

CITY OF SOMERSWORTH
Office of the City Manager

TO: Mayor Dana S. Hilliard and City Council Members
FROM: Robert M. Belmore, City Manager
DATE: Thursday, June 14, 2018
SUBJECT: City Manager's Report for Monday June 18, 2018
City Council Agenda

6:45 p.m.: Non-meeting
IAFF Local #2320 Tentative Agreement

Public Hearings (Under Section 3 of Agenda)

- A. Ordinance No. 10-18, Ordinance No. 11-18, Ordinance No. 12-18, Ordinance No. 13-18
- B. Proposed City Charter Amendment to the Section entitled, Changes to Ward Boundaries (Article 1.4).

Unfinished Business (Under Section 14 of Agenda)

Ordinances

- A. **Ordinance No. 10-18: Amending Chapter 4, Personnel Rules and Regulations - Compensation Schedule.** Again, the Government Operation Committee voted to support a 3% Cost of Living Increase (COLA) across the board wage adjustment for non-union employees covered under the City's Personnel Rules & Regulations. This action, if approved, would carry over to provide members of the Water/Wastewater Collective Bargaining Unit the same COLA increase to their pay scale.
- B. **Ordinance No. 11-18: Amend Chapter 29 Administrative Code to Assign Office of Assessing to the Department of Finance and Administration.** Again, the Government Operation Committee and Finance Committee voted to recommend this Ordinance change to move the Assessing Office from Development Services to the Finance Department.

- C. Ordinance No. 12-18: Supplemental Appropriation for Additional Special Education Funding in the Somersworth School Department Budget.** Attached are the suggested *blue-lined* amendments to this Ordinance based on the new revenue number along with an updated copy of a Memorandum provided by Superintendent Lori Lane.
- D. Ordinance No. 13-18: Amend Chapter 30, Conduct in Public Parks, Section 2.2, Definitions and Section 12 City Trails and Section 13 Dog Waste in Parks.** Again, the Recreation Committee voted at their May 29th meeting to recommend these Ordinance changes.

New Business (Under Section 15 of Agenda)

Resolutions

- A. Resolution No. 39-18: To Authorize the City Manager to Contract with Pike Industries of Belmont, NH to Pave a Portion of West High Street from Maple Street to Cemetery Road and Replace Manhole Covers on West High Street and Blackwater Road.** The Public Works & Environment Committee met on Friday, June 8th and voted to recommend this action item to the full City Council. The Finance Committee also voted previously to support waiving our bid requirements to sole source the repaving on West High Street with Pike Industries, Inc. Attached is a copy of the contract quote from Pike and a Memorandum from Public Works Director Mike Bobinsky. The cost to purchase the manhole covers is not to exceed \$16,500 and this money will be funded from the Sewer Fund.
- B. Resolution No. 40-18: To Authorize the City Manager to Enter into a Project Agreement with the US Environmental Protection Agency for a Brownfields Clean-Up Grant Award.** Attached is a copy of the Award notification letter to the City. The City Council appropriated \$20,000 in this year's Fiscal Budget towards our match, which we will encumber. There is a possibility that we may not need all of the \$200,000 therefore we can monitor any further match needed as the Project unfolds.

Other

- A. Vote to Ratify a Tentative Multi-Year Agreement between the City of Somersworth and Somersworth Firefighters, Local# 2320, IAFF, from June 18, 2018 to June 30, 2021.** Attached is a "*Confidential*" Memorandum from our Labor Counsel Tom Closson, Esq. regarding the negotiated terms of the Tentative Agreement with the Somersworth Firefighters Union.

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

A. Informational Items.

1. **NH DOT Road Safety Audit (RSA).** Attached is a copy of a letter from DOT Safety Engineer Michael Dugas regarding the State moving forward with safety improvements to Route 16B and Blackwater Road intersection.
2. **Presidential Disaster Declarations.** On June 8th President Trump declared two (2) disasters in the State of New Hampshire. The City had responded to the State with preliminary costs incurred to handle the March 13th severe winter storm which was approximately \$58,000. Staff will be attending applicant briefings to fine tune the costs and to submit our request for public assistance reimbursements.

B. Attachments.

1. City Attorney Certifications Two (2)
2. Department Head Reports

Calendar Reminders

Friday, June 15

- 6:00 p.m. – 10:00 p.m. Somersworth International Children's Festival
Somersworth High School Pavilion

Saturday, June 16

- 8:30 a.m. Hilltop Hustle 5K Road Race Somersworth High School
- 10:0 a.m. – 4:00 p.m. Somersworth International Children's Festival - Main
Street/Downtown

Sunday, June 17

- 11:00 a.m. Chamber of Commerce Ribbon Cutting (Food Truck Festival)
Gate 1-Constitutional Way/High Street
- Noon – 5:00 p.m. The 2nd Annual Seacoast Food Truck & Craft Beer Festival
Downtown Somersworth

Thursday, June 21

- 9:00 a.m. – 2:30 p.m. Salmon Falls River Chemical Spill Full Scale Exercise
Somersworth Water Treatment Facility & Mast Point Dam Recreation Facility

Representing Management Exclusively in Workplace Law and Related Litigation




Jackson Lewis P.C.
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BIRMINGHAM AL	JACKSONVILLE FL	OMAHA NE	SAN DIEGO CA
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DETROIT MI	MILWAUKEE WI	PROVIDENCE RI	
GRAND RAPIDS MI	MINNEAPOLIS MN		

*through an affiliation with Jackson Lewis P.C., a Law Corporation

CONFIDENTIAL

THOMAS M. CLOSSON
DIRECT DIAL: 603.559.2729
THOMAS.CLOSSON@JACKSONLEWIS.COM

To: Mayor Hilliard and Members of the Somersworth City Council
From: Thomas M. Closson, Esq. 
Date: June 12, 2018
Re: Tentative Agreement with the Firefighters Union

I am very pleased to recommend a tentative agreement that the City's negotiating team has reached with the Firefighters Union for a new three (3) year collective bargaining agreement. The terms of this tentative agreement, which the Union has already ratified, are as follows:

1. A three (3) year agreement, through June 30, 2021.
2. Adopt a 24-hour shift schedule, on a trial basis, for the term of the agreement.¹
3. Art IX: Sick Leave and Work Connected Injuries
 - 9.8: Delete this section and renumber accordingly.
 - 9.11: Remove "if it is necessary to do so" and add "or following any single day off if there is reasonable cause."
 - 9.14: Adopt the City's FMLA policy.

¹ The Union, the Fire Chief, Human Resources and other City Staff will work together to implement this new schedule and make any necessary adjustments to the collective bargaining agreement.

4. Article X: Shift Exchange

- 10.1: Add after "Fire Department" "...or cause overtime,"

5. Article XVII: Health Insurance

- 17.1: The City will offer only the following health insurance plans
- AB5 rx10/20/45, AB15 rx10/20/45 and ABSOS1k rx 10/20/45. In year one of the Contract, the City will be responsible for paying up to 88% of the total premium cost of the AB5 rx10/20/45 plan regardless of which plan the employee chooses. In year two of the Contract, the City will be responsible for paying up to 87% of the total premium cost of the AB5 rx10/20/45 plan regardless of which plan the employee chooses. In year three of the Contract, the City will be responsible for paying up to 85% of the total premium cost of the AB5 rx10/20/45 plan regardless of which plan the employee chooses.
- 17.2: Allow \$5,000 annual buyout for employees who opt out of the health insurance offered by the City, provided the employee provides the City with proof of alternative employer-sponsored health insurance coverage that does not trigger any assessment or penalty under the ACA. This benefit shall not be available to any employee whose alternative health insurance is provided through a spouse's plan through either the City or the School District.

6. Article XX: Promotions

- 20.1: Modify last sentence to read: "*A new list does not need to be established every two (2) years unless an Officer vacancy occurs prior to this time period.*"

7. Article XXV: Lunch and Dinner Hour

- Eliminate completely.

8. Article XXVI: Vacation

- 26.1: Modify to:

After 1 year and through 5 years	8 days
Beginning the 6 th year through the 7 th year	10 days
Beginning the 8 th year through the 11 th year	12 days
Beginning the 12 th year through the 13 th year	13 days
Beginning the 14 th year through the 15 th year	14 days
Beginning the 16 th year through the 17 th year	15 days
Beginning the 18 th year through the 20 th year	16 days
Beginning the 21 st year	17 days
Beginning the 22 nd year	18 days
Beginning the 23 rd year	19 days
Beginning the 24 th year and on	20 days

9. Article XXXI: Wage Schedule

- 3.0 % COLA upon approval by the City Council.
- 3.0% COLA and add 1% to Step 6 on 7/1/2018.
- 2.5% COLA and add 1% to Step 6 on 7/1/2019.
- 2.5% COLA on 7/1/2020.

10. Article XXXI: Duration Of Agreement

- Three years – through June 30, 2021.

IAFF Local #2320
Somersworth Fire/Rescue
Tentative Agreement reached June 4, 2018

	Estimated Cost 6/18 & 7/1/2018 3% COLA 6/18 3% COLA 7/1	Estimated Cost 7/1/2019 2.5% COLA	Estimated Cost 7/1/2020 2.5% COLA
COLA	\$44,749.28	\$19,497.44	\$20,793.36
1% Increase to Step 6	\$2,639.07	\$2,732.09	\$0.00
Impact on associated benefits:			
FICA	\$687.13	\$322.33	\$301.50
Retirement	\$15,112.15	\$7,089.00	\$6,631.00
Worker's Comp	\$2,843.30	\$1,333.77	\$1,247.60
Total	\$66,030.94	\$30,974.63	\$28,973.47
Health Insurance Changes	(8,089.00)	(4,044.00)	(8,089.00)
Net Cost	\$57,941.94	\$26,930.63	\$20,884.47

Please note: Any health savings listed for year 2 and 3 of this agreement is simply calculated using current rates without any estimates for changes in the City's rates.



City of Somersworth – Ordinance

Ordinance No: 10-18

AMENDING CHAPTER 4, PERSONNEL RULES AND REGULATIONS - COMPENSATION SCHEDULE

June 4, 2018

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

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

Personnel Rules and Regulations FY2018-2019 Compensation Schedule (3% Increase effective July 1, 2018)

GRADE		HIRE	1	2	3	4	5
6	A	23,030.01	24,012.83	24,915.97	25,925.36	26,961.31	27,997.26
	H	11.0721	11.5447	11.9788	12.4641	12.9621	13.4602
7	A	24,145.64	25,048.79	26,164.42	27,200.37	28,183.20	28,528.52
	H	11.6085	12.0427	12.5791	13.0771	13.5497	13.7156
8	A	25,367.54	26,350.37	27,386.32	28,528.52	29,697.29	30,892.61
	H	12.1959	12.6685	13.1665	13.7156	14.2776	14.8522
9	A	26,642.56	27,705.07	28,820.71	29,989.48	31,158.24	32,459.82
	H	12.8089	13.3198	13.8561	14.4180	14.9799	15.6056
10	A	27,944.14	29,059.78	30,175.42	31,450.43	32,645.77	34,053.59
	H	13.4347	13.9710	14.5074	15.1204	15.6950	16.3720
11	A	29,378.54	30,573.86	31,716.06	32,991.09	34,345.78	35,727.05
	H	14.1243	14.6989	15.2481	15.8611	16.5124	17.1765
12	A	30,866.05	32,087.94	33,309.84	34,664.54	35,966.12	37,400.52
	H	14.8394	15.4269	16.0143	16.6656	17.2914	17.9810
13	A	32,406.69	33,681.71	35,062.98	36,497.38	37,905.22	39,498.99
	H	15.5802	16.1931	16.8572	17.5468	18.2237	18.9899
14	A	33,947.35	35,302.04	36,709.88	38,250.53	39,764.61	41,331.82
	H	16.3209	16.9721	17.6489	18.3897	19.1176	19.8711

GRADE		HIRE	1	2	3	4	5
15	A	35,727.05	37,188.02	38,648.97	40,163.06	41,677.14	43,324.04
	H	17.1765	17.8788	18.5812	19.3092	20.0371	20.8289
16	A	37,427.08	38,914.59	40,481.81	42,261.52	43,828.74	45,661.57
	H	17.9938	18.7089	19.4624	20.3181	21.0715	21.9527
17	A	39,366.17	40,959.94	43,722.48	44,280.30	46,033.45	47,866.28
	H	18.9260	19.6923	21.0204	21.2886	22.1315	23.0127
18	A	41,331.82	42,978.72	44,625.62	46,485.01	48,344.42	50,363.20
	H	19.8711	20.6628	21.4546	22.3485	23.2425	24.2130
19	A	43,324.04	45,103.75	46,963.15	48,902.24	50,788.20	52,860.10
	H	20.8289	21.6845	22.5784	23.5107	24.4174	25.4135
20	A	45,635.00	47,494.40	49,274.12	51,266.33	53,311.68	55,383.57
	H	21.9399	22.8339	23.6895	24.6473	25.6306	26.6267
21	A	47,866.28	49,752.24	51,824.15	53,842.93	55,994.52	58,172.68
	H	23.0127	23.9194	24.9155	25.8861	26.9205	27.9676
22	A	50,336.64	52,275.72	54,374.18	56,446.09	58,836.75	61,174.29
	H	24.2003	25.1325	26.1414	27.1375	28.2869	29.4107
23	A	52,806.98	54,932.01	57,003.91	59,368.01	61,732.10	64,229.01
	H	25.3880	26.4096	27.4057	28.5423	29.6789	30.8793
24	A	55,383.57	57,614.86	59,899.27	62,343.05	64,760.27	67,390.00
	H	26.6267	27.6995	28.7978	29.9726	31.1347	32.3991
25	A	58,172.68	60,589.89	62,927.43	65,530.59	68,213.44	70,896.29
	H	27.9676	29.1297	30.2536	31.5051	32.7949	34.0848
26	A	61,147.72	64,016.51	65,982.16	68,665.01	71,533.80	74,216.65
	H	29.3980	30.7771	31.7221	33.0120	34.3913	35.6811
27	A	64,069.64	66,779.05	69,382.21	72,251.00	75,146.35	78,041.70
	H	30.8027	32.1053	33.3569	34.7360	36.1281	37.5200
28	A	67,310.30	70,046.28	72,702.57	75,651.05	78,758.90	81,866.76
	H	32.3607	33.6761	34.9532	36.3707	37.8649	39.3590
29	A	70,657.23	73,526.01	76,394.80	79,422.97	82,769.89	86,010.56
	H	33.9698	35.3491	36.7283	38.1842	39.7932	41.3512

Grade		(3% increase of minimum and maximum effective July 1, 2018)	
25	A	59,553.48	75,906.90
	H	28.6315	36.4937
30	A	75,610.66	92,185.90
	H	36.3513	44.3202
31	A	82,599.88	100,498.93
	H	39.7114	48.3168
32	A	83,373.40	101,578.52
	H	40.0834	48.8358
33	A	87,600.08	106,523.47
	H	42.1155	51.2132
34	A	92,020.14	111,938.04
	H	44.2405	53.8164
35	A	96,633.59	117,490.75
	H	46.4585	56.4859
36	A	101,495.65	123,374.96
	H	48.7959	59.3149
37	A	106,468.23	129,452.53
	H	51.1867	62.2368

This Ordinance will take effect upon adoption.

Authorization	
<i>Sponsored by Councilors:</i> Councilor Martin Dumont Councilor Nancie Cameron Councilor Edward Levasseur	<i>Approved:</i> City Attorney

City of Somersworth – Ordinance 10-18

History

First Read Date:	06/04/2018	Tabled:	
Public Hearing:		Removed From Table:	
Second Read:			

Action

Councilor _____ moved for adoption, seconded by Councilor _____.

Discussion

Voting Record		YES	NO
Ward 1 Councilor	Pepin		
Ward 2 Councilor	Vincent		
Ward 3 Councilor	Dumont *		
Ward 4 Councilor	McCallion		
Ward 5 Councilor	Michaud		
At Large Councilor	Witham		
At Large Councilor	Sprague		
At Large Councilor	Cameron		
At Large Councilor	Levasseur		
TOTAL VOTES:			
On / / . Ordinance 10-18		PASSED	FAILED



City of Somersworth – Ordinance

Ordinance No: 11-18

AMENDING CHAPTER 29 ADMINISTRATIVE CODE TO ASSIGN OFFICE OF ASSESSING TO THE DEPARTMENT OF FINANCE AND ADMINISTRATION

June 4, 2018

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

Delete Section 29.3.6.3, and Section 29.3.6.9, and replace with the following:

Section 29.3.6.3 Department of Finance and Administration

The Department of Finance and Administration shall be responsible for the Divisions of Finance and Library, the Offices of the City Clerk, Tax Collector, Welfare, Assessing, and the Utility Billing function within the Divisions of Water and Wastewater to include maintenance of the Water and Sewer funds on a utility basis.

Section 29.3.6.9 Department of Development Services

The Department of Development Services shall be responsible for the Divisions of Economic Development and Planning, Office of Code Enforcement, and the Division of Recreation.

Further amend Chapter 29 by renumbering as follows:

Section 29.3.6.9 Office of Assessing

Section 29.3.6.10 Department of Development Services

Section 29.3.6.11 Division of Economic Development and Planning

This Ordinance shall take effect upon its passage.

Authorization

Sponsored by Councilors:

Councilor Martin Dumont
Councilor Nancie Cameron
Councilor Edward Levasseur
Councilor David Witham

Approved:

City Attorney

City of Somersworth – Ordinance 11-18

History

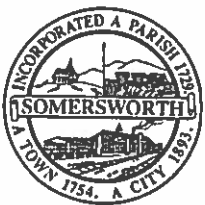
First Read Date:	06/04/2018	Tabled:	
Public Hearing:		Removed From Table:	
Second Read:			

Action

Councilor _____ moved for adoption, seconded by Councilor _____.

Discussion

Voting Record		YES	NO
Ward 1 Councilor	Pepin		
Ward 2 Councilor	Vincent		
Ward 3 Councilor	Dumont *		
Ward 4 Councilor	McCallion		
Ward 5 Councilor	Michaud		
At Large Councilor	Witham		
At Large Councilor	Sprague		
At Large Councilor	Cameron		
At Large Councilor	Levasseur		
TOTAL VOTES:			
On / / . Ordinance 11-18		PASSED	FAILED



City of Somersworth – Ordinance

Ordinance No: 12-18

SUPPLEMENTAL APPROPRIATION FOR ADDITIONAL SPECIAL EDUCATION FUNDING IN THE SOMERSWORTH SCHOOL DEPARTMENT BUDGET

June 4, 2018

THE CITY OF SOMERSWORTH ORDAINS THAT pursuant to Section 7.7(A) of the City Charter:

The annual budget for the City of Somersworth for Fiscal Year 17-18 is amended as follows:

Appropriate \$116,795 from unanticipated School Department Revenue and \$295,205 from General Fund fund balance as follows:

Original Budget
\$25,725,172

Amendment
\$ 412,000

Revised Budget
\$ 26,137,172

Approved as to Funding:

Scott A. Smith
Director of Finance and Administration

Recorded by:

Trish Harris
City Clerk

Background:

This ordinance appropriates funding to cover a shortfall in special education funding. The unanticipated revenue for the School Department is \$116,795 in Medicaid reimbursement.

Authorization

Sponsored by Councilors:

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

Approved:

City Attorney

City of Somersworth – Ordinance 12-18

History

First Read Date:	06/04/2018	Tabled:	
Public Hearing:		Removed From Table:	
Second Read:			

Action

Councilor _____ moved for adoption, seconded by Councilor _____.

Discussion

This Ordinance requires a public hearing and requires a 2/3 majority vote of the City Council after the public hearing subject to Section 7.4.1 and .Section 7.7 (A) of the City Charter.

Voting Record		YES	NO
Ward 1 Councilor	Pepin		
Ward 2 Councilor	Vincent		
Ward 3 Councilor	Dumont		
Ward 4 Councilor	McCallion		
Ward 5 Councilor	Michaud		
At Large Councilor	Witham *		
At Large Councilor	Sprague		
At Large Councilor	Cameron		
At Large Councilor	Levasseur		
TOTAL VOTES:			
On / / . Ordinance 12-18		PASSED	FAILED



SCHOOL ADMINISTRATIVE UNIT FIFTY SIX
Rollinsford School District – Somersworth School District
51 West High Street
Somersworth, NH 03878
(603) 692-4450 • Fax (603) 692-9100



SUPERINTENDENT
Interim

Lori Lane

To: Somersworth City Council; Bob Belmore, City Manager; Scott Smith, Finance Director
From: Lori Lane, Interim Superintendent of Schools

Date: June 14, 2018

RE: Supplemental Appropriation Request for FY 2018 - UPDATED

BUSINESS
ADMINISTRATOR

Katie Krauss

As discussed at the June 4, 2018 meeting of the City Council, the Somersworth School District is seeking a supplemental appropriation from the Council to support a number of unanticipated special education expenses incurred during the 2017-18 school year.

SPECIAL
EDUCATION
DIRECTOR

Based on estimates, our expenditures are still anticipated to exceed the overall bottom line by \$474,000. We are also still estimating that will receive in transportation reimbursements totaling \$62,000 for a net amount of \$412,000.

Pam MacDonald

At our presentation on June 4, we informed the Council that we estimated receiving unanticipated revenue totaling \$116,795. I am pleased to report that we have received additional \$66,488.96. **The new total amount of unanticipated revenue received as of today is \$183,283.96.** The unanticipated revenue will affect the overall amount of the supplemental request, reducing the amount needed from the General Fund fund balance.

SPECIAL
EDUCATION
LIAISON

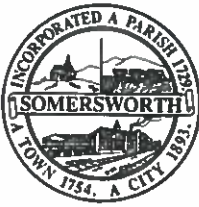
Tom Hayward

We will be able to determine the exact dollar amount needed to make the budget whole in July 2018 once the final expenses for FY 2018 have paid and the final amounts for unanticipated revenue and transportation reimbursements have been received.

Thank you again for considering this request.

EXPECT EXCELLENCE

Equal Opportunity Employer • Equal Education Opportunities



City of Somersworth – Ordinance

Ordinance No: **12-18**

SUPPLEMENTAL APPROPRIATION FOR ADDITIONAL SPECIAL EDUCATION FUNDING IN THE SOMERSWORTH SCHOOL DEPARTMENT BUDGET

June 4, 2018

THE CITY OF SOMERSWORTH ORDAINS THAT pursuant to Section 7.7(A) of the City Charter:

The annual budget for the City of Somersworth for Fiscal Year 17-18 is amended as follows:

Appropriate ~~\$116,795~~ \$183,284 from unanticipated School Department Revenue and ~~\$295,205~~ \$228,716 from General Fund fund balance as follows:

Original Budget
\$25,725,172

Amendment
\$ 412,000

Revised Budget
\$ 26,137,172

Approved as to Funding:

Scott A. Smith
Director of Finance and Administration

Recorded by:

Trish Harris
City Clerk

Background:

This ordinance appropriates funding to cover a shortfall in special education funding. The unanticipated revenue for the School Department is ~~\$116,795~~ \$125,998 in Medicaid reimbursement and \$57,286 in other school revenue.

Authorization

Sponsored by Councilors:

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

Approved:

City Attorney

City of Somersworth – Ordinance 12-18

History

First Read Date:	06/04/2018	Tabled:	
Public Hearing:		Removed From Table:	
Second Read:			

Action

Councilor _____ moved for adoption, seconded by Councilor _____.

Discussion

This Ordinance requires a public hearing and requires a 2/3 majority vote of the City Council after the public hearing subject to Section 7.4.1 and .Section 7.7 (A) of the City Charter.

Voting Record		YES	NO
Ward 1 Councilor	Pepin		
Ward 2 Councilor	Vincent		
Ward 3 Councilor	Dumont		
Ward 4 Councilor	McCallion		
Ward 5 Councilor	Michaud		
At Large Councilor	Witham *		
At Large Councilor	Sprague		
At Large Councilor	Cameron		
At Large Councilor	Levasseur		
TOTAL VOTES:			
On / / . Ordinance 12-18		PASSED	FAILED



City of Somersworth – Ordinance

Ordinance No: **13-18**

**AMEND CHAPTER 30, CONDUCT IN PUBLIC PARKS, SECTION 2.2
DEFINITIONS, AND SECTION 12 CITY TRAILS, AND SECTION 13
DOG WASTE IN PARKS**

June 4, 2018

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

AMEND Chapter 30, Conduct in Public Parks, Section 2.2 Definitions,
by deleting Queensbury Mill Pocket Park

AMEND Chapter 30, Conduct in Public Parks, Section 12 City Trails,
by adding Mast Point Dam Recreation Area

AMEND Chapter 30, Conduct in Public Parks, Section 13 (c) Dog Waste in Parks, by
adding Malley Farm Recreational Area Softball/Baseball Field

This Ordinance shall take effect upon its passage.

Authorization

Sponsored by Councilors:

Jonathan McCallion
Kenneth S. Vincent
Martin Pepin

Approved:

City Attorney

City of Somersworth – Ordinance 13-18

History

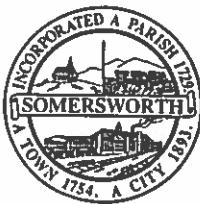
First Read Date:	06/04/2018	Tabled:	
Public Hearing:		Removed From Table:	
Second Read:			

Action

Councilor _____ moved for adoption, seconded by Councilor _____.

Discussion

Voting Record		YES	NO
Ward 1 Councilor	Pepin		
Ward 2 Councilor	Vincent		
Ward 3 Councilor	Dumont		
Ward 4 Councilor	McCallion *		
Ward 5 Councilor	Michaud		
At Large Councilor	Witham		
At Large Councilor	Sprague		
At Large Councilor	Cameron		
At Large Councilor	Levasseur		
TOTAL VOTES:			
On / / . Ordinance 13-18		PASSED	FAILED



City of Somersworth – Resolution

Resolution No: 39-18

TO AUTHORIZE THE CITY MANAGER TO CONTRACT WITH PIKE INDUSTRIES OF BELMONT, NH TO PAVE A PORTION OF WEST HIGH STREET FROM MAPLE STREET TO CEMETERY ROAD AND REPLACE MANHOLE COVERS ON WEST HIGH STREET AND BLACKWATER ROAD

June 18, 2018

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

WHEREAS the State of New Hampshire has contracted with Pike Industries to pave a portion of West High Street from Route 108 to Maple Street, and

WHEREAS the City would like to pave a portion of West High Street from Maple Street to Cemetery Road and there are certain efficiencies and economies of scale to contract directly with Pike Industries in relationship with the State of New Hampshire project, and

WHEREAS Twenty-five (25) manhole covers need to be replaced on West High Street and Blackwater Road in areas under contract with Pike Industries, and

WHEREAS the Public Works and Environment Committee reviewed the paving plan and manhole repairs and determined it is in the best interest of the City to contract with Pike Industries for the paving and manhole cover replacements at a cost not to exceed \$83,975 (Eighty Three Thousand Nine Hundred Seventy Five dollars),

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to contract with Pike Industries of Belmont, NH to pave a portion of West High Street from Maple Street to Cemetery Road, and replace twenty-five (25) manhole covers on West High Street and Blackwater Road at a cost not to exceed \$83,975 (Eighty Three Thousand Nine Hundred Seventy Five dollars) and take any other action related to this project determined to be in the best interest of the City, and

BE IT FURTHER RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to purchase twenty-five (25) hinged manhole covers and frames to be used in the aforementioned project at a cost not to exceed \$16,250 (Sixteen Thousand Two Hundred Fifty dollars).

Authorization

Sponsored by Councilors:

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

Approved:

City Attorney

City of Somersworth – Resolution 39-18

History

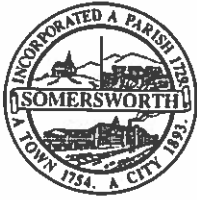
First Read Date:	06/18/2018	Tabled:	
Public Hearing:		Removed From Table:	
Second Read:			

Action

Councilor _____ moved for adoption, seconded by Councilor _____.

Discussion

Voting Record		YES	NO
Ward 1 Councilor	Pepin		
Ward 2 Councilor	Vincent		
Ward 3 Councilor	Dumont		
Ward 4 Councilor	McCallion		
Ward 5 Councilor	Michaud		
At Large Councilor	Witham		
At Large Councilor	Sprague *		
At Large Councilor	Cameron		
At Large Councilor	Levasseur		
TOTAL VOTES:			
On / / . Resolution 39-18		PASSED	FAILED



MEMORANDUM from Director Public Works & Utilities

Date: June 13, 2018

To: Bob Belmore, City Manager
Scott Smith, Director of Finance

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

Cc:

Re: Resolution Authorizing the City Manager to Contract with Pike Industries to Pave a portion of W. High Street from Maple Street to Cemetery Road, and Replace manholes covers on W. High Street and Blackwater Road.

Attached is the cost proposal from Pike Industries for \$83,975 to pave a portion of W. High Street (Maple Street to Cemetery Road) and to install new replacement sewer manhole covers and frames on Blackwater Road as well as on W. High Street. The Blackwater Road sewer manhole replacement responds to the problems experienced with the sewer manhole covers following last year's repaving work, while the W. High Street replacement work is in advance of the State DOT contract with Pike Industries to resurface W. High Street from Rte. 108 to Maple Street. NH DOT will not cover the cost to adjust or replace any manhole cover or catch basin structure. In addition, Pike's proposal also provides the cost to resurface W. High Street from Maple Street (where the State DOT project ends) to Cemetery Road.

The Finance Committee and the Public Works Committee both endorsed the proposal to enter into a contract with Pike Industries for the paving and the installation of the replacement manhole covers in their recent Committee meetings, held on May 30 and June 8, respectively. Both Committees also endorsed the City's purchase of the needed 25 replacement manhole covers and frames for \$16,250 to be installed by Pike Industries.



PIKE INDUSTRIES, INC.

3 Eastgate Park Road, Belmont, NH 03220
Phone: 603/527-5100 FAX: 603/527-5101

AN EQUAL OPPORTUNITY EMPLOYER

ESTABLISHED 1872

To:	City Of Somersworth	Contact:	
Address:	18 Lilac Lane	Phone:	(603) 692-4266
	Somersworth, NH 03878	Fax:	
Project Name:	City Of Somersworth 2018	Bid Number:	
Project Location:	Various Roads, Somersworth, NH	Bid Date:	8/3/2017

Item #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
1	304.33 CRUSHED AGGREGATE FOR SHOULDER	100.00	CY	\$50.00	\$5,000.00
2	403.11 HBP, MACHINE METHOD @ 1.5"	500.00	TON	\$64.95	\$32,475.00
3	403.12 HBP, HAND METHOD	24.00	TON	\$95.00	\$2,280.00
4	410.22 ASPHALT EMULSION FOR TACK COAT	150.00	GAL	\$2.50	\$375.00
6	417 COLD PLANING BITUMINOUS SURFACES 1-1/2" DEPTH	6,000.00	SY	\$2.25	\$13,500.00
7	604.4 ADJUSTING FRAME & Cover West High	9.00	EACH	\$525.00	\$4,725.00
8	604.51 ADJUSTING FRAME AND COVER Blackwater	16.00	EACH	\$525.00	\$8,400.00
12	632.01041 RETRO REFLECTIVE PAINT 4" FOG LINE	4,000.00	LF	\$0.18	\$720.00
13	632.01042 RETRO REFLECTIVE PAINT 4" CENTERLINE	4,000.00	LF	\$0.36	\$1,440.00
14	632.0112 RETRO REFLECTIVE PAINT 12" CROSSWALK	24.00	LF	\$2.50	\$60.00
17	Maintenance Of Traffic	1.00	DLR	\$15,000.00	\$15,000.00

Total Bid Price: \$83,975.00

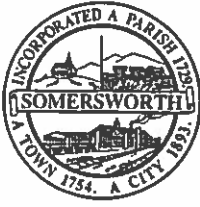
Notes:

- Pike Industries, Inc. reserves the right to adjust unit prices based on total revenues awarded.
- Pike Industries, Inc. is not responsible for liquidated damages, or any disincentives associated with the work as quoted.
- Hot Mix Asphalt (HMA) as quoted is free of Refined Engine Oil Bottoms (REOB's). For more information regarding REOB's, a listing of states that have currently banned their use and potential detriments to HMA please go the following website:
<http://commonwealthmagazine.org/transportation/004-laying-it-down-testing-it-later/>

Payment Terms:

Net 30 Days

ACCEPTED: The above prices, specifications and conditions are satisfactory and are hereby accepted. Buyer: _____ Signature: _____ Date of Acceptance: _____	CONFIRMED: Pike Industries, Inc. NH Authorized Signature: _____ Estimator: Chris Matheson cmatheson@pikeindustries.com
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City of Somersworth – Resolution

Resolution No: 40-18

TO AUTHORIZE THE CITY MANAGER TO ENTER INTO A PROJECT AGREEMENT WITH THE US ENVIRONMENTAL PROTECTION AGENCY FOR A BROWNFIELDS CLEAN-UP GRANT AWARD

June 18, 2018

WHEREAS, the City of Somersworth has received notification of a US EPA Brownfields Clean-up Grant Award for the City in the amount of \$200,000 (Two Hundred Thousand dollars), and

WHEREAS, the City will be responsible for a match of 20% of the project's costs, such amount being \$40,000 (Forty Thousand dollars), and

WHEREAS, the Grant funds and City funds will be used to complete project activities to include remediation of environmental contamination and hazardous (cVOC) compounds to include tetrachloroethylene (PCE) impacted soil at the former Breton's Cleaners at 1 Winter Street, a Brownfields identified eligible site,

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 acceptance and execution and take any and all other such actions relative to this grant project's completion determined to be in the best interest of the City.

Authorization

Sponsored by Request:

Councilor David A. Witham

Approved:

City Attorney

City of Somersworth – Resolution 40-18

History

First Read Date:	06/18/2018	Tabled:	
Public Hearing:		Removed From Table:	
Second Read:			

Action

Councilor _____ moved for adoption, seconded by Councilor _____.

Discussion

Voting Record		YES	NO
Ward 1 Councilor	Pepin		
Ward 2 Councilor	Vincent		
Ward 3 Councilor	Dumont		
Ward 4 Councilor	McCallion		
Ward 5 Councilor	Michaud		
At Large Councilor	Witham *		
At Large Councilor	Sprague		
At Large Councilor	Cameron		
At Large Councilor	Levasseur		
TOTAL VOTES:			
On / / . Resolution 40-18		PASSED	FAILED



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
WASHINGTON, D.C. 20460

OFFICE OF
SOLID WASTE AND
EMERGENCY RESPONSE

NOW THE
OFFICE OF LAND AND
EMERGENCY MANAGEMENT

April 25, 2018

The Honorable Dana S. Hilliard
Mayor of Somersworth
One Government Way
Somersworth, NH 03878

Dear Mayor Hilliard:

On behalf of the United States Environmental Protection Agency (EPA), I am pleased to congratulate you and confirm that the City of Somersworth was selected as one of the entities EPA will begin negotiations with to award a cooperative agreement for a cleanup grant. The City of Somersworth submitted an outstanding grant proposal, and we deeply appreciate the tremendous commitment of time and energy that went into its preparation.

Through the Small Business Liability Relief and Brownfields Revitalization Act of 2002, as amended by the Brownfields Utilization, Investment, and Local Development Act of 2018, EPA is working to help states and communities around the country clean up and revitalize brownfield sites. We fully expect that these brownfield projects will provide benefits to the environment and economy of local communities. Frank Gardner, your Regional Brownfields Contact, will work closely with the City of Somersworth to negotiate the cooperative agreement prior to the grant award. Please contact Frank Gardner at 617-918-1278 or gardner.frank@epa.gov.

Again, congratulations on being selected! We look forward to working with you.

Sincerely,

A handwritten signature in black ink, which appears to read "David R. Lloyd", is positioned above the printed name.

David R. Lloyd, Director
Office of Brownfields and Land Revitalization

cc: Frank Gardner



THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



Victoria F. Sheehan
Commissioner

William Cass, P.E.
Assistant Commissioner

SOMERSWORTH
Old Rochester Rd / Blackwater Rd
Road Safety Audit application

Bureau of Highway Design
Room 200
Tel. (603) 271-2171
Fax (603) 271-7025

May 29, 2018

Capt. Russell Timmons
Somersworth Police Department
12 Lilac Lane
Somersworth, NH 03878

Dear Capt. Timmons:

I am writing to notify you that the intersection of Old Rochester Road and Blackwater Road has been selected for a Road Safety Audit (RSA). According to our RSA practice, the audit will be conducted by an interdisciplinary team comprised of the DOT, our design consultant, the Strafford Municipal Planning Organization, and the City. I will coordinate with you and Michael Bobinsky to include the appropriate City representatives on the RSA team.

Please be aware that due to our current resources, it is unlikely that we will be able to conduct the RSA before the first quarter of 2019. In the meantime please feel free to contact me with any questions about the planned RSA.

Sincerely,

A handwritten signature in black ink, appearing to read "MJDugas".

Michael J. Dugas, P.E.
State Highway Safety Engineer

MJD

cc: C. Lentz -- Strafford MPO; M. Bobinsky -- Somersworth DPW

S:\Highway-Design\Safety\RSA\2018 applications\Somersworth Old Rochester Rd at Blackwater Rd\Somersworth RSA response 22may18.docx

MITCHELL MUNICIPAL GROUP, P.A.

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

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

TELEPHONE (603) 524-3885

June 13, 2018

CERTIFICATION

Re: City of Somersworth, New Hampshire

Ordinance No. 39-18

**Title: TO AUTHORIZE THE CITY MANAGER TO CONTRACT WITH
PIKE INDUSTRIES OF BELMONT, NH TO PAVE A PORTION OF
WEST HIGH STREET FROM MAPLE STREET TO CEMETERY ROAD
AND REPLACE MANHOLE COVERS ON WEST HIGH STREET
AND BLACKWATER ROAD.**

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

MITCHELL MUNICIPAL GROUP, P.A.
City Attorney

Date: 6-13-18

By: 

MITCHELL MUNICIPAL GROUP, P.A.

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

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

TELEPHONE (603) 524-3885

June 13, 2018

CERTIFICATION

Re: City of Somersworth, New Hampshire


Ordinance No. 40-18

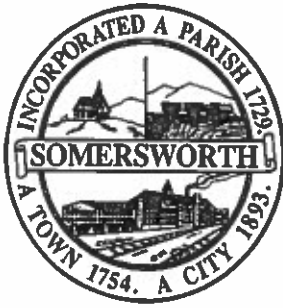
Title: **TO AUTHORIZE THE CITY MANAGER TO ENTER INTO A PROJECT
AGREEMENT WITH THE US ENVIRONMENTAL PROTECTION AGENCY
FOR A BROWNFIELDS CLEAN-UP GRANT AWARD**

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

MITCHELL MUNICIPAL GROUP, P.A.
City Attorney

Date: 6-13-18

By: 



MEMORANDUM

To: Bob Belmore, City Manager

From: Scott Smith, Director of Finance and Administration

Date: June 13, 2018

Re: Monthly Report

Finance Department:

- Went live in MUNIS with Property Taxes.
- Assisted in interviews of Library Director and City Engineer positions.
- Assisted in Union Negotiations.
- Assisted in development of new website.

City Clerk:

- Prepared for and took minutes at two scheduled City Council meetings, and various standing committee meetings during the month.
- Total receipts for the month were \$7,977.
- Began preparation for September Primary.
- Permits:
 - Somersworth Professional Firefighters - 5/10/2018
 - Jass Boxing – 5/14/2018
 - First Parish United Church of Christ Bible Story and Craft – 5/18/2018
 - Somersworth Festival Association – 5/19/2018
 - Goodwin Community Health – 5/17/2018
 - Greater Somersworth Chamber of Commerce – 5/31/2018
 - Ice Cream Truck – 5/11/2018
 - Rochester Indonesian SDA Church – 5/15/2018

Tax Collector:

- Motor vehicle registrations were a total of \$180,493 during the month.
- Collected \$6,515 for Municipal Transportation Fund during month.
- Executed the 2017 property tax lien.
- 23 residents used the drive-up window.
- Total receipts for the month were \$1,419,361.

Library

- The front step renovation is in progress. The granite steps have been repaired, final portion of the project will be to have hand rails installed as they are currently being fabricated.
- The Friends of the Library had a book sale in May.
- The summer reading program has been planned.
- The Library provided 14 programs with 3 story times and a book discussion group.

Human Services:

- Total assistance for the month was \$5,478. That compares to \$6,864 for the month of April 2018 and \$7,837 for May 2017.
- 6 new cases were opened compared to 10 in 2017.
- 13 cases were approved for varying levels of assistance, with 6 cases being denied. 34 cases were referred to other agencies for support.

Information Technology

- Spent time in general server maintenance, checked systems, checked and cleared logs.
- Spent time correcting and working on e-mail server problems. Still working with Microsoft to find a suitable solution.
- Spent time troubleshooting server issues.



DEPARTMENT OF DEVELOPMENT SERVICES

Date: May 31, 2018
From: Shanna B. Saunders
Director of Planning & Community Development

Re: May 2018 Monthly Report

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

- Zoning Board – May 2
- Conservation Commission – May 9
- Planning Board – May 16
- SRTC – May 2 and May 9
- Historic District Commission meeting – May 23 (Did not attend)

And attended the following Special Meetings:

- Tap kick off meeting - May 1
- ADU Public Hearing - May 7
- Downtown Biz Roundtable - May 10
- Sand Lot Dr. Pre Con - May 14
- Economic Development Committee Meeting - May 15
- Traffic Safety Meeting - May 16
- Recreation Committee meeting - May 29

Office of Assessing- May:

- Inspections of properties who have sold in the last year have concluded.
- The Assessing Department completed by appointment inspections of taxpayer properties.
- The Assessing Department met with taxpayers who had questions about their assessment.
- The Assessing Department has begun to send letters to applicants for the Elderly Tax, Exemption and Veteran's Tax credit to advise them on the status of their application.
- The Assessing Department has assisted the Tax Office with the mailing of tax bills.

Building and Health Departments:**Major Building Permits Applied for in May 2018 Construction Costs and Fee**

Twelve Month LLC	57	Sunningdale Dr	\$175,000.00	\$1,410.00
Twelve Month LLC	51	Sunningdale Dr	\$175,000.00	\$1,410.00
Penta K Reatly Trust	693	Sherwood Glen MHP	\$42,900.00	\$439.00
Penta K Reatly Trust	239	Sherwood Glen MHP	\$42,300.00	\$433.00
Fortier & Son	216	Green	\$22,000.00	\$186.00

Minor Building Permits Applied for in May 2018:

39	Buffumsville Rd	\$3,000.00	\$34.00
23	Works Way	\$1,500.00	\$25.00
63	Crest Dr	\$3,000.00	\$34.00
11	Davis	\$600.00	\$25.00
454	High	\$52,000.00	\$426.00
7	Cornfield Dr	\$8,270.00	\$75.00
64	Stackpole Rd	\$1,000.00	\$25.00
429	Old Rochester Rd	\$10,200.00	\$91.00
21	Grand	\$550.00	\$25.00
23	Green	\$2,000.00	\$26.00
148	Green	\$11,000.00	\$98.00
168	High	\$7,500.00	\$70.00
157	Main	\$6,650.00	\$63.00
213	Rt. 108	\$38,100.00	\$315.00
36	Milo Ln	\$11,931.00	\$106.00
18	Nash Pkw	\$3,300.00	\$43.00
503	High	\$26,514.00	\$222.00
212	Old Rochester Rd	\$5,635.00	\$58.00
25	Shady Ln	\$4,500.00	\$82.00
9	Deer Creek Run	\$6,400.00	\$61.00
303	High	\$8,880.00	\$81.00
302	High	\$400.00	\$25.00
56	Rocky Hill Rd	\$19,500.00	\$166.00
10	Hamilton	\$2,280.00	\$28.00
49	Cornfield Dr	\$2,000.00	\$30.00
72	Market	\$9,000.00	\$82.00

6	Joyce	\$2,000.00	\$30.00
48	Grove	\$6,500.00	\$62.00
34	Davis	\$1,000.00	\$25.00
296	Old Rochester Rd	\$2,500.00	\$30.00
68	Colonial Vilg MHP	\$6,500.00	\$62.00
12	Mt. Auburn	\$400.00	\$25.00
389	Rt. 108	\$7,000.00	\$66.00
215	West High	\$4,000.00	\$42.00
21	Pleasant	\$9,007.00	\$82.00
2	Ruel	\$4,350.00	\$50.00
239	High	\$12,000.00	\$106.00
1	Locke Ave	\$8,600.00	\$79.00
470	High	\$10,000.00	\$90.00
6	Rowland	\$4,617.00	\$47.00
84	Noble	\$10,000.00	\$90.00
19	Maple	\$1,801.68	\$28.00

PERMIT RECEIPTS

	2014	2015	2016	2017	2018	DIFFERENCE this year to last	% OF CHANGE
January	\$1,820.00	\$2,157.00	\$6,148.85	\$15,262.40	\$12,784.00	-\$2,478.40	-16.2%
February	\$3,864.00	\$2,408.00	\$4,440.00	\$9,264.40	\$4,087.20	-\$5,177.20	-55.9%
March	\$2,191.64	\$5,287.28	\$27,399.40	\$23,362.82	\$5,307.00	-\$18,055.82	-77.3%
April	\$4,768.15	\$8,277.80	\$6,608.52	\$6,935.89	\$4,285.24	-\$2,650.65	-38.2%
May	\$26,049.95	\$7,194.16	\$12,089.70	\$11,780.49	\$8,936.00	-\$2,844.49	-24.1%
June	\$24,286.88	\$4,234.80	\$5,107.95	\$10,058.40	\$2,787.50	-\$7,270.90	-72.3%
July	\$3,646.20	\$4,914.41	\$14,315.00	\$5,776.84	\$0.00	N/A	
August	\$6,156.50	\$6,829.37	\$5,197.60	\$9,724.60	\$0.00	N/A	
September	\$6,224.10	\$4,438.20	\$5,247.60	\$7,400.00	\$0.00	N/A	
October	\$6,880.63	\$4,652.40	\$10,448.80	\$6,460.00	\$0.00	N/A	
November	\$2,377.78	\$18,322.40	\$27,353.16	\$8,584.44	\$0.00	N/A	
December	\$2,338.80	\$7,886.00	\$6,633.66	\$2,621.00	\$0.00	N/A	
Year total	\$90,604.63	\$76,601.82	\$130,990.23	\$117,231.28	\$38,186.94	-\$38,477.46	
Difference of change this year to last (completed months only)							-46.9%

Total Permits

ROW		2014	2015	2016	2017	2018	DIFFERENCE this month to last year's month	% OF CHANGE
4	January	26	30	33	51	29	-22	-43.1%
5	February	29	24	49	36	31	-5	-13.9%
6	March	29	48	71	79	43	-36	-45.6%
7	April	48	58	57	58	58	0	0%
8	May	66	55	60	99	84	-15	-15.2%
9	June	66	73	77	94	20	-74	-78.7%
10	July	47	51	89	75	0	N/A	
11	August	55	67	79	88	0	N/A	
12	September	67	69	69	83	0	N/A	
13	October	63	58	57	77	0	N/A	
14	November	47	64	49	61	0	N/A	
15	December	38	52	54	49	0	N/A	
16								
17	YTD Totals	581	649	744	850	265	-78	-68.8%

Property Maintenance and Code Enforcement Activity Report for May 2018

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

*CN=Courtesy Notice; NOV=Notice of Violation

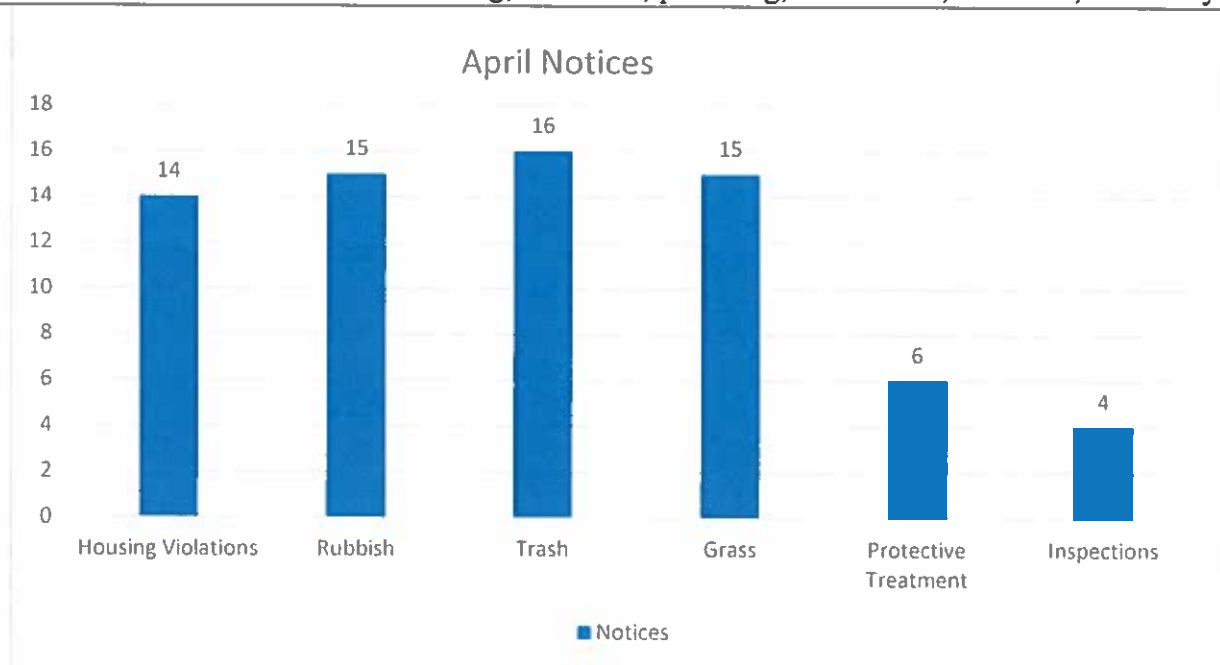
Incident Location		Nature of complaint	Origin of Complaint	Date of Complaint	Notification Method	Compliance
350	Barclay Sq	Housing Violations	DDS	5/8/18	NOV	COMPLETED
9-11	Beacon	Rubbish	DDS	5/30/18	CN	PENDING
203	Blackwater	Deck Frame Inspection	DDS	5/22/18	Site Visit	COMPLETED
26	Blackwater	Rubbish	DDS	5/17/18	CN	COMPLETED
44	Cemetery	Trash	DDS	5/4/18	CN	COMPLETED
21	Cemetery	Rubbish	DDS	5/29/18	Spoke to PO	COMPLETED
38-40	Franklin	Housing Violations	DDS	5/14/18	CN	COMPLETED
103	Franklin	Grass	DDS	5/25/18	CN	PENDING
38-40	Franklin	Grass	DDS	5/25/18	CN	PENDING
86	Franklin	Grass	DDS	5/25/18	CN	PENDING
17	Green	Trash	DDS	5/2/18	CN	COMPLETED
42-46A	Green	Trash	DDS	5/3/18	CN	COMPLETED
11-13	Green	Housing Violations	DDS	5/7/18	CN	COMPLETED
62	Green	Housing Violations	DDS	5/2/18	NOV	EXPIRED
102	Green	Trash	DDS	5/4/18	CN	COMPLETED
42-46A	Green	Trash	DDS	5/2/18	CN	COMPLETED
108	Green	Rubbish	DDS	5/14/18	CN	COMPLETED
47	Green	Rubbish	DDS	5/23/18	Email	COMPLETED
48	Green	Rubbish	DDS	5/23/18	Email	COMPLETED
55	Green	Rubbish	DDS	5/23/18	Email	COMPLETED
103	Green	Rubbish	DDS	5/25/18	Spoke to PO	COMPLETED
10	Green	Housing Violations	DDS	5/25/18	Email	PENDING
35	Green	Grass	DDS	5/29/18	CN	PENDING
37	Green	Grass	DDS	5/29/18	CN	PENDING
102	Green	Rubbish	DDS	5/8/18	NOV	COMPLETE
48	Green	Trash	DDS	5/29/18	CN	PENDING
199	Green	Housing Violations	DDS	5/25/18	CN	PENDING
203	Green	Grass	DDS	5/25/18	CN	PENDING
203	Green	Protective treatments	DDS	5/25/18	CN	PENDING
17	Green	Grass	DDS	5/25/18	CN	PENDING
15-17	Grove	Housing Violations	DDS	5/21/18	Email	PENDING
15-17	Grove	Housing Violations	DDS	5/21/18	NOV	PENDING
21	Grove	Rubbish	DDS	5/23/18	Email	PENDING

21	Grove	Housing Violations	DDS	5/24/18	NOV	PENDING
7	Grove	Housing Violations	DDS	5/22/18	CN	PENDING
199	High	Rubbish	DDS	5/29/18	NOV	COMPLETED
370	High	Protective treatments	DDS	5/31/18	CN	PENDING
445	High	Grass	DDS	5/29/18	CN	PENDING
149	High	Grass	DDS	5/29/18	CN	PENDING
222	High	Trash	DDS	5/29/18	CN	COMPLETED
254	High	Grass	DDS	5/29/18	CN	COMPLETED
281	High	Grass	DDS	5/29/18	CN	COMPLETED
508	High	Grass	DDS	5/29/18	CN	PENDING
234	High	Protective treatments	DDS	5/29/18	CN	PENDING
29	Highland	Trash	DDS	5/22/18	CN	COMPLETED
151	Indigo Hill Rd	Trash	DDS	5/18/18	Other	COMPLETED
125	Indigo Hill Rd	Trash	DDS	5/21/18	CN	COMPLETED
20	Indigo Hill Rd	Protective treatments	DDS	5/31/18	CN	PENDING
113	Indigo Hill Rd	Deck Frame Inspection	DDS	5/18/18	Site Visit	COMPLETED
2	Laurier	Trash	DDS	5/4/18	CN	COMPLETED
340	Main	Rubbish	DDS	5/9/18	CN	COMPLETED
362	Main	Rubbish	DDS	5/8/18	CN	COMPLETED
388	Main	Trash	DDS	5/14/18	NOV	COMPLETED
295	Main	Deck Frame Inspection	DDS	5/25/18	Site Visit	COMPLETED
8	Maize Dr.	Insulation Inspection	DDS	5/31/18	Site Visit	COMPLETED
204	Maple	Trash	DDS	5/4/18	CN	COMPLETED
206	Maple	Trash	DDS	5/4/18	CN	COMPLETED
108	Maple	Grass	DDS	5/31/18	CN	PENDING
17-31	Market	Protective treatments	DDS	5/22/18	CN	PENDING
	Market Basket	Rubbish	DDS	5/18/18	Spoke to PO	COMPLETED
18	Mt.Auburn	Protective treatments	DDS	5/17/18	CN	PENDING
25	Otis	Trash	DDS	5/2/18	CN	COMPLETED
46	Pleasant	Housing Violations	DDS	5/2/18	CN	COMPLETED
369	Rt. 108	Housing Violations	DDS	5/21/18	CN	PENDING
10-12	School	Rubbish	DDS	5/22/18	Email	PENDING
12	Silver	Housing Violations	DDS	5/16/18	NOV	PENDING
20	Silver	Protective treatments	DDS	5/21/18	CN	PENDING
60-62	Union	Trash	DDS	5/4/18	CN	COMPLETED
25	Union	Housing Violations	DDS	5/2/18	CN	PENDING

64	Union	Rubbish	DDS	5/31/18	CN	PENDING
47	Union	Grass	DDS	5/25/18	CN	PENDING
47	Union	Trash	DDS	5/24/18	NOV	PENDING
31	Waltons Way	Grass	DDS	5/25/18	Spoke to PO	COMPLETED
70	Winter	Housing Violations	DDS	5/2/18	CN	COMPLETED

Definitions:

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



Additional Work Performed, but Not Limited to:

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

Land Use Boards:

Conservation Commission May 2018:

The Commission worked with Amanda Stone, Natural Resources & Land Conservation Specialist with the UNH Cooperative Extension on the practical workings of conservation planning.

Historic District Commission May 2018:

At the regular meeting the Commission discussed the following:

- Gunwale Properties, LLC, 44 Market Street, in the Business Historic (BH) District, Assessor's Map 11, Lot 187, HDC # 09-2018. Application to erect a seasonal awning over the patio space was **approved**.
- Ruth Ann Cullinane Revocable Trust, 84 Noble Street, in the Residential Duplex, with a Historic Overlay (R2H) District, Assessor's Map 13, Lot 16, HDC # 11-2018. Application to replace the rear deck was **approved**.
- David & Wendy Baker, 11-13 Highland Street, in the Historic Moderate Density (HMD) District, Assessor's Map 11, Lot 57, HDC # 12-2018. Application to rebuild the stonewall was **approved**.
- Tara & Shawn Mahoney, 19 Maple Street, in the Residential Single Family-A, with a Historic Overlay (R1AH) District, Assessor's Map 11, Lot 130, HDC # 13-2018. Application to replace a fence was **approved**.

Planning Board May 2018:

The Board reviewed the following at their May meeting:

- The John Flatley Company, Tri City Road, in the Business (B) District, Assessor's Map 39, Lot 03, SITE # 12-2015. Request for an extension of the approved site plan to construct three apartment buildings with associated site improvements was **approved** for nine months.
- Upland, LLC and Brian & Dawn Croteau, 138 and 136 Rocky Hill Road, in the Residential Single Family (R1) District, Assessor's Map 54, Lots 01 and 08, SUB # 02-2018. Application for a lot line adjustment was **approved**.
- Upland, LLC and Steve & Lori McHugh, 138 Rocky Hill Road and 6 Shawn's Way, in the Residential Single Family (R1) District, Assessor's Map 54, Lot 01 and 1A, SUB # 03-2018. Application for a lot line adjustment was **approved**.
- River Valley Development Corporation, 206 Green Street, in the Residential Single Family (R1) District, Assessor's Map 08, Lot 78, SITE # 01-2018. Application for 28 townhouses with associated site improvements was **tabled** until the June 20, 2018 Planning Board meeting.

Zoning Board May 2018:

There were no applications for review so the May ZBA meeting was cancelled.

Economic Development - May 2018

- Upcoming Roundtables:
 - ✓ Downtown: June 14 @ 8:30
 - ✓ BIB (Bankers-Investors- Brokers): June 21 @ 8:30
 - ✓ Malley Farm: September 20 @ 9:00
- Vacant Space filled with new tenants
 - ✓ Trackside Taco [effective July 4] Smoke and Cream
 - ✓ Old Ambulance Building [effective May 1] Comcast sub-contractor
 - ✓ Café 319 [effective June 17] Phuggin' Burger
 - ✓ Main Street Barber Shop [Under Construction] Sports Bar
 - ✓ 123 Main Street [use TBD] residential/commercial
- Current Vacant Space in process with prospective tenants
 - ✓ John Parsons - Bank of America
 - ✓ The Plaza – Care Pharmacy
 - ✓ The Plaza – Liquor Store
- Focus on Somersworth manufacturers:
 - ✓ Continued visits with members of the MFT community
 - ✓ Continued efforts to establish a Manufacturer's Roundtable
- Skyhaven Airport
 - ✓ Wings and Wheels: June 2, 2018
 - ✓ Represent Somersworth on Skyhaven Advisory Board
 - ✓ Serve as Somersworth representative for "Wings and Wheels"
- Began drafting concepts for streamlining the application process
 - ✓ Building permit
 - ✓ Site Plan
 - ✓ Major Subdivision
- Miscellaneous
 - ✓ Assisting with web -site overhaul Concepts
 - ✓ Assisting with lead remediation opportunities
 - ✓ Obtained bids for Police Station banner
 - ✓ Working on Somersworth destination map
 - ✓ Planning " Medical Mile" visitation

Parks and Recreation - May 2018

- Granite State Track and Field practices began on Wednesday, May 9th. We're excited to report that our team has doubled in size this year with 36 children participating and we have 3 parent volunteers helping to coach alongside our Recreation Supervisor. Practices are held at the Idlehurst Elementary School track on Mondays and Wednesdays from 3:30-4:30 p.m. The season will conclude with the big Regional track meet on Saturday, June 16th at the Spaulding High School track. The top four athletes from each event will be invited to compete at the State Meet on June 22nd.
- Summer Camp registration is ongoing for both our Kids Camp & Trends Teen Camp programs. The Early Bird deadline was May 1st and the deadline to register for both programs is June 1st. We are currently planning to roll out a new recycling program with our summer camp this year and will be collaborating with Wendy Berkeley from SAU 56 Farm to School. We're excited to introduce this new program with our kids and teach sustainability. We're currently at full staff with 3 Camp Directors and 8 Camp Counselors between the two camp programs. The program will run for 8-weeks; June 25-August 17th.
- We participated in the annual Serve with Liberty program on Thursday, May 10th. This year our project was repainting the Summer Camp building restrooms, kitchen, and interior benches. We had 6 volunteers complete the project with our Recreation Supervisor. Liberty Mutual hosts this program for 2 weeks each year and we're so grateful for all the volunteers who helped us make these improvements to the building.
- We participated in the annual Somersworth Clean-Up Day hosted by SYC and City Departments on Saturday, May 5th. We were blown away by the support we received from members of the community as we had nearly 250 volunteers show up ready to help beautify Somersworth.
- We welcomed back our Recreation Clerk, Mona Potter on May 7th. We also welcomed back our Park Maintenance Worker, Joe Ferland who is returning for another season and will work mid-May through the summer. Planning is currently underway for park projects that will be completed this summer by Joe.



MEMORANDUM from Director Public Works & Utilities

TO: Robert M. Belmore, City Manager

DATE: June 12, 2018

SUBJECT: Public Works Department Monthly Report for May/June, 2018

FROM: Michael Bobinsky, Director of Public Works & Utilities

DIRECTOR'S COMMENTS

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

- Participated in a multi-agency emergency response exercise involving the Salmon Falls River. Full scale operation to be held on Thursday June 21, staging at the Somersworth Water Treatment Plant and Berwick Water Treatment Plant.
- Finalized the 2018 road repair listing; completing bid documents at this time.
- Assisted with site preparations for the annual Memorial Day Parade and special veteran's services at Forest Glade Cemetery.
- Celebrated National Public Works Week; supported the Fill-a-Truck program and donated 370 lbs. of food to the Somersworth Community Food Pantry.
- Worked with Hi-Way Safety on the repainting of City street markings.
- Municipal Pest Management applied weed spraying services in early June.
- Participated in a substantial completion site inspection of the improvements to the Blackwater Road Pump Station.
- Worked with organizers of the Children's Festival and the Food Truck Festival on traffic control and road closure plans. Highway personnel has been scheduled to work during the June 15-17 weekend in support of the Events for road closure/equipment barricade services.
- Participated in the Seacoast Stormwater Coalition meeting.
- Attended the Cemetery Trustees meeting.
- Participated in a workshop with the Sustainability Committee on future work plans.
- Attended the annual NH Public Works Association Meeting.
- Participated in AFSCME contract negotiations.
- Attended the retirement farewell for Debra Longo

HIGHWAY DIVISION

Operations/Maintenance:

- Performed pot hole repairs on High St, Salmon Falls, and a section of West High.
- Began building replacement barricades.
- Repaired a section of sidewalk on High St that was damaged this past winter.
- Performed 2 shifts of sweeping to efficiently get the city streets swept prior to street marking work.
- Performed seasonal brush collection.
- Repaired Flag poles at Stein Park and placed American and State flags.
- Finished mulching all city beds.
- Cleaned up Elm St from winter operations. (broken and loose asphalt.)
- Assisted Hi-Way Safety with street painting. (Long line and hand work)
- Attended PD sponsored Touch-a-Truck event.

- Participated in Spirit-up-day with an operator assisting operations.
- Performed repairs to city equipment.
- Repaired 2 Basins on John Parsons Way.
- Performed monthly metal collection.
- Removed the City Christmas Tree with assistance from the Fire Department.
- Graded out Malley Farm Rd.

Recreation:

- Performed repairs to picnic tables.
- Prepared the Pines building for Serve with Liberty volunteers.

Cemetery:

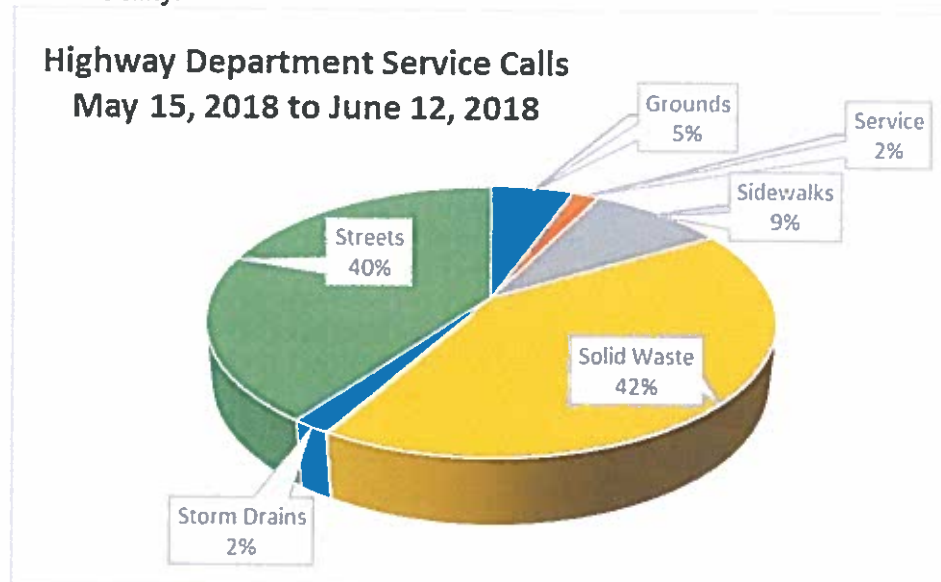
- Performed 2 Burial this reporting period.
- Performed clean-up / plantings in Forest Glade Cemetery in preparation for Memorial Day.
- Cleaned the Chapel in preparation for Memorial Day.
- Removed leaves and brush collected during Spirit-Up-Day in Horne Cemetery; used some volunteers from Serve with Liberty to assist.

Sewer Collections Maintenance:

- Responded to 49 Dig safe requests.
- Responded to 2 possible sewer back-ups.

Water Distribution

- Assisted Water Distribution with a truck and driver for a water line repair at Waste Water Treatment Facility.



WASTEWATER DIVISION

Operations/Maintenance:

- Operating under (MUCT) process which is used for our summer seasonal limits. This process is used to specifically treat the nutrients phosphorus and ammonia nitrogen.
- Started adding sodium aluminate. This chemical removes fine suspended solids within the effluent prior to discharge and is necessary to meet the summer limits.

- Received approval to remove a 5,000-gallon underground fuel storage tank which is no longer in service. Lakes Region Environmental was selected to complete the removal project. The City has partnered with them for the last 5-years concerning preventative maintenance and inspection requirements. The date for removal is scheduled for the 1st week of July and is expected to take two days to complete. The removal cost is \$15,675.
- Completed a water line repair located at the headworks building.
- Completed annual preventative maintenance on the chlorine analyzers. These units are used to monitor the disinfection process.
- Reviewing options for zone mixers. Wright-Pierce has submitted three options for consideration to address our operating and costs concerns with zone mixers. The Department is looking for options to reduce high maintenance cost and unnecessary downtime.
- Treated a total of 13,750 gallons of septage from residents not on city sewer.

Compliance:

- Preparing monthly reports to US-EPA and NH-DES.
- Reported no permit exceedances for the month of May.
- Received NH-DES report for annual inspection which was conducted on April 18th. No issues or concerns were noted.
- Treated a total of 42-million gallons of wastewater during the month.

Industrial Pretreatment Program:

- Completed annual inspection of ContiTech-Thermopol on May 1st. No issues or concerns were noted.
- Scheduled annual sampling event for all of our SIU's (Significant Industrial Users) for the period of June 4-5.

Capital Improvements Plan Items:

- Blackwater Rd pump station upgrade – Staff continues to work with the contractor on a vibration issue concerning pump #1. The generator has been installed and start-up completed. Training on the generator and transfer switch was provided to staff. Some outstanding issues remain which include odor control blower replacement, heating system training and some punch list items. Final completion for this project is scheduled for June 23rd, 2018.

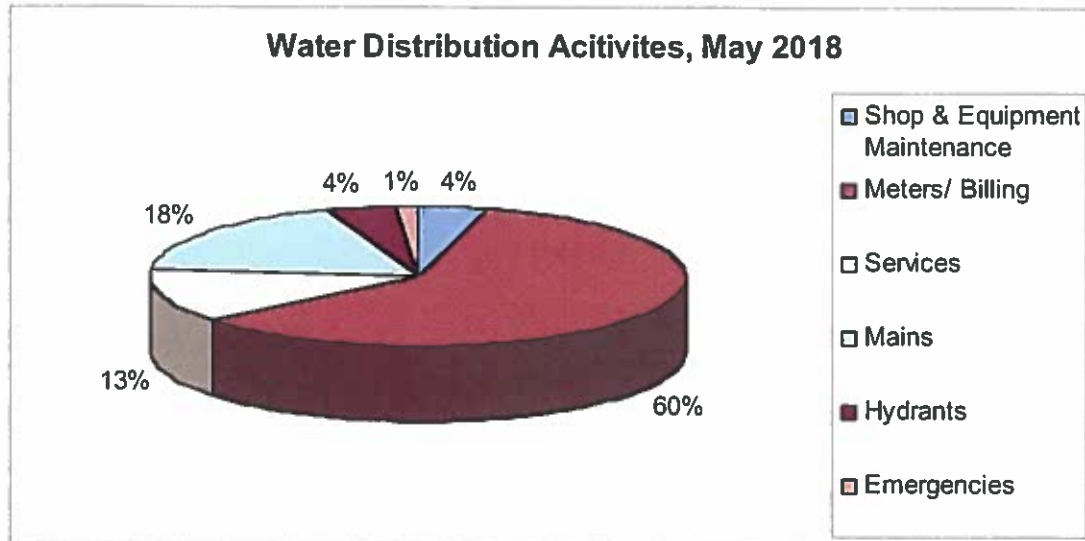
WATER DIVISION

Items completed this month:

- Bacteria's and TOC's water quality tests were completed
- Pumped 42,543,039 gallons of raw water
- Pumped 38,433,748 gallons of finish water to the distribution system
- Met with contractors to quote new door intercom system
- Hosted emergency boom deployment drill around intake
- Staff attended table top exercise for emergency spill drill
- Had annual intake inspection with Commercial Divers Inc.
- Finalized details for lagoon cleanout
- Laviolette Controls repaired SCADA issue
- Completed quarter #2 water quality sampling

WATER DISTRIBUTION

- Water Distribution operators responded to 43 non-emergency service requests and provided contractor support at multiple construction sites.
- Operators flushed the entire water distribution system as part of an annual routine maintenance program to maintain water quality to the tap.
- Operators repaired a water line at the Waste Water Treatment Facility on May 2, 2018.
- Operators participated in a table top emergency training exercise simulating a Salmon Falls River chemical spill that threatened the City's Water supply.



Brenda Breda

From: Bob Belmore
Sent: Thursday, June 14, 2018 11:11 AM
To: Brenda Breda
Subject: Fwd: Info on Salmon Falls River Drill for your update to City Council

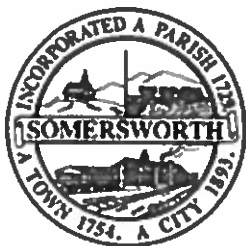
Attached to his monthly report pls

Sent from my iPhone

Begin forwarded message:

From: Keith Hoyle <khoyle@somersworth.com>
Date: June 14, 2018 at 11:00:29 AM EDT
To: Bob Belmore <bbelmore@somersworth.com>
Subject: Info on Salmon Falls River Drill for your update to City Council

- Drill at Mast Point Dam: Somersworth and Berwick Water Treatment Plants
- Sponsored by the Granite State and Maine Rural Water Associations for the purpose of protecting the drinking water for both communities from contamination from a hazardous materials spill into the Salmon Falls River
- Thursday June 21st from 8am until approximately 3pm
- Mast Point Dam Recreation Area will be closed along with intermittent blockage of Salmon Falls Road
- Participating Agencies: Granite State Rural Water Association: Maine Rural Water Association: Somersworth DPW/Utilities, Fire and Police: Berwick DPW/Utilities, Fire and Police: Rochester Fire: South Berwick Fire: NH DES and HSEM: Maine DEP: York County EMA: Seacoast Fire Chiefs Association: Seacoast Hazardous Materials Response Team: U.S. Coast Guard
- Drill will begin with a simulated unknown liquid spill into the river followed by mitigation at that scene along with protection of both communities' water intakes on the river.
- Response by both community's Water Departments to analyze water quality and particulates and determine a course of action for each to sustain a viable water supply during and after the event.
- There is no cost to the city as the Rural Water Associations obtained state grants for the equipment to be deployed on the river (which remain with both communities) and NH HSEM provided an \$11,327 grant to pay for emergency services overtime at all training sessions and the actual drill on June 21st.



Somersworth Police Department

12 Lilac Lane

Somersworth, NH 03878

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

David B. Kretschmar
Chief of Police

MEMORANDUM

Memo To: Bob Belmore, City Manager
From: David Kretschmar, Chief of Police
Date: June 12, 2018
Subject: Monthly Report – Month of May 2018

Bob:

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

COMMUNITY POLICING:

- **Bicycle Safety Day:** On May 5th Somersworth children brought their bicycles to Idlehurst Elementary School to learn about bike safety. Bicycle helmets were provided to anyone who needed one.
- **Touch A Truck Event:** On May 12th we invited the public to come to the Walmart Supercenter where we had vehicles from Somersworth Police, Fire and Public Works, as well as Strafford SWAT Team and American Ambulance.

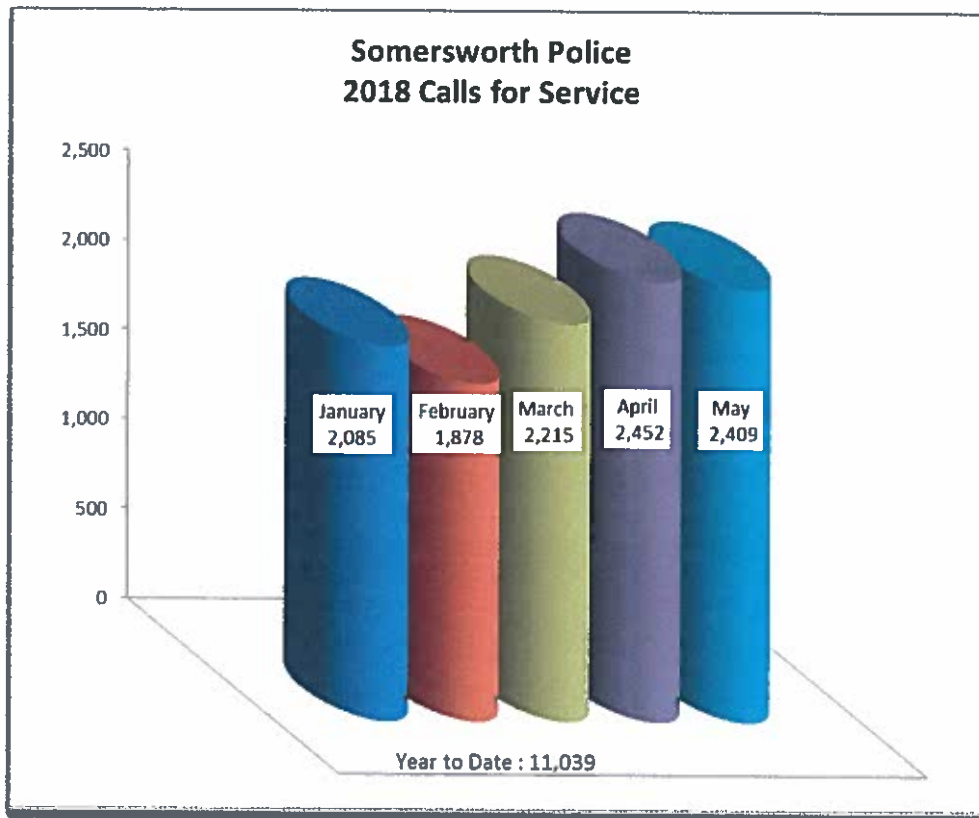
PERSONNEL:

- Officer Erich Lutz was sworn in on May 7th. Officer Lutz was a certified officer with the Fremont Police Department before joining our Patrol Division.
- Detective Lieutenant John Kelly retired on May 25th with almost 20 years of service.

TRAINING:

- Officers attended Fentanyl Officer Safety Training provided by the DEA, Portsmouth Post of Duty and UNH Police.

STATISTICS:



2018 Calls for Service		
Month	#	To Date
January	2,085	2,085
February	1,878	3,963
March	2,215	6,178
April	2,452	8,630
May	2,409	11,039



City of Somersworth

Fire Department

195 Maple Street – Somersworth, NH 03878-1594



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

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

MAY 2018 MONTHLY REPORT

EMERGENCY ACTIVITIES

Building Fires:	7
Vehicle Fires:	0
Outside Fires:	9
Emergency Medical:	63
Motor Vehicle Crash:	6
Malfunction/false alarm:	6
Accidental/public service:	45
Hazardous Condition:	4
Hazardous Materials:	4

NON-EMERGENCY ACTIVITIES

Burning Permits:	133
Fireworks Permits:	3
Oil Burner Permits:	2
Place of Assembly Permits:	2
Fire Safety Inspections:	9
Fire Drills:	8

CALLS FOR SERVICE

- We responded to 12 more emergency calls this May (145) than in May 2017 – an increase of 9%.
- We had a roof fire at 8 Plaza Terrace that slightly damaged the city façade.
- We responded to mutual aid fires in Barrington, Durham (2), and Milton and Berwick in Maine.
- American Ambulance continues to provide excellent EMS services to the city with an average response time that is approximately 4 minutes.

PLANNING/PROJECTS/GRANTS

- State COOP grant vendor Jane Hubbard continues to meet with city departments to craft a COOP plan for the city.
- MRI hired by the city to consult on fire station needs and location costs.
- Awaiting NH HSEM decision on “active shooter” equipment grant.

- We continue to install smoke/CO detectors in homes (provided by the State Fire Marshal's Office FEMA Grant Program).
- Brush truck pump failed at fire – repair took 2 weeks but there were no issues while it was out of service.
- Attended “tabletop exercise” of the NH/ME Rural Water Associations regarding the June 21 drill with Berwick on the Salmon Falls River.
- Assisted Police at the Green Street standoff.
- Attended pre-construction meeting for the new Rocky Hill development.
- Requested 2 “loaner” portable sign boards from NH HSEM for the Food Truck Festival for road closure information.
- Submitted grant application to NH HSEM for a city portable sign board.
- Attended Food Truck Festival meeting.

TRAINING/MEETINGS

- Mike Roach began employment as career firefighter. One new call F/F also was hired. One call F/F is on a leave of absence to fight wildfires out west.
- We continue to train 4 new career firefighters on shift.
- Members received “boom” training on the river from NH HSEM, DES and Maine DES in preparation for the June 21 drill on the Salmon Falls River.
- One call firefighter graduated from FF I/II training.
- Attended training at the Fire Academy for Statewide Mobilization Plan.
- Attended meetings of the SRTC: Active Shooter Committee: Public Safety Committee and the JLMC.
- Attended Seacoast Fire Chiefs meeting.

COMMUNITY SERVICE

- Department participated in Memorial Day Parade.
- Participated in “Spirit Up” Day events.
- Attended Chamber of Commerce annual awards dinner.
- Participated at Police Department's “Touch-A-Truck” event at Wal-Mart.
- Participated in DPW “Fill-A-Truck” event.

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