

Office of the City Manager

TO: Mayor Dana S. Hilliard and City Council Members
FROM: Robert M. Belmore, City Manager
DATE: Friday, June 16, 2023
SUBJECT: City Manager's Report for Tuesday, June 20, 2023 City Council Meeting

Unfinished Business (under Section 15 of Agenda)

Ordinance

- A. **Ordinance No. 23-23: Transfer Between Departments.** Again, the Finance Committee voted to support this Ordinance.

Resolutions

- A. **Resolution No. 46-23: To Establish a Mental Health and Wellness Committee.**
- B. **Resolution No. 47-23: To Authorize the City Manager to Execute a Lease Agreement Extension with the Pall Corporation of Port Washington, NY to Lease Building Space at the Somersworth Water Treatment Facility.** Again, this is a 1-year Lease extension and their Lease payment will increase from \$1,300/month to \$1,500/month starting July 1, 2023.
- C. **Resolution No. 48-23: To Authorize the City Manager to Execute Agreements with Ameresco, Inc. of Framingham, Massachusetts, Operating as Blackwater Road Solar, LLC., to Develop a Solar Project Pursuant to RSA 362-A on the Closed Somersworth Sanitary Landfill Superfund Site on Blackwater Road.** Again, *Lease payments are:* a one-time \$5,000 development rent payment; a one-time \$15,000 construction rent payment and then \$37,000 per year with a 2% annual increase. *PILOT payments:* are: \$7,028 per megawatt/AC which is approximately \$14,000 per year. Ryan Fahey from Ameresco will be at the meeting to answer any questions Council may have as well as the City's Special Legal Counsel, Gareth Orsmond.
- D. **Resolution No. 49-23: Naming Storage Drive and Assigning Addresses, as Assigned.** Again, the E911 Committee met on May 18th and voted to support this Resolution.
- E. **Resolution No. 50-23: Annual Flag Pole Displays at Citizen's Place.** The Government Operations Committee met on June 14th to review this Resolution. The Committee proposed an amendment to the list of Flags by adding the 1776 US Flag to be raised for the month of July. Attached is a *red-line* of the proposed amendment.

New Business (under Section 16 of Agenda)

Ordinance

- A. **Ordinance No. 24-23: To Amend Chapter 29, Administrative Code, Section 29.8.5, Disposal of City Property.** The Finance Committee met on May 30th and voted to support this Ordinance change. Many of our vehicles coming off-line are sold for more than \$1,000. Increasing the amount from \$1,000 to \$5,000 would allow these types of sales to occur without having to bring to full Council. Attached is a *red-line* showing the suggested amendments to Chapter 29.

Resolutions

- A. **Resolution No. 52-23: To Authorize the City Manager to Sign an Application for a Community Development Block Grant (CDBG) to Upgrade the Parking Lot, Install Air Conditioning, New Windows, New Playgrounds, Upgrade Classrooms, and Make Certain Building Structure Improvements at the Somersworth Early Learning Center.** The Finance Committee met on May 30th and supports the City partnering with the YMCA to apply for this CDBG Grant. Attached are copies of the Granite YMCA-Somersworth Early Learning Center's summary of their program and funding needs, along with the following documents:
- 2023 Housing and Community Development Plan
 - 2023 Somersworth Residential Anti-displacement and Relocation Assistance Plan
- Council will need to schedule a Public Hearing at the next City Council meeting on July 10th.
- B. **Resolution No. 53-23: To Authorize the City Manager to Enter into a Purchase and Sales Agreement with the Hawkins Family Revocable Trust to Sell the Former Somersworth Police Station Site Located at 5 Main Street.** The Economic Development Committee met on June 14th to discuss the selling of the Former Police Station. The City received three offers to purchase the property and Heather Kretschmar of the Bean Group presented those offers to the Economic Development Committee and suggested the City accept the offer from the Hawkins Family Revocable Trust to purchase the property for \$205,000. The Committee agreed and voted to recommend approval of this sale to the full Council. Committee Members intend to request Council Rules be waived to allow for a second reading and vote. *Please note:* the small parking lot and the former USS Somersworth Park is being proposed as part of the purchase and sale. Attached is a copy of the Proposal received from the Hawkins Family and a copy of a site map. The other two (2) offers were for \$150,000 and \$160,000. Heather Kretschmar and the proposed purchaser will plan to attend.
- C. **Resolution No. 54-23: To Authorize the City Manager to Enter into a Purchase and Sales Agreement with Chinburg Builders to Sell the Former National Guard Readiness Center Located on Blackwater Road.** The Economic Development Committee met on June 14th and support entering into a purchase and sales agreement to sell the property to Chinburg Builders for \$200,000. Attached is a copy of the Proposal received from Chinburg Builders.

Other

- A. Approve Amendments to the City Manager's Employment Agreement.
- B. Vote to Authorize the City's Application to the NH Division of Historical Resources for the inclusion of the former Somersworth Municipal Building at 157 Main Street onto the State of NH Registry of Historic Place. This vote is requested by Mayor Hilliard.

City Manager's Items (under section 12 of Agenda)

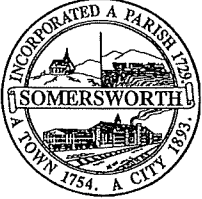
Informational Items

- A. **Comprehensive Opioid, Stimulant and Substance Abuse Program (COSSAP).** Police Chief Tim McLin will be attending a National Forum as part of the COSSAP Grant. Attached is a Memorandum from Chief McLin outlining this Program.
- B. **Elections.** Attached is a copy of an email that I sent to Council in early June. It summarizes discussions Staff had with several of our election workers this past month at a meeting in Council Chambers. There were certain concerns expressed that we have already begun to address as well as election process improvements that Staff is working to implement. Councilor Pepin's recent request on being proactive in informing voters on Ward Boundary changes is also on the list and is being "mapped out".

Attachments

- 1. Department Head Reports
- 2. City Attorney Certifications: Four (4)

FYI: The next City Council meeting on July 10th we will be taking a group photo of City Council at 6:30 p.m. prior to the meeting.

	City of Somersworth – Ordinance
	Ordinance No: 23-23 TRANSFER BETWEEN DEPARTMENTS

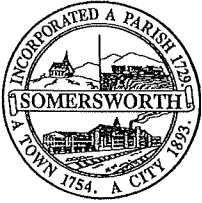
June 5, 2023

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

<u>DEPARTMENTS</u>	<u>FROM</u>	<u>TO</u>
ELECTED LEADERSHIP		
CITY MANAGEMENT		
FINANCE AND ADMINISTRATION		
DEVELOPMENT SERVICES		
POLICE	200,000	
FIRE		200,000
PUBLIC WORKS		
OTHER EXPENSES (<i>CONTINGENCY</i>)		
CAPITAL OUTLAY		
INTERGOVT ASSESSMENTS-COUNTY TAX		
SCHOOL DEPARTMENT	_____	_____
 TOTAL GENERAL FUND	 200,000	 200,000

This Ordinance shall take effect upon passage.

Authorization	
<i>Sponsored by Councilors:</i> David A. Witham Don Austin Matt Gerding Robert Gibson	<i>Approved:</i> City Attorney



City of Somersworth – Resolution

Resolution No: **46-23**

TO ESTABLISH A MENTAL HEALTH AND WELLNESS COMMITTEE

June 5, 2023

WHEREAS, there is a need to foster, promote and support mental health and wellness services and opportunities within the City; and

WHEREAS, the Mayor and City Council supports the ongoing education of, and outreach to, all City and School employees, students, and citizens of Somersworth to further efforts of wellness and recovery outreach; and

WHEREAS, the purpose of the Mental Health and Wellness Committee will be to provide an ongoing focus, and to examine, study and implement systems that support mental health, wellness and recovery opportunities within the City that foster community-wide coalitions to aid in the education, outreach and these service goals; and

WHEREAS, the Mental Health and Wellness Committee may recommend changes to policies in support of its mission to provide education and outreach to the Community; and

WHEREAS, the City will establish a Mental Health and Wellness Committee consisting of eleven (11) members, said membership established as follows:

- One (1) City Councilor appointed by the Mayor
- One (1) School Board Member appointed by the School Board Chair
- Mayor or designee
- City Manager or designee
- School Superintendent or designee
- One (1) member from the City's Public Safety Departments appointed by the City Manager
- Executive Director of the Chamber of Commerce or designee
- Four (4) additional members representing youth organizations, public health entities, community-based healthcare, and civic organizations appointed by the Committee Chair;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the Mayor and City Council will establish a Mental Health and Wellness Committee to provide ongoing focus, and to examine, study and implement systems that support mental health, wellness and recovery opportunities within the City through the formation of community-wide coalitions that will aid in the education as well as outreach to facilitate these service goals.

Authorization	
<i>Sponsored by:</i> Mayor Dana S. Hilliard <i>Sponsored by Councilor:</i> Don Austin	<i>Approved:</i> City Attorney

City of Somersworth – Ordinance 23-23

History

First Read Date:	6/5/2023	Tabled:	
Public Hearing:		Removed From Table:	
Second Read:			

Discussion

6/5/2023

Clerk LaPanne performed a first reading of Ordinance 23-23.

Ordinance 23-23 will remain in first reading until the call of the Chair.

Voting Record		YES	NO
Ward 1 Councilor	Pepin		
Ward 2 Councilor	Vincent		
Ward 3 Councilor	Gibson		
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	Ordinance 23-23	PASSED	FAILED

City of Somersworth – Resolution 46-23

History

First Read Date:	6/5/2023	Tabled:	
Public Hearing:		Removed From Table:	
Second Read:			

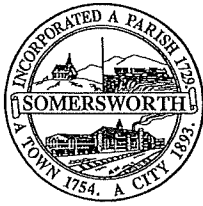
Discussion

6/5/2023

Clerk LaPanne performed a first reading of Resolution 46-23.

Resolution 46-23 will remain in first reading until the call of the Chair.

Voting Record		YES	NO
Ward 1 Councilor	Pepin		
Ward 2 Councilor	Vincent		
Ward 3 Councilor	Gibson		
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 46-23	PASSED	FAILED



City of Somersworth – Resolution

Resolution No: 47-23

TO AUTHORIZE THE CITY MANAGER TO EXECUTE A LEASE AGREEMENT EXTENSION WITH THE PALL CORPORATION OF PORT WASHINGTON, NEW YORK TO LEASE BUILDING SPACE AT THE SOMERSWORTH WATER TREATMENT FACILITY

June 5, 2023

WHEREAS, the Pall Corporation has a lease agreement with the City of Somersworth to lease building space at the Somersworth Water Treatment Facility that expires on June 30, 2023; and

WHEREAS, the Pall Corporation has informed the City they would like to terminate this lease in accordance with the terms and conditions of the lease, but also have requested a one (1) year extension to expire on June 30, 2024 to remove all equipment and fixtures as required by the lease terms and conditions; and

WHEREAS, the agreed lease amount for the one (1) year extension is \$1,500 (One Thousand Five Hundred dollars) per month;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to execute a lease extension through June 30, 2024 with the Pall Corporation of Port Washington, New York, for \$1,500 (One Thousand Five Hundred dollars) per month, for building space at the Somersworth Water Treatment Facility under terms and conditions deemed to be in the best interest of the City.

Authorization

Sponsored by Councilors:

David A. Witham
Donald Austin
Matt Gerding
Robert Gibson

Approved:

City Attorney

City of Somersworth – Resolution 47-23

History

First Read Date:	6/5/2023	Tabled:	
Public Hearing:		Removed From Table:	
Second Read:			

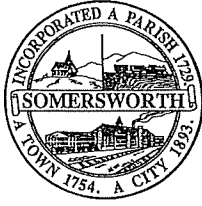
Discussion

6/5/2023

Clerk LaPanne performed a first reading of Resolution 47-23.

Resolution 47-23 will remain in first reading until the call of the Chair.

Voting Record		YES	NO
Ward 1 Councilor	Pepin		
Ward 2 Councilor	Vincent		
Ward 3 Councilor	Gibson		
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 47-23	PASSED	FAILED



City of Somersworth – Resolution

Resolution No: **48-23**

TO AUTHORIZE THE CITY MANAGER TO EXECUTE AGREEMENTS WITH AMERESCO, INC. OF FRAMINGHAM, MASSACHUSETTS, OPERATING AS BLACKWATER ROAD SOLAR, LLC., TO DEVELOP A SOLAR PROJECT PURSUANT TO RSA 362-A ON THE CLOSED SOMERSWORTH SANITARY LANDFILL SUPERFUND SITE ON BLACKWATER ROAD

June 5, 2023

WHEREAS, the City Council adopted Resolution 27-22 authorizing the City Manager to negotiate agreements, subject to the approval of the City Council, with Ameresco, Inc. of Framingham, Massachusetts to develop a solar project on the closed Somersworth Sanitary Landfill Superfund Site on Blackwater Road; and

WHEREAS, the City Manager negotiated agreements with Ameresco, Inc. for the design, installation, maintenance, and decommission of a community solar project pursuant to the New Hampshire Group Net Metering statute, RSA 362-A and locate it on the closed Somersworth sanitary landfill superfund site on Blackwater Road; and

WHEREAS, the Agreements consist of a Purchase Power Agreement (PPA), a Ground Lease, and a Payment in Lieu of Taxes (PILOT) agreement by and between the City of Somersworth and Blackwater Road Solar, LLC.;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to execute Agreements with Ameresco, Inc. of Framingham, Massachusetts, operating as Blackwater Road Solar LLC., to develop a solar project pursuant to RSA 362-A on the closed Somersworth Sanitary Landfill Superfund site on Blackwater Road and take any and all other such actions relative to this project determined to be in the best interest of the City.

Authorization

Sponsored by Councilors:

David A. Witham
Donald Austin
Matt Gerding
Robert Gibson

Approved:

City Attorney

City of Somersworth – Resolution 48-23

History

First Read Date:	6/5/2023	Tabled:	
Public Hearing:		Removed From Table:	
Second Read:			

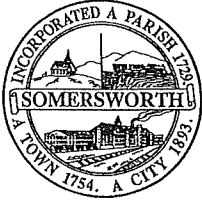
Discussion

6/5/2023

Clerk LaPanne performed a first reading of Resolution 48-23.

Resolution 48-23 will remain in first reading until the call of the Chair.

Voting Record		YES	NO
Ward 1 Councilor	Pepin		
Ward 2 Councilor	Vincent		
Ward 3 Councilor	Gibson		
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 48-23	PASSED	FAILED



City of Somersworth – Resolution

Resolution No: **49-23**

NAMING STORAGE DRIVE AND ASSIGNING ADDRESSES, IF REQUIRED

June 5, 2023

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

NAME

“STORAGE DRIVE”

EXPLANATIONS

- 1) Name suggested by Developer of the Tara Fields Self Storage Facility and approved by the Rollinsford Planning Board in August 2022 as the property is in Rollinsford, however access is off of Royal Drive in Somersworth.
- 2) The E-911 Street Name and Address Committee recommended and approved the street name at their May 18, 2023 Committee meeting.
- 3) The Street name is required to be in compliance with E-911 standards due to the size and location of the storage units.
- 4) Storage Drive is a private road.
- 5) Developer is required to install a street sign and a “Private Way” sign per City condition of name acceptance.

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.

Authorization

Sponsored by:
Councilor Martin Pepin

Approved:
City Attorney

City of Somersworth – Resolution 49-23

History

First Read Date:	6/5/2023	Tabled:	
Public Hearing:		Removed From Table:	
Second Read:			

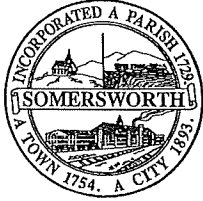
Discussion

6/5/2023

Clerk LaPanne performed a first reading of Resolution 49-23.

Resolution 49-23 will remain in first reading until the call of the Chair.

Voting Record		YES	NO
Ward 1 Councilor	Pepin		
Ward 2 Councilor	Vincent		
Ward 3 Councilor	Gibson		
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 49-23	PASSED	FAILED



City of Somersworth – Resolution

Resolution No: **50-23**

ANNUAL FLAG POLE DISPLAYS AT CITIZEN’S PLACE

June 5, 2023

WHEREAS, the City Council adopted Resolution 2-19 adopting a policy for flag raising at Citizen’s Place that authorizes the Mayor to manage the flag pole displays at Citizen’s Place; and

WHEREAS, Citizen’s Place has become a focal point which celebrates and embraces Somersworth’s rich history and commitment to cultural diversity; and

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

WHEREAS, the City Council believes it is important to establish an annual flag pole display in an effort to raise awareness for certain events that closely demonstrates the City’s rich history and cultural diversity; and

WHEREAS, the City Council has identified a list of annual flag pole displays that promote the history and cultural diversity within the City of Somersworth with a display schedule as follows:

MONTH	FLAG RAISED	DATE CELEBRATED
January	Coexist Flag	All Month
March	Flag of Ireland	March 17 th
March	Flag of Greece	March 25 th
April	Earth Day Flag	April 22 nd
April	Flag of England	April 23 rd
April	Arbor Day Flag	April 24 th
April	POW Flag	Memorial Day
May	Police Memorial Flag	On Police Memorial Day – Week Recognition
May	EMS/Stewarts Ambulance Flag	On EMS Recognition Week

May	Firefighters Flag	On Firefighters' Recognition Week
May	Merchant Navy / Merchant Marines Flag	May 22 nd
June	Pride Flag	All Month
June	US Army Flag	June 14 th
June	Juneteenth Flag	June 19 th
June	Flag of Quebec	June 24 th
August	Coast Guard Flag	August 4 th
September	US Air Force Flag	September 18 th
September	Recovery Flag	All Month
October	US Navy Flag	October 13 th
November	US Marines Flag	November 10 th
November	Abenaki and Pennacook Indigenous People Flag	All Month
December	Peace Flag	All Month
December	Space Force Flag	December 20 th

AND, WHEREAS, other flags may be flown in addition to the aforementioned schedule, however, these requests will require a special permit and permission from the Mayor to be displayed at Citizens Place;

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City will hereby display flags identified in this Resolution at the dates designated by the City Council at Citizen's Place.

Authorization	
<i>Sponsored by:</i> Mayor Dana S. Hilliard	<i>Approved:</i> City Attorney

City of Somersworth – Resolution 50-23

History

First Read Date:	6/5/2023	Tabled:	
Public Hearing:		Removed From Table:	
Second Read:			

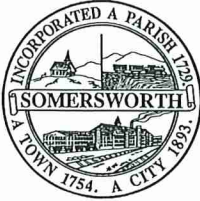
Discussion

6/5/2023

Clerk LaPanne performed a first reading of Resolution 50-23.

Resolution 50-23 will remain in first reading until the call of the Chair.

Voting Record		YES	NO
Ward 1 Councilor	Pepin		
Ward 2 Councilor	Vincent		
Ward 3 Councilor	Gibson		
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 50-23	PASSED	FAILED



City of Somersworth – Resolution

Resolution No: **50-23**

ANNUAL FLAG POLE DISPLAYS AT CITIZEN'S PLACE

PROPOSED AMENDMENT BY GOVERNMENT OPERATIONS COMMITTEE

June 5, 2023

WHEREAS, the City Council adopted Resolution 2-19 adopting a policy for flag raising at Citizen's Place that authorizes the Mayor to manage the flag pole displays at Citizen's Place; and

WHEREAS, Citizen's Place has become a focal point which celebrates and embraces Somersworth's rich history and commitment to cultural diversity; and

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

WHEREAS, the City Council believes it is important to establish an annual flag pole display in an effort to raise awareness for certain events that closely demonstrates the City's rich history and cultural diversity; and

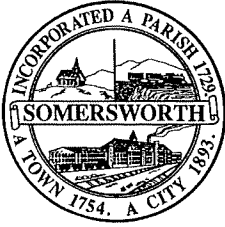
WHEREAS, the City Council has identified a list of annual flag pole displays that promote the history and cultural diversity within the City of Somersworth with a display schedule as follows:

MONTH	FLAG RAISED	DATE CELEBRATED
January	Coexist Flag	All Month
March	Flag of Ireland	March 17 th
March	Flag of Greece	March 25 th
April	Earth Day Flag	April 22 nd
April	Flag of England	April 23 rd
April	Arbor Day Flag	April 24 th
April	POW Flag	Memorial Day
May	Police Memorial Flag	On Police Memorial Day – Week Recognition
May	EMS/Stewarts Ambulance Flag	On EMS Recognition Week

May	Firefighters Flag	On Firefighters' Recognition Week
May	Merchant Navy / Merchant Marines Flag	May 22 nd
June	Pride Flag	All Month
June	US Army Flag	June 14 th
June	Juneteenth Flag	June 19 th
June	Flag of Quebec	June 24 th
July	1776 US Flag	All Month
August	Coast Guard Flag	August 4 th
September	US Air Force Flag	September 18 th
September	Recovery Flag	All Month
October	US Navy Flag	October 13 th
November	US Marines Flag	November 10 th
November	Abenaki and Pennacook Indigenous People Flag	All Month
December	Peace Flag	All Month
December	Space Force Flag	December 20 th

AND, WHEREAS, other flags may be flown in addition to the aforementioned schedule, however, these requests will require a special permit and permission from the Mayor to be displayed at Citizens Place;

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City will hereby display flags identified in this Resolution at the dates designated by the City Council at Citizen's Place.



City of Somersworth – Ordinance

Ordinance No: **24-23**

TO AMEND CHAPTER 29, ADMINISTRATIVE CODE, SECTION 29.8.5, DISPOSAL OF CITY PROPERTY

June 20, 2023

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

Amend Chapter 29, Administrative Code, by deleting Section 29.8. 5. Disposal of City Property in its entirety and replace it with the following:

29.8.5 Disposal of City Property

Where an item is surplus to the needs of a department, it shall be made available to other departments in the City for their use. Transfer of equipment between departments shall be recorded in the general Fixed Assets Group of Accounts (if applicable).

Property Valued at Less than \$5,000 other than Real Estate

Upon request of the proper department head, the City Manager may authorize the sale of any surplus municipal supplies, materials and equipment valued at less than \$5,000 and no longer required by any City Department. The method of disposal may include sealed bid, auction, trade-in, or any other method deemed appropriate to include worldwide auction sites such as EBay and/or other available mediums.

Property Valued at \$5,000 or More and Real Estate

No municipal supplies, materials and equipment valued at \$5,000 or more and no real estate whatsoever shall be offered for sale unless and until the City Council so orders. Any such sale authorized by the City Council may be conducted by competitive bidding, public auction, or any other means authorized by the City Council. The City may reject any and all bids or auction offers.

This Ordinance shall take effect upon its passage.

Authorization	
<i>Sponsored by Councilors:</i> David A. Witham Don Austin Matt Gerding Robert Gibson	<i>Approved:</i> City Attorney

authorized or receipts. Petty cash shall be replenished by check upon submission of receipts and supporting documentation on form(s) to be prescribed by the Finance Department.

29.8.4.6 Cooperative Purchasing

Where prices on goods or services have been determined by competitive procurement by an agency of the State of New Hampshire or any other entity through which the City purchases cooperatively, that price shall be considered sufficiently competitive for the purchase of authorized items is obtained as outlined above. This specifically includes equipment and supplies available through bidding of the New Hampshire Department of Transportation and similar agencies for trucks, cars and related equipment.

29.8.5 Disposal of City Property

Where an item is surplus to the needs of a department, it shall be made available to other departments in the City for their use. Transfer of equipment between departments shall be recorded in the general Fixed Assets Group of Accounts (if applicable).

Property Valued at Less than ~~\$1,000-\$5,000~~ other than Real Estate

Upon request of the proper department head, the City Manager may authorize the sale of any surplus municipal supplies, materials and equipment valued at less than ~~\$1,000-\$5,000~~ and no longer required by any City Department. The method of disposal may include sealed bid, auction, trade-in, or any other method deemed appropriate to include worldwide auction sites such as EBay and/or other available mediums.

Property Valued at ~~\$1,000-\$5,000~~ or More and Real Estate

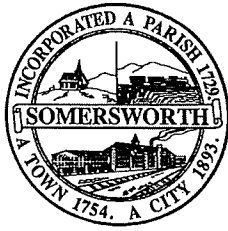
No municipal supplies, materials and equipment valued at ~~\$1,000-\$5,000~~ or more and no real estate whatsoever shall be offered for sale unless and until the City Council so orders. Any such sale authorized by the City Council may be conducted by competitive bidding, public auction, or any other means authorized by the City Council. The City may reject any and all bids or auction offers.

(Amended 05/03/2010.)

29.8.5.1 Disposal of City's Natural Resources

No transferral of the City's natural resources whether through barter, trade, or through sale, shall take place without authorization of the City Council.

(Passed 03/29/1988.)



City of Somersworth – Resolution

Resolution No: **52-23**

TO AUTHORIZE THE CITY MANAGER TO SIGN AN APPLICATION FOR A COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) TO UPGRADE THE PARKING LOT, INSTALL AIR CONDITIONING, NEW WINDOWS, NEW PLAYGROUNDS, UPGRADE CLASSROOMS, AND MAKE CERTAIN BUILDING STRUCTURE IMPROVEMENTS AT THE SOMERSWORTH EARLY LEARNING CENTER

June 20, 2023

WHEREAS, a public hearing will be held on July 10, 2023,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Council authorizes the City Manager to sign an application for a CDBG grant to upgrade the parking lot, install air conditioning, new windows, new playgrounds, upgrade classrooms, and make certain building structure improvements at the Somersworth Early Learning Center. The estimated cost of the improvements is up to \$500,000 (Five Hundred Thousand dollars) and the City Council authorizes the following:

1. Authorizes the Granite YMCA to continue as the Authorized Agent of the City of Somersworth in all matters relating to Community Development for this project until it is completed.
2. Authorizes the City Manager to enter into a contract with the Strafford Regional Planning Commission for the administration and supervision of this project until it is completed.
3. Authorizes the City Manager to execute any and all other documents with the State of New Hampshire, Community Development Finance Authority (CDFA), which will be necessary to effectuate the purposes of this Resolution, and

BE IT FURTHER RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Council hereby adopts the 2023 Housing and Community Development Plan and the 2023 Somersworth Residential Anti-Displacement and Relocation Assistance Plan.

Authorization	
<i>Sponsored by Councilors:</i> David A. Witham Don Austin Matt Gerding Robert Gibson	<i>Approved:</i> City Attorney



The Granite YMCA – Somersworth's Early Learning Center Community Development Block Grant

The Granite YMCA creates a community where all are welcome and strives to support individuals and families in building a healthy spirit, mind and body based on the values of caring, honesty, respect, and responsibility. The Granite YMCA is the largest Y in northern New England, with now seven branches: YMCA of Downtown Manchester, YMCA Allard Center of Goffstown, YMCA of Greater Londonderry, YMCA of Strafford County in Rochester, YMCA of the Seacoast, YMCA of Concord, YMCA of Somersworth and two resident camps; Camp Foss for girls in Strafford, NH and Camp Mi-Te-Na for boys in Alton, NH.

Background: In the beginning of 2022, the Granite United Way connected The Granite YMCA to the Somersworth Early Learning Center. At this time, the Somersworth Early Learning Center was battling through several operational and financial challenges. The two organizations entered into an advisory agreement where The Granite YMCA was advising the Somersworth Early Learning Center on best practices around operations, enrollment management, staffing, and financial responsibility. Shortly after the agreement started, the Executive Director of the Somersworth Early Learning Center departed, and The Granite YMCA assisted in guiding operations during the transition. At the end of 2022, The Granite YMCA extended the advisory agreement and entered a period of due diligence to determine if the Somersworth Early Learning Center was an option to merge with The Granite YMCA. During the first month of due diligence, it was determined that the Somersworth Early Learning Center would not financially survive the duration of the due diligence period (end of June 2023). In February 2023, The Granite YMCA Board of Trustees and Somersworth Early Learning Center Board approved a management agreement, where The Granite YMCA can make operational decisions on behalf of the Somersworth Early Learning Center. In April of 2023, The Granite YMCA Board of Trustees voted to merge with the Somersworth Early Learning Center. On June 1, 2023 the Somersworth Early Learning Center merged with The Granite YMCA.

The Need:

According to 2021 US Census data, 10.9% of Somersworth residents are living below the federal poverty level, compared to the state of NH's percentage of 7.2%. The average annual income of Somersworth residents is \$33,977 which is \$10,000 lower than the state's average. 46% of students in the Somersworth School District are on free or reduced lunches. Families are already grappling with rising inflation, and are facing another soaring cost-child care. On average, families pay anywhere from \$226 per week for day care to \$694 per week for an in-home nanny, according to a 2022 Cost of Care survey from Care.com. Such high costs mean over half of American households spend more than 20% of their income on child care costs.

The Somersworth Early Learning Center (SELC) is the largest licensed childcare center in Somersworth and is one of only two licensed group childcare centers in Somersworth that accepts state assistance. SELC is also a founding member of Somersworth Ready Together (SRT), an early childhood coalition organized by the Granite United Way.

Currently Somersworth ELC is serving forty -two youth in their early learning center and twelve youth in their before and after school-aged childcare program. The infant, toddler and preschool programs all have a significant waitlist. Twenty-two out of fifty SELC families are receiving some form of child care financial assistance. SELC is also providing 174 meals per week to youth enrolled in the program. The Granite Y is currently revising the structure of the classrooms and hiring new childcare staff to support bringing in more

children in need of care for working families. Our goal is to be at 50% of capacity with enrollment by September 2023.

With the lack of available childcare openings with tuition assistance in the State of New Hampshire, making upgrades and renovations to The Granite YMCA's -Somersworth Early Learning Center is critical. The Granite Y would be able to **provide childcare for an additional sixty-eight families in the Greater Somersworth community and provide up to 350 meals weekly to youth enrolled in the program.** The Granite YMCA also offers financial assistance to ensure all children regardless of income are provided a safe place to learn foundation skills, develop trusting relationships, and build self-reliance. Last year The Granite YMCA provided 258 families with \$123,221 in additional financial assistance for childcare programming to those that did not meet the current state guidelines. With a waitlist of over 100 children for the Early Learning Center, we will work with local agencies to share the Y's state and organizational financial assistance in order to attract and to support Low to Moderate Income families in need of affordable childcare options in the area.

Funding from the Community Development Block Grant would support long overdue facility upgrades to the Somersworth Early Learning Center which would include:

Parking Lot Replacement - \$91,712

Parking lot replacement would include reclaiming asphalt pavement and grading existing parking lot to install new asphalt parking, sidewalks and curbing.

Two New Playgrounds - \$277,665

This would include excavation, tree removal, footings, prep surface for poured rubber surface, landscaping, new trees, new fencing and safety gates.

- Excavation - removal of soils, asphalt paths and plan for new surfaces: \$14,750
- Tree Removal including stumps: \$17,800
- Poured rubber surfaces: \$26,000
- Landscaping and creating play areas throughout space in back area of facility: \$24,350
- Fencing removal and installing new fence with gates to provide accessibility for maintenance: \$8,765
- Install Two new playground with play structures, shade coverings and sand boxes: \$186,000

Classroom refurbishments - \$286,450

Upgrades and updates the classrooms would include new paint, floor resurfacing, and updated furnishing to accommodate youth of all abilities and ages served by Somersworth Early Education and School Age programming.

- Flooring - Floor demolition, cleanup and floor prep, purchase and installation of new floor, moving of furniture and dumpsters - \$86,400
- Classroom Furnishings – Chairs, Tables, shelving, changing tables, sensory tables, lockers/cubbies, book displays, rocking chairs, high chairs, cribs, inside gross motor room, carpets, strollers, climbing structures, soft mats for infants - \$80,050
- Air Conditioner splits for Classrooms – includes units and installation - \$120,000

The Granite Y will along with our own funding be seeking additional resources to help with the playground and facility improvements that this well used building in need of for optimal enrollment.

CITY OF SOMERSWORTH

HOUSING & COMMUNITY DEVELOPMENT PLAN (HCDP)

JULY 2023

The City of Somersworth's Housing and Community Development Plan (HCDP) identifies needs, which currently exist or are anticipated during the next three years. The Plan provides a basis for guiding the City of Somersworth's housing and community development objectives and actions. The Housing and Community Development Plan is consistent with the current master plan of the City of Somersworth.

This document also outlines the City of Somersworth's efforts to include citizen participation in implementing activities funded through the Community Development Block Grant Program. That information is found in the section below titled "Citizen Participation Plan."

Goals and Objectives

The Plan's goals and objectives are identified below and are consistent with the national Housing and Community Development Act of 1974, as amended, and the state's objectives listed in Chapter Cdfa 300 Community Development Block Grant (CDBG) Program Rules (Cdfa 305.01 & 310.01). These goals and objectives are both short and long term. Priority will be given to the needs of low and moderate-income persons, minorities and disadvantaged people.

The City of Somersworth states that as a matter of policy, involuntary displacement of households from their neighborhoods, by actions of the City of Somersworth shall be minimized.

National Objectives

Goals and objectives of this plan, both long and short-term, are consistent with the following broad national objectives:

National Objective 1: Direct benefit to low and moderate income persons or households.

National Objective 2: Prevention or elimination of slums and blight.

National Objective 3: Elimination of conditions which seriously and immediately threaten the public health and welfare.

State Objectives

Goals and objectives of this plan also address as many of the following State's objectives, as appropriate, for CDBG grant awards, and priority will be given to projects that have a public benefit, in both the short and long-term:

State Objective 1: Implementing the Housing and Community Development Plan and conforming to the municipality's master plan and ordinances;

State Objective 2: Preserving and promoting existing neighborhoods and community centers;

State Objective 3: Restoring and preserving properties which have historic, cultural, architectural or aesthetic value;

State Objective 4: Solving community problems with long term benefits and innovative solutions;

State Objective 5: Successfully raising funds or securing matching funds and resources from public and private sources; and

State Objective 6: Funding needed projects for which other private or public funding shall not be available.

City Objectives

The City of Somersworth's three-year short and long-term Goals and Objectives are as follows:

Goal: Encourage a varied stock of safe, sanitary, decent and affordable housing for persons of all age and income groups.

City Objective 1: Increase and improve housing through renovation and/or rehabilitation of existing structures and through new development. (Short-term goal and long-term goal).

City Objective 2: Encourage diversified housing patterns with a wide range of types and prices, including housing for the young, the elderly and the handicapped. (Short-term and long-term goal).

City Objective 3: Encourage the construction of affordable housing (Short-term and long-term goal).

Goal: Encourage economic development activities to increase quality industrial and commercial development

City Objective 1: Promote the retention and expansion of employment opportunities for residents. (Short-term and long-term goal).

City Objective 2: Encourage full occupancy and use of existing commercial and industrial space. (Short-term and long-term goal).

Goal: Encourage the protection, enhancement and renovation of significant historic and architectural resources in the community. Preserve and promote the town's historically and culturally significant structures.

City Objective 1: Preserve and promote the town's historically and culturally significant structures. Preserve and promote the town's historically and culturally significant structures. (Short-term and long-term goal).

City Objective 2: Encourage proper rehabilitation of historic buildings (Short-term and long-term goal).

Goal: Promote activities that protect the health and safety of residents and visitors.

City Objective 1: Support new or rehabilitate existing Public Facilities, including childcare facilities, to enhance the health and well-being of children. (Short-term and long-term goal).

City Objective 2: Encourage municipal and private water and wastewater systems that are safe, sanitary and that meet DES regulations. (Short-term and long-term goal).

Federal CDBG grant funds awarded shall be consistent with the national objectives and shall, at a minimum, provide improved housing in accordance with Section 8 standards, public facilities, or employment opportunities primarily to low and moderate income persons or households. Grants shall not benefit moderate income persons to the exclusion of low income persons.

Citizen Participation Plan

The City of Somersworth will seek to engage its citizens in implementing housing and community activities funded by the Community Development Block Grant (CDBG). Its citizen participation efforts will be consistent with the State of New Hampshire's citizen participation plan. Specifically, the City of Somersworth will adhere to the following steps to engage its citizens:

- 1) Publishing a statement of proposed activities for any application proposed to be submitted by the City of Somersworth so that affected citizens have an opportunity to submit comments on the proposed activities.
- 2) Provide adequate notices, specifically to persons of low and moderate income as well as to the general public, for all public hearings to discuss proposed or approved CDBG applications. Such notices will include the statement of proposed activities or how to obtain such statement. At least ten days prior to any hearing, the notices will be published in a daily newspaper of general circulation in the municipality; AND posted as a printed legal notice in at least three other public places.
- 3) Hold two or more public hearings on the proposed application at times and locations convenient to potential beneficiaries, accessible to persons with physical disabilities, and that meet the needs of non-English speaking residents, if appropriate, to obtain citizens' views before adoption of resolution or similar action by the local governing body authorizing the application submission. At least one public hearing will be held prior to submitting any CDBG application and another during the course of all approved projects.
- 4) Provide at public hearings information concerning the amount of funds available for proposed community development activities and the range of activities within the project.
- 5) Provide at public hearings information concerning the amount of funds that will benefit persons of low and moderate income.
- 6) Provide at public hearings information about potential program income and the Program Income Reuse plan, if program income is anticipated.
- 7) Furnish citizens with the plans to minimize the displacement of persons and to assist persons actually displaced as a result of grant activities, if displacement is anticipated.

- 8) Provide technical assistance to groups representing persons of low and moderate income requesting such assistance in developing proposals.
- 9) Provide citizens with reasonable notice of substantial changes proposed in the use of grant funds and providing opportunity for public comment;
- 10) Any modifications or amendments to the project will be made in accordance with the same procedures required in points (1) through (3) above for the preparation and submission of a statement of proposed activities.

Any complaints or grievances received by the City of Somersworth will be addressed through the City of Somersworth's CDBG complaint and grievance procedures. These procedures require that citizens receive a response to any complaint within 15 working days of its receipt.

Adopted

Printed Name of Municipal Official: Robert M. Belmore

Title: City Manager

Signature: _____

Date Adopted: July __, 2023

DISPLACEMENT AND RELOCATION CERTIFICATION

City of Somersworth

RESIDENTIAL ANTI-DISPLACEMENT AND RELOCATION ASSISTANCE PLAN

Every effort will be made to avoid temporary or permanent displacement of an individual due to a CDBG project undertaken by the City.

However, if the situation should arise, the City will comply with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, to any household, regardless of income which is involuntarily and permanently displaced.

If the property is acquired, but will not be used for low/moderate income housing under 104(d) of the Housing and Community Development Act of 1974, as amended, the displacement and relocation plan shall provide:

- a. Comparable replacement housing in the community within three (3) years of the commencement date of the demolition or rehabilitation;
- b. A description of the proposed activity;
- c. The general location on a map and appropriate number of dwelling units by number of bedrooms that will be demolished or converted to a use other than as low and moderate income dwelling units as a direct result of the assisted activity;
- d. A time schedule for the commencement and completion date of the demolition or conversion;
- e. The general location on a map and appropriate number of dwelling units by number of bedrooms that will be provided as replacement dwelling units;
- f. The source of funding and a time schedule for the provision of replacement dwelling units;
- g. The basis for concluding that each replacement dwelling unit will remain a low and moderate income dwelling unit for at least ten (10) years from the date of initial occupancy;
- h. Relocation benefits, including reimbursement for moving expenses, security deposits, credit checks, temporary housing, and other related expenses and either:
 1. Sufficient compensation to ensure that, at least for five (5) years after being relocated, any displaced low/moderate income household shall not

bear a ratio of shelter costs to income that exceeds thirty (30) percent, or:

2. A lump-sum payment equal to the capitalized value of the compensation available under subparagraph 1. above or a Section 8 certificate of voucher for rental assistance provided through New Hampshire Housing Finance Authority.

- i. The right to elect, as an alternative to the benefits in subparagraph 2. above, to receive benefits under the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970; and
- j. The right of appeal to the director of CDFA where a claim for assistance under subparagraph 2. above, is denied by the grantee. The director's decision shall be final unless a court determines the decision was arbitrary and capricious.
- k. Subparagraph (2) a. through g. above shall not apply where the HUD Field Office objectively finds that there is an adequate supply of decent, affordable low/moderate income housing in the area.

CERTIFICATION OF COMPLIANCE

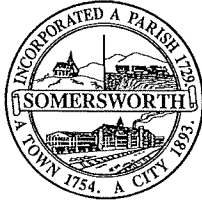
The City anticipates that no displacement or relocation activities will be necessitated by this project. Should some unforeseen need arise, the City certifies that it will comply with the Uniform Relocation Act and Section 104 (d) of the Housing and Community Development Act of 1974, as amended.

NAME: Robert M. Belmore

TITLE: City Manager

SIGNATURE: _____

DATE: July __, 2023

	City of Somersworth – Resolution
	<p>Resolution No: 53-23</p> <p>TO AUTHORIZE THE CITY MANAGER TO ENTER INTO A PURCHASE AND SALES AGREEMENT WITH THE HAWKINS FAMILY REVOCABLE TRUST TO SELL THE FORMER SOMERSWORTH POLICE STATION SITE LOCATED AT 5 MAIN STREET</p>

June 20, 2023

WHEREAS, the Economic Development Committee met on May 24, 2023 and voted unanimously to contract with Heather Kretschmar of the Bean Group for the marketing and sale of the former Police Station Site located at 5 Main Street; and

WHEREAS, the Finance Committee met on May 30, 2023 and voted unanimously to contract with Heather Kretschmar of the Bean Group for the marketing and sale of the former Police Station Site located at 5 Main Street; and

WHEREAS, the City received three offers to purchase the property and Ms. Kretschmar presented those offers to the Economic Development Committee and suggested the City accept the offer from the Hawkins Family Revocable Trust to purchase the property for \$205,000 (Two Hundred Five Thousand dollars); and

WHEREAS, the Economic Development Committee reviewed the offers received and recommends to sell the property to the Hawkins Family Revocable Trust for \$205,000 (Two Hundred Five Thousand dollars);

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to enter into a purchase and sales agreement with the Hawkins Family Revocable Trust to sell the former Police Station Site located at 5 Main Street for \$205,000 (Two Hundred Five Thousand dollars), and to take any other actions determined to be in the best interest of the City to sell this property.

Authorization	
<p><i>Sponsored by Councilors:</i></p> <p>Donald Austin Robert Gibson Matt Gerding Richard Michaud</p>	<p><i>Approved:</i></p> <p>City Attorney</p>

To the Somersworth Committee,

My name is Matt Hawkins and my wife and I have been investors in Somersworth since 2009. My family and I love the city and know the city often gets a bad rap. We fell in love with the tightly knit community and the affordable housing we could provide. We take pride in being a part of the amazing changes in the city by spending millions of dollars updating and upgrading many properties owned by absentee landlords or companies that only care of the bottom line. When we saw the opportunity to become part of the special group of owners in the downtown area we jumped at the chance. We believe diversity of ownership downtown is just as important as diversity of tenants.

We are different, we are in the community and want to see Somersworth thrive. With our experience rehabilitating properties in Somersworth and surrounding towns, we know we can invest in the old police station and make it another amazing reclamation project that continues the cities and our mission of a creating a bright future. We will bring NET NEW JOBS that the area needs!

What I would like to make sure the committee understands is that we know it's a responsibility of ours to make the best use of this property. While we would put some residential units on the second floor of the building, we know how important the right commercial tenants in the commercial spaces having will be to the neighborhood. I would look to the city to give feedback on what they believe the right businesses would be to occupy those spaces. Another amazing restaurant? Indoor play gym for kids during the long winters? The opportunity is endless! Together we can make an amazing project!



Matthew Hawkins
Ashley Hawkins
PO BOX 308
Dover, NH 03821

6-14-23
Date

941
53-715/2113

Pay to the
order of

Sean Group

\$ 2000.00

Twenty Thousand and 00/100 Dollars

Security features
included.
Details on back.



Newburyport Bank

For Deposit + 5 Maint

[Signature]

MP

⑆ 2113715021 ⑆

0941

Main Street Newburyport Bank

Newburyport Bank

June 14, 2023

RE: Statement of Financial Condition

To Whom It May Concern,

Please be advised that Matthew Hawkins is a highly valued banking client of Newburyport Bank. He is an investor, developer, and property manager that has successfully completed numerous projects throughout his career. It is to be noted that Mr. Hawkins has ample liquid funds held here at the Bank to purchase and renovate the former Somersworth police station site located at 5 Main Street, Somersworth, NH. Should you have any questions regarding this letter, kindly contact me at 603-842-8455.



THU M. FALCON

Senior Vice President, Commercial Lending

PURCHASE AND SALES AGREEMENT
New Hampshire Association of REALTORS® Standard Form



("EFFECTIVE DATE")
EFFECTIVE DATE is defined in Section 22 of this Agreement.

1. **THIS AGREEMENT** made this 14th day of June, 2023, between
The City of Somersworth
("SELLER") of One Government Way,
City/Town Somersworth, State NH Zip 03867
and Hawkins Family Revocable Trust
("BUYER") of PO Box 308,
City/Town Dover, State NH Zip 03878.
2. **WITNESSETH:** That SELLER agrees to sell and convey, and BUYER agrees to buy certain real estate situated in City/Town
of Somersworth located at 5 Main Street
NH, 03878
County Strafford County Book 4163 Page 0691 Date 09/10/2013 ("PROPERTY").
3. The **SELLING PRICE** is two hundred five thousand Dollars \$205000.
A DEPOSIT in the form of Personal Check, is to be held in an escrow account by Bean Group
("ESCROW AGENT"). BUYER ☐ has delivered, or ☒ will deliver to the ESCROW
AGENT's FIRM within 3 days of the EFFECTIVE DATE, a deposit of earnest money in the amount of \$20,000.
BUYER agrees that an additional deposit of earnest money in the amount of \$xxx will be delivered on or before
xxxxxxx. If BUYER fails to deliver the initial or additional deposit in compliance with the above
terms, SELLER may terminate this Agreement. The remainder of the purchase price shall be paid by wire, certified, cashier's
or trust account check, in the amount of \$185,000.
4. **DEED:** Marketable title shall be conveyed by a Warranty deed, and shall be free
and clear of all encumbrances except usual public utilities serving the PROPERTY.
5. **TRANSFER OF TITLE:** On or before 07/26/2023 at Keller Williams Coastal Realty Dover, NH
or some other place of mutual consent as agreed to in writing.
6. **POSSESSION:** Full possession and occupancy of the premises with all keys shall be given upon the transfer of title free of
all tenants and occupant's personal property and encumbrances except as herein stated. Said premises to be then in the
same condition in which they now are, reasonable wear and tear excepted. SELLER agrees that the premises will be
delivered to BUYER free of all debris and in "broom clean" condition. Exceptions: Property is sold as is.
- Buyer reserves the right to conduct a walk through inspection upon reasonable notice to SELLER's real estate FIRM within
48 hours prior to time of closing to ensure compliance with the terms of this Agreement.
7. **REPRESENTATION:** The undersigned SELLER(S) and BUYER(S) acknowledge the roles of the agents as follows:
Jaylan Archer of Keller Williams Coastal Realty
is a ☐ seller agent ☒ buyer agent ☐ facilitator ☐ disclosed dual agent*
Heather Kretschmar of Bean Group
is a ☒ seller agent ☐ buyer agent ☐ facilitator ☐ disclosed dual agent*
*If agent(s) are acting as disclosed dual agents, SELLER and BUYER acknowledge prior receipt and signing of a Dual
Agency Informed Consent Agreement.
☐ NOTICE OF DESIGNATED AGENCY: If checked, notice is hereby given that BUYER is represented by a
designated buyer's agent and SELLER is represented by a designated seller's agent in the same firm.
8. **INSURANCE:** The buildings on said premises shall, until full performance of this Agreement, be kept insured against fire, and
other extended casualty risk by SELLER. In case of loss, all sums recoverable from said insurance shall be paid or assigned,
on transfer of title, to BUYER, unless the premises shall previously have been restored to their former condition by SELLER;
or, at the option of BUYER, this Agreement may be rescinded and the DEPOSIT refunded if any such loss exceeds
\$5000.

SELLER(S) INITIALS / BUYER(S) INITIALS /

PURCHASE AND SALES AGREEMENT
New Hampshire Association of REALTORS® Standard Form



9. **TITLE:** If upon examination of title it is found that the title is not marketable, SELLER shall have a reasonable time, not to exceed thirty (30) days from the date of notification of defect (unless otherwise agreed to in writing), to remedy such defect. Should SELLER be unable to provide marketable title within said thirty (30) days, BUYER may rescind this Agreement at BUYER'S sole option, with full deposit being refunded to BUYER and all parties being released from any further obligations hereunder. SELLER hereby agrees to make a good faith effort to correct the title defect within the thirty (30) day period above prescribed once notification of such defect is received. The cost of examination of the title shall be borne by BUYER.

10. **PRORATIONS:** Taxes, condo fees, special assessments, rents, water and sewage bills shall be prorated as of time and date of closing. Buyer shall pay for all fuel remaining in tank(s) calculated as of the closing date or such earlier date as required to comply with lender requirements, if any. The amount owed shall be determined using the most recently available cash price of the company that last delivered the fuel.

None Other _____

11. **PROPERTY INCLUDED:** All Fixtures None Other _____

12. In compliance with the requirements of RSA 477:4-a, the following information is provided to BUYER relative to Radon Gas, Arsenic and Lead Paint:

RADON: Radon, the product of decay of radioactive materials in rock may be found in some areas of New Hampshire. Radon gas may pass into a structure through the ground or through water from a deep well. Testing of the air by a professional certified in radon testing and testing of the water by an accredited laboratory can establish radon's presence and equipment is available to remove it from the air or water.

Arsenic: Arsenic is a common groundwater contaminant in New Hampshire that occurs at unhealthy levels in well water in many areas of the state. Tests are available to determine whether arsenic is present at unsafe levels, and equipment is available to remove it from water. The buyer is encouraged to consult the New Hampshire department of environmental services private well testing recommendations (www.des.nh.gov) to ensure a safe water supply if the subject property is served by a private well.

LEAD: Before 1978, paint containing lead may have been used in structures. Exposure to lead from the presence of flaking, chalking, chipping lead paint or lead paint dust from friction surfaces, or from the disturbance of intact surfaces containing lead paint through unsafe renovation, repair or painting practices, or from soils in close proximity to the building, can present a serious health hazard, especially to young children and pregnant women. Lead may also be present in drinking water as a result of lead in service lines, plumbing and fixtures. Tests are available to determine whether lead is present in paint or drinking water.

Disclosure Required ☒ YES ☐ NO

13. BUYER ACKNOWLEDGES PRIOR RECEIPT OF SELLER'S PROPERTY DISCLOSURE FORM AND SIGNIFIES

BY INITIALING HERE: _____

14. **INSPECTIONS:** The BUYER is encouraged to seek information from licensed home inspectors and other professionals normally engaged in the business regarding any specific issue of concern. SELLER'S real estate FIRM makes no warranties or representations regarding the condition, permitted use or value of the SELLER'S real or personal property. This Agreement is contingent upon the following inspections, with results being satisfactory to the BUYER:

TYPE OF INSPECTION:	YES	NO	RESULTS TO SELLER	TYPE OF INSPECTION:	YES	NO	RESULTS TO SELLER
a. General Building	<input type="checkbox"/>	<input checked="" type="checkbox"/>	within <u>N/A</u> days	f. Lead Paint	<input type="checkbox"/>	<input checked="" type="checkbox"/>	within <u>N/A</u> days
b. Sewage Disposal	<input type="checkbox"/>	<input checked="" type="checkbox"/>	within <u>N/A</u> days	g. Pests	<input type="checkbox"/>	<input checked="" type="checkbox"/>	within <u>N/A</u> days
c. Water Quality	<input type="checkbox"/>	<input checked="" type="checkbox"/>	within <u>N/A</u> days	h. Hazardous Waste	<input type="checkbox"/>	<input checked="" type="checkbox"/>	within <u>N/A</u> days
d. Radon Air Quality	<input type="checkbox"/>	<input checked="" type="checkbox"/>	within <u>N/A</u> days	i. _____	<input type="checkbox"/>	<input checked="" type="checkbox"/>	within <u>N/A</u> days
e. Radon Water Quality	<input type="checkbox"/>	<input checked="" type="checkbox"/>	within <u>N/A</u> days	j. _____	<input type="checkbox"/>	<input checked="" type="checkbox"/>	within <u>N/A</u> days

The use of days is intended to mean calendar days from the effective date of this Agreement. TIME IS OF THE ESSENCE in the observance of all deadlines set forth within this Paragraph 14. All inspections will be done by licensed home inspectors or other professionals normally engaged in the business, to be chosen and paid for by BUYER. If BUYER does not notify SELLER in writing that the results of an inspection are unsatisfactory within the time period set forth above, the contingency is waived by BUYER. **If the results of any inspection specified herein reveal significant issues or defects, which were not previously disclosed to BUYER then:**

(a) BUYER shall have the option at BUYER'S sole discretion to terminate this Agreement and all deposits shall be returned to BUYER in accordance with NH RSA 331-A:13; or

(b) If BUYER elects to notify SELLER in writing of the unsatisfactory condition(s) then:

1) SELLER and BUYER can reach agreement in writing on the method of repair or remedy of the unsatisfactory condition(s); or

SELLER(S) INITIALS _____ / _____ BUYER(S) INITIALS _____ / _____

PURCHASE AND SALES AGREEMENT
New Hampshire Association of REALTORS® Standard Form



- 2) If SELLER elects not to repair or remedy the unsatisfactory condition(s) the BUYER may release the home inspection contingency and accept the property as is; or
- 3) If SELLER and BUYER cannot reach agreement in writing with respect to the method of repair and remedy of the unsatisfactory condition(s), then this Agreement is terminated and all deposits shall be returned to BUYER in accordance with NH RSA 331-A:13.

Notification in writing of SELLER'S intent to repair or remedy or not to repair or remedy pursuant to Section (b) above, shall be delivered to BUYER or their licensee within five (5) days of receipt by SELLER of notification of unsatisfactory condition(s). BUYER shall respond in writing to SELLER'S notification within five (5) days. If BUYER does not respond within five (5) days, SELLER may elect to terminate this Agreement and all deposits shall be returned to BUYER in accordance with NH RSA 331-A:13.

In the absence of inspection mentioned above, BUYER is relying upon BUYER'S own opinion as to the condition of the PROPERTY.

BUYER HEREBY ELECTS TO WAIVE THE RIGHT TO ALL INSPECTIONS AND SIGNIFIES BY INITIALING

HERE:


06/18/23
3:59 PM EDT
allcopy verified



15. DUE DILIGENCE: This Agreement is contingent upon BUYER'S satisfactory review of the following:

	YES	NO		YES	NO
a. Restrictive Covenants of Record	<input type="checkbox"/>	<input checked="" type="checkbox"/>	d. Condominium documentation per N.H. RSA 356-B:58	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b. Easements of Record/Deed	<input type="checkbox"/>	<input checked="" type="checkbox"/>	e. Co-op/PUD/Association Documents	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c. Park Rules and Regulations	<input type="checkbox"/>	<input checked="" type="checkbox"/>	f. Availability of Property/Casualty Insurance	<input type="checkbox"/>	<input checked="" type="checkbox"/>
			g. Availability and cost of Flood Insurance	<input type="checkbox"/>	<input checked="" type="checkbox"/>

If such review is unsatisfactory, BUYER must notify SELLER in writing within XXXX days from the effective date of the Agreement failing which such contingency shall lapse. If BUYER so notifies SELLER, then all deposits shall be returned to BUYER in accordance with NH RSA 331-A:13.

16. LIQUIDATED DAMAGES: If BUYER shall default in the performance of their obligation under this Agreement, the amount of the deposit may, at the option of SELLER, become the property of SELLER as reasonable liquidated damages. In the event of any dispute relative to the deposit monies held in escrow, the **ESCROW AGENT** may, in its sole discretion, pay said deposit monies into the Clerk of Court of proper jurisdiction in an Action of Interpleader, providing each party with notice thereof at the address recited herein, and thereupon the **ESCROW AGENT** shall be discharged from its obligations as recited therein and each party to this Agreement shall thereafter hold the **ESCROW AGENT** harmless in such capacity. Both parties hereto agree that the **ESCROW AGENT** may deduct the cost of bringing such Interpleader action from the deposit monies held in escrow prior to the forwarding of same to the Clerk of such court.

17. PRIOR STATEMENTS: Any verbal representation, statements and agreements are not valid unless contained herein. This Agreement completely expresses the obligations of the parties.

18. FINANCING: This Agreement ☐ is) ☒ is not) contingent upon BUYER obtaining financing under the following terms:

AMOUNT _____ TERM/YEARS _____ RATE _____ MORTGAGE TYPE _____

For the purposes of this Agreement, financing is to be demonstrated by a conditional loan commitment letter, which states that BUYER is creditworthy, has been approved and that the lender shall make the loan in a timely manner at the Closing on specified customary conditions for a loan of the type specified above. BUYER is responsible to resolve all conditions included in the loan commitment by the Closing date.

SELLER(S) INITIALS  /  BUYER(S) INITIALS  / 

PURCHASE AND SALES AGREEMENT
New Hampshire Association of REALTORS® Standard Form



The existence of conditions in the loan commitment will not extend either the Financing Deadline described below or the closing date.

BUYER hereby authorizes, directs and instructs its lender to communicate the status of BUYER'S financing and the satisfaction of lender's specified conditions to SELLER and SELLER'S/BUYER'S real estate FIRM.

TIME IS OF THE ESSENCE in the observance of all deadlines set forth within this financing contingency.

BUYER agrees to act diligently and in good faith in obtaining such financing and shall, within XXXX calendar days from the effective date, submit a complete and accurate application for mortgage financing to at least one financial institution currently providing such loans, requesting financing in the amount and on the terms provided in this Agreement.

If BUYER provides written evidence of inability to obtain financing to SELLER by XXXXX ("Financing Deadline"), then:

- (a) This Agreement shall be null and void; and
- (b) All deposits will be returned to BUYER in accordance with the procedures required by the New Hampshire Real Estate Practice Act (N.H. RSA 331-A:13) ("the Deposit Procedures"); and
- (c) The premises may be returned to the market.

BUYER may choose to waive this financing contingency by notifying SELLER in writing by the Financing Deadline and this Agreement shall no longer be subject to financing.

If, however:

- (a) BUYER does not make application within the number of days specified above; or
- (b) BUYER fails to provide written financing commitment or written evidence of inability to obtain financing to SELLER by the Financing Deadline,

Then SELLER shall have the option of either:

- (a) Declaring BUYER in default of this Agreement; or
- (b) Treating the financing contingency as having been waived by BUYER.

If SELLER declares BUYER in default, in addition to the other remedies afforded under this Agreement:

- (a) SELLER will be entitled to all deposits in accordance with the Deposit Procedures; and
- (b) This Agreement will be terminated; and
- (c) The premises may be returned to the market for sale.

If SELLER opts to treat the financing contingency as waived or relies on a conditional loan commitment and BUYER subsequently does not close in a timely manner, SELLER can then declare BUYER in default. SELLER then, in addition to the other remedies afforded under this Agreement:

- (a) Will be entitled to all deposits in accordance with the Deposit Procedures; and
- (b) This Agreement will be terminated; and
- (c) The premises may be returned to the market for sale.

BUYER shall be solely responsible to provide SELLER in a timely manner with written evidence of financing or lack of financing as described above.

WIRE FRAUD ALERT. Sophisticated criminals are targeting the email accounts of real estate agents, title companies, settlement attorneys and others to generate fake wire transfer instructions designed to divert closing funds to the criminals. The emails are professionally created and look real. Buyer and Seller should not send personal information such as social security numbers, bank account numbers or credit card numbers except through secure email or personal delivery of the information. **Buyer and Seller are advised not to wire any funds without personally speaking with the intended recipient of the wire to confirm the routing number and the account number.** Seller Buyer

SELLER(S) INITIALS / BUYER(S) INITIALS /

PURCHASE AND SALES AGREEMENT
New Hampshire Association of REALTORS® Standard Form



19. ADDITIONAL PROVISIONS:

Contingent upon buyers review and satisfaction of DES report within 7 days of effective date.

Property is sold as is.

Cash Purchase.

20. ADDENDA ATTACHED: ☐ Yes ☒ No

21. CHOICE OF LAW AND VENUE: The Parties irrevocably agree that any dispute arising out of or related to this Agreement or the transaction contemplated thereby shall be determined in accordance with the laws of the state of New Hampshire, regardless of any choice of law analysis, and that the exclusive venue for such disputes shall be the federal or state courts in New Hampshire.

22. EFFECTIVE DATE/NOTICE: Any notice, communication or document delivery requirements in this agreement may be satisfied by providing the required notice, communication or documentation to the party or their licensee. All notices and communications must be in writing to be binding except for withdrawals of offers or counteroffers. This Agreement is a binding contract when signed and all changes initiated by both BUYER and SELLER and when that fact has been communicated in writing which shall be the EFFECTIVE DATE. Licensee is authorized to fill in the EFFECTIVE DATE on Page 1 hereof. The use of days is intended to mean calendar days from the EFFECTIVE DATE of this Agreement. Deadlines in this Agreement, including all addenda, expressed as "within x days" shall be counted from the EFFECTIVE DATE, unless another starting date is expressly set forth, beginning with the first day after the EFFECTIVE DATE, or such other established starting date, and ending at 12:00 midnight Eastern Time on the last day counted. Unless expressly stated to the contrary, deadlines in this Agreement, including all addenda, expressed as a specific date shall end at 12:00 midnight Eastern Time on such date.

Each party is to receive a fully executed copy of this Agreement. This Agreement shall be binding upon the heirs, executors, administrators and assigns of both parties.

PRIOR TO EXECUTION, IF NOT FULLY UNDERSTOOD, PARTIES ARE ADVISED TO CONTACT AN ATTORNEY.

Matthew Hawkins
dotloop verified
06/14/23 3:59 PM EDT
U67G-EGYA-HCKU-OTV6

BUYER DATE/TIME

PO Box 308

MAILING ADDRESS

CITY STATE ZIP

SELLER accepts the offer and agrees to deliver the above-described PROPERTY at the price and upon the terms and conditions set forth.

SELLER DATE/TIME

One Government Way
MAILING ADDRESS

Somersworth, NH 03878

CITY STATE ZIP

BUYER DATE/TIME

MAILING ADDRESS

CITY STATE ZIP

SELLER DATE/TIME

MAILING ADDRESS

CITY STATE ZIP

PROPERTY DISCLOSURE - RESIDENTIAL ONLY
New Hampshire Association of REALTORS® Standard Form



TO BE COMPLETED BY SELLER

The following answers and explanations are true and complete to the best of SELLER'S knowledge. This statement has been prepared to assist prospective BUYERS in evaluating SELLER'S property. This disclosure is not a warranty of any kind by the SELLER, or any real estate FIRM representing the SELLER, and is not a substitute for any inspection by the BUYER. SELLERS authorize FIRM in this transaction to disclose the information in this statement to other real estate agents and to prospective buyers of this property.

NOTICE TO SELLER(S): COMPLETE ALL INFORMATION AND STATE NOT APPLICABLE OR UNKNOWN AS APPROPRIATE. IF ANY OF THE INFORMATION IN THIS PROPERTY DISCLOSURE FORM CHANGES FROM THE DATE OF COMPLETION, YOU ARE TO NOTIFY THE LISTING FIRM PROMPTLY IN WRITING.

1. SELLER: City of Somersworth, City of Somersworth
2. PROPERTY LOCATION: 5 Main Street, Somersworth, NH 03878
3. CONDOMINIUM, CO-OP, PUD DISCLOSURE RIDER OR MULTIFAMILY DISCLOSURE RIDER ATTACHED? ☐ Yes ☐ No
4. SELLER: ☐ has ☐ has not occupied the property for _____ years.

5. WATER SUPPLY

Please answer all questions regardless of type of water supply.

- a. TYPE OF SYSTEM: ☐ Public ☐ Private ☐ Seasonal ☐ Unknown
☐ Drilled ☐ Dug ☐ Other _____
- b. INSTALLATION: Location: _____
Installed By: _____ Date of Installation: _____
What is the source of your information? _____
- c. USE: Number of persons currently using the system: _____
Does system supply water for more than one household? ☐ Yes ☐ No
- d. MALFUNCTIONS: Are you aware of or have you experienced any malfunctions with the (public/private/other) water systems?
Pump: ☐ Yes ☐ No ☐ N/A Quantity: ☐ Yes ☐ No
Quality: ☐ Yes ☐ No ☐ Unknown
If YES to any question, please explain in Comments below or with attachment.
- e. WATER TEST: Have you had the water tested? ☐ Yes ☐ No Date of most recent test _____
If YES to any question, please explain in Comments below or with attachment.
Are you aware of any test results reported as unsatisfactory or satisfactory with notations? ☐ Yes ☐ No
If YES, are test results available? ☐ Yes ☐ No
What steps were taken to remedy the problem? _____

COMMENTS: Seller has never lived at the property, see #10 additional information.

6. SEWAGE DISPOSAL SYSTEM

- a. TYPE OF SYSTEM: Public: ☐ Yes ☐ No Community/Shared: ☐ Yes ☐ No
Private: ☐ Yes ☐ No ☐ Unknown
Septic Design Available: ☐ Yes ☐ No
- b. IF PUBLIC OR COMMUNITY/SHARED
Have you experienced any problems such as line or other malfunctions? ☐ Yes ☐ No
What steps were taken to remedy the problem? _____
- c. IF PRIVATE:
TANK: ☐ Septic Tank ☐ Holding Tank ☐ Cesspool ☐ Unknown ☐ Other _____
Tank Size _____ Gal. ☐ Unknown ☐ Other: _____
Tank Type ☐ Concrete ☐ Metal ☐ Unknown ☐ Other: _____
Location: _____ Location Unknown ☐ Date of Installation: _____
Date of Last Servicing: _____ Name of Company Servicing Tank: _____
Have you experienced any malfunctions? ☐ Yes ☐ No
Comments: Seller has never lived at the property, see #10, additional information

SELLER(S) INITIALS RB

BUYER(S) INITIALS MMH

PROPERTY DISCLOSURE - RESIDENTIAL ONLY

New Hampshire Association of REALTORS® Standard Form



TO BE COMPLETED BY SELLER

PROPERTY LOCATION: 5 Main Street, Somersworth, NH 03878

d. LEACH FIELD: ☐ Yes ☐ No ☐ Other: _____
 IF YES, Location: _____ Size: _____ Unknown: _____
 Date of installation of leach field: _____ Installed By: _____
 Have you experienced any malfunctions? ☐ Yes ☐ No
 Comments: _____

e. IS SYSTEM LOCATED ON "DEVELOPED WATERFRONT" as described in RSA 485-A? ☐ Yes ☐ No ☐ Unknown
 IF YES, has a site assessment been done? ☐ Yes ☐ No ☐ Unknown
 Source of Information: _____
 Comments: _____

FOR ADDITIONAL INFORMATION THE BUYER IS ENCOURAGED TO CONTACT THE NH DEPARTMENT OF ENVIRONMENTAL SERVICES SUBSURFACE SYSTEMS BUREAU

7. <u>INSULATION</u>	<u>LOCATION</u>	<u>Yes</u>	<u>No</u>	<u>Unknown</u>	<u>If YES, Type</u>	<u>Amount</u>	<u>Unknown</u>
	Attic or Cap	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	<input type="checkbox"/>
	Crawl Space	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	<input type="checkbox"/>
	Exterior Walls	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	<input type="checkbox"/>
	Floors	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	<input type="checkbox"/>
	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	<input type="checkbox"/>

8. HAZARDOUS MATERIAL

a. UNDERGROUND STORAGE TANKS - Current or previously existing:

Are you aware of any past or present underground storage tanks on your property? ☐ Yes ☐ No ☐ Unknown IF

YES: Are tanks currently in use? ☐ Yes ☐ No

IF NO: How long have tank(s) been out of service? _____

What materials are, or were, stored in the tank(s)? _____

Age of tank(s): _____ Size of tank(s): _____

Location: _____

Are you aware of any past or present problems such as leakage, etc? ☐ Yes ☐ No

Comments: _____

If tanks are no longer in use, have the tanks been removed? Yes No Unknown

Comments: See attached report from Credere Associates, LLC

b. ASBESTOS - Current or previously existing:

As insulation on the heating system pipes or ducts? ☐ Yes ☐ No ☐ Unknown

In the siding? ☐ Yes ☐ No ☐ Unknown

In the roofing shingles? ☐ Yes ☐ No ☐ Unknown

In flooring tiles? ☐ Yes ☐ No ☐ Unknown

Other _____

☐ Yes ☐ No ☐ Unknown

If YES, Source of information: _____

Comments: See attached reports from Credere Associates, LLC

c. RADON/AIR - Current or previously existing:

Has the property been tested? ☐ Yes ☐ No ☐ Unknown

If YES: Date: _____

By: _____

Results: _____ If applicable, what remedial steps were taken? _____

Has the property been tested since remedial steps? ☐ Yes ☐ No

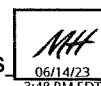
Are test results available? Yes No

Comments: See attached reports from Credere Associates, LLC

RB

SELLER(S) INITIALS _____ /

BUYER(S) INITIALS



PROPERTY DISCLOSURE - RESIDENTIAL ONLY
New Hampshire Association of REALTORS® Standard Form



TO BE COMPLETED BY SELLER

PROPERTY LOCATION: 5 Main Street, Somersworth, NH 03878

d. RADON/WATER - Current or previously existing:

Has the property been tested? ☐ Yes ☐ No ☐ Unknown

If YES: Date: _____ By: _____

Results: _____ If applicable, what remedial steps were taken? _____

Has the property been tested since remedial steps? ☐ Yes ☐ No

Are test results available? ☐ Yes ☐ No Comments: _____

e. LEAD-BASED PAINT - Current or previously existing:

Are you aware of lead-based paint on this property? ☐ Yes ☐ No

If YES: Source of information: _____

Are you aware of any cracking, peeling, or flaking lead-based paint? ☐ Yes ☐ No

Comments: See attached reports from Credere Associates, LLC _____

f. Are you aware of any other hazardous materials? ☐ Yes ☐ No

If YES: Source of information: _____

Comments: See attached reports from Credere Associates, LLC _____

9. GENERAL INFORMATION

a. Is this property subject to liens, encroachments, easements, rights-of-way, leases, restrictive covenants, attachments, life estates, or right of first refusal?

☐ Yes ☐ No ☐ Unknown If YES, Explain: _____

What is your source of information? _____

b. Is this property subject to special assessments, betterment fees, association fees, or any other transferable fees?

☐ Yes ☐ No ☐ Unknown If YES, Explain: _____

What is your source of information? _____

c. Are you aware of any onsite landfills or any other factors, such as soil, flooding, drainage, etc?

☐ Yes ☐ No If YES, Explain: _____

d. Are you aware of any problems with other buildings on the property? ☐ Yes ☐ No

If YES, Explain: _____

e. Are you receiving a tax exemption or reduction for this property for any reason including but not limited to current use, land conservation, etc.?

☐ YES ☐ NO ☐ UNKNOWN If YES, Explain: _____

f. Is this property located in a Federally Designated Flood Hazard Zone? ☐ Yes ☐ No ☐ Unknown

Comments: _____

g. Has the property been surveyed? ☐ Yes ☐ No ☐ Unknown If YES, By: _____

If YES, is survey available? ☐ Yes ☐ No ☐ Unknown

h. How is the property zoned? _____

i. Street (check one): ☐ Public ☐ Private ☐ Association

If private, is there a written road maintenance agreement? ☐ Yes ☐ No

Additional Information: _____

j. Heating System Age: _____ Type: _____ Fuel: _____ Tank Location: _____

Owner of Tank: _____

Annual Fuel Consumption: _____ Price: _____ Gallons: _____

Date system was last serviced and by whom? _____

Secondary Heat Systems: _____

Comments: _____

SELLER(S) INITIALS RB / _____

BUYER(S) INITIALS MH / _____

PROPERTY DISCLOSURE - RESIDENTIAL ONLY
New Hampshire Association of REALTORS® Standard Form



TO BE COMPLETED BY SELLER

PROPERTY LOCATION: 5 Main Street, Somersworth, NH 03878

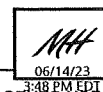
- k. Roof Age: _____ Type of Roof Covering: _____
 Moisture or leakage: _____
 Comments: _____
- l. Foundation/Basement: ☐ Full ☐ Partial ☐ Other: _____ Type: _____
 Moisture or leakage: _____
 Comments: _____
- m. Chimney(s) How Many? _____ Lined? _____ Last Cleaned: _____ Problems? _____
 Comments: _____
- n. Plumbing Type: _____ Age: _____
 Comments: _____
- o. Domestic Hot Water: Age: _____ Type: _____ Gallons: _____
- p. Electrical System: # of Amps _____ Circuit Breakers _____ Fuses _____
 Comments: _____
 Solar Panels: ☐ Leased ☐ Owned If leased, explain terms of agreement: _____
 Comments: _____
- q. Modifications: Are you aware of any modifications or repairs made without the necessary permits? ☐ Yes ☐ No
 If Yes, please explain: _____
- r. Pest Infestation: Are you aware of any past or present pest infestations? ☐ Yes ☐ No Type: _____
 Comments: _____
- s. Methamphetamine Production: Do you have knowledge of methamphetamine production ever occurring on the property? (Per RSA 477:4-g) ☐ Yes ☐ No If YES, please explain: _____
- t. Air Conditioning: Type: _____ Age: _____ Date Last Serviced and by whom: _____
 Comments: _____
- u. Pool: Age : _____ Heated: ☐ Yes ☐ No Type: _____ Last Date of Service: _____
 By Whom: _____
- v. Generator: Portable: Yes ☐ No ☐ Whole House: Yes ☐ No ☐ Kw/Size: _____ Last Date of Service: _____
 If Portable: ☐ Included ☐ Negotiable
 Comments: _____
- w. Internet: Type Currently Used at Property: _____
- x. Other (e.g. Alarm System, Irrigation System, etc.) _____
 Comments: _____

NOTICE TO PURCHASER(S): PRIOR TO SETTLEMENT YOU SHOULD EXERCISE WHATEVER DUE DILIGENCE YOU DEEM NECESSARY WITH RESPECT TO ADJACENT PARCELS IN ACCORDANCE WITH THE TERMS AND CONDITIONS AS MAY BE CONTAINED IN PURCHASE AND SALES AGREEMENT AND DEPOSIT RECEIPT. YOU SHOULD EXERCISE WHATEVER DUE DILIGENCE YOU DEEM NECESSARY WITH RESPECT TO INFORMATION ON ANY SEXUAL OFFENDERS REGISTERED UNDER NH RSA CHAPTER 651-B. SUCH INFORMATION MAY BE OBTAINED BY CONTACTING THE LOCAL POLICE DEPARTMENT.

RB

SELLER(S) INITIALS /

BUYER(S) INITIALS



PROPERTY DISCLOSURE - RESIDENTIAL ONLY
New Hampshire Association of REALTORS® Standard Form



TO BE COMPLETED BY SELLER

PROPERTY LOCATION: 5 Main Street, Somersworth, NH 03878

10. ADDITIONAL INFORMATION

a. ATTACHMENT EXPLAINING CURRENT PROBLEMS, PAST REPAIRS, OR ADDITIONAL INFORMATION?

☒ Yes ☐ No

b. ADDITIONAL COMMENTS:

This property is sold as is as seen. See the attached report from Credere Associates, LLC. Buyer hereby acknowledges that the seller has never lived at the property. Due diligence is the responsibility of the buyer.

ACKNOWLEDGEMENTS

SELLER ACKNOWLEDGES THAT HE/SHE HAS PROVIDED THE ABOVE INFORMATION AND THAT SUCH INFORMATION IS ACCURATE, TRUE AND COMPLETE TO THE BEST OF HIS/HER KNOWLEDGE. SELLER AUTHORIZES THE LISTING BROKER TO DISCLOSE THE INFORMATION CONTAINED HEREIN TO OTHER BROKERS AND PROSPECTIVE PURCHASERS.

SELLER(S) MAY BE RESPONSIBLE AND LIABLE FOR ANY FAILURE TO PROVIDE KNOWN INFORMATION TO BUYER(S).

Robert M Belmore

SELLER

DATE

SELLER

DATE

BUYER ACKNOWLEDGES RECEIPT OF THIS PROPERTY DISCLOSURE RIDER AND HEREBY UNDERSTANDS THE PRECEDING INFORMATION WAS PROVIDED BY SELLER AND IS NOT GUARANTEED BY BROKER/AGENT. THIS DISCLOSURE STATEMENT IS NOT A REPRESENTATION, WARRANTY OR GUARANTY AS TO THE CONDITION OF THE PROPERTY BY EITHER SELLER OR BROKER. BUYER IS ENCOURAGED TO UNDERTAKE HIS/HER OWN INSPECTIONS AND INVESTIGATIONS VIA LEGAL COUNSEL, HOME, STRUCTURAL OR OTHER PROFESSIONAL AND QUALIFIED ADVISORS AND TO INDEPENDENTLY VERIFY INFORMATION DIRECTLY WITH THE TOWN OR MUNICIPALITY.

Matthew Hawkins

dotloop verified
06/14/23 3:48 PM EDT
MEPH-SBXJ-SMD3-OVPP

BUYER

DATE

BUYER

DATE

DISCLOSURE OF INFORMATION ON LEAD-BASED PAINT AND/OR LEAD-BASED PAINT HAZARDS FOR HOUSING SALES



This Disclosure Form is from the National Lead Information Center under the United States Environmental Protection Agency. This is not a New Hampshire Association of REALTORS® form.

Property Address: 5 Main Street, Somersworth, NH 03878



LEAD WARNING STATEMENT

Every purchaser of any interest in residential property on which a residential dwelling was built prior to 1978 is notified that such property may present exposure to lead from lead-based paint that may place young children at risk of developing lead poisoning. Lead poisoning in young children may produce permanent neurological damage, including learning disabilities, reduced intelligence quotient, behavioral problems, and impaired memory. Lead poisoning also poses a particular risk to pregnant women. The seller of any interest in residential real property is required to provide the buyer with any information on lead-based paint hazards from risk assessments or inspections in the seller's possession and notify the buyer of any known lead-based paint hazards. A risk assessment or inspection for possible lead-based paint hazards is recommended prior to purchase.

Seller's Disclosure

- (a) Presence of lead-based paint and/or lead-based paint hazards (check (i) or (ii) below):
- (i) ☒ Known lead-based paint and/or lead-based paint hazards are present in the housing (explain).
See report from Credere Associates, LLC
- (ii) ☐ Seller has no knowledge of lead-based paint and/or lead-based paint hazards in the housing.
- (b) Records and reports available to the seller (check (i) or (ii) below):
- (i) ☒ Seller has provided the purchaser with all available records and reports pertaining to lead-based paint and/or lead-based paint hazards in the housing (list documents below).
- (ii) ☐ Seller has no reports or records pertaining to lead-based paint and/or lead-based paint hazards in the housing.

Purchaser's Acknowledgement (initial)

- (c)  Purchaser has received copies of all information listed above.
- (d)  Purchaser has received the pamphlet *Protect Your Family from Lead in Your Home*.
- (e) Purchaser has (check (i) or (ii) below):
- (i) ☐ received a 10-day opportunity (or mutually agreed upon period) to conduct a risk assessment or inspection for the presence of lead-based paint and/or lead-based paint hazards; or
- (ii) ☒ waived the opportunity to conduct a risk assessment or inspection for the presence of lead-based paint and/or lead-based paint hazards.

Agent's Acknowledgement (initial)

- (f) AK Agent has informed the seller of the seller's obligations under 42 U.S.C. 4852d and is aware of his/her responsibility to ensure compliance.

Certification of Accuracy

The following parties have reviewed the information above and certify, to the best of their knowledge, that the information they have provided is true and accurate.

Robert M Belmore 06/08/2023
Seller Date

Purchaser Date

Heather Kretschmar 06/01/2023
Agent Date

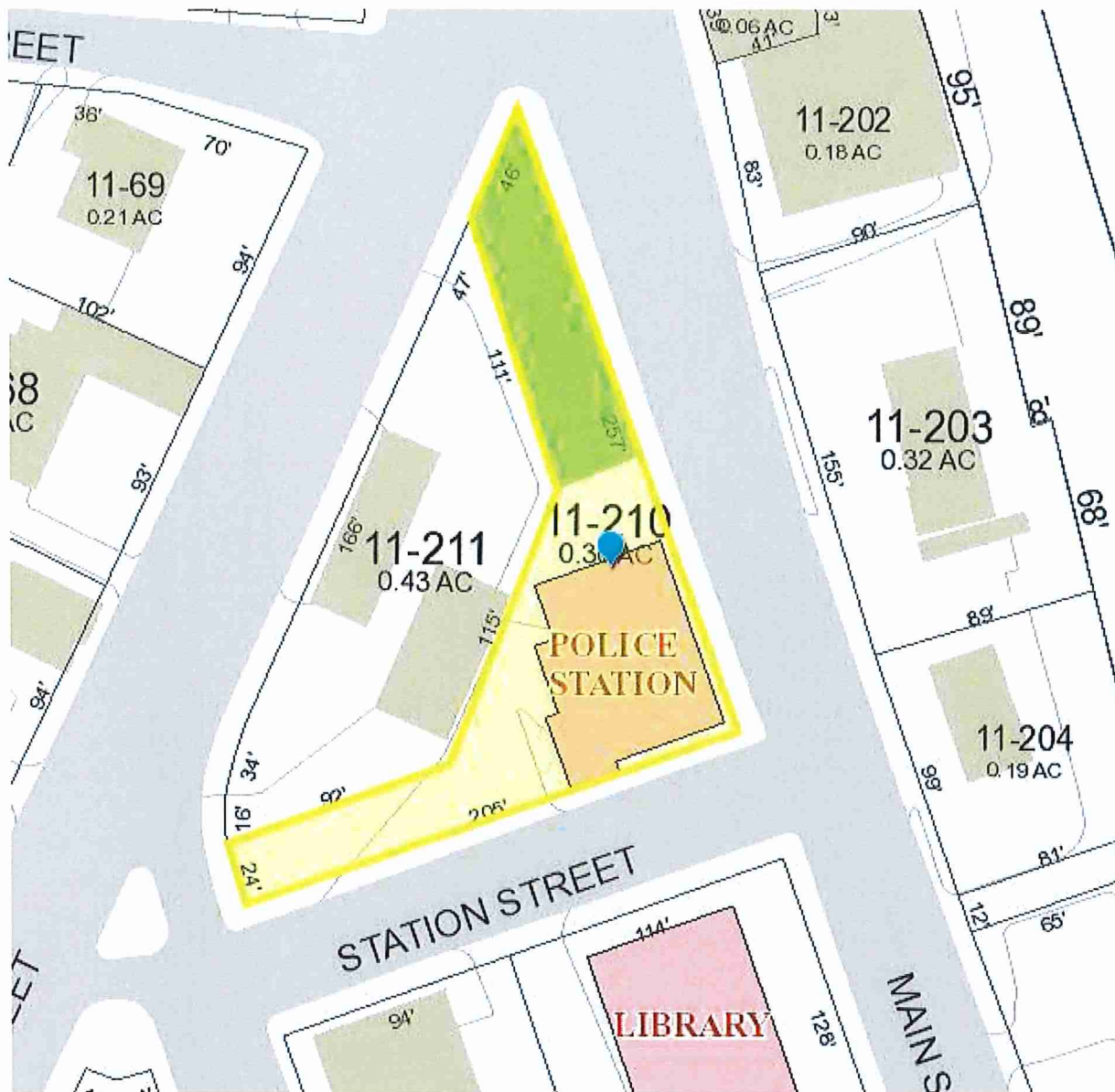
Seller Date

Matthew Hawkins dotloop verified 06/14/23 3:48 PM EDT XFTT-PWOT-CGXL-9YB0

Purchaser Date

Jaylan Archer dotloop verified 06/14/23 2:42 PM EDT BARS-ODNL-NLZH-TTBY

Agent Date



Michelle

Michelle Mears, AICP

Director of Planning and Community Development

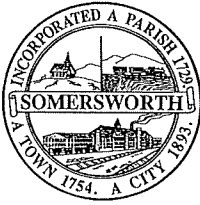
City of Somersworth
One Government Way
Somersworth, NH 03878

(603) 692-9519

mmears@somersworthnh.gov

www.somersworthnh.gov





City of Somersworth – Resolution

Resolution No: **54-23**

TO AUTHORIZE THE CITY MANAGER TO ENTER INTO A PURCHASE AND SALES AGREEMENT WITH CHINBURG BUILDERS TO SELL THE FORMER NATIONAL GUARD READINESS CENTER LOCATED ON BLACKWATER ROAD

June 20, 2023

WHEREAS, the City Council voted on January 30, 2023 to issue a Request for Proposals (RFP) for the acquisition and redevelopment of the former National Guard Readiness Center located on Blackwater Road; and

WHEREAS, the City Council adopted Resolution 30-23 on February 21, 2023 to provide guidance to qualified developers in submitting proposals for reuse of the National Guard Readiness Center on Blackwater Road; and

WHEREAS, City Staff developed and issued an RFP utilizing the guidance provided in Resolution 30-23 requesting proposals to be submitted on May 26, 2023; and

WHEREAS, the City received one proposal from Chinburg Builders to purchase the property for \$200,000 (Two Hundred Thousand dollars), selecting Option B, whereby the existing baseball field and related infrastructure will remain in its current location; and

WHEREAS, the proposal also contains the following conditions that will require City support and/or action:

- To rezone the site to allow for the construction of four-story multifamily buildings with accessory commercial uses
- Tax relief under Chapter 31 – Community Revitalization Tax Relief Incentive
- City support in applying for demolition grant funds made available through InvestNH for housing projects; and

WHEREAS, the Economic Development Committee reviewed the offer received and supports entering into a purchase and sales agreement to sell the property to Chinburg Builders for \$200,000 (Two Hundred Thousand dollars) with the aforementioned conditions;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to enter into a purchase and sales agreement with Chinburg Builders to sell the former National Guard Readiness Center on Blackwater Road for \$200,000 (Two Hundred Thousand dollars), and to take any other actions determined to be in the best interest of the City to sell this property.

Authorization

Sponsored by Councilors:

Donald Austin
Robert Gibson
Matt Gerding
Richard Michaud

Approved:

City Attorney



Scott A. Smith
Finance Director
City of Somersworth
One Government Way
Somersworth, NH 03878

RE: Acquisition and Redevelopment - Somersworth former National Guard Readiness Center

Dear Mr. Smith,

Chinburg Properties is pleased to present this response to the RFP for the Acquisition and Redevelopment of the former National Guard Readiness Center located at 15 Blackwater Road in Somersworth, NH, the "Project."

DEVELOPER & TEAM

Chinburg Properties has over 30 years of development and construction experience that has transformed communities across Northern New England. Founded in 1987 by New Hampshire native Eric Chinburg, the company has grown to become a fully integrated development, property management, and construction firm. Chinburg has established deep expertise in mixed-use urban, multifamily, and single-family home development and is the largest home builder in New Hampshire's Seacoast region. Chinburg is committed to sustainability and is among a very select group of builders nationwide, and the only in New England, to have won for the coveted Sustained Excellence Award from Energy Star, having been awarded this honor 7 times in the past 9 years.

Chinburg Properties, "Chinburg," is a privately held corporation with 150 employees headquartered in Newmarket, NH. The company presently manages 1,600+ apartments and over 1 million square feet of commercial space with an additional 800 apartments and 150,000 square feet of commercial space in development.

Chinburg has deep roots in Somersworth having previously completed three projects in the city, The Great Falls School Apartments (2001), The Canal Street Mill (2008), and Hilltop School Apartments (2020). We know from experience the transformative power of providing housing and investment to places like Somersworth and hope to continue our 20+ year commitment to investing in Somersworth and supporting its community with National Guard Readiness Center Project.

For more details on the Project team and Chinburg's experience please see Exhibits 1 and 2.



PROPOSED PROGRAM

Design & Program:

Chinburg is proposing to proceed with Option B as presented in the RFP and to keep the existing baseball field and related infrastructure in its current location. Chinburg expects for the existing parcel to be subdivided and for the City to retain and maintain the baseball field and related infrastructure. The Project is proposing to remove the existing National Guard structures and replace them with two four-story multifamily buildings totaling approximately 250 apartment homes, with potential accessory commercial space for small scale amenity-based retail tenants. The apartments will consist of approximately 40% studios, 40% one bedrooms, and 20% two bedrooms.

The Project anticipates to be Energy Star rated and to provide residents with a variety of onsite amenities including clubroom rooms and lounges, a fitness center, onsite tenant storage, laundry facilities, a pet washing station, and bike storage. Site improvements are expected to include attractive landscaping, private patios with fire pits and grills, pet-friendly areas, beautification along public rights of way, and a publicly assessable greenspace as well as the code required improvements for stormwater management.

Rezoning:

Chinburg will support the City in the rezoning of the site to allow the construction of four story multifamily buildings with accessory commercial uses, including café and restaurant uses, and a minimum density of 250 apartments homes.

City Support:

The Project will require property tax relief under RSA 79-E, the Community Revitalization Tax Relief Incentive. The Project plans to proceed with all standard required internal staff and board reviews including review by the technical review committee and site plan review by the Planning Board.

The Project will further support the City in applying for demolition grant funds made available through InvestNH for housing projects. The funds would be used for the demolition of existing structures on the site enabling the construction of much needed housing.

Schedule:

Chinburg anticipates rezoning to be completed at the end of 2023 and to secure entitlements in the first half of 2024 with closing shortly thereafter. Construction commencement is expected by the end of 2024.

Structure and Budget:

The Project will be owned by a single purpose entity managed by Chinburg Properties and Eric Chinburg. Chinburg anticipates to engage local design consultants including CJ Architects, based



in Portsmouth, NH, and Civil Consultants, based in South Berwick, ME. Chinburg Builders, Inc will perform general contracting services and Chinburg Management will provide property management services.

Early Project cost estimates suggest a total development budget of approximately \$30 million dollars.

Public Benefits:

The Project will create significant public benefits by providing much needed housing, placing a previously tax-exempt parcel back on the tax rolls, enhancing Somersworth's economic vitality, greatly improving the beatification and sustainability of a deteriorating and largely military-industrial site, and creating a vibrant publicly accessible green space.

PURCHASE PRICE AND TERMS

Chinburg proposes to acquire the property from the City for \$200,000. All risk and costs of site redevelopment, including environmental and hazardous material remediation, shall be borne by Chinburg. Chinburg is prepared to immediately execute a purchase and sale agreement and to complete the purchase within 90 days following the fulfillment of the conditions below.

The Project's economic viability depends on several key factors that will require the City and Chinburg to work together on the following:

Rezoning: Successful City-initiated zoning changes to allow multi-family use with sufficient density to allow a minimum of 250 market rate apartments, sufficient height for 4-story buildings, and commensurate parking.

RSA 79-E: Successful City-initiated amendment to RSA 79-E to make the Project site eligible for tax relief. Then the Project shall enter into an agreement with the City to maximize use of RSA 79-E.

Waiver of Impact Fees: The city will waive all impact fees.

Entitlements: All entitlements are needed prior to closing. The Project proposes to subdivide the lot to separate the baseball field and related infrastructure from the Project site. The baseball field and related infrastructure are to be retained and maintained by the City. The Project will require site plan approval.

Grant Funding: The Project relies on the receipt of competitive grants to demolish the existing buildings. The Project requires the Commitment from the City to apply in a timely manner for demolition grant proceeds made available through InvestNH or other public grant programs.



Creating dynamic places for communities to live and work is what Chinburg does best. Our thoughtful developments have aided transformative revitalization efforts across the region and such projects contribute greatly to the fabric and vitality of those local communities. We look forward to continuing our track record of successful projects in Somersworth with the National Guard Readiness Center Project and to continuing to contribute to Somersworth's vibrant community.

Chinburg respectfully requests your consideration of our application.

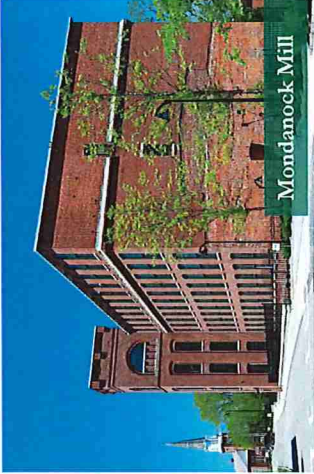
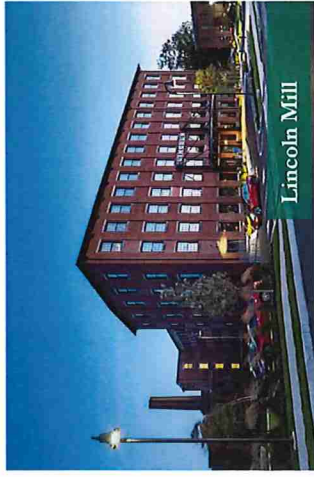
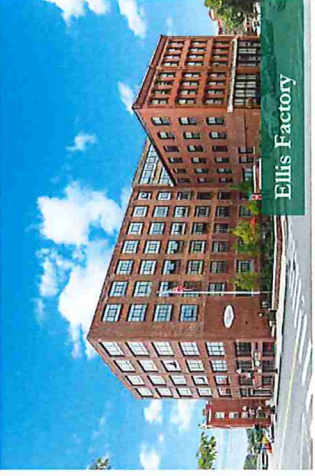
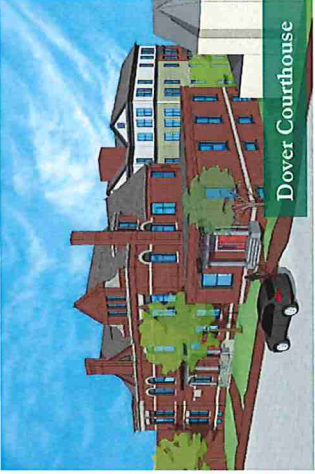
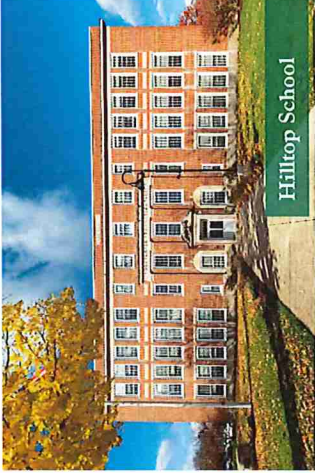
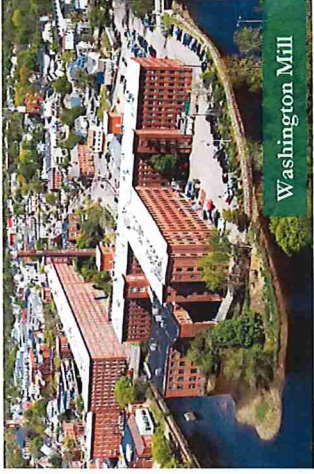
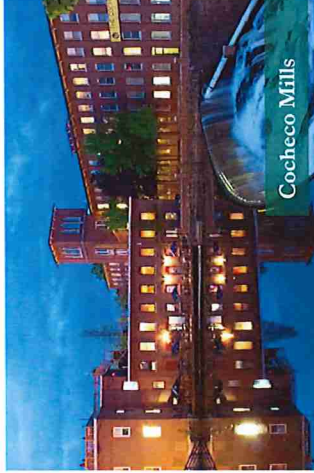
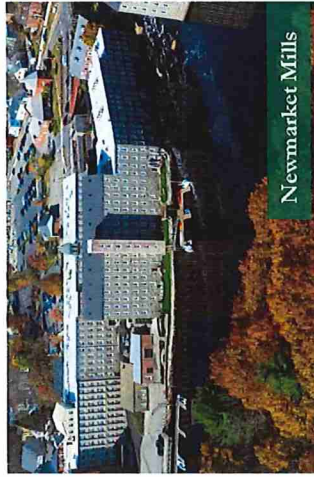
Sincerely,

Eric J. Chinburg
President, Chinburg Properties

Exhibit 1

Chinburg Experience

CHINBURG



Since 1996, Chinburg Properties has successfully completed numerous projects including many centered on the preservation of historic buildings in New Hampshire, Maine, and Massachusetts.

Chinburg Properties manages a portfolio of 1,600 apartments and over one million square feet of commercial space that is home to 350+ businesses of all sizes.



Eric J. Chinburg, President and founder of Chinburg Properties.

Experience:

Chinburg Properties is a land development, design, construction, and property management firm headquartered in Newmarket, NH. Since its inception in 1987, the company has created thousands of residences in New Hampshire, Massachusetts, Maine and Vermont. Over the past 30+ years, the company has preserved numerous historic mills and schools in such cities as: Amesbury and Haverhill, MA, Saco and Biddeford, ME, Portsmouth, Dover, Somersworth, Newmarket, Claremont, and Laconia, NH.

Education:

B.S. Civil Engineering, University of New Hampshire



Matt Assia, Vice President of Development and Asset Management.

Experience:

Matt oversees a team that leads the assessment, planning, permitting, and financing of new opportunities for adaptive re-use, acquisition, and land development. Under Matt's leadership, the team captains the projects through the development life cycle from acquisition to the successful project completion and transition to property management or new home sales. Matt has worked on a wide range of projects including multi-family, mixed-use, residential land development, office, and public works.

Education:

B.S. in Civil Engineering and MBA, University of Maryland



Geoff Spitzer, Vice President of Design & Development

Experience:

Geoff provides leadership, direction and coordination for Chinburg's commercial projects, overseeing Chinburg's talented in-house design and commercial preconstruction teams as well as working with outside architects and engineers. Geoff works closely with the Commercial Development and Asset Management Team to see projects through their entire life cycle. Geoff has nearly 40 years of construction experience with an expertise in historic preservation.

Education:

B.S. Business Science, University of New Hampshire



Paul Goodwin, Senior Development Manager

Experience:

Paul oversees day to day project management responsibilities of the Chinburg's commercial development pipeline across their life cycle, including due diligence, entitlements, financing, design development, construction administration, and leasing support. Paul's experience centers on urban mixed-used, multifamily, and adaptive-reuse projects.

Education:

B.A. Geography, University of New Hampshire, Master of City Planning and Master of Science in Real Estate Development, Massachusetts Institute of Technology



Architectural Services

Established in 2002, CJ Architects is a creative and highly productive firm dedicated to client service and timeless design. CJ's services include: home design, historic renovation, large scale multi-use, and office fit-ups. CJ has worked closely with Chinburg over the past decade, having lead design on several successful projects.



**CIVIL
CONSULTANTS**
Engineers • Planners • Surveyors

Civil Engineering Services

For over 40 years, municipalities, state and federal agencies, educational, commercial and industrial organizations, individuals and private developers have trusted Civil Consultants with a wide variety of civil engineering, structural engineering, and surveying projects across the US and New England.




General Contractor

Chinburg Buildings, Inc provides a full range of services for commercial and residential projects. CBI's development and general contracting capabilities include; planning and permitting, design, budgeting, value engineering, construction management of large-scale developments, historic restoration and renovation, tenant improvements, student housing, and health care facilities.



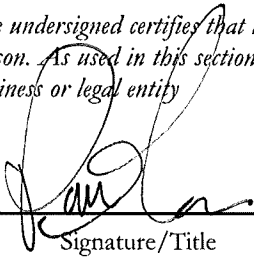
Property Management

Chinburg Management is the in-house property management company of Chinburg Properties. The property managers have extensive experience with residential multifamily management, commercial leasing and sales, including licensed broker and certified real estate professionals on staff.

			
	Request Type	Proposal	Page 6 of 9
	Title	Acquisition and Redevelopment – Somersworth former National Guard	
	Date	Due 5/26/23 at 2:00 p.m.	

PROPOSAL CERTIFICATE

The undersigned certifies that this proposal is in all respects bona fide, fair, and made without collusion or fraud with any other person. As used in this section the word "person" means any natural person, joint venture, partnership, corporation or other business or legal entity


Senior Development Manager
 Signature/Title

Chinburg
 Company

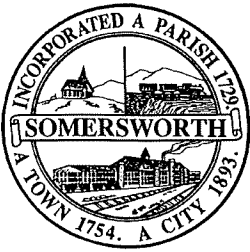
Business Address 3 Penshook Way
 City/Town Newmarket
 State NH
 Zip 03857

5/26/2023
 Date

603-692-6016
 Phone Number

Check here if appropriate: ☒ (X) NO PROPOSAL

Any deviations from the above stated specifications must be so noted and any bid prices must be reflective of these deviations



Somersworth Police Department

12 Lilac Lane

Somersworth, NH 03878

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

Timothy J. McLin
Chief of Police

Memo To: Robert Belmore, City Manager
From: Timothy McLin, Chief of Police
Date: June 8, 2023
Subject: COSSAP National Forum

Bob,

I will be attending a national forum from 8/28/23 until 9/1/23 for our Comprehensive Opioid, Stimulant, and Substance Abuse Program (COSSAP) grant. This forum will take place in Washington, DC and is sponsored by The US Department of Justice/Bureau of Justice Assistance. The cost of travel and lodging is included in this forum.

The forum will cover areas to include:

- Substance Use Disorder/Opioid Crisis
- Public Health/Public Safety Partnerships
- Homelessness/Mental Health
- Networking and program implementation
- Building local partnerships
- This will assist in taking further steps to form our team/response in these areas.
- This forum will also count for my required training for the year.

Our grant also covers the return of our Adverse Child Experience Response Team (ACERT) initiative. This has been progressing well, as we have put together a partnership with The Family Justice Center, Haven, Amoskeag Health, Child Advocacy Center, United Way and other community organizations. The implementation of this team may take place this Fall. There will be opportunities to strengthen this team at the forum as well.

Bob Belmore

From: Bob Belmore
Sent: Friday, June 2, 2023 4:59 PM
To: 'Councilor Don Austin'; 'Dana Hilliard'; 'David Witham'; 'Denis Messier'; 'Ken Vincent (thevince@comcast.net)'; 'Martin Pepin (mpepin@comcast.net)'; 'Matthew Gerding'; 'Nancie Cameron'; 'Richard Michaud'; Robert Gibson
Cc: Brenda Breda; Scott A. Smith; Kristen LaPanne; Ammy Ramsey
Subject: elections
Attachments: 20230602170423762.pdf

Good Afternoon All,

Mayor Hilliard and Councilors,

I was meaning to report out to Council in my report (slipped by me) for Monday regarding a meeting held with City Election Officials and called by our City Clerks, and attended by Scott and I.

This was initiated by Mr. Richard Brooks who commented at a prior Council meeting about some improvements on elections that we might initiate.

Several election officials attended to participate in a robust discussion on various ideas that needed addressing or to make improvements in recruitment, public awareness, and the overall process.

Attached is City Clerk Kristen LaPanne's summary of some key take-aways.

We are moving forward in embracing these ideas in the coming weeks and months. This Monday, staff and I are meeting at the Ward 5 Polling location, Romeo Messier Building, to look at any and all needed issues needing to be addressed. We have also already begun internal discussions on website improvements and other issues discussed with our election officials.

have a nice weekend,
regards, Bob

Robert M. Belmore
City Manager

City of Somersworth
One Government Way
Somersworth, NH 03878

(603) 692-9503
bbelmore@somersworthnh.gov
www.somersworthnh.gov



Kristen LaPanne

From: Kristen LaPanne
Sent: Wednesday, May 24, 2023 9:11 AM
To: Amy Howard; Amy LaBelle; Bonnie McNair; Bridget Barker; Carl Aimesbury; Claudette Bayko (claudettebayko@gmail.com); Daniel Donovan; David Pincince; David Roberge; Durinda Bengato; George Bald; Henry Roger Eaton; Jules Good; Kerry West; Lynn Delicio; Mary Curtis; Matt Keiser; Michael Turgeon; prbayko@gmail.com; Rena Keiser; Richard Brooks; Sarah Eckstein; Stacie Paradis; Suzanne George; Tamara Keegan; Tammy Sneddon; Will Milus
Cc: Ammy Ramsey
Subject: Election Meeting Recap

Good morning,

I wanted to take a moment to thank those that were able to attend the meeting on the 15th to provide us with helpful feedback that will make the elections run more efficiently for us all.

I also wanted to reach out to invite anyone that was not able to attend, to stop in, call or email myself or Ammy with any feedback you wish to provide. Below is a list of the items that we discussed for reference.

Training:

- Needs to happen more!
- Hands-on, roleplay, slideshow, and cross training of positions
- Detailed examples/cheat sheets of forms and end of the night paperwork
 - Create consistency between wards so anyone can step in
 - Develop best practices for paperwork

Recruitment:

- Add more information to the website, including a description of each position and who currently fills that position
- Consider a booth at City events
- Educate residents about elected, appointed and volunteer positions
- Onboard more help, shorter shifts

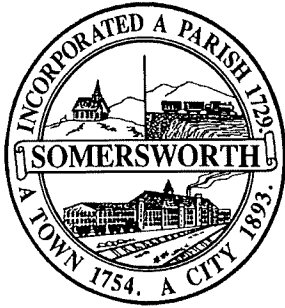
Other:

- Work with Moderators to create map of Ward setup for DPW
- Ensure adequate number of supplies (sharpies, string pens, scrap paper, "I Voted" stickers, etc.)
- Ward 5 needs a lot of attention including cleanliness, setup, heat, water, electricity, disability ramp, etc.
- Communication

We are actively working on addressing the issues discussed and will continue to keep you updated!

Sincerely,

Kristen LaPanne
City Clerk



MEMORANDUM

To: Bob Belmore, City Manager

From: Scott Smith, Director of Finance and Administration

Date: June 12, 2023

Re: Monthly Report

Finance Department:

- Assisted with review of solar agreements with Ameresco.
- Worked on MUNIS conversion from version 11.3 to version 2021.6
- Bids:
 - Redevelopment of National Guard site – Received May 26, 2023

City Clerk:

- Prepared for and took minutes at two scheduled City Council meetings and standing committee meetings during the month.
- Total receipts for the month were \$12,287.
- Permits:
 - Sox03 – Trail Race at Malley Farm on June 17th
 - Somersworth Middle School and Police Department – Public Safety Day on May 22nd
 - Somersworth Historical Society – Antique Car Show on Main St on August 10th from 10am-1pm

Tax Collector:

- Prepared the tax lien for outstanding 2022 tax and utility bills.
- Motor vehicle registrations were a total of \$207,865 during the month.

- Collected \$6,620 for Municipal Transportation Fund during month.
- Total receipts for the month were \$1,931,586.

Library

- The Library and School Department are teaming up to run this year's summer reading program.
- The Library is hosting Kids Camp on Fridays again this year.
- Please see the Library's webpage for a listing of monthly sponsored events.
- 2,985 people visited the Library in May. There were 28 new Library cards issued and 48 renewals. As of June 1, there are 1,553 active cards.

Human Services:

- Total assistance for the month was \$10,047. That compares to \$9,956 for the month of April 2023 and \$250 for May 2022.
- 3 new cases were opened compared to 0 in 2022.
- 12 cases were approved for varying levels of assistance with 5 pending. 100 cases were referred to other agencies for support.

Information Technology

- Spent time in general server maintenance, checked systems, checked and cleared logs.
- Assisted with the MUNIS conversion to 2021.6.

Assessing

- Continued working on abatements requests and other updates.
- The City's revaluation is scheduled to begin in July.

Date: 6/12/23

To: Robert Belmore, City Manager

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

Re: Department of Development Services May 2023 - Monthly Report

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 – May 3
- Conservation Commission – May 10
- Planning Board – May 17
- SRTC – May 3
- Historic District Commission – May 24

Building and Health Departments

MAJOR Building Permits Applied for May 2023

Address		Construction Costs	Fees
90	Colonial Village	\$ 70,000.00	\$ 655.00
122	Sherwood Glen	\$ 55,975.00	\$ 529.00
25	Myrtle St	\$ 350,000.00	\$ 3,175.00
Total		\$ 475,975.00	\$ 4,359.00

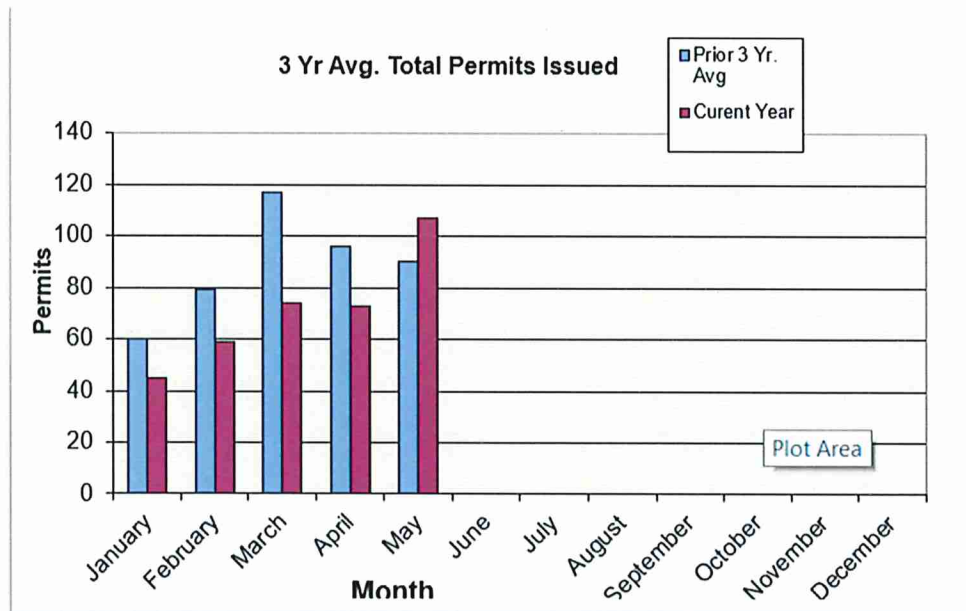
MINOR Building Permits Applied for May 2023

Address		Construction Costs	Fees
26	Linden St	\$ 5,500.00	\$ 74.50
53-55	Union St	\$ 9,800.00	\$ 106.00
81	W High St	\$ 28,517.00	\$ 276.00
10	Horne St	\$ 3,739.00	\$ 61.00
37	South St	\$ 7,250.00	\$ 90.25
10	Meadow Way	\$ 65,894.40	\$ 618.05
53	Bartlett Ave	\$ 13,640.00	\$ 147.76
9	Luna Circle	\$ 25,000.00	\$ 250.00
11	Flynn St	\$ 4,800.00	\$ 6 8.20
380	Rt 108	\$ 180,000.00	\$ 1,645.00
7	Wolcott St	\$ 12,000.00	\$ 133.00
62	Kelwyn Dr	\$ 16,460.00	\$ 173.14

113	Indigo Hill Rd	\$ 400.00	\$ 28.60
69	High St	\$ 6,225.00	\$ 81.03
628	Sherwood Glen	\$ 5,900.00	\$ 78.10
23	Works Way	\$ 0.00	\$ 25.00
19	Rouleau Dr	\$ 2,000.00	\$ 49.00
26	Drew Rd	\$ 1,800.00	\$ 46.60
81	Maple St	\$ 8,460.00	\$ 101.14
2	Long Leaf Ln	\$ 4,950.00	\$ 69.55
101	Union St	\$ 14,736.34	\$ 157.63
12	Hillside St	\$ 15,000.00	\$ 160.00
45	Pinewood Dr	\$ 15,000.00	\$ 160.00
2	Sandlot Ln	\$ 13,000.00	\$ 142.00
111	Maple St	\$ 45,800.00	\$ 430.00
52	W High St	\$ 5,000.00	\$ 70.00
11A	Ash St	\$ 3,000.00	\$ 52.00
8	Otis Rd	\$ 25,607.00	\$ 239.00
9	Chabot St	\$ 38,981.25	\$ 376.00
346	Main St	\$ 500.00	\$ 29.50
2	Firefly	\$ 3,000.00	\$ 79.00
369	Rt 108	\$ 51,021.00	\$ 484.19
8	Rouleau Dr	\$ 21,840.00	\$ 221.56
50	Crest Dr	\$ 43,000.00	\$ 412.00
10	Interstate Dr	\$ 774,301.00	\$ 6,994.00
7	Aspen Dr	\$ 2,600.00	\$ 56.20
36	Pinewood Dr	\$ 8,000.00	\$ 97.00
180	W High St	\$ 1,000.00	\$ 34.00
446-448	High St	\$ 2,000.00	\$ 43.00
11	Silver St	\$ 1,000.00	\$ 34.00
103	Green St	\$ 2,700.00	\$ 43.00
22	Whippoorwill Way	\$ 4,950.00	\$ 69.55
113	Indigo Hill Rd	\$ 1,500.00	\$ 43.00
339	High St	\$ 21,450.00	\$ 218.05
156	Old Rochester Rd	\$ 5,000.00	\$ 70.00
182-182A	W High St	\$ 24,268.00	\$ 316.22
27	Pinewood Dr	\$ 500.00	\$ 37.00
8	Sunningdale Dr	\$ 7,550.00	\$ 88.00
23	Luna Circle	\$ 4,999.00	\$ 69.99
Totals		\$ 1,553,738.99	\$ 15,347.81

Permit Receipts as of May 2023

PERMIT RECEIPTS						
	2020	2021	2022	2023	DIFFERENCE this year to last	% OF CHANGE
January	\$13,195.23	\$8,599.31	\$10,660.43	\$12,486.79	\$1,826.36	14.6%
February	\$13,438.09	\$6,590.61	\$31,381.26	\$10,679.12	-\$20,702.14	-193.9%
March	\$24,077.27	\$46,267.60	\$25,904.65	\$49,155.68	\$23,251.03	47.3%
April	\$10,871.58	\$27,779.60	\$26,246.19	\$14,650.50	-\$11,595.69	-79.1%
May	\$19,665.79	\$33,736.68	\$11,141.09	\$33,819.63	\$22,678.54	67.1%
June	\$13,079.55	\$51,947.53	\$37,046.22			
July	\$16,816.46	\$18,776.42	\$9,648.31			
August	\$23,823.08	\$46,171.98	\$25,716.69			
September	\$23,396.60	\$13,805.11	\$30,356.86			
October	\$16,152.79	\$18,139.91	\$12,587.39			
November	\$12,376.38	\$8,476.08	\$30,037.01			
December	\$6,925.03	\$8,858.58	\$7,853.79			
Year total	\$81,247.96	\$122,973.80	\$105,333.62	\$120,791.72	\$15,458.10	12.8%
Difference of change this year to last (completed months only)	\$193,817.84	\$280,290.83	\$260,217.89			



Property Maintenance May 2023

*Notification Issue meaning: CN – Courtesy Notice; NOV – Violation Notice;

Address	Complaint Type	Complaint Date	Notification Issued	Status
11 Ash Street	MPV	11/14/2022	NOV	Pending
3 Market Street	Dumpster Violation	11/17/2022	CN	Pending
446 Main Street	MPV	11/17/2022	NOV	Pending
341 High Street	Fence Violation	11/21/2022	CN	Pending
222 Rte. 108	Dumpster Violation	11/21/2022	CN	Pending
87 Franklin Street	Step Violation	11/29/2022	CN	Resolved
222 High Street	Fence Violation	11/29/2022	CN	Pending
230 High Street	Fence Violation	11/29/2022	CN	Pending
41 Franklin Street	MPV	12/5/2022	CN	Pending
57 Green St	Siding Violation	12/5/2022	CN	Pending
37 Green St	Siding Violation	12/5/2022	CN	Pending
28 Green St	MPV	12/5/2022	CN	Pending
43 Mt. Auburn	MPV	12/5/2022	CN	Pending
107 Green St	Step Violation	12/5/2022	CN	Pending
48 Franklin St	MPV	12/5/2022	CN	Pending
37 Franklin St	MPV	12/5/2022	CN	Pending
184 High Street	Siding Violation	12/5/2022	CN	Pending
38-40 Franklin	MPV	12/5/2022	CN	Pending
290 Main Street	MPV	12/5/2022	CN	Pending
2 Government Way	Dumpster Violation	12/19/2022	CN	Pending
66 High Street	Step Violation	12/5/2022	CN	Pending
17 Broad Street	Siding Violation	12/5/2022	CN	Pending
76 Elm Street	MPV	12/5/2022	CN	Pending
93 Main Street	MPV	12/20/2022	CN	Pending
109 Main Street	Sign Violation	12/20/2022	CN	Pending
105 Main Street	MPV	12/20/2022	CN	Pending
117 Main Street	Sign Violation	12/20/2022	CN	Pending
506 High Street	Dumpster Violation	12/19/2022	CN	Pending
48 Green Street	MPV	12/19/2022	NOV	Pending
71 Indigo Hill Road	Siding Violation	12/13/2022	CN	Pending
10-12 School Street	Chimney Violation	12/13/2022	CN	Resolved
302 Main Street	Fence Violation	12/13/2022	CN	Pending
357 Main Street	MPV	12/13/2022	CN	Pending
11 Ash Street #A	MPV	12/29/2022	NOV	Pending
258 High Street	MPV	12/13/2022	CN	Pending
78-80 Market Street	Siding Violation	1/13/2023	CN	Pending
354 Main Street #1	MPV	1/23/2023	NOV	Pending
10 Green Street	MPV	1/19/2023	CN	Pending
11 Ash #B	MPV	2/2/2023	NOV	Pending

Blue Heron	Wetlands Violation	2/10/2022	NOV	Pending
136 Indigo Hill Road	Siding Violations	2/17/2023	CN	Pending
18 Davis Street	MPV	2/17/2023	CN	Pending
11 Silver Street	Siding Violation	2/17/2023	CN	Pending
354 Main Street #1	MPV	2/15/2023	NOV	Pending
86 High Street	MPV	2/28/2023	NOV	Resolved
24 Maple	Step Violation	3/22/2023	CN	Pending
296 Main Street	MPV	3/23/2023	CN	Pending
114 Green Street	Step Violation	3/23/2023	CN	Pending
65 Green Street	Life Safety Violation	3/23/2023	CN	Pending
38 Franklin Street	MPV	3/27/2023	NOV	Pending
40B Franklin Street	Illegal Apartment	3/27/2023	NOV	Resolved
334 Main Street	Junkyard	3/17/2023	CN	Pending
197 Rt 108	Junkyard	4/4/2023	CN, NOV	Pending
114 Green Street	Stairway Violation	3/23/2023	CN	Pending
36 Green	Trash	4/13/2023	CN	Resolved
8 Ash	MPV	4/24/2023	NOV	Pending
20 Rescue Lane	Zoning Violations	4/20/2023	NOV	Pending
99 Green Street	MPV	4/28/2023	NOV	Resolved
13 Water Street	MPV	4/28/2023	NOV	Pending
221 Rt 108	Fence	4/28/2023	CN	Pending
289 Main Street	MPV	4/28/2023	NOV	Pending
162 Rt 108	Site Plan Violation	5/9/2023	CN	Pending
375 Rt 108	Site Plan Violation	5/9/2023	CN	Pending
59 Waltons Way	Site Plan Violation	5/10/2023	NOV	Pending
38 Buffumsville Road	Trash	5/15/2023	CN	Pending
85 Main Street	Site Plan Violation	5/15/2023	CN	Pending
67 Elm Street	Windows	5/10/2023	CN	Resolved
343 Main	Trash	5/16/2023	CN	Pending
63 Rocky Hill Road	MPV	5/17/2023	NOV	Pending
65 Rocky Hill Road	Trash	5/17/2023	NOV	Pending
396 High Street	Grass	5/18/2023	CN	Pending
6 Myrtle Street	Trash	5/15/2023	CN	Resolved
343 Main Street	Trash	5/15/2023	CN	Pending
61 Winter	Trash	5/19/2023	CN	Pending
294 Main	Grass	5/22/2023	CN	Pending
400 High	Grass	5/22/2023	CN	Pending
118 Franklin	Grass	5/22/2023	CN	Pending
103 Franklin	Grass	5/22/2023	CN	Pending
67 Elm Street	Grass	5/19/2023	CN	Pending
97 High Street	Structure Violation	5/23/2023	CN	Pending

7 Works Way	Grass	5/30/2023	CN	Resolved
99 Green Street	MPV	5/1/2023	CN	Resolved
13 Water Street	MPV	5/1/2023	NOV	Pending
12 Commercial Drive	Trash	5/9/2023	CN	Pending
413 High Street	Trash	5/9/2023	CN	Pending
9 Commercial Drive	Trash	5/9/2023	CN	Resolved
396 High Street	Grass	5/18/2023	CN	Resolved
38 Buffumsville Road	Trash	5/22/2023	NOV	Resolved
27 Rouleau Drive	Grass	5/25/2023	CN	Pending
22 Rouleau Drive	Grass	5/25/2023	CN	Resolved
33 Rocky Hill Road	Grass	5/25/2023	CN	Resolved
47 Maple Street	Grass	5/25/2023	CN	Resolved
9-11 Beacon	Grass	5/25/2023	CN	Resolved
10 Prospect Street	Grass	5/25/2023	CN	Resolved
8 Prospect Street	Grass	5/25/2023	CN	Resolved
182 Green Street	Grass	5/25/2025	CN	Resolved
16 Walnut Street	Grass	5/25/2023	CN	Resolved
41 Mt. Auburn Street	Grass	5/25/2023	CN	Resolved
3 Morning Street	Grass	5/25/2023	CN	Resolved
6 Myrtle Street	Grass	5/25/2023	CN	Resolved
108 Green	Grass	5/25/2023	CN	Resolved
22-24 South Street	Grass	5/25/2023	CN	Resolved
49 South Street	Grass	5/25/2023	CN	Resolved
48 Green	Grass	5/25/2023	CN	Resolved
6 Union	Grass	5/25/2023	CN	Pending
8 Union	Grass	5/25/2023	CN	Resolved
18-20 Broad	Grass	5/25/2023	CN	Resolved
277 Main	Grass	5/25/2023	CN	Resolved
26 Third	Grass	5/25/2023	CN	Resolved
10 Third	Grass	5/25/2023	CN	Resolved
38 Buffumsville Road	Grass	5/25/2023	CN	Resolved
150 Indigo Hill Road	Grass	5/25/2023	CN	Resolved
283 Main Street	Grass	5/25/2023	CN	Pending
396 High Street	MPV	5/25/2023	CN	Pending
289 Main Street	Grass	5/26/2023	CN	Resolved
12-14 Mt. Auburn Street	Grass	5/26/2023	CN	Resolved
10 River Street	Grass	5/26/2023	CN	Resolved
53-55 Union	Grass	5/26/2023	CN	Resolved
10 Central Street	Grass	5/26/2023	CN	Resolved
14 Central Street	Grass	5/26/2023	CN	Resolved
12 Central Street	Grass	5/26/2023	CN	Resolved

301 Main Street	Grass	5/26/2023	CN	Resolved
12 Summer	Grass	5/26/2023	CN	Resolved
31 Waltons Way	Grass	5/26/2023	CN	Resolved
199 Green	Grass	5/31/2023	CN	Resolved
1 Drew	Fence Violation	5/31/2023	CN	Pending
4 Constitutional Way	Grass	5/31/2023	CN	Pending
90 High	Grass	5/31/2023	CN	Resolved
254 High	Grass	5/31/2023	NOV	Resolved
254 High	Siding Violation	5/31/2023	NOV	Pending

PLEASE NOTE – All matters shown as “Resolved” were active matters which were closed in the month of May 2023 due to violations being brought into compliance. All matters shown as “Pending” are current, active matters.

- In the month of May, 2023, fifty (50) open matters became compliant and were closed.
- In May, 2023, the Code Compliance Office issued:
 - Sixty-One (61) Courtesy Notices; and
 - Seven (7) Violation Notices

COURT MATTERS – Ongoing

- **City v. Anji Reddy – 11 Ash Street**
 - City of Somersworth-Code Compliance was provided a case status hearing for code violations at 11 Ash Street Unit #A as requested by Judge Gardner following an agreement with the court to address the code violations. Pending Mr. Reddy’s code compliance, the City of Somersworth may impose a fine up to \$6,000.00 with three criminal misdemeanor charges. This hearing is scheduled for August 28th 2023.
- **City v. Michael Davis – 25 Otis Road**
 - A hearing took place on May 2nd 2023 at Strafford Superior Court regarding Mr. Davis summons for contempt and lack of adherence to a Joint Proposed Order between the City of Somersworth and Michael Davis. This order was put in place by Strafford Superior Court November 4th 2023. Since then, Mr. Davis has failed to move the earthen berms and apply for a conditional use permit for the 12,150 square feet of wetlands that were filled in. Following the hearing on May 2nd 2023, Judge Will ordered on May 3rd 2023 that the defendant:
 1. The defendant shall pay all attorney’s fees the plaintiff incurred in preparing the second motion for contempt, including preparation for and attendance at the May 2 hearing. Within ten days of the date of this order, the plaintiff shall submit an affidavit of its reasonable fees. The defendant shall have ten days thereafter in which to submit any

objection(s) he may have. The Court will then issue a further order either scheduling a hearing or establishing the amount of attorney's fees the defendant shall pay.

2. The defendant remains out of compliance with the Joint Proposed Order as to the term relocation and CUP application. The defendant shall be assessed penalties in the amount of \$275 per day, commencing on May 2, 2023, which shall accrue until the defendant comes into substantial compliance with the Joint Proposed Order.¹ The defendant may avoid payment of penalties if he comes into substantial compliance within 30 days of the date of this order.

3. The Court shall schedule a further hearing to review the status of the defendant's compliance with the Joint Proposed Order in approximately 30 days from the date of the clerk's notice of decision on this order. The defendant will be required to attend the hearing in person.

A case status hearing was scheduled for 6/13/2023 at Strafford Superior Court.

COURT MATTERS – Closed

- **City v. Reddy Infosys – 86 High Street**

- City of Somersworth-Code Compliance filed a motion to impose suspended sentence for Reddy Infosys.
- Following the hearing on April 3rd 2023, Judge Gardner ruled in favor of the City's motion. The defendant paid a fine of \$2,000.00.
- Reddy Infosys filed a motion to reconsider Judge Gardner's ruling on April 24th 2023 seeking to vacate all fines.
- Somersworth Code Compliance Office filed a motion to oppose the motion for reconsideration on May 8th 2023.
- On May 8th 2023, Judge Gardner ruled in favor of the City again. Sanctions and penalties are under advisement by the Judge for the order is to be issued. The Judge ordered a negotiation in 2 weeks and another hearing in 4 weeks.

- **City v. AK Properties LLC – 20 Spring Street**

- Landlord failed to comply with NOV to clean up the property after neighbors complained about rats roaming the streets. Citation issued 4/17/23
- Hearing occurred on May 1st, 2023.
- The City of Somersworth and the landlord entered into an agreement on May 1st 2023, suspending all fines provided that the landlord keeps the property clean to the City's satisfaction.

Land Use Boards:

Minor Field Modification Requests:

- Palmer Gas and Oil is seeking to make various revisions for the site located at Gator Rock Road, in the Industrial (I) District, Assessor's Map 47 Lot 1I, SITE#03-2022 & CUP#04-2022 was **approved**.
- A3H Holdings LLC is seeking to revise the sewer connection for the property located at 436 High Street, in the Residential/Commercial (R/C) District, Assessor's Map 38 Lot 1A, SITE#01-2022 was **approved**.
- Revision Energy is seeking to revise the four (4) landscape trees from little leaf linden to a trident maple for the property located at 380 Route 108, in the Commercial Industrial (CI) District, Assessor's Map 58 Lot 04, SITE#12-2022 was **approved**.

Conservation Commission:

- Packy's Investment LLC is seeking a conditional use permit for 12,235 SF impact to the Riparian and Wetland Buffer as part of a commercial development on a property located at 363 Route 108, in the Commercial Industrial (CI) District, Assessor's Map 48 Lot 22B, CUP#14-2022 was **continued**.

Historic District Commission:

- Matthew Hawkins is seeking a certificate of appropriateness to make repairs to the façade and bump outs and replace siding for a property located at 8 Beacon Street in the Historic Moderate Density (HMD) zone, Assessor's Map 11 Lot 70 (HDC#10-2023) was **continued**.
- James and Kathy Kinneavy are seeking a certificate of appropriateness to rebuild a front porch and side porch, replace columns, and install railings and decking for a property located at 17 Lincoln Street in the Residential/Single-Family zone with Historic Overlay (R1AH) Assessor's Map 11 Lot 132 (HDC#11-2023) was **approved**.
- Marc Vose is seeking a certificate of appropriateness to replace a gutter system on a garage and house, replace soffits, and install leaf guards for a property located at 113 High Street in the Residential/Business zone with Historic Overlay (R/BH) Assessor's Map 11 Lot 27 (HDC#15-2023) was **approved**.

Planning Board:

The Planning Board reviewing the following:

- **PUBLIC HEARING:** Geoffrey Aleva on behalf of Norman & Michele Briere, is seeking site plan approval to construct a 3,000 SF building addition with associated parking and drainage improvements on a property located at 3 Rescue Lane, in the Industrial (I) District, Assessor's Map 58 Lot 6E, SITE#07-2022 was **approved**.
- Carlton Spencer is seeking an Extension Request of an Approved Plan to construct a 7-lot conservation subdivision on a property located at 279 Green Street, in the Residential/Single Family (R-1) District, Assessor's Map 18 Lot 45, SUB#10-2021 was **approved**.

- SOS Realty is seeking an Extension Request of an Approved Plan to construct two additions to an existing dental office on a property located at 504 High Street, in the Residential/Commercial (R/C) District, Assessor's Map 40 Lot 08, SITE#06-2022 was **approved**.

Site Review Technical Committee:

- Geoffrey Aleva on behalf of Norman & Michele Briere, is seeking site plan approval to construct a 3,000 SF building addition with associated parking and drainage improvements on a property located at 3 Rescue Lane, in the Industrial (I) District, Assessor's Map 58 Lot 6E, SITE#07-2022.

Zoning Board:

- Jeff Wituszynski, Vincent Kulickowski, Donald Howde, Vsevolod Korogod, and Kristen Korogod are seeking an Appeal of an Administrative Decision made by the Planning Board for a property located at 35 Coles Pond Road in the Residential/Single Family (R1) District, Assessor's Map 49 Lot 14, ZBA#01-2023 was **denied**.
- **PUBLIC HEARING:** Bucephalus, LLC is seeking a Variance from Table 4.A.5 to allow Principle Use No.'s 1 – Retail, wholesale and rental trades, commercial service and repair facilities excluding motor vehicles, 10 – Trade and craft establishment, 26 – Artisan Production Shop, and 27 – Artist Studio, within the Residential/Single Family (R1) zoned portion of the subject property located at 451 High Street in the Residential/Single Family (R1) District and Residential/Commercial (R/C) District, Assessor's Map 42 Lot 01, ZBA#04-2023 was **approved**.
- **PUBLIC HEARING:** Central Park Express is seeking a Variance from Table 5.A.1 to allow the installation of a solar tracker where the overhang of the track will be within the side yard setback for a property located at 464 High Street in the Residential/Commercial (R/C) District, Assessor's Map 40 Lot 01, ZBA#05-2023 was **approved**.
- **PUBLIC HEARING:** Central Park Garage is seeking a Variance from Table 5.A.1 to allow the installation of a solar tracker within the side and rear yard setbacks for a property located at 470 High Street in the Residential/Commercial (R/C) District, Assessor's Map 40, Lot 03, ZBA#06-2023 was **approved**.

Master Plan Update- 2023

The Somersworth Planning Office is working with the Strafford Regional Planning Commission to create a new plan for housing in Somersworth. As part of our City's Master Plan update, this work will span from June until November 2023. The City will be engaging the residents and businesses in Somersworth throughout the project, including a survey in early summer, a community event in September, and a Planning Board workshop to finalize goals and actions in October. This work is being funded through a grant from the InvestNH Municipal Planning & Zoning Grant Program. Please stay tuned as we launch a webpage and finalize the Steering Committee to guide our work.

Land Use Appreciation Dinner

The Land Use appreciation dinner was held on May 23, 2023 at Omnium brewing. Thank you to the businesses that donated to the event and Omnium Brewing for opening the doors for the private event. There was a total of 37 attendees. Thank you to our land use board volunteers.

2023 NH Planners Association Conference – Citizen Planner of the Year Award

On June 2, 2023 at the NH Planners Association Spring Conference Planning Board Chair Ron LeHoullier was awarded the NH Planners Association 2023 Citizen Planner of the Year. The New Hampshire Planner's Association (NHPA) award annually recognizes citizen planners from New Hampshire for their advancement to the science and art of planning and commitment to community involvement through planning initiatives. The New Hampshire Planners Association promotes, assists, and supports professional planners in the State with the goal of achieving planning excellence to improve the quality of life today and tomorrow in New Hampshire's communities. The Citizen Planner of the Year is a reflection of that ideal, and is sought annually through nominations.

Ron currently serves as the Planning Board Chair for the City of Somersworth. He has been an active Land Use Board member for the past 32 years serving on the Zoning Board of Adjustment and Planning Board. He has been the Planning Board chair since 2014. Ron exemplifies institutional knowledge of the City and applications throughout the years. Providing historic background to ensure projects are fully vetted and consistent with prior approvals. As Chair of the Planning Board Ron makes sure meetings stay on track and the all parties receive a full and fair hearing before the Board. Ron does a superb job balancing abutters interest and making sure the community land use regulations are being implemented. Please congratulate Ron.



Photo credit: Dana Crossley, Planning Technician
Ron LeHoullier, Somersworth Planning Board Chair (left), Donna Benton, NH Planners Association President, Matthew Sullivan, NH Planners Association Vice President

Economic Development –May 2023

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

- **Vacancy: Commercial - Business Vacancy** [*Site for Sale and /or Lease*]
- a) **Vacant -Privately owned Property**
 - ✓ **Lucky's:** working with owner on new potential office use.
 - ✓ **400 High Street:** working with owner on potential specialty craft brew market place (Unit C)
- **New: Commercial - Business Tenants** [*Certificate of Occupancy issued*]
None this month
- **Existing: Business Expansion** [*Local Business growing and providing new/more service*]
 - ✓ Tri City Masonry-exploring expansion
- **Committed: Commercial Business Entity in Process** [*Committed to Occupying Specific Commercial Space or Land, and in process of establishing business at chosen location*]
 - ✓ Somersworth Sports Hub: Willand Drive
 - *Sports Dome*
 - ✓ Smart Storage: 1 Enterprise Drive - Route 108
 - *Storage Center*
 - ✓ MB Tractor: 355— Route 108
 - *Tractor Retail Sales*
 - ✓ Forward -Merch: 436 -Route 108
 - *Screen Printing & Fulfillment Center*
 - ✓ The Bistro at the Rail- 400 High Street
 - Old Rail Pizza will be take out 4 days a week
 - ✓ Fold'd Diner SOS- 69 High Street
 - Crepe- and omelet focused modern diner on a mission
 - ✓ Pop Zup: 22 Canal Street Unit 324
 - *Specialty Food*
 - ✓ Wentworth Douglas Hospital Daycare Center- Terrascape
 - *Providing daycare for over 200 children PB approval January 2023*
 - ✓ Pensole Shoes: 434 – Route 108
 - *Shoe Manufacture*
 - ✓ Washville- Formerly Shammy's Carwash: 436 High Street
 - *Car Wash*
 - ✓ Thompson Counselling: 42 High Street
 - *Counseling and Therapy*
- **Potential: Commercial - Business Exploring** [*Exploratory Review in process*]
 - 1) Vietnamese Food- Tri-City Plaza
 - *Formerly Flooring Company next to TJMAXX*
 - 2) Bending Bodhi Yoga
- **# SeeSomersworth**

- ✓ SeeSomersworth- Keep abreast of Downtown Business Activities at:
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
- **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 – May 2023

Program & Event Highlights:

- **Granite State Track & Field-** Practices began on May 10th and will run until June 7th. We have 16 children on our practice team. 11 children will be competing at the State Meet final at Winnisquam High School in Tilton, NH on June 17th. This is a great beginner track program that emphasizes sportsmanship while teaching the basic fundamentals of running, jumping, & throwing.
- **Tiny Toppers Play Program-** We offered 4 sessions on Wednesday mornings this spring and the program concluded on May 31st. We had 14 children attend with their adult caregivers. Our Rec Supervisor is the program instructor.

Upcoming Activities:

- **Kids Camp-** The 8-week program will run June 26-August 18 (no camp 7/4). Session 1 has 42 campers and Session 2 has 54 campers. Rec Office staff are working on scheduling all of the field trips and special events. Sample field trips include White Lake State Park, Pawtuckaway, Hampton Beach, Ordione State Park, Somersworth Public Library, Gathering Place Studio, & Maple Wood School Gardens. Kona Ice Truck and Wildlife Encounters are scheduled to be at camp this summer as well. We’ll be partnering with Community Action Partnership of Strafford County to once again provide free breakfast & lunch for all our campers this summer.

Summer Camp Staff Update:

- We have 1 returning Director and 3 returning Counselors that have been promoted to Lead Counselors this summer.
- We conducted interviews and 6 new Camp Counselors were hired for the summer.
- Staff Total: 1 Camp Director, 3 Lead Counselors, 3 new Counselors, & 2 part-time Counselors.

City Park Updates:

- Parks are open for the season

MISC:

- *RecDesk Software*- We're finalizing the community portal & online registrations will go live on June 1st!
- *Website Update*- Staff are working on updating our Rec webpages to include the new registration process and easy access to the online registration portal.
- *Interware*- We're working with Interware to finalize the set-up for credit card payments in the Rec Office & online. Credit card payments will be available as of June 1st.

MEMORANDUM from Director Public Works & Utilities

TO: Robert M. Belmore, City Manager

DATE: June 14, 2023

SUBJECT: Public Works Department Monthly Report for June 2023

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 City Council meetings and Workshop on Constitutional Way project design status.
- Attended Finance Committee, Recreation Committee.
- Participated in SRPC meetings, Policy and Executive Committee
- Coordinated with staff high volume of resident calls for brush collection services; second month in row with over 100 residential stops for the spring clean-up work.
- Attended project meetings on the TAP project; substantial sidewalk improvements are being made on the High Street corridor, including granite curbing, and concrete pouring on sections; work is progressing on Memorial Drive parking area crosswalks/bump outs, pole replacement plan and realignment of the walking path between Maplewood Elementary and Somersworth High School.
- GMI has substantially completed all road repaving work. Once City staff completes acquiring drainage easements from property owners on 1st and 2nd Street and Eversource, GMI will initiate the rebuilding of 1st Street, currently scheduled for after July 4.
- GMI Sidewalk work is near complete, substantial progress is being made with finishing contracted sidewalks including W. High St; sidewalk in front of the SAU Building, and Bartlett Street sidewalks.





- Following Finance Committee authorization, entered into a contract with Weatherguard Industries for the replacement of the Italianate Well House roof at Forest Glade Cemetery.
- The Community Gardens at Malley Farm has been very active and all 57 plots assigned are active and being used.



- Met with officials of Home Depot to provide additional information into the Ash Street Park redevelopment into a butterfly park. Working with Somersworth store officials on a possible store grant for materials to be used for the park improvements.
- Responded to concerns about patrons of the Dog Park leaving water bowls behind and other dogs getting kennel cough from drinking water from other dog's bowls. Installed a sign to alert patrons to remove their water bowl when they leave.



- Attended planning meetings with Falls Chamber for the June Summer Fest planned for the Somersworth Plaza Parking area in early June. Public Works Highway equipment and personnel was asked to assist with set up and road closure detail; attended a similar planning meeting with Children Festival representatives for the June 16-17 Festival events.
- Participated in planning and logistics meetings on the FY24 budgeted replacement of residential water meters with the Deputy City Manager and Water Division staff.

HIGHWAY DIVISION

Operations/Maintenance:

- Performed monthly metal collections
- Performed maintenance and repairs to city equipment
- Performed repairs to maintenance and repairs to city equipment following winter events
- Performed pothole patching city wide
- Performed city trash collection at receptacles, and city buildings
- Replaced signs city wide damaged from weather and accidents
- Cleaned up downtown in preparation for Memorial Day Parade
- Mulched all flower beds in the Downtown area
- Performed seasonal bagged leave collection
- Performed seasonal brush collection along streets (284 stops this spring, average 45-60 each month)

- Mowed city portion of green spaces
- Completely recover the dirt pile in the Maple St Pit
- Assisted HR with moving large heavy items within the office
- Installed American Flags along the High St corridor in preparation for Memorial Day
- Installed 11 bricks at the Veterans Memorial in preparation for Memorial Day Services
- Collected manhole covers and catch basins from newly paved roads
- Delivered the sweeper to John Deere for warranty work, picked up when finished
- Swept low lying areas after heavy rains

Recreation:

- Removed vegetation and tables from St. Laurent Park building
- Cleaned up Dog Park / Millennium Park, (leaves and sticks)

Cemetery:

- Cleaned up piles of leaves and sticks collected during Serve with Liberty volunteers
- Assisted Serve with Liberty while they worked raking leaves into piles and piling sticks throughout the cemetery
- Repaired portions of the main road which acts as a walking path for Maplewood School
- Cleaned up and prepared the Veterans area for Memorial Day Services

Sewer Collections Maintenance:

- Received 83 Digsafe request

ENGINEERING DIVISION

- Attended Finance Committee meeting on 5/4/2023.
- Attended Recreation Committee meeting on 5/10/2023.
- Attended Council Workshop for Constitutional Way complete street presentation on 5/15/2023.
- Attended E-911 Committee meeting on 5/18/2023.
- Attended NDHES Source Water Protection conference on 5/16/2023.
- Attended NHPWA Technical Meeting on 5/18/2023.
- Attended NEAPWA Luncheon on 5/24/2023.
- Attended Seacoast Stormwater Coalition meeting.
- Attended site meetings with School Dept and TAP Grant design team.
- Completed pre-construction meeting for Crack Sealing with Superior Sealcoat.
- Continued oversight and project management and inspection of TAP Grant project.
- Continued oversight and project management and inspection of FY2023 Paving Project.
- Continued oversight and project management and inspection of FY2023 Sidewalk project.
- Continued oversight of water treatment plant evaluation project with Wright-Pierce.
- Completed plan review meetings with Wright-Pierce for Constitutional Way.
- Completed Veterans Memorial walkthrough with Rye Beach and Monarch Electrical.
- Completed Vueworks training modules.
- Completed review and approval of several driveway permits.
- Completed review and approval of several trench permits.

WASTEWATER DIVISION

Operations/Maintenance:

- Operating under the (MUCT) process which is used for the summer months. During this time, we are required to meet stringent nutrient, Biochemical Oxygen Demand & Total Suspended Solids requirements. The summer season runs from May 1st thru September 30th.
- We received two replacement computers and six iPads to address the cyber security assessment requirement. All staff members have been assigned an iPad and have been instructed to use these exclusively for accessing the facility operations remotely.
- Back Bay Networks completed an upgrade on our firewall system to improve security over the internet.
- Pulled a pump from West High St pump station which failed due to wipes. Upon inspection, it was determined the unit needed a complete rebuild which is ongoing.
- Successfully started up the sodium aluminate system which is used to assist the biology with the removal of phosphorus.
- Successfully started up the Post Aeration Tank (PAT) system. We are required to add air to the final effluent and meet a minimum of 6.5mg/l during the summer months.
- Experienced three rain events which required us to implement the high flow plan.
- Received 9,700 gallons of septage for the month.

Compliance:

- Preparing monthly reports to US-EPA and NH-DES.
- Reported zero permit exceedances for the month.
- Treated a total of 60-million gallons of wastewater during the month.

Industrial Pretreatment Program (IPP):

- Working with General Linen on addressing their grease issue. They are working to limit their grease discharge in-house.
- Completed annual inspections of Tri-State Seafoods and Omnium Brewing which also included composite sampling. No issues or concerns were noted.
- Received the final report of our Industrial Pretreatment Program (IPP) audit which took place on April 26-27th. This was conducted by both EPA and DES. No deficiencies were noted; however, some language will need to be updated within the sewer Use Ordinance (SUO) to reflect recent changes in regulations.

Capital Improvements Plan (CIP) Items:

- Outstanding upgrade warranty issues include:
 - Dewatering - During the December 13-14th 1-year inspection, it was discovered we were supplied with the incorrect bowl and scroll. GEA-Westfalia ordered the correct parts which were recently delivered onsite. I am now working with their local representative to schedule the installation.

- Return Activated Sludge Pump #3 has been deemed unacceptable by Wright-Pierce due to frequent failures. The supply representative is looking into replacing the pump.
- Landscaping – We will be assessing the upcoming growing season to ensure the minimum requirement for grass coverage has been met. We have until June 30th to request another round of grass seed.
- We recently experienced failures with two internal recycle pumps which are used to move suspended solids within the biological zones. Staff is working with Wright-Pierce on investigating this as a manufacturer issue. Staff has sent these out to be serviced along with a request on cause of failure.

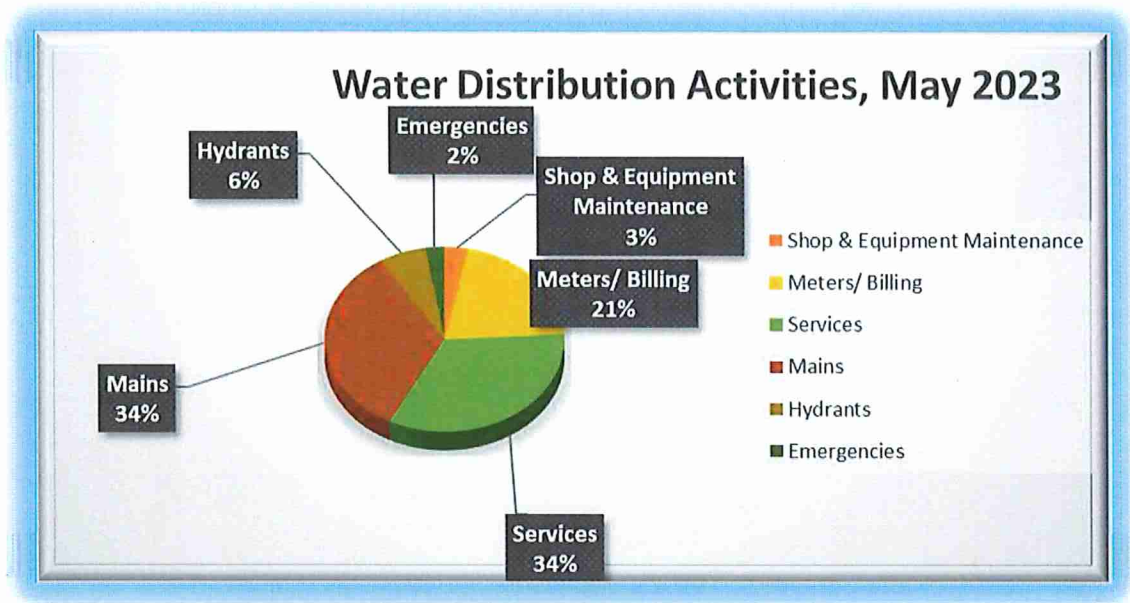
WATER TREATMENT

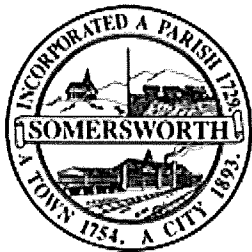
Items completed this month:

- Bacteria's and TOC's completed
- Pumped 42,274,031 gallons of raw water
- Filtered and pumped to the city 39,833,664 of finished water
- Sampled quarter #2 D/DBPs
- Completed annual sampling at Rocky Hill well
- RMI completed sampling for SQC to determine if there are any contaminants that would be a problem for disposal.
- Weston and Sampson completed annual maintenance on large Layne pumps
- Lavolette Controls completed annual calibration of magnetic meters
- Responded to water complaint 189 Blackwater Rd
- Received quote for replacement backwash waste pump
- Attended meter replacement meeting with city staff
- Wright Pierce completed condition assessment of the water treatment plant
- Completed application of epoxy floor covering on filter room
- Attended meter replacement meeting with Ti-Sales
- Repaired carbon room vibration valve

WATER DISTRIBUTION

- Water Distribution operators completed 143 work orders and service requests in the month of May.
- Spring Flushing
- Started new valve exercising program
- Exploratory dig
- Water quality training





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 6, 2023
Subject: Monthly Report – Month of May 2023

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

COMMUNITY POLICING:

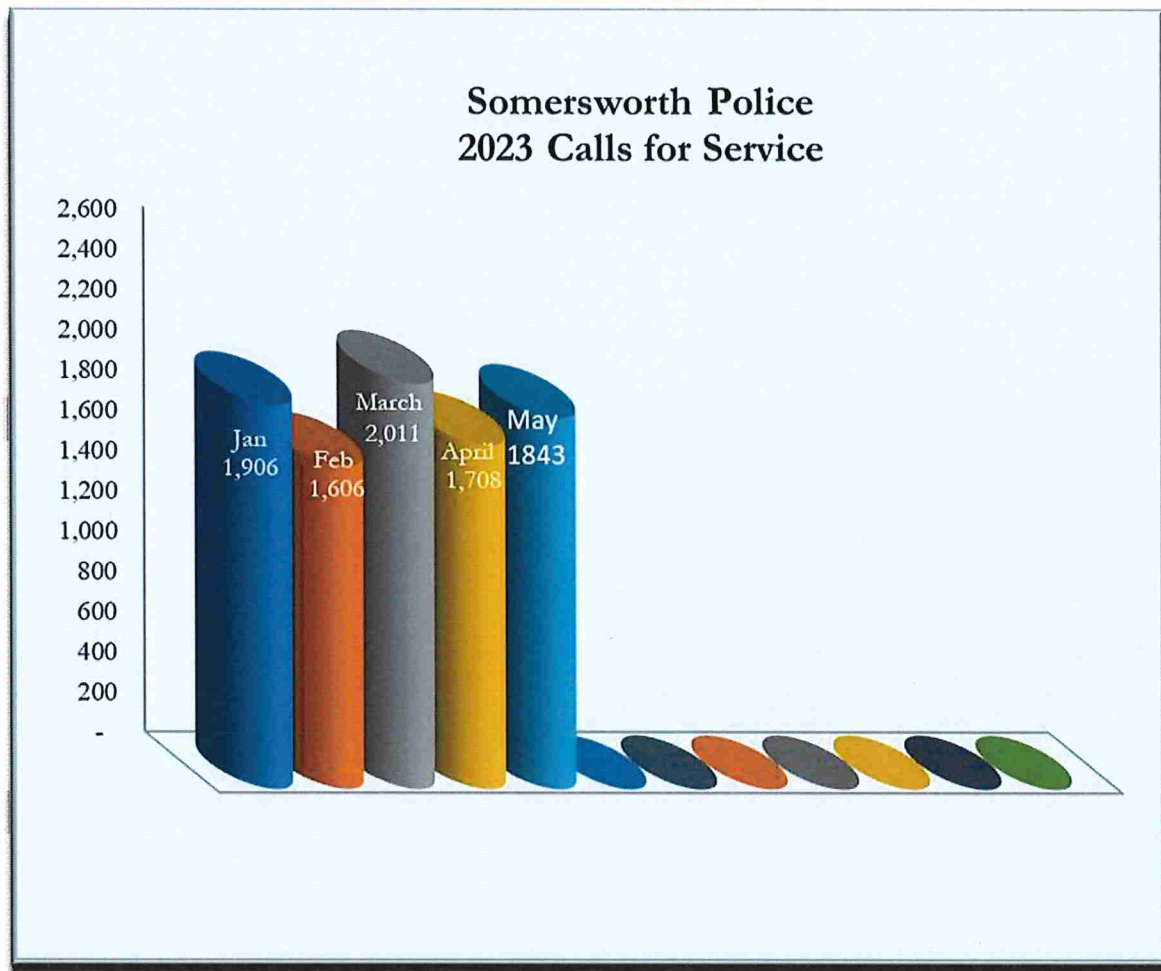
- May is Law Enforcement Memorial Month with the week of May 15th, being National Police Week. On Thursday May 11th, the Law Enforcement Memorial Flag was raised at City Hall. On Friday May 19th Sergeant Major and Master Patrol Officer Sloane honored the memory of Somersworth Police Officer Donald Kowalski who was killed in the line of on September 4th, 1979, by attending the police memorial ceremony in Concord, NH.
- On May 19th, Detective Campbell and Captain Sunderland built a swing set/playground for a Somersworth family whose child has cancer. This connection was made as a result of a previous donation to this family by the Somersworth Police and the Cops for Kids with Cancer Foundation.
- On May 22nd, the Somersworth Middle School hosted the Law Enforcement Day which was arranged by Detective Fuller who brought members from multiple different criminal justice agencies to the school to present to the children. This included, Somersworth Police, Fire, and Stewarts Ambulance along with partners including State Police, Liquor Enforcement, US Marshal's, ATF, Homeland Security, Probation, Fire Marshal's Office, 911, Community Corrections, the Jail and other staff. This event was well received by the staff and students.
- Just as a reminder, National Night Out is fast approaching and will be hosted on 8/1/2023 at Jules Bisson Park.

PERSONNEL/TRAINING:

- Special Recognitions: Officer Colton Deschenes was recognized as Officer of the Year, Dispatcher Sarah Bailey was recognized as Civilian of the Year, and Detective Ashley Fuller recognized for Community Service Officer of the Year.

- Officer Training this Month: Sergeant Lefebvre attended the New England Crisis Negotiators Conference, Officers also attended Crisis Intervention Training (CIT), Advanced Roadside Impairment Detection, and Computer Network training.

STATISTICS:



Yearly Comparison

Month	2023	2022	2021	2020	2019
January	1,906	2,100	1,562	1,939	1,976
Feb	1,606	1,935	1,280	1,756	1,796
March	2,011	1,909	1,666	1,926	2,145
April	1,708	2,064	1,802	1,846	2,285
May	1,843	1,897	2,004	1,708	2,053
June	-	1,808	1,984	1,749	1,935
July	-	1,520	1,757	1,949	2,048
August	-	1,570	1,881	1,847	1,943
Sept	-	1,717	1,820	1,875	2,020
Oct	-	1,665	1,775	1,937	1,906
Nov	-	1,671	1,880	1,717	1,860
Dec	-	1,693	1,944	1,513	1,995
TOTAL	9,074	21,549	21,355	21,762	23,962



City of Somersworth

Fire Department



13 June, 2023

To: Mr. Robert Belmore, City Manager

Re: May 2023 Monthly Fire Department and Emergency Management Report

1. As of the writing of this report, the construction schedule of the new fire station is on track to tie Phase II and Phase I together and begin operations using the entire building on or about 15 July. The site sub-contractor has returned to prep and complete concrete aprons, pads, sidewalks, asphalt, and the sewer line tie-in. The electrical, HVAC, plumbing, and cabinetry sub-contractors are feverishly working around each other. City soft costs are being closely monitored with furniture, computers, and EOC TV monitors still to be purchased.
2. Training continues on the new Pierce Enforcer pumper designated "Engine-5". Night evolutions and individual driver/operator evaluations remain to be completed. Needed equipment has been ordered and is beginning to arrive. The truck is scheduled to return to the Allegiance Fire satellite facility in Methuen MA on Tuesday, 20 June for equipment installation and warranty work. Barring any unforeseen delays, the truck should be in service before the fourth of July.
3. Day-to-day operations and activity continues to be very busy. In addition to the emergency response activity detailed below, fire drills, alarm and sprinkler inspections, certificate of occupancy inspections, plan reviews, processing permit applications, probationary firefighter training, and new engine training fill the schedule.
4. Monthly emergency response statistics with a comparison to last year:

	May 2023	May 2022
Fire (all types)	9	2
Overpressure / Overheat (no fire)	0	0
Rescue - EMS	80	76
Hazardous Condition (no fire)	7	9
Service Call	23	13
Good Intent Call	21	25
False Alarm / False Call	14	13
Severe WX / Natural Disaster	0	0
Special Incident	0	1
Total	154	139

Note: The categories used to report monthly incidents are those mandated by the National Fire Incident Reporting System (NFIRS). Most categories are self-explanatory. For those categories that are not obvious, the following examples can add clarity: Good Intent Call - a reported fire that turns out to be steam from a dryer vent; Severe

WX/Natural Disaster - a lightning strike or tree falling on a house that requires an inspection to ensure there is no fire; and a Special Incident - low frequency event such as a citizen's complaint of an ordinance or code violation.

5. For the most recent reporting period of May, 2023, Stewart's Ambulance responded to 187 emergency calls in the City, transported on 123 of those calls, and had an average response time of three minutes and fifty-two seconds (03.52). A mutual aid ambulance was required to respond into the City seven (7) times during the reporting period.

Note: The SFD responds with Stewart's on the more serious medical calls and any time a mutual aid ambulance responds into the City. In addition, FD EMTs and AEMTs assist Stewart's with transports when a driver and/or additional EMS providers are required.

Respectfully submitted

George D. Kramlinger

George D. Kramlinger
Fire Chief / EMD
City of Somersworth

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NAOMI N. BUTTERFIELD – OF COUNSEL

TELEPHONE (603) 524-3885

June 13, 2023

CERTIFICATION

Re: City of Somersworth, New Hampshire

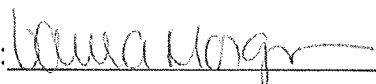
Ordinance No. 24-23

Title: **TO AMEND CHAPTER 29, ADMINISTRATIVE CODE, SECTION 29.8.5,
DISPOSAL OF CITY PROPERTY**

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: 6-13-23

By: 

MITCHELL MUNICIPAL GROUP, P.A.

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June 13, 2023

CERTIFICATION

Re: City of Somersworth, New Hampshire

Resolution No. 52-23

Title: **TO AUTHORIZE THE CITY MANAGER TO SIGN AN APPLICATION FOR A COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) TO UPGRADE THE PARKING LOT, INSTALL AIR CONDITIONING, NEW WINDOWS, NEW PLAYGROUNDS, UPGRADE CLASSROOMS, AND MAKE CERTAIN BUILDING STRUCTURE IMPROVEMENTS AT THE SOMERSWORTH EARLY LEARNING CENTER**

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: 6-13-23

By: Laura Morgan

MITCHELL MUNICIPAL GROUP, P.A.

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June 15, 2023

CERTIFICATION

Re: City of Somersworth, New Hampshire

Resolution No. 53-23

Title: **TO AUTHORIZE THE CITY MANAGER TO ENTER INTO A PURCHASE AND
SALES AGREEMENT WITH THE HAWKINS FAMILY REVOCABLE TRUST TO SELL
THE FORMER SOMERSWORTH POLICE STATION LOCATED AT 5 MAIN STREET**

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

MITCHELL MUNICIPAL GROUP, P.A.
City Attorney

Date: _____

June 15, 2023

By: _____

Laura Morgan

MITCHELL MUNICIPAL GROUP, P.A.

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June 15, 2023

CERTIFICATION

Re: City of Somersworth, New Hampshire

Resolution No. 54-23

Title: **TO AUTHORIZE THE CITY MANAGER TO ENTER INTO A PURCHASE AND
SALES AGREEMENT WITH CHINBURG BUILDERS TO SELL THE FORMER
NATIONAL GUARD REDINESS CENTER LOCATED ON BLACK WATER 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: June 15, 2023

By: Laura Morgan