475.00	\$ 83.28
1	Adams Ct	\$ 16,425.00	\$ 172.83
407	Old Rochester Rd	\$ 10,690.00	\$ 121.21

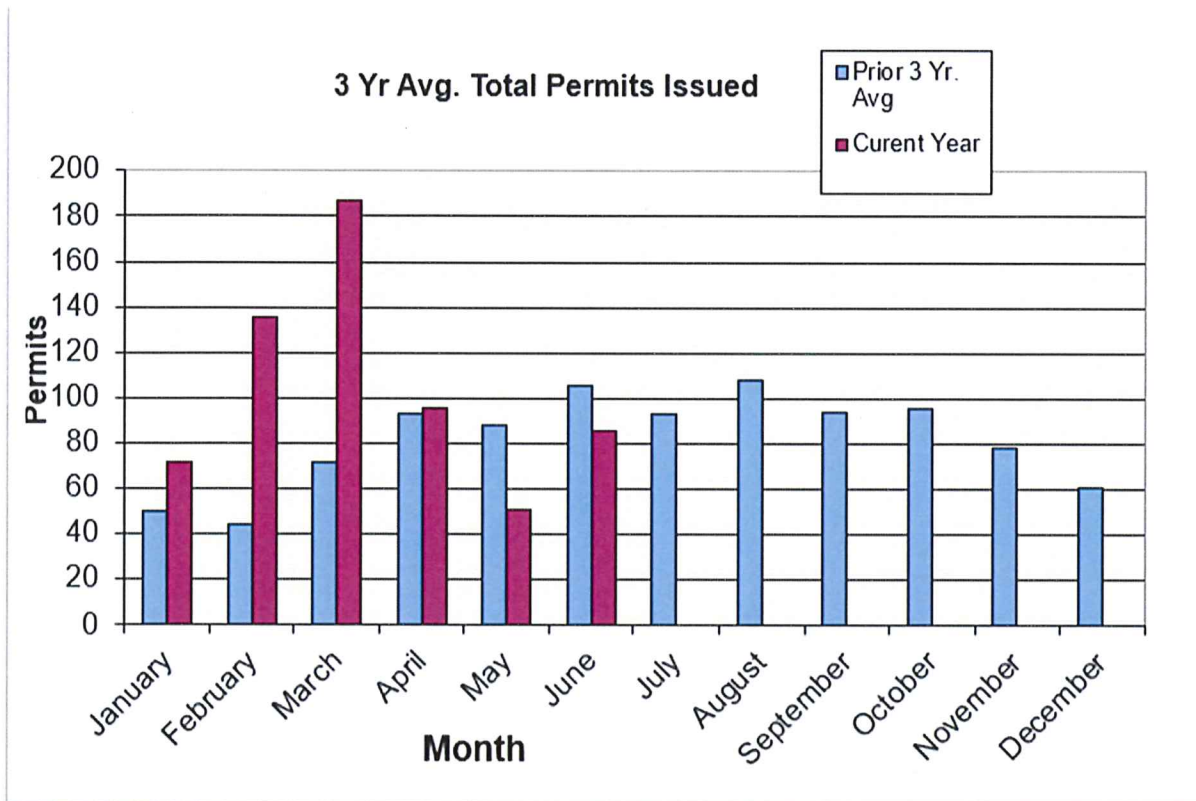
31	Curran Way	\$ 3,674.00	\$ 58.07
29	Curran Way	\$ 7,894.00	\$ 96.05
14	Drew Rd	\$ 3,119.40	\$ 53.08
139	Lily Pond Rd	\$ 4,750.00	\$ 67.75
208	Rt 108	\$ 7,200.00	\$ 89.80
342	Main	\$ 5,000.00	\$ 85.00
23	Linden	\$ 10,000.00	\$ 115.00
15	Maple	\$ 9,945.00	\$ 114.51
15	Maple	\$ 13,812.37	\$ 149.31
35	Pleasant	\$ 7,058.00	\$ 88.52
9	Bourque	\$ 12,825.00	\$ 141.00
103	Rocky Hill	\$ 13,000.00	\$ 259.00
8	Sunningdale	\$ 6,400.00	\$ 178.60
183	Blackwater	\$ 10,423.71	\$ 118.81
12	Colonial Vill	\$ 3,000.00	\$ 52.00
42	Crystal Springs	\$ 6,430.00	\$ 82.87
22	Coombs	\$ 6,250.00	\$ 81.25
256	Old Rochester Rd	\$ 4,500.00	\$ 79.00
118	Indigo Hill Rd	\$ 1,000.00	\$ 37.00
260	Main	\$ 150.00	\$ 26.35
107	Old Rochester Rd	\$ 6,500.00	\$ 103.00
8	Nash Parkway	\$ 10,561.89	\$ 120.00
8	Nash Parkway	\$ 48,106.13	\$ 457.96
24	Blackwater Rd	\$ 7,522.00	\$ 97.00
27	Francoeur	\$ 4,000.00	\$ 73.00
<b>Totals</b>		<b>\$ 402,170.48</b>	<b>\$ 5,049.83</b>



Permit Receipts as of June 28<sup>th</sup>, 2022

PERMIT RECEIPTS					
	2020	2021	2022	DIFFERENCE this year to last	% OF CHANGE
January	\$13,195.23	\$8,599.31	\$10,660.43	\$2,061.12	24.0%
February	\$13,438.09	\$6,590.61	\$31,019.26	\$24,428.65	370.7%
March	\$24,077.27	\$46,267.60	\$25,904.65	-\$20,362.94	-44.0%
April	\$10,871.58	\$27,779.60	\$26,246.19	-\$1,533.40	-5.5%
May	\$19,665.79	\$33,736.68	\$8,569.05	-\$25,167.63	-74.6%
June	\$13,079.55	\$51,947.53	\$37,046.22	-\$14,901.31	-28.7%
July	\$16,816.46	\$18,776.42	\$0.00		
August	\$23,823.08	\$46,171.98	\$0.00		
September	\$23,396.60	\$13,805.11	\$0.00		
October	\$16,152.79	\$18,139.91	\$0.00		
November	\$12,376.38	\$8,476.08	\$0.00		
December	\$6,925.03	\$8,858.58	\$0.00		
<b>Year total</b>	\$193,817.84	\$289,149.41	\$139,445.80		
Difference of change this year to last (completed months only)	\$193,817.84	\$289,149.41	-\$20,346.61	-\$268,802.80	-51.7%





### Property Maintenance June 2022

\*Notification Issue meaning: CN – Courtesy Notice; NOV – Violation Notice; COMPLAINT – Summons filed with Court

	Location	Complaint Type	Date of Complaint	Notifications Issued	Status
36	Canal Street	Electrical Hazard	5/27/22	CN	COMPLETED
85	Elm	Trash	4/30/22	CN	COMPLETED
85	Elm	Trash	5/13/22	CN	COMPLETED
22/24	Fayette	Grass	5/25/22	CN	COMPLETED
71	Franklin	Grass	5/21/22	CN	COMPLETED
69	Franklin	Trash	5/21/22	CN	COMPLETED
17	Green	Grass	5/25/22	CN	COMPLETED
7-9	Green	Trash	4/30/22	CN	COMPLETED
243	Green	Trash	5/19/22	CN	COMPLETED
62	Green	Trash	5/12/22	CN	COMPLETED
117	Green	Grass	5/1/22	CN	COMPLETED

103	Green	Grass	5/1/22	CN	COMPLETED
506	High	MPV	5/17/22	CN	COMPLETED
317	High	Grass	5/21/22	CN	COMPLETED
12-16	Highland	Trash	5/20/22	CN	COMPLETED
17-19	Highland	Trash	5/19/22	CN	COMPLETED
71	Indigo Hill	Grass	5/25/22	CN	COMPLETED
80	Indigo Hill	Grass	5/25/22	CN	COMPLETED
19	Lee	MPV	2/26/22	CN	COMPLETED
6	Lemelin Court	MPV	5/17/22	NOV	COMPLETED
260	Main	Trash	5/10/22	CN	COMPLETED
296	Main	Trash	5/12/22	CN	COMPLETED
296	Main	Trash	5/9/22	CN	COMPLETED
294	Main	Grass	5/25/22	CN	COMPLETED
283-285	Main	Trash	4/18/22	NOV	COMPLETED
283-285	Main	Trash	4/30/22	CN	COMPLETED
17-31	Market Street	Trash	5/6/22	CN	COMPLETED
N/A	Midway Park	Illegal Parking	5/18/22	CN	COMPLETED
12-14	Mt. Auburn	Trash	4/29/22	CN	COMPLETED
16	Portland	MPV	5/25/22	CN	COMPLETED
9	Rocky Hill	Trash	4/29/22	CN	COMPLETED
N/A	Sinclair Ave	Noise	5/12/22	CN	COMPLETED
66	South	MPV	6/17/22	CN	COMPLETED
62	South	Grass	5/25/22	CN	COMPLETED
14	Union	Trash	5/25/22	CN	COMPLETED
63-65	Union	Trash	5/25/22	CN	COMPLETED
113	Union	Grass	5/25/22	CN	COMPLETED
2	Union	Grass	5/20/22	CN	COMPLETED
113	Union	Grass	5/20/22	CN	COMPLETED
36	Winter	Trash	5/5/22	NOV	COMPLETED
55	Green	MPV	4/13/2022	NOV	PENDING
65	Green	Trash	5/6/2022	CN, NOV, COURT	PENDING



86	High	Housing Violation	1/12/2022	CN, NOV, COURT	PENDING
357	Main	MPV	2/7/2022	NOV	PENDING
129	Main	Site Plan Violation	5/18/2022	NOV	PENDING
290	Main	Structure Violation	5/5/2022	NOV	PENDING
289	Main	MPV	4/28/2022	NOV	PENDING
62	Market	MPV	3/24/2022	NOV	PENDING
59	Walton's Way	Site Plan Violation	5/18/2022	NOV	PENDING
150	Indigo Hill Road	Grass/Gutter	6/15/2022	CN	PENDING
347	Main Street	Grass	6/15/2022	CN	PENDING
27	River Street	Encroachment City Property	6/3/2022	CN	PENDING
62-64	Market Street Unit C	Range Hood/Stairs	6/3/2022	NOV	PENDING
49	Market Street	Sign Violation	6/3/2022	NOV	PENDING
62	Green Street	Trash	6/9/2022	CN	COMPLETED

**PLEASE NOTE** – All matters shown as “Completed” were active matters which were closed in the month of June 2022 due to violations being brought into compliance. All matters shown as “Pending” are current, active matters.

#### **COURT MATTERS – Active**

- **City v. Reddy Infosys, Inc. – 82/86 High St.**
  - Suit was filed on 12/16/21 due to continued late set-outs of garbage by the tenants of 82/86 High Street.
  - In conjunction, Defendant was served an invoice for the Department of Public Works’ removal of the waste.
  - City has yet to hear back on a ruling from the Court.
  - Defendant has pled “not guilty” – Status Hearing is docketed for 7/11/22.
- **City v. Reddy Infosys, Inc. – 86 High St.**
  - Suit was filed just after the first of the year for unsuitable living conditions within 86 High Street. City is awaiting a hearing date.
  - Defendant has since been served with additional violations for sewage backflow in her apartment.
  - Due to the landlord’s unwillingness to address any of the issues in the unit, this matter is being referred to the City’s Attorney for prosecution in Superior Court.
  - Trial date slated for 7/8/2022 in Dover District Court.
  - The Code Office has since issued another fine, through court, onto the defendant on 3/15/22.

- **City v. NBPT Properties, LLC – 65 Green St.**
  - Suit was filed on 5/6/22 due to continued late set-outs of garbage by the tenants of 65 Green Street.
  - Defendant has plead “not guilty” – Trial is scheduled for 7/12/22.

## **Land Use Boards:**

### **Conservation Commission:**

- Northam Survey LLC, is seeking a conditional use permit to allow a two-lot subdivision and new single-family home within the Riparian and Wetland Buffer district for a property located at 181 Green Street, in the Residential Single Family (R1) District, Assessor’s Map 08 Lot 86, CUP#07-2022. **-Recommend Approval**

### **Historic District Commission:**

- No meeting held in June

### **Planning Board:**

The Planning Board reviewed the following:

- Northam Survey LLC on behalf of Deborah Wade 181 Green Street, in the Residential Single Family (R1) District, Assessor’s Map 08 Lot 86, SUB#06-2022. Application for a 2-lot subdivision and Conditional Use Permit was **approved.**
- John J. Flatley Royal Drive in the Business (B) District, Assessor’s Map 39 Lot 03, SITE#09-2022. Application for a site plan amendment for access to a self-storage facility located on a portion of the lot within Rollinsford was **continued to the July meeting.**
- **Request for an Extension:** Geoff Aleva on behalf of Craig Riotto of the Planning Board approval to complete conditions prior to final approval for an athletic/fitness facility and infrastructure on a property located at 165 Route 108 in the Commercial Industrial (CI) District, Assessor’s Map 63 Lot 10 SUB#01-2021, CUP#02-2021 & SITE#04-2021 – **Approved.**
- **Request for an Extension:** Carlton Spencer & Sherri Bolin of the Planning Board Approval to complete conditions prior to final approval for a 7-lot Conservation Subdivision and Conditional Use Permit for a property located at 279 Green Street, in the Residential Single Family (R-1) District, Assessor’s Map 18 Lot 45, SUB#10-2021 -**Approved.**

### Site Review Technical Committee:

- Jake Rafferty is seeking site plan approval for a natural gas pipeline facility on a property located on Maple Street, in the Residential Single Family (R1) District, Assessor's Map 34 Lot 8A, SITE#10-2022
- John J. Flatley is seeking site plan amendment for access to a self-storage facility located on a portion of the lot within Rollinsford through a property located at Royal Drive in the Business (B) District, Assessor's Map 39 Lot 03, SITE#09-2022

### Zoning Board:

The Zoning Board of Adjustment reviewed the following:

- Diane and Bill Griffith 50 Myrtle Street in the Residential Single Family (R1) District, Assessor's Map 15 Lot 33, ZBA#08-2022. Application for a variance from Section 19.C to allow a pool within the 12' pool setback was **approved.**
- Stephen MacKenzie for MacKenzie Ventures Inc. 56 Winter Street, in the Residential Single Family/A with Historic Overlay (R1AH) District, Assessor's Map 11 Lot 173-4A, ZBA#06-2022. Application for an Appeal of an Administrative Decision made by the Historic District Commission was **approved.**
- Somer High, LLC 207-209 High Street, in the Residential/Duplex (R2) District, Assessor's Map 14 Lot 49, ZBA#07-2022. Application for a variance from Table 4.A.1 to allow the existing barn to be converted into two residential units to create a multi-family site was **denied.**

### Economic Development – June 2022

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

- **News:** Somersworth hosted the UNH /SBDC "Resiliency Academy"
- **Vacancy: Commercial - Business Vacancy** [*Site for Sale and /or Lease*]
  - **6 Main Street** – The ground level space recently vacated by Gravy, has sparked interest by restaurants in Portsmouth, Exeter, and Hampton. The property owner and the Economic Development Department are working closely together to find the perfect new tenant
  - **City Owned Property**
    - ✓ **National Guard Site:** The team continues working with SRPC to obtain a grant for environmental remediation, and long- range planning for the best use of the site
    - ✓ **The Police Station:** Environmental clean-up is more expensive than originally understood; but - will soon begin, which is hoped will launch the city into a RFP process to sell the site to a qualified developer
    - ✓ **Breton Cleaners:** The revised RFP was reviewed by EDC at the May meeting, and is being moved onto the City Council with the recommendation to send a RFP /Bid





- ✓ **The Plaza:** The May EDC members agreed that the Plaza “next step” question should be forwarded to the City Council in consideration of going back out to bid
- **Privately owned Property**
  - ✓ **Stratham Tire:** The site has been sold and will be leased
  - ✓ **Sumner Printing:** Pensole Shoes has leased appx 20, 000 feet of the MFT building to (in phase #1) hire 30 employees, who will annually produce 250, 000 pairs of international brand shoes. In phase #2 - Pensole Shoes will ultimately employ 60 to produce 500,000 pairs of international brand shoes per year for national distribution. This location will also dove-tail with the Pensole Knowledge Institute. Progress continues targeting an October opening
  - ✓ **Bad Lab:** The owner has not yet met the prospective tenant that meets the expected standards of operation. But, a high level of interest continues as the Eco Dev Department works with the real-estate consultant
- **New: Commercial - Business Tenants** [ *Certificate of Occupancy issued*] There were two new commercial tenants in June, 2022
  - 1) Tri City Masonry @ Route 108
  - 2) Lakeside Childcare @ Route 108
- **Existing: Business Expansion** [ *Local Business growing and providing new/more service*]
  - ✓ Kids Culture
  - ✓ Big Dipper
  - ✓ Wentworth Douglas Hospital -Surgery Center
  - ✓ Red Fish Blue Fish
  - ✓ Dentist
  - ✓ Cabinet Tree
  - ✓ Tri-Cast
  - ✓ The Filling Factory
- **Committed: Commercial Business Entity in Process** [ *Committed to Occupying Specific Commercial Space or Land, and in process of establishing business at chosen location*]
  - 1) Somersworth Sports Hub
  - 2) Smart Storage
  - 3) MB Tractor
  - 4) Tractor Supply Co.
  - 5) Palmer Oil and Gas - HDQ
  - 6) Great Bay Home - HDQ
  - 7) Pensole Shoes and Knowledge Institute
  - 8) Atlantic Broadband
  - 9) Soul Shine Main Tye-Dye
  - 10) Jersey Mike’s Subs
  - 11) Shamy’s Carwash
  - 12) Cricket Wireless
  - 13) Spirit Halloween

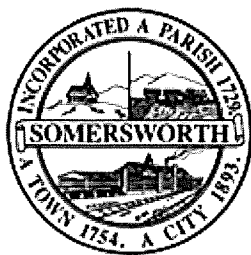
- **Potential: Commercial - Business Exploring** [ *Exploratory Review in process* ]
  - Granite State Patio & Game Room @ 188 Route 108
  - Icon Express Car Wash @ High Street
  - LiveWell Collaborative Kitchen (high quality custom *market*) at Lucky's
  
- **Miscellaneous:** *Brand Identity & Image: Media and Press Relationship development continues*
  - **Resiliency Academy:** This is the first time Somersworth was asked to host the 40 (+/-) attendees to learn about, and discuss “resiliency” from the perspective of community. The program was highly successful and enjoyed many accolades
  - **Power cost increase:** The state has recently been informed that the cost of power (especially for “High Users” like manufacturers and business) will soon experience significant increases in cost. The state is working with Eversource to explore options for commercial tenants. Local level representatives are on stand-by for potential needed involvement
  - **InvestNH :** Staff has been hired and is in place .The details for applying for funds from this new state grant will be unveiled by early next month
  - **Broadband:** The state is one of the first 4 states in the nation to apply for funds and support, to improve broadband service to residents and business. And will therefore be able to obtain the maximum allowed per applicant
  - **Restaurant Equipment Funds:** The state grant for the Restaurant Infrastructure Program has awarded the first round of grants. The second round just began. The second round of equipment funds (especially as it pertains to improved technology) will soon be awarded
  - **Hilltop School Historic Marker:** The Mayor's office has applied for and subsequently been awarded a NH Historic Marker/sign for the Hilltop School. Eric Chinburg will contribute half of the total cost
  
- **# SeeSomersworth**
  - SeeSomersworth- Keep abreast of Downtown Business Activities at:  
[www.facebook.com/seesomersworth](http://www.facebook.com/seesomersworth)
  
- **Community Advocacy:** ZOOM Meetings & Roundtables
  - ✓ **Bi - Weekly:** SEDS - “Seacoast Region Economic Development Stakeholders”
  - ✓ **Bi - Weekly:** BEA-CEDR – “Community Economic Development Region”  
Economic Development Roundtable hosted by Commissioner Caswell
  - ✓ **Quarterly:** Great Falls Economic Development Corporation – BOD
  - ✓ **Quarterly:** Skyhaven Airport - BOD & Marketing Committee
  
- **Relationships & Partners:** Regular Engagement, Involvement, and Interface
  - ✓ **State and Regional Partnerships:**
    - BEA, SRPC, SBDC, SBA, SEDS
    - Seacoast Chambers of Commerce
    - Seacoast Economic Development Directors (SEDS)



## Parks & Recreation- June 2022

- On Saturday, June 18<sup>th</sup> our **Granite State Track and Field** team competed at the District Meet at Spaulding High School. We're so proud of our athletes for working hard all season and for representing the Somersworth community with great sportsmanship and outstanding performances in their individual events and team relays. Blake D (50M, 100M, & 4x100 relay), Kamden T (50M & 4x100 relay), Parker K (4x100 relay), and Everett L (4x100 relay) all qualified to compete at the State Meet final. We had 4 athletes represent Somersworth at the GST State Finals Meet at Winnisquam Regional High School on Friday, June 24<sup>th</sup>. Congratulations to our 9/10 Boys 4x100 relay team who took 2<sup>nd</sup> place (Blake D, Liam K, Parker K, & Kamden T) & Congratulations to Blake D (3<sup>rd</sup> place: 9/10 boys 50M & 100M) & Kamden T (6<sup>th</sup> place 9/10 boys 50M). We're so proud of our team!
- 
- The **Kids Camp** Summer program started on Monday, June 27<sup>th</sup> and will run for 8-weeks until August 19<sup>th</sup>. This year we have 2 Co-Directors and 5 Camp Counselors that will be running the program. We have approximately 42 kids attending in session 1 and 52 kids attending in session 2. We're excited to partner with the Somersworth Farm to School program to offer garden enrichments where campers will assist with watering and weeding the school gardens at Malley Farm and Maple Wood. Campers will be going on field trips this summer on Tuesdays and Thursdays. Trips are a mix of local bus trips to Willand Pond/Malley Farm Gardens and NH State Parks. Campers will also get to participate in walking field trips to the Somersworth Historical Museum, the Gathering Place Studio & Shop, and the Somersworth Public Library. We're very excited to spend the summer vacation with all the awesome kiddos!
- 
- Pee Wee Soccer** registration opened June 15<sup>th</sup>. The early bird fee will run until July 22<sup>nd</sup> and the cost is \$45 for residents and \$55 for non-residents. After July 22<sup>nd</sup> the fee will be \$60 for residents and \$70 for non-residents. The program will run on Saturday mornings; 9:00-9:45am from September 10-October 22 at Noble Pines Park (no session on October 8). This is a beginner soccer program designed to teach children basic soccer skills such as dribbling, passing, & shooting through a series of fun games and drills. This program is run by parent volunteers, we're currently seeking volunteer coaches & field attendants to help run the 2022 season.
  - The Somersworth Splash Pad is now open for the 2022 season!** Big thanks to the Somersworth Public Works & Water Dept. for getting the splash pad up and running for the season. The Splash Pad will be open daily 10:00-7:00 pm, weather permitting.





## *Somersworth Police Department*

*12 Lilac Lane*

*Somersworth, NH 03878*

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

Timothy J. McLin  
Chief of Police

### **MEMORANDUM**

Memo To: Bob Belmore, City Manager

From: Timothy J. McLin, Chief of Police

Date: June 28, 2022

Subject: Monthly Report – Month of June 2022

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

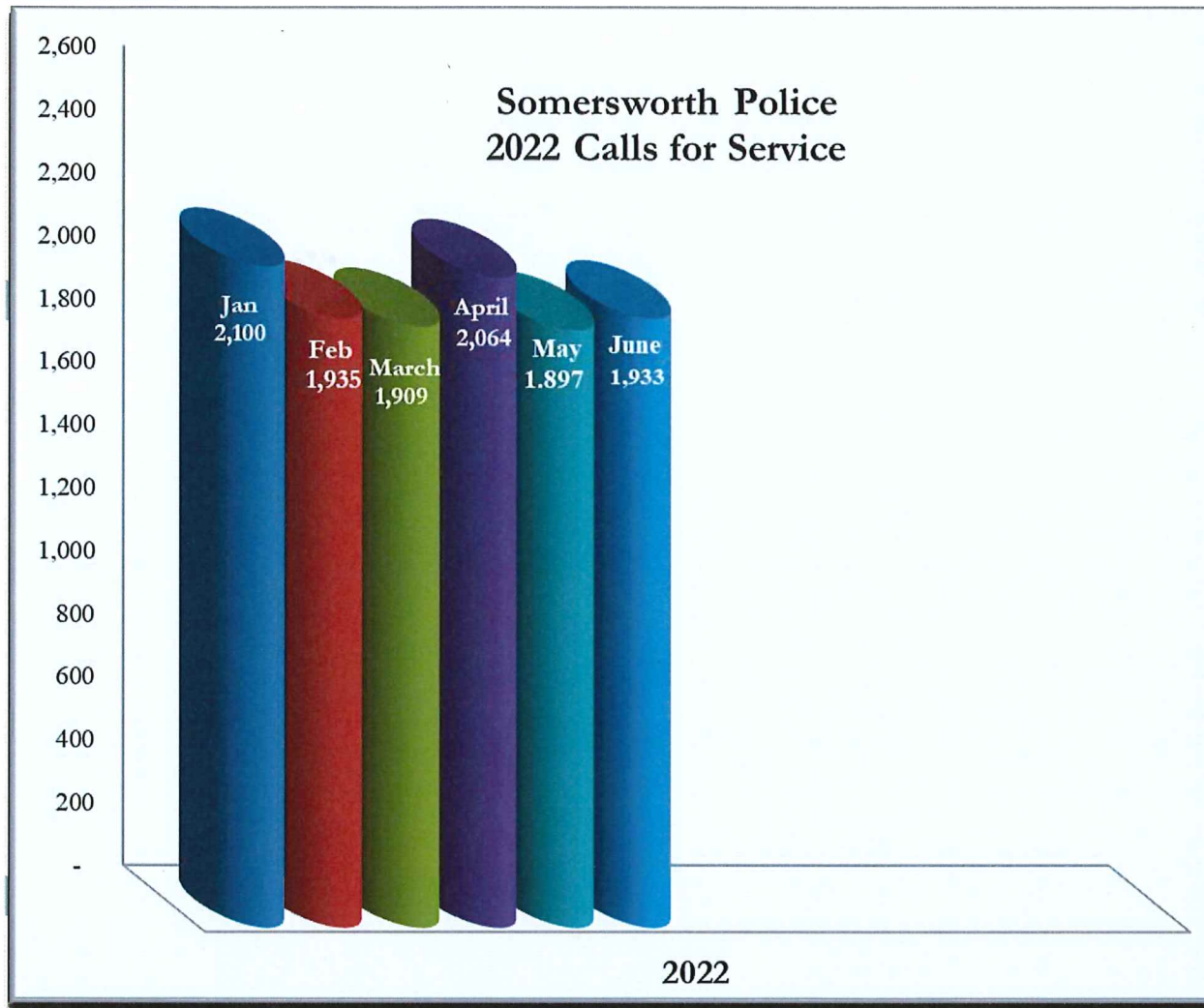
#### **COMMUNITY POLICING:**

- Chief McLin has instituted the Topper Support Program and Random Acts of Blue. These programs encourage community policing and engagement with our City youth and residents. Officers surprise youth and residents with a Popsicle, a cold drink, ice cream or other treat. The program will expand and become an important part of our Community Policing Program.
- The Somersworth Police Department, Somersworth Fire Department and Stewart's Ambulance conducted training at the Somersworth High School. The training was to coordinate EMS in the Warm Zone Operations (in relation to Active Shooter Training).
- We participated in "Field Days" for Idlehurst Elementary, Maplewood Elementary and Tri-City Christian Academy.

#### **PERSONNEL/TRAINING:**

Personnel received training in Active Shooter at the Air Marshal's in Newton, MA and Suicide Prevention Counsel First Responders Subcommittee Meeting.

## STATISTICS:



(June 2022 Calls for Service are estimates)

### Yearly Comparison

Month	2022	2021	2020	2019	2018
January	2,100	1,562	1,939	1,976	2,085
Feb	1,935	1,280	1,756	1,796	1,878
March	1,909	1,666	1,926	2,145	2,215
April	2,064	8,008	1,846	2,285	2,452
May	1,897	9,905	1,708	2,053	2,409
June	1,933	1,984	1,749	1,935	2,406
July		1,757	1,949	2,048	2,174
August		1,881	1,847	1,943	2,238
Sept		1,820	1,875	2,020	2,263
Oct		1,775	1,937	1,906	2,123
Nov		1,880	1,717	1,860	2,055
Dec		1,944	1,513	1,995	1,936
TOTAL	11,838	35,462	21,762	23,962	26,234



# City of Somersworth

## Fire Department

195 Maple Street – Somersworth, NH 03878-1594



**George Kramlinger**

Fire Chief & Emergency Management Director

[gkramlinger@sommersworth.com](mailto:gkramlinger@sommersworth.com)

**Business: (603) 692-3457**

Fax: (603) 692-5147

[www.sommersworth.com](http://www.sommersworth.com)

27 June, 2022

To: Mr. Robert Belmore, City Manager

Re: June 2022 Monthly Fire Department and Emergency Management Report

1. During this reporting period, Phase I construction of the new fire station has focused on major subsystems and interior finish work. As of this writing, a certificate of occupancy and initiation of operations in the new building is on track for mid-July.
2. As Emergency Management Director (EMD), I facilitated – on behalf of the SAU – scheduling of school physical security inspections by NH Homeland Security and Emergency Management (HSEM).
3. Annual training plan activity focused on active shooter/hostile event (ASHE) response, rapid intervention team (RIT) operations, vertical ventilation, and complex pumping and aerial ladder pipe operations.
4. With approval from the Public Safety and Finance Committees, Cummings Northeast in Concord is set to begin motor replacement on 1 July for E-3 which experienced a catastrophic water pump failure on 29 May 22. Estimated cost to repair is \$39,387.50.
5. Call Volume for the Month of June will be presented in the next report.

Respectfully submitted

*George D. Kramlinger*

George D. Kramlinger

Fire Chief / EMD

City of Somersworth

**MITCHELL MUNICIPAL GROUP, P.A.**

ATTORNEYS AT LAW  
25 BEACON STREET EAST  
LACONIA, NEW HAMPSHIRE 03246  
[www.mitchellmunicipalgroup.com](http://www.mitchellmunicipalgroup.com)

WALTER L. MITCHELL  
LAURA A. SPECTOR-MORGAN  
STEVEN M. WHITLEY  
NAOMI N. BUTTERFIELD  
JOSEPH H. DRISCOLL, IV

TELEPHONE (603) 524-3885

June 30, 2022

**CERTIFICATION**

Re: City of Somersworth, New Hampshire

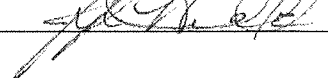
Resolution No. 1-23

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

This is to confirm that in accordance with Somersworth City Council Rules and Regulations #17 (D)1, we have reviewed the above referenced 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: 6/30/22

By: 

**MITCHELL MUNICIPAL GROUP, P.A.**

ATTORNEYS AT LAW  
25 BEACON STREET EAST  
LACONIA, NEW HAMPSHIRE 03246  
[www.mitchellmunicipalgroup.com](http://www.mitchellmunicipalgroup.com)

WALTER L. MITCHELL  
LAURA A. SPECTOR-MORGAN  
STEVEN M. WHITLEY  
NAOMI N. BUTTERFIELD  
JOSEPH H. DRISCOLL, IV

TELEPHONE (603) 524-3885

June 30, 2022

**CERTIFICATION**

Re: City of Somersworth, New Hampshire

Resolution No. 2-23

Title: **NAMING PATRIOTS WAY AND ASSIGNING ADDRESSES, AS REQUIRED**

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: 6/30/22

By: 

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June 30, 2022

**CERTIFICATION**

Re: City of Somersworth, New Hampshire

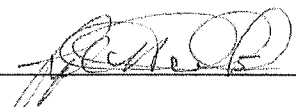
Resolution No. 3-23

Title: **NAMING VALLEY LANE AND ASSIGNING ADDRESSES, AS REQUIRED**

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: 6/30/22

By: 

**MITCHELL MUNICIPAL GROUP, P.A.**

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JOSEPH H. DRISCOLL, IV

TELEPHONE (603) 524-3885

June 30, 2022

**CERTIFICATION**

Re: City of Somersworth, New Hampshire

Resolution No. 4-23

Title: **TO DISCONTINUE THE SIDEWALK IMPROVEMENT CAPITAL  
RESERVE FUND IN ACCORDANCE WITH RSA 34:11-A**

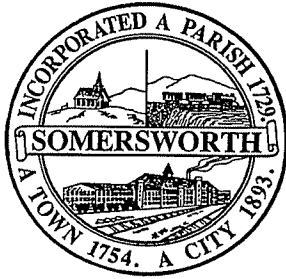
This is to confirm that in accordance with Somersworth City Council Rules and Regulations #17 (D)1, we have reviewed the above referenced ordinance. To our examination it is in correct technical form, and to our understanding is not repugnant to the laws and constitution of the State of New Hampshire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

**MITCHELL MUNICIPAL GROUP, P.A.**  
City Attorney

Date: 6/30/22

By: 





City of Somersworth  
Boards, Commissions & Committee Application

**Instructions: Please complete all information.**

Name: Matthew Keiser  
Telephone: 603-767-5467 Email: fmkeiser@comcast.net  
Residence Address: 6 FLYNN STREET  
Mailing Address (if different): \_\_\_\_\_  
Resident of Somersworth for 35 Years Ward 1  
Registered Voter: Yes ☒ No ☐  
Education Level: BS

Please list any organizations, groups, or other committees you are involved in:  
ZBA

I am interested in serving on the following Board, Commission or Committee (s):

ELECTION Day HELP eg. selectmen, moderator

My Background or Interests are: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

over



I have served on the following Committee (s) in the past: SCHOOL BOARD

---

Would you be able to commit to attending all meetings? Yes ✓ No       

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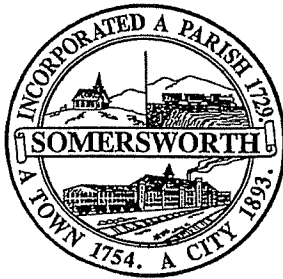
By submitting this Application you understand that:

1. This application is for consideration and does not mean you will necessarily be appointed to this Board/Commission; and
2. The Mayor will review your application, may contact you, check your references, and determine any potential conflict of interests; and
3. This application will be forwarded to the City Council for consideration.
4. Application will be kept on file for one (1) year from date of receipt.

Signature: Martha Keiser

Date: 6-29-22

**Please submit application to:**  
**City Clerk's Office**  
**City Hall, One Government Way**  
**Somersworth, NH 03878**



City of Somersworth  
Boards, Commissions & Committee Application

**Instructions: Please complete all information.**

Name: Will Milus  
Telephone: 847 338 3999 Email: Willmilus@gmail.com  
Residence Address: 101 Indigo Hill Rd. Apartment A  
Mailing Address (if different): \_\_\_\_\_  
Resident of Somersworth for 2 <sup>Months</sup> ~~Years~~ Ward 5  
Registered Voter: Yes ✓ No \_\_\_\_\_  
Education Level: Bachelor's Degree

Please list any organizations, groups, or other committees you are involved in:

\_\_\_\_\_  
\_\_\_\_\_

I am interested in serving on the following Board, Commission or Committee (s):

Moderator Ward 5

My Background or Interests are: Politics, Economics, History, Philosophy,  
Accounting, Outdoor (Hiking, Gardening, Fishing), Travel

over



I have served on the following Committee (s) in the past: \_\_\_\_\_

Would you be able to commit to attending all meetings? Yes ☒ No ☐

By submitting this Application you understand that:

1. This application is for consideration and does not mean you will necessarily be appointed to this Board/Commission; and
2. The Mayor will review your application, may contact you, check your references, and determine any potential conflict of interests; and
3. This application will be forwarded to the City Council for consideration.
4. Application will be kept on file for one (1) year from date of receipt.

Signature: William Miller

Date: \_\_\_\_\_

**Please submit application to:**  
**City Clerk's Office**  
**City Hall, One Government Way**  
**Somersworth, NH 03878**