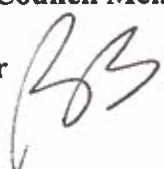




Office of the City Manager

TO: Mayor Dana S. Hilliard and City Council Members

FROM: Robert M. Belmore, City Manager 

DATE: Friday, May 31, 2019

SUBJECT: City Manager's Report for Monday, June 3, 2019
City Council Agenda

6:00 pm: Workshop
Form Based Code - Zoning Ordinance Change
Presentation by the City's Consultant, Steve Whitman from Resilience Planning & Design, Inc.
Attached is a copy of his presentation.

Lay on the Table (Under Section 13 of Agenda)

A. Ordinance No. 4-19: To Amend Chapter 19, Zoning Ordinance, Section 14, Historic District.

Unfinished Business (Under Section 14 of Agenda)

Ordinances

A. Ordinance No. 18-19: To Amend Chapter 13, Police Offenses, Section 3.4, Motor Vehicle Operation, by Prohibiting Tractor-Trailers from Making a Left-Hand Turn onto Station Street from Government Way. The Traffic Safety Committee met on May 29th to re-visit their recommendation. Attached is a memorandum from Chief Kretschmar explaining the Committee's vote to continue their support for this traffic flow change.

New Business (Under Section 15 of Agenda)

Ordinances

A. Ordinance No. 22-19: Transfer between Departments. The Finance Committee met on May 30th to review staff's recommendation and voted to support this Transfer. Our best General Fund projections indicate a need to transfer funds to the Public Works Department to cover rising recycling collection costs. This is an annual housekeeping action item: that is, the City Charter allows the City Manager to transfer funds within a Department, however, it takes Council action to transfer funds between Departments. Attached is a copy of the end of Fiscal Year 2019 Budget projections provided to the Finance Committee. I recommend a Public Hearing be scheduled for the next regular Council meeting on Monday, June 17th.

- B. Ordinance No. 23-19: To Amend Chapter 4, Personnel Rules & Regulations – Compensation Schedule.** The Finance Committee met on May 30th and voted to support a 2.5% Cost of Living Increase (COLA) across-the-board wage adjustment for non-union employees covered under the City's Personnel Rules & Regulations. A reminder, this action, if approved, would carry over to provide members of the Water/Wastewater Collective Bargaining (CBA) Unit the same COLA increase to their pay scale. Their CBA/ Union Contract has language that provides for wage adjustments in accordance with the City's Personnel Rules & Regulations as may be approved by the City Council. The City employs approximately 25 non-union employees not including some seasonal such as camp counselors, and there are 12 employees in the Water/Wastewater Union. I recommend a Public Hearing be scheduled for the next regular City Council meeting on Monday, June 17th.

Resolutions

- A. Resolution No 37-19: To Authorize the Conservation Commission to Utilize an Additional Ten Thousand Dollars for the Great Bay Resource Protection Partnership Grant in the Event the City Does Not Purchase the Property and the Grant Award is not Satisfied.** The Finance Committee voted at their May 30th meeting to support this action item. Attached is a memorandum from Director Shanna Saunders as well as the Great Bay Resource Protection Partnership Grant Award letter. The Council recently authorized the Conservation Commission to spend \$10,000 towards this project, however, as you will read, the Grant requires documentation that the property was purchased and recorded at the Registry. The Grant then provides reimbursement to the City for the expenditure up to 50% of the actual cost.

Therefore, the Commission needs City Council authorization to spend up to \$20,000 to complete this step of this Land Acquisition project. This vote would “tidy up” this Grant step process. Any Grant reimbursement received would go back into the Conservation Commission fund. As you know, this Fund receives a portion of the Land Use Tax Change Penalty received by the City when property is taken out of Current Use. Presently, 100% of the land use change penalty is allocated to the Conservation Commission Fund with a cap of \$75,000 maximum per tax year.

- B. Resolution No. 38-19: To Authorize the City Manager to Enter into a Grant Agreement with the New Hampshire Department of Safety, Division of Homeland Security and Emergency Management for a Hazard Mitigation Grant to Install an Emergency Back-Up Generator at the Department of Public Works Highway Facility.** The Finance Committee voted 3-1 to support acceptance of the Grant and move forward with their project. My recommendation for funding the City match is to utilize Contingency Funding that will be available in next Fiscal Year's Budget. Attached is a copy of Director Mike Bobinsky's memorandum regarding the Grant as well as the NH Department of Safety notification of the award.

- C. Resolution No. 39-19: To Authorize the City Manager to Purchase an Evidence Collection Vehicle from Sirchie Vehicles of Youngsville, NC Utilizing a Combination of Anticipated Surplus Funds from the Fiscal Year 2019 Police Department Budget and Additional Funding from the Police Drug Forfeiture Account and to Outfit Said Vehicle with Operational Equipment.** The Finance Committee voted 3-1 at their May 30th meeting to support this purchase as well as outfitting of the vehicle with radio, lights and markings and also ancillary equipment that is required for such mobile crime scene units to be effective. Attached is Chief David Kretschmar's Memorandum that breaks down the purchase and outfitting plan. I have added \$5,775. in Contingency to address any required painting costs or other unanticipated cost adjustments.

Other

- A. Vote to Schedule a Public Hearing, July 1, 2019 on the Proposed City Charter Amendment to the Section Entitled, Ward Boundaries (Article 1.3).** The Ward Boundaries Review Committee voted at their May 20th meeting to forward this proposed Charter Amendment to the full Council. Attached is a copy of the City Clerk's timeline for amending our City Charter, as well as a **red-lined** version of this section of the Charter. Should this Proposed Charter Amendment pass, this Amendment will then be sent for City Attorney review and then to various State Agencies for their review & approval as required by law. Attached are copies of the present Ward Map and the new proposed Ward Map. These Maps were reviewed by the Committee in a larger format; please let us know if you would like a larger printed version.

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

A. Informational Items

- 1. Transportation Alternative Program (TAP) Grant.** City Staff will be meeting with our Project Engineers, CMA, on June 12th to receive a full progress briefing. I will update Council forthwith.
- 2. FYI – Reminder: Upcoming City Council Workshop, as approved by Mayor Hilliard.**
 - June 17: 6:00 p.m. – COAST Bus Presentation by Rad Nichols, Executive Director.

Attachments

- 1. City Attorney Certifications Five (5)**



Downtown Zoning

Somersworth, NH



Welcome

- Introductions
- Project Overview
- Form Based Code 101
- Process
- Questions and Feedback
- Visual Preference Survey

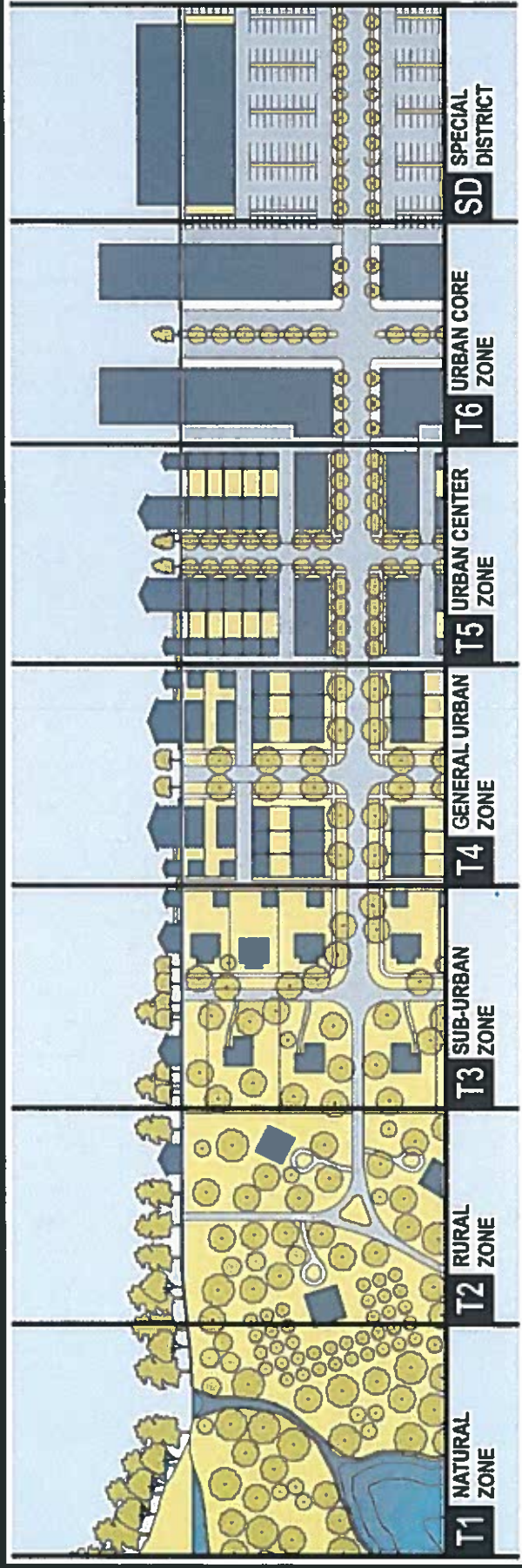


Project Overview

- Inventory
- **Outreach**
- Drafting of Standards
- Review and Revision
- Adoption



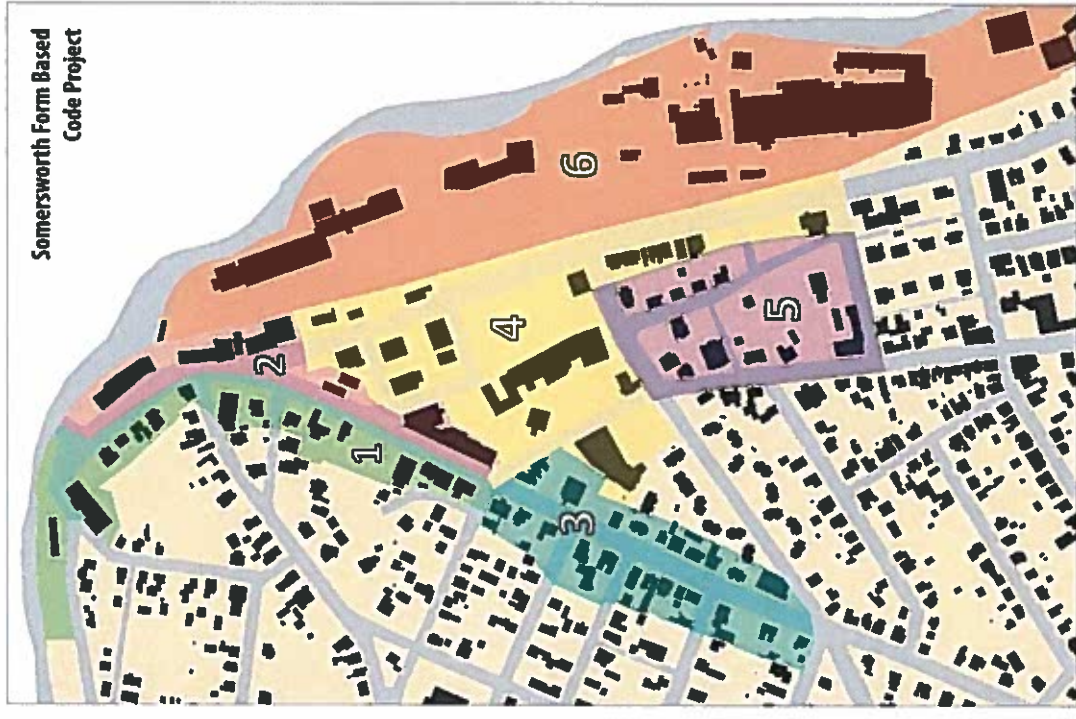
Why a Form Based Code?





Inventory

- Lot sizes
- Lot frontage
- Lot coverage
- Building setbacks
- Building heights
- Land uses



#1 – Market Street – Northwest		
Existing Land Use Pattern	Zoning District Requirements – Business District	
Lot Area	.10 - .8 acres	Minimum Lot Area
Lot Frontage	96 – 223 ft	Minimum Lot Frontage
Front Setback	0 – 5 ft	Minimum Front Setback
Side Setback	0 – 60 ft	Minimum Side Setback
Rear Setback	20 – 140 ft	Minimum Rear Setback
# of Stories	3 - 4 stories	Height Limit
Building Lot Coverage	30 – 60%	Building Lot cover limit
Uses	Residential/commercial on ground floor; Residential on upper floors	Uses
		No residential use on ground floor, long list of uses for ground floor and upper floors

#2 – Market to Main – Northeast		
Existing Land Use Pattern	Zoning District Requirements – Business District	
Lot Area	.05 - .24 acres	Minimum Lot Area
Lot Frontage	38 – 174 ft	Minimum Lot Frontage
Front Setback	0	Minimum Front Setback
Side Setback	0 – 5 ft	Minimum Side Setback
Rear Setback	2 – 30 ft	Minimum Rear Setback
# of Stories	1 - 3 stories	Height Limit
Building Lot Coverage	45 – 95%	Building Lot cover limit
Uses	Commercial uses on ground floor; residential and commercial uses on upper floors	Uses
		No residential use on ground floor, long list of uses for ground floor and upper floors

#3 – Market to High		
Existing Land Use Pattern	Zoning District Requirements – Business District	
Lot Area	.06 - .3	Minimum Lot Area
Lot Frontage	77-103 ft	Minimum Lot Frontage
Front Setback	0 – 42 ft	Minimum Front Setback
Side Setback	0 – 54 ft	Minimum Side Setback
Rear Setback	0 – 74 ft	Minimum Rear Setback
# of Stories	1 – 3.5 stories	Height Limit
Building Lot Coverage	35 – 100%	Building Lot cover limit
Uses	Residential, commercial and government on ground	Uses
		No residential use on ground floor, long list of uses for ground floor and upper floors

Outreach

Visual Preference Survey:

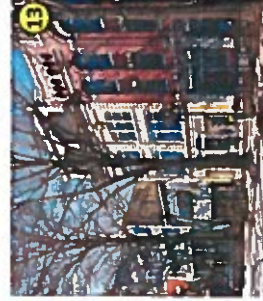
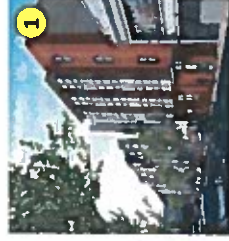
- Downtown Core
- Gateway Development
- Millyard
- Streetscape



Visual Preference Survey - Form Based Code Project

Downtown Core

The following examples have a variety of architectural styles, 'street wall' facades, building materials and street level treatments. They reflect both traditional and contemporary architecture.

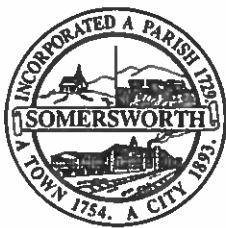


Questions and Discussion?



Thank you!





City of Somersworth – Ordinance

Ordinance No: **18-19**

TO AMEND CHAPTER 13, POLICE OFFENSES, SECTION 3.4, MOTOR VEHICLE OPERATION, BY PROHIBITING TRACTOR-TRAILERS FROM MAKING A LEFT HAND TURN ONTO STATION STREET FROM GOVERNMENT WAY

April 1, 2019

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

Amend Chapter 13, Police Offenses, Section 3.4.G Left Turns, by adding:

When signs are erected giving notice thereof, it shall be unlawful for anyone operating a Tractor-Trailer (See RSA 259:109) to turn left onto Station Street from Government Way.

(RSA 259:109 Tractor-trailer. – “Tractor-trailer” shall mean any truck-tractor and semi-trailer.

This Ordinance shall take effect upon passage.

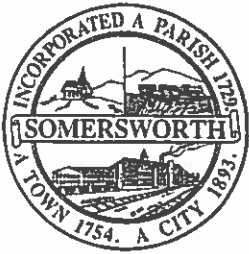
Authorization

Sponsored by Councilors:

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

Approved:

City Attorney



Somersworth Police Department

12 Lilac Lane

Somersworth, NH 03878

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

David B. Kretschmar
Chief of Police

MEMORANDUM

Memo To: Bob Belmore, City Manager
From: David Kretschmar, Chief of Police
Date: May 30th, 2019
Subject: May 29th, Traffic Safety Meeting

On May 29th, 2019 a Traffic Safety Committee meeting was held in Council Chambers at City Hall. On the agenda was Ordinance No. 18-19, to amend Chapter 13, Police Offenses, Section 3.4, Motor Vehicle Operation, by Prohibiting Tractor Trailers from Making a Left Hand Turn onto Station Street from Government Way.

This ordinance had been presented and heard during the May 15th City Council meeting, during which it had been referred back to Traffic Safety as concerns were raised as to the traffic pattern being presented, specifically directing tractor trailers onto Government Way and then to John Parsons or through the Somersworth Plaza. It was suggested that prior studies had recommended that tractor trailers be routed to Constitutional Way and Washington Street as a way to access Main Street.

I began the discussion by noting that the original intent was to keep tractor trailers from damaging sidewalks and curbing at the intersection of Station Street and Government Way, and Station Street and Main Street, as both Manager Belmore and I have seen tractor trailers driving over the curbing and sidewalks at those intersections. I further noted that the angle to drive southerly from High Street to Government Way was much less restrictive than making the same turn from High Street onto Constitutional Way, and that the sharp right hand turn onto Main Street from Washington Street would put those vehicles into the northbound lane of Main Street. I further noted that the right hand turn from John Parsons onto Main Street was easier in that there was more room at that intersection, and that the sidewalk was recessed more into the corner making that turn radius less restrictive.

Checking with Code Enforcement failed to uncover any recommendations or documentation that tractor trailers should use Constitutional Way to get to Main Street. There were further discussions on the use of Government Way by tractor trailer units and the impacts on the road and pedestrian traffic, along with the fact that Constitutional Way was part of a four way intersection.

A motion was made and seconded to return Ordinance 18-19 to Council as presented, it passed unanimously.



City of Somersworth – Ordinance

Ordinance No: 22-19

TRANSFER BETWEEN DEPARTMENTS

June 3, 2019

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

<u>DEPARTMENTS</u>	<u>FROM</u>	<u>TO</u>
ELECTED LEADERSHIP		
CITY MANAGEMENT		
FINANCE AND ADMINISTRATION		
DEVELOPMENT SERVICES		
POLICE		
FIRE		
PUBLIC WORKS		45,000
CAPITAL EXPENSES (<i>DEBT SERVICE</i>)		
OTHER EXPENSES (<i>CONTINGENCY</i>)	45,000	
INTERGOVT ASSESSMENTS-COUNTY TAX		
SCHOOL DEPARTMENT		
	<hr/>	<hr/>
TOTAL GENERAL FUND	45,000	45,000

This Ordinance shall take effect upon passage.

Authorization

Sponsored by Councilors:

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

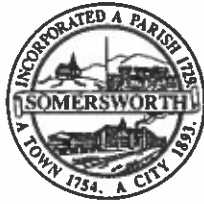
Approved:

City Attorney

<u>Account</u>	<u>Budget</u>	<u>YTD Exp</u>	<u>Encumbrance</u>	<u>Balance</u>	<u>% Exp</u>	<u>Estimated Apr - Jun</u>	<u>Estimated Year End</u>
General Fund							
Elected Leadership							
Mayor-Council	\$28,406	\$19,577	\$0	\$8,829	68.92%	\$8,060	\$769
Civic Promotions	\$17,904	\$8,465	\$0	\$9,440	47.28%	\$4,800	\$4,640
Community Support	\$101,780	\$98,280	\$0	\$3,500	96.56%	\$3,500	\$0
Total Elected Leadership	\$148,090	\$126,322	\$0	\$21,769	85.30%	\$16,360	\$5,409
City Management							
City Manager	\$372,036	\$323,795	\$0	\$48,241	87.03%	\$57,234	(\$8,993)
Administration	\$113,779	\$77,913	\$0	\$35,866	68.48%	\$10,810	\$25,056
Total City Management	\$485,815	\$401,709	\$0	\$84,106	82.69%	\$68,044	\$16,062
Finance and Administration							
Finance Department							
City Clerk	\$364,772	\$308,102	\$1,100	\$55,570	84.77%	\$54,200	\$1,370
Elections	\$138,442	\$119,187	\$0	\$19,255	86.09%	\$20,671	(\$1,416)
Tax Collector	\$17,500	\$17,560	\$0	(\$60)	100.34%	\$0	(\$60)
Human Services	\$212,606	\$187,497	\$0	\$25,109	88.19%	\$34,178	(\$9,069)
Library	\$213,045	\$167,666	\$0	\$45,379	78.70%	\$31,600	\$13,778
	\$259,422	\$193,893	\$3,965	\$61,564	76.27%	\$41,822	\$19,742
Total Finance and Administration	\$1,205,787	\$993,905	\$5,065	\$206,817	82.85%	\$182,472	\$24,345
Development Services							
Planning	\$298,401	\$250,301	\$0	\$48,100	83.88%	\$45,071	\$3,029
Economic Development	\$28,971	\$9,157	\$17,508	\$2,306	92.04%	\$2,036	\$270
Code Enforcement	\$204,101	\$135,176	\$0	\$68,925	66.23%	\$30,176	\$38,750
Assessing	\$176,198	\$106,310	\$29,888	\$40,000	77.30%	\$48,577	(\$8,497)
Recreation	\$225,308	\$154,985	\$7,144	\$63,179	71.96%	\$45,429	\$17,750
City Hall	\$150,796	\$91,441	\$0	\$59,355	60.64%	\$54,850	\$4,506
Total Developmental Services	\$1,083,776	\$747,369	\$54,540	\$281,866	73.99%	\$226,139	\$55,808

<u>Account</u>	<u>Budget</u>	<u>YTD Exp</u>	<u>Encumbrance</u>	<u>Balance</u>	<u>% Exp</u>	<u>Estimated Apr - Jun</u>	<u>Estimated Year End</u>
Police							
Police Administration	\$429,790	\$372,350	\$0	\$57,440	86.64%	\$53,476	\$3,964
Patrol	\$2,156,672	\$1,744,517	\$1,400	\$410,755	80.95%	\$329,617	\$81,138
Investigations	\$758,941	\$560,627	\$0	\$198,314	73.87%	\$128,754	\$69,560
Police Support	\$445,888	\$385,577	\$0	\$60,311	86.47%	\$62,860	(\$2,549)
Traffic	\$29,736	\$19,568	\$0	\$10,168	65.80%	\$5,056	\$5,112
Prosecution	\$136,530	\$113,163	\$0	\$23,367	82.89%	\$21,758	\$1,609
Total Police	\$3,957,557	\$3,195,802	\$1,400	\$760,355	80.79%	\$601,521	\$158,835
Fire							
Fire Administration	\$214,825	\$188,790	\$0	\$26,035	87.88%	\$32,193	(\$6,158)
Firefighting	\$1,919,162	\$1,598,966	\$2,108	\$318,088	83.43%	\$289,301	\$28,787
Total Fire	\$2,133,987	\$1,787,756	\$2,108	\$344,123	83.87%	\$321,494	\$22,629
Public Works and Utilities							
Public Works Admin	\$1,244,180	\$1,052,744	\$0	\$191,436	84.61%	\$176,576	\$14,859
Street Maintenance	\$1,627,083	\$762,700	\$53,936	\$810,446	50.19%	\$811,982	(\$1,536)
Snow Removal	\$157,600	\$128,546	\$12,694	\$16,360	89.62%	\$128	\$16,232
Street Lighting	\$107,607	\$79,777	\$870	\$26,960	74.95%	\$24,900	\$2,060
Equipment Maintenance	\$74,257	\$60,707	\$2,921	\$10,629	85.69%	\$12,550	(\$1,921)
City Engineering	\$116,537	\$98,981	\$1,016	\$16,540	85.81%	\$20,275	(\$3,734)
Buildings and Grounds	\$39,550	\$24,975	\$4,714	\$9,861	75.07%	\$9,632	\$229
Cemetery	\$11,381	\$5,276	\$0	\$6,105	46.36%	\$5,920	\$185
Solid Waste Collection	\$160,251	\$166,790	\$0	(\$6,539)	104.08%	\$58,500	(\$65,039)
Total Public Works	\$3,538,445	\$2,380,496	\$76,151	\$1,081,799	69.43%	\$1,120,463	(\$38,664)

<u>Account</u>	<u>Budget</u>	<u>YTD Exp</u>	<u>Encumbrance</u>	<u>Balance</u>	<u>% Exp</u>	<u>Estimated Apr - Jun</u>	<u>Estimated Year End</u>
Capital Expenses							
Transfer to Debt Service	\$737,041	\$737,040	\$0	\$1	100.00%	\$0	\$1
Capital Leases	\$412,277	\$271,412	\$0	\$140,865	65.83%	\$140,864	\$1
Transfer to Other Capital Funds	\$103,598	\$103,598	\$0	\$0	100.00%	\$0	\$0
Total Capital Assets	\$1,252,916	\$1,112,049	\$0	\$140,867	88.76%	\$140,865	\$2
Other Expenses							
Contingency	\$85,800	\$17,383	\$1,226	\$67,191	21.69%	\$5,000	\$62,191
Intergovt Transfers	\$2,382,236	\$2,382,236	\$0	\$0	100.00%	\$0	\$0
Total Other Expenses	\$2,468,036	\$2,399,619	\$1,226	\$67,191	97.28%	\$5,000	\$62,191
Capital Outlay							
Total Capital Outlay	\$216,163	\$78,206	\$0	\$137,957	36.18%	(\$500)	(\$500)
TOTAL CITY GENERAL FUND	\$16,490,572	\$13,223,233	\$140,490	\$3,126,850	81.04%	\$2,681,856	\$306,116



City of Somersworth – Ordinance

Ordinance No: 23-19

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

June 3, 2019

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

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

Personnel Rules and Regulations FY2019-2020 Compensation Schedule (2.5% Increase effective July 1, 2019)

GRADE		HIRE	1	2	3	4	5
6	A	23,605.76	24,613.15	25,538.87	26,573.49	27,635.34	28,697.19
	H	11.3489	11.8333	12.2783	12.7757	13.2862	13.7967
7	A	24,749.28	25,675.01	26,818.53	27,880.38	28,887.78	29,241.73
	H	11.8987	12.3438	12.8936	13.4040	13.8884	14.0585
8	A	26,001.73	27,009.13	28,070.98	29,241.73	30,439.72	31,664.93
	H	12.5008	12.9852	13.4957	14.0585	14.6345	15.2235
9	A	27,308.62	28,397.70	29,541.23	30,739.22	31,937.20	33,271.32
	H	13.1291	13.6528	14.2025	14.7785	15.3544	15.9957
10	A	28,642.74	29,786.27	30,929.81	32,236.69	33,461.91	34,904.93
	H	13.7706	14.3203	14.8701	15.4984	16.0874	16.7813
11	A	30,113.00	31,338.21	32,508.96	33,815.87	35,204.42	36,620.23
	H	14.4774	15.0664	15.6293	16.2576	16.9252	17.6059
12	A	31,637.70	32,890.14	34,142.59	35,531.15	36,865.27	38,335.53
	H	15.2104	15.8126	16.4147	17.0822	17.7237	18.4305
13	A	33,216.86	34,523.75	35,939.55	37,409.81	38,852.85	40,486.46
	H	15.9697	16.5979	17.2786	17.9855	18.6793	19.4646
14	A	34,796.03	36,184.59	37,627.63	39,206.79	40,758.73	42,365.12
	H	16.7289	17.3964	18.0901	18.8494	19.5955	20.3679

GRADE		HIRE	1	2	3	4	5
15	A	36,620.23	38,117.72	39,615.19	41,167.14	42,719.07	44,407.14
	H	17.6059	18.3258	19.0457	19.7919	20.5380	21.3496
16	A	38,362.76	39,887.45	41,493.86	43,318.06	44,924.46	46,803.11
	H	18.4436	19.1766	19.9490	20.8261	21.5983	22.5015
17	A	40,350.32	41,983.94	44,815.54	45,387.31	47,184.29	49,062.94
	H	19.3992	20.1846	21.5459	21.8208	22.6848	23.5880
18	A	42,365.12	44,053.19	45,741.26	47,647.14	49,553.03	51,622.28
	H	20.3679	21.1794	21.9910	22.9072	23.8236	24.8183
19	A	44,407.14	46,231.34	48,137.23	50,124.80	52,057.91	54,181.60
	H	21.3496	22.2266	23.1429	24.0985	25.0278	26.0488
20	A	46,775.88	48,681.76	50,505.97	52,547.99	54,644.47	56,768.16
	H	22.4884	23.4047	24.2817	25.2635	26.2714	27.2924
21	A	49,062.94	50,996.05	53,119.75	55,189.00	57,394.38	59,627.00
	H	23.5880	24.5174	25.5384	26.5333	27.5935	28.6668
22	A	51,595.06	53,582.61	55,733.53	57,857.24	60,307.67	62,703.65
	H	24.8053	25.7608	26.7949	27.8159	28.9941	30.1460
23	A	54,127.15	56,305.31	58,429.01	60,852.21	63,275.40	65,834.74
	H	26.0227	27.0698	28.0908	29.2559	30.4209	31.6513
24	A	56,768.16	59,055.23	61,396.75	63,901.63	66,379.28	69,074.75
	H	27.2924	28.3920	29.5177	30.7219	31.9131	33.2091
25	A	59,627.00	62,104.64	64,500.62	67,168.85	69,918.78	72,668.70
	H	28.6668	29.8579	31.0099	32.2927	33.6148	34.9369
26	A	62,676.41	65,616.92	67,631.71	70,381.64	73,322.15	76,072.07
	H	30.1330	31.5465	32.5152	33.8373	35.2511	36.5731
27	A	65,671.38	68,448.53	71,116.77	74,057.28	77,025.01	79,992.74
	H	31.5728	32.9079	34.1908	35.6044	37.0313	38.4580
28	A	68,993.06	71,797.44	74,520.13	77,542.33	80,727.87	83,913.43
	H	33.1697	34.5180	35.8270	37.2800	38.8115	40.3430
29	A	72,423.66	75,364.16	78,304.67	81,408.54	84,839.14	88,160.82
	H	34.8190	36.2328	37.6465	39.1388	40.7880	42.3850

(2.5% increase of minimum and maximum effective July 1, 2019)

Grade			
25	A	61,042.32	77,804.57
	H	29.3473	37.4060
30	A	77,500.93	94,490.55
	H	37.2601	45.4282
31	A	84,664.88	103,011.40
	H	40.7042	49.5247
32	A	85,457.74	104,117.98
	H	41.0855	50.0567
33	A	89,790.08	109,186.56
	H	43.1684	52.4935
34	A	94,320.64	114,736.49
	H	45.3465	55.1618
35	A	99,049.43	120,428.02
	H	47.6200	57.8980
36	A	104,033.04	126,459.33
	H	50.0158	60.7978
37	A	109,129.94	132,688.84
	H	52.4664	63.7927

This Ordinance will take effect upon adoption.

Authorization

Sponsored by Councilors:

David A. Witham

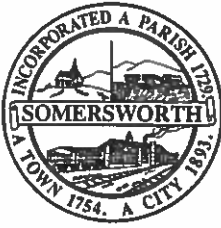
Dale R. Sprague

Martin Pepin

Martin P. Dumont, Sr.

Approved:

City Attorney



City of Somersworth – Resolution

Resolution No: 37-19

TO AUTHORIZE THE CONSERVATION COMMISSION TO UTILIZE AN ADDITIONAL TEN THOUSAND DOLLARS FOR THE GREAT BAY RESOURCE PROTECTION PARTNERSHIP GRANT IN THE EVENT THE CITY DOES NOT PURCHASE THE PROPERTY AND THE GRANT AWARD IS NOT SATISFIED

June 3, 2019

WHEREAS, the City of Somersworth has been notified of the award of a Great Bay Resource Protection Partnership, for a Land Protection Transaction Grant, and

WHEREAS, the City Council adopted Resolution 36-19 to authorize the City Manager to enter into a grant agreement to conduct an appraisal and land survey for the Lily Pond Conservation Land Project, and

WHEREAS, the City of Somersworth is eligible to receive \$10,000 (Ten Thousand dollars) requiring a local match of \$10,000 (Ten Thousand dollars), however, the City of Somersworth is only eligible to receive the grant if the City completes the purchase of the property, and

WHEREAS, should the City decide not to purchase the property the City will not be eligible to receive the grant funding and will be responsible to fund the entire appraisal and land survey with local funding,

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the Conservation Commission is authorized to use \$10,000 (Ten Thousand dollars) in addition to the amount authorized by Resolution 36-19, providing authorization to use an amount not to exceed of \$20,000 (Twenty Thousand dollars) to conduct an appraisal and land survey for the Lily Pond Conservation Land Project, and

BE IT FURTHER RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT if the City completes the purchase the property and receives the \$10,000 (Ten Thousand dollar) grant match from the Great Bay Resource Protection Partnership it will be reimbursed to the Conservation Fund.

Authorization

Sponsored by Councilors:

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

Approved:

City Attorney



**Shanna B. Saunders, Director
Development Services**

June 3, 2019

The Conservation Commission's proposal is as follows:

The Kurlovich Family owns 2 large parcels in the Lily Pond/Salm Falls River Watershed. One is 13 acres with a house, one is 43 acres. They have sought to develop the 43 acre parcel several times however there are significant wetlands and Blue Heron Drive, the private drive to access the land, is not to City Standards. Coles Pond Road that access the 13 acre parcel is also not to City standards. The land fits well into the preservation corridor for this watershed, and our drinking water wells which the City has obtained other Conservation parcels to help support.

The Conservation Commission has applied for and received a grant from the Great Bay Resource Protection Partnership for funding for the survey, appraisal, and closing costs. One of the conditions of the grant is that it is reimbursement only and only reimbursable if the land transfer actually happens.

The Conservation Commission has agreed and voted at their May 8th meeting to expend the funds necessary to complete survey, appraisal, and closing costs given the risk of the project not finalizing. The Conservation Commission has approximately \$126,635 in the Conservation Fund to help cover these costs.

Future actions include the Conservation Commission applying for a NHDES Drinking Water Fund grant this summer that will pay for 50% of acquisition costs plus easement drafting and recording. Somersworth and the Salmon Falls Watershed is one of their priority areas.



April 24, 2019

Ms. Shanna B Saunders
City of Somersworth Conservation Commission
1 Government Way
Somersworth, NH 03878

Re: City of Somersworth Conservation Commission, Lily Pond Conservation Land
Great Bay Resource Protection Partnership, Land Protection Transaction Grant Program
Somersworth_Lily-Pond_TNC-NHCF_3.2019

Dear Ms. Saunders;

I am very pleased to inform you that the Great Bay Resource Protection Partnership ("GBRPP") will award the City of Somersworth Conservation Commission, ("Grantee") \$10,000.00 ("the Grant") for the *Lily Pond Conservation Land* project. This award is made possible through funds provided by The New Hampshire Charitable Foundation to the Great Bay Resource Protection Partnership with The Nature Conservancy serving as fiscal agent ("Prime Award"). The Grant is also subject to the documentation requirements set out in Attachment A.

The Great Bay Resource Protection Partnership provides funds through the Land Protection Transaction Grant Program to assist with transaction costs associated with permanent land protection. The grant selection committee is comprised of representatives from Great Bay National Estuarine Research Reserve, New Hampshire Coastal Program, USDA Natural Resources Conservation Service and Piscataqua Regional Estuaries Partnership. We are pleased to partner with you on your important land conservation efforts, and sincerely applaud your commitment to protecting the conservation resources of the coastal watershed.

Purpose of this Grant

This Grant will provide funds for the Grantee's completion of appraisal transaction costs ("Project") as described in the Grantee's proposal dated March 22, 2019.

Term

This Grant period shall start on April 24, 2019 and shall expire on December 1, 2020.

Reporting and Due Dates

Grantee shall submit the documentation required in "Attachment A" with the completed and signed invoice form (enclosed). Invoice submittal must include documentation of the project's claimed match funds. Payments shall be made based on satisfactory submission of items in "Attachment A" and the enclosed approved invoice form. Eligible transaction costs must have been expended, and all required invoicing documentation must be submitted by 12/1/2020.

Submit all documentation to:

Dea Brickner-Wood
Great Bay Coordinator
Great Bay Resource Protection Partnership
1 Colony Cove Road
Durham, NH 0382
Great Bay Resource Protection Partnership

1 Colony Cove Road, Durham NH 03824

Payment Amount and Schedule

For all of the activities described in the Grantee's proposal, the GBRPP shall pay the Grantee up to **\$10,000.00** for reimbursement of project expenses. Reimbursements of approved expenses shall be issued to grantees as a one-time lump sum. Payments will be processed within 30 days of receipt of materials in "Attachment A". Payments will be sent to the Grantee, *by check payable to the Grantee*.

Commitment of Match Funds

The Grantee confirms that **\$11,500.00**, or a minimum of 50% of the total eligible transaction costs, will be used as match for this project.

Please indicate your acceptance of the terms of this letter and accompanying Grant Conditions by signing a copy of this letter and returning it to the Great Bay Resource Protection Partnership.

If you have any questions I may be reached at (603) 868-6112, bluesky24@comcast.net

Sincerely,

Dea Brickner-Wood

Dea Brickner-Wood
Great Bay Coordinator
Great Bay Resource Protection Partnership

Accepted and agreed to:

Signature

Date

Print / Type:

Name _____

Title: _____

Grantee Organization: _____

Attachment A
Land Transaction Grant Program
Great Bay Resource Protection Partnership
Reimbursement of Eligible Grant Expenses Requirements

Grant Program 2: Completed Project Transaction Costs

- Invoice Form and budget: Completed, signed and dated (see email attachment).
- Documentation for transaction costs covered by the grant (invoices), including dates of service. Eligible reimbursable transaction expenses must be incurred after January 1, 2018 and before December 1, 2020.
- Documentation of match funds claimed including cash and in-kind (i.e.log of personnel/ volunteer hours). Eligible match expenses may be incurred prior to January 1, 2018.
- Copy of recorded deed or conservation easement. Eligible projects must close after March 22, 2019, and before December 1, 2020.
- The Nature Conservancy Conflict of Interest Disclosure form (see website).
- W-9 Form download from IRS Website <https://www.irs.gov/pub/irs-pdf/fw9.pdf>



City of Somersworth – Resolution

Resolution No: 38-19

TO ACCEPT THE TERMS OF THE HAZARD MITIGATION GRANT PROGRAM AND TO AUTHORIZE THE CITY MANAGER TO ENTER INTO A GRANT AGREEMENT WITH THE NEW HAMPSHIRE DEPARTMENT OF SAFETY, DIVISION OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT FOR A HAZARD MITIGATION GRANT TO INSTALL AN EMERGENCY BACK-UP GENERATOR AT THE DEPARTMENT OF PUBLIC WORKS HIGHWAY FACILITY

June 3, 2019

WHEREAS, the City of Somersworth has been notified of the award of a New Hampshire Department of Safety , Division of Homeland Security and Emergency Management Grant, and

WHEREAS, the City of Somersworth is eligible to receive \$43,500 (Forty Three Thousand Five Hundred dollars) requiring a local match of \$14,500 (Fourteen Thousand Five Hundred dollars), and

WHEREAS, the Grant will allow the City of Somersworth to install an emergency back-up generator at the Department of Public Works Highway facility, and

EXPLANATION OF TOTAL PROJECT GRANT BREAKDOWN

NH Dept. of Safety Grant (75%)	=	\$43,500.00
City Match (25%)	=	\$14,500.00
Total Project Award	=	\$58,000.00

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

Authorization

Sponsored by Councilors:

David A. Witham

Martin Pepin

Martin P. Dumont, Sr.

Approved:

City Attorney



MEMORANDUM from Director Public Works & Utilities

Date: May 28, 2019

To: Bob Belmore, City Manager

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

Cc: Scott Smith, Deputy City Manager-Director of Finance

Re: Public Works Facility Emergency Backup Generator Grant Award

Staff received notice from the New Hampshire Department of Safety Homeland Security and Emergency Management that a Hazardous Mitigation Grant was awarded to the City for the purchase and installation of an emergency backup generator for the DPW Facility. Department staff applied for the grant in 2017 and funding recently became available for the City to receive this grant award. Total project cost is \$58,000 for a 60-kW diesel generator to include electrical and installation costs. The federal share of the grant is \$43,500 or 75% of the project cost. The local match for this grant is \$14,500 which is 25% of the total projected project cost.

Staff applied for the grant based on the fact that the Department of Public Works is the principal first responder in weather related emergencies and needs its main facility operational at all times during a weather-related emergency response. The backup generator will ensure that the DPW facility can be operational even when power is interrupted due to weather related conditions.

Attached is a copy of the Grant Agreement for consideration. The Grant Agreement includes several conditions to including endorsement of the Grant Agreement by City officials, documentation of the endorsement, project completion by January 30, 2021 and agreement to fund the local match of 25% of total project cost, or \$14,500.

The project will result in the installation and operations of a backup generator that will be exclusive for the DPW facility located at 18 Lilac Lane in Somersworth.



State of New Hampshire Department of Safety

John J. Barthelmes, Commissioner

Robert L. Quinn, Assistant Commissioner

Richard C. Bailey, Jr., Assistant Commissioner

Homeland Security and Emergency Management

Perry E. Plummer, Director

Jennifer L. Harper, Assistant Director



April 19, 2019

Mr. Michael J Bobinsky, Director of Public Works
Somersworth Public Works
1 Government Way
Somersworth, NH 03878

Dear Mr. Bobinsky:

The New Hampshire Department of Safety, Division of Homeland Security and Emergency Management (HSEM) is pleased to provide your community with a Hazard Mitigation Grant (CFDA #97.047) through FEMA-PDMC-PJ-01-NH-2017-002 for the Somersworth DPW generator project. The amount of the Federal portion of this grant is \$43,500.00. Enclosed is a Grant Agreement for the community to enter into with the State of New Hampshire. The next step in the process is to execute the Grant Agreement and obtain approval from the State Business Office. **Do NOT begin the project until your Grant Agreement has been approved.**

Please review the checklist below to ensure the Grant Agreement has all necessary and pertinent information to proceed with approval.

- ☐ An executed and notarized Grant Agreement, signed and initialed by the City Council.
- ☐ A copy of the Meeting Minutes which must acknowledge the community's acceptance of the *terms and conditions of the grant as well as match requirements.*
- ☐ Copies of current Liability and Workers Compensation Insurance Certificates.
- ☐ A copy of the City's most recent audit

Please forward all completed paperwork to:

Alexx Monastiero, State Hazard Mitigation Officer
NH Homeland Security and Emergency Management
33 Hazen Drive
Concord, NH 03305

Upon receipt of the completed paperwork, it will be forwarded to the Department of Safety Business Office for approval. Once approval is received, an award letter will be sent to your community along with a copy of the executed Grant Agreement for recordkeeping. You will also receive instructions on Quarterly Reporting. If you have any further questions, please do not hesitate to contact us at 603-271-2231 or hazardmitigationplanning@dos.nh.gov.

Thank you for your continued efforts with emergency management.

Sincerely,

Alexx Monastiero

State Hazard Mitigation Officer

Cc: Alex Marinaccio, Field Representative, w/out encl.

Office: 110 Smokey Bear Boulevard, Concord, N.H.
Mailing Address: 33 Hazen Drive, Concord, N.H. 03305
603-271-2231, 1-800-852-3782, Fax 603-223-3609
State of New Hampshire TDD Access: Relay 1-800-735-2984

Guidance for Meeting Minutes

Please use this language when documenting meeting minutes accepting the grant

"The City Council, in a majority vote, accepted the terms of the Hazard Mitigation Grant Program as presented in the amount of \$43,500 for the purchase and installation of a new generator to accommodate the power needs of the City's Public Works Facility. Furthermore, the Council acknowledges that the total cost of this project will be \$58,000, in which the town will be responsible for 25% match (\$14,500)."

PLEASE NOTE – If one individual signs the grant agreement, include this statement in the meeting minutes: *"(name and/or title/person) is authorized to sign all documents related to the grant."*

As a reminder, please have the signor(s) and notary/justice of the peace sign and date the Grant Agreement the same date.

GEMINI ELECTRIC, INC.

A Design Build Firm

October 31, 2017

**Michael J. Bobinsky
Director of Public Works and Utilities
City of Somersworth
18 Lilac Lane
Somersworth, NH 03878**

Re: DPW Stand-By Generator

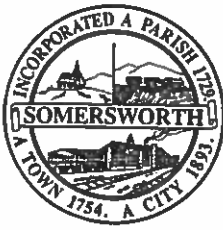
Dear Mike,

We are pleased to provide you and the City with our design build quotation to install a standby power system at the above referenced facility.

Our scope of work is as follows:

- **We will provide stamped engineered drawings.**
- **City of Somersworth Electrical Permit (at no cost).**
- **Miscellaneous excavation by Somersworth DPW.**
- **(1) 6' X 14' Reinforced Concrete Slab.**
- **60 kW diesel generator w/sound housing, single circuit breaker, battery charger, block heater, 48 hour dual wall subbase fuel tank, all NFPA-110 ,UL 142&2200 features.**
- **400 amp Automatic Transfer Switch**
- **400 amp Service Rated new Main Disconnect.**
- **Electrical work consisting of;**
 - **Interception of existing secondary service conductors.**
 - **Installation of new Main Service Disconnect.**
 - **Installation of power and control from the generator to the ATS, ATS to existing distribution.**
- **Initial tank of fuel by the City.**
- **Factory Startup.**
- **1-owners training session**
- **\$1,500 Utility Disconnect Allowance.**

Our Budget Price: \$58,000.00 (Fifty Eight Thousand Dollars).



City of Somersworth – Resolution

Resolution No: 39-19

TO AUTHORIZE THE CITY MANAGER TO PURCHASE AN EVIDENCE COLLECTION VEHICLE FROM SIRCHIE VEHICLES OF YOUNGVILLE, NC UTILIZING A COMBINATION OF ANTICIPATED SURPLUS FUNDS FROM THE FISCAL YEAR 2019 POLICE DEPARTMENT BUDGET AND ADDITIONAL FUNDING FROM THE POLICE DRUG FORFEITURE ACCOUNT AND TO OUTFIT SAID VEHICLE WITH OPERATIONAL EQUIPMENT

June 3, 2019

WHEREAS, the Somersworth Capital Improvement Program for Fiscal Years 2020 through 2025 contains a recommendation to purchase an evidence collection vehicle for the Somersworth Police Department in Fiscal Year 2021, and

WHEREAS, this equipment is vital to increase the efficiency of the Investigations Unit of the Police Department and would benefit by purchasing this vehicle earlier than Fiscal Year 2021, and

WHEREAS, city staff is recommending we accelerate the purchase and contract with Sirchie Vehicles of Youngville, NC for the purchase of this evidence collection vehicle, and

WHEREAS, city staff recommends we fund this purchase by utilizing \$55,775 (Fifty Five Thousand Seven Hundred Seventy Five dollars) of anticipated surplus from the Fiscal Year 2019 Police Department budget and \$64,225 (Sixty Four Thousand Two Hundred Twenty Five dollars) from the Drug Forfeiture Account, and

WHEREAS, the Finance Committee has reviewed these recommendations with staff and supports the recommendations,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to contract with Sirchie Vehicles of Youngville, NC for the purchase of an evidence collection vehicle for the Somersworth Police Department and to expend additional funds to fully outfit the vehicle with operational equipment at a total cost not to exceed \$120,000 (One Hundred Twenty Thousand dollars), and

BE IT FURTHER RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to utilize \$55,775 (Fifty Five Thousand Seven Hundred Seventy Five dollars) of anticipated surplus from the Fiscal Year 2019 Police Department budget and \$64,225 (Sixty Four Thousand Two Hundred Twenty Five dollars) from the Drug Forfeiture Account and to take any other actions relative to this purchase determined to be in the best interest of the City.

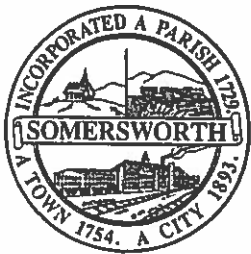
Authorization

Sponsored by Councilors:

David A. Witham
Martin Pepin
Martin P. Dumont, Sr.

Approved:

City Attorney



Somersworth Police Department

12 Lilac Lane

Somersworth, NH 03878

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

David B. Kretschmar
Chief of Police

MEMORANDUM

Memo To: Bob Belmore, City Manager
From: David Kretschmar, Chief of Police
Date: May 21, 2019
Subject: Supplemental Appropriation-Evidence Collection Vehicle

Bob,

I am providing up to date costs of the Sirchie SPAR 500 Evidence Collection Vehicle that is currently that is currently in the Capital Improvement Plan for Fiscal Year 2021.

When first submitted as part of the 2017/2018 CIP the cost of the SPAR 500 Evidence Collection Vehicle fully outfitted from Sirchie was \$106,684.00 This cost included the vehicle, emergency lighting and an upgraded evidence collection package. We then factored in a radio at \$3,527.20, a laptop computer and associated software at \$1089.00, a modem and antenna to provide internet capability at \$1,425.00, and decals and striping at \$1500.00. (While the color of the vehicle is white, we have been unable at this time to get a solid quote to paint the vehicle black, therefore that cost has not been factored into this quote.)

This brings the total cost of the completely outfitted vehicle to \$114,225.20.

In the current FY 19 budget, we are currently forecasting an approximate surplus of \$156,000.00. In addition we have \$96,584.03 in the federal drug forfeiture account. I propose that this vehicle and equipment be purchased now with a combination of surplus funds from the FY 19 budget and the drug forfeiture account, to be broken down as follows;

- FY 19 Budget Surplus \$50,000.00
- Drug Forfeiture Account \$64,225.20

That would leave \$32,358.83 in the Drug Forfeiture Account, and approximately \$106,000.00 forecasted as a surplus in the current budget. By accelerating this CIP purchase the Police Department will be able to utilize present day technology to better assist in our response to solving crimes.



PRICE QUOTATION

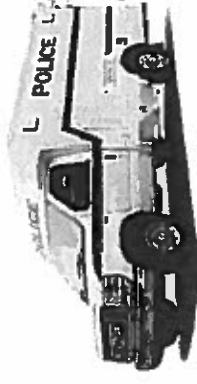
100 Hunter Place, Youngsville, NC 27596
 Phone: (919) 554-2244 - (800) 356-7311
 Fax: (919) 554-2266
 Website: www.sirchie.com

Customer Info:			
Name:	Somersworth Police Department	Date:	5/20/2019
Address:	12 Lilac Lane	Quote No.	MCL2013
City, State, Zip:	Somersworth, New Hampshire 03878	Prepared By:	M. Kleinke
Attn:	Karen Cantrell		
Phone:	603-692-3131		
E-Mail:	kcantrell@somersworth.com		

Quantity	Catalog Number & Description	Unit Price	TOTAL
1	SPAR500 Evidence Collection Vehicle	\$ 98,785.00	\$ 98,785.00
	Specifications attached		
	price includes:		
	15,000 BTU Roof Mounted A/C		\$ -
1	MCL100 Forensic Kits	\$ 7,899.00	\$ 7,899.00
	Price does not include shipping		
Total			\$ 106,684.00

Payment Details:	
Quote Expiration:	July 31, 2019
Terms:	Net 30
Delivery	To Be Scheduled

Project Title:		Evidence Collection Vehicle								
Department:	Submitted By:	Date:	Priority:	Project Cost:						
Police	Chief David Kretschmar	July 25, 2018	II	\$112,252						
<p>1. General Project Description: Evidence Collection Vehicle</p> <p>2. How will this expenditure improve service, productivity, or lower operating cost to the City of Somersworth? It is a requirement for police case management and integrity. This will increase the functionality and streamline the processing of major crime scenes for the Criminal Investigations Division. Detectives currently respond to crime scenes with minimal equipment in a gym bag to process these scenes. This vehicle will allow for the proper management of a crime scene, along with having specialized equipment such as lighting, DNA detection, electronic foot impression recovery, video and photo equipment. It will further be equipped with computer equipment to allow for the immediate and proper documentation of evidence collected at the scene.</p> <p>3. Is this a replacement item? No If NOT, How was the need previously met? Officers process the scene and have basic evidence processing equipment in their vehicles. This new vehicle will allow scenes to be processed more efficiently as all of the tools needed will be on scene. It will also ensure the integrity of the evidence processed as there is less likelihood of contamination.</p> <p>4. List name of Firm and price of quotes received:</p> <p>SIRCHIE VEHICLES - 106,684.00. Ford E350 Super Duty (most commonly purchased by agencies) Sirchie sells these vehicles at the same pre-negotiated prices with the Federal Government. and includes the better evidence collection tools & equipment and air conditioning.</p> <p>TRUCK EQUIPMENT: MOBILE RADIO: \$3,244.00 (Two Way Communications), LAPTOP: \$ 747.00 (Back Bay Networks) & Modem/Antenna to connect to Network:\$1,577.00 (Two Way)</p>										
Total Project Funds:				FY20	FY21	FY22	FY23	FY24	FY25	Yearly Total
Sources:										
General Fund				\$0	\$112,252	\$0	\$0	\$0	\$0	\$112,252
Bonds/Lease										\$0
Grant										\$0
Enterprise Fund										\$0
Other										\$0
Totals				\$0	\$112,252	\$0	\$0	\$0	\$0	\$112,252
Commence FY:				Quarter:			Prior Years' Funding	Total Project		
										\$112,252



CITY OF SOMERSWORTH

TIMELINE FOR AMENDING CHARTER PURSUANT TO RSA 49-B:5 and RSA 49-B:4-a

TO BE VOTED ON AT 11/05/2019 MUNICIPAL ELECTION

	Date	Who	Action	Note
1	(one week prior to CC Meeting) 05/27/2019	City Clerk	Place Question on Agenda under OTHER, to amend City Charter	Other: A. Vote to proceed with City Charter Amendments
2	06/03/2019 CITY COUNCIL MEETING	Council	Vote on Ballot Question / Schedule Public Hearing	
3	Send to paper on: 06/20/2019 To be posted 06/24/2019	City Clerk	Post notice of Public Hearing	In Newspaper 7 days prior and in 2 public places; containing the language of the proposed amendment and explanation
4	07/01/2019 CITY COUNCIL MEETING		PUBLIC HEARING	Any substantial changes will require another public hearing, with notice as above.
5	<i>If no amendments</i> 07/02/2019	City Clerk	Within 7 days of PH, create <u>Report</u> of proposed amendment	
6	(Approx 1 week) Received by 07/02/2019	City Clerk/ City Manager	Obtain written legal opinion from City Attorney regarding whether the final proposed language complies with the Laws and Constitution.	
7	No later than 07/08/2019	City Clerk	Within 10 days of Receipt, City Clerk must file certified copy of the report, to: Secretary of State Attorney General Commissioner of DRA	Report must contain the name and address of the clerk and the Chair of the Council, and include municipal counsel's legal opinion
8	Could be up to 45 days to return, <i>if approved</i> 09/09/2019	<i>RSA 49-B:4-a (d) Within 14 days of receipt of such report, the secretary of state, the attorney general, and the commissioner of the department of revenue administration shall <u>notify in writing</u> the municipal clerk and the chairman of the charter commission, if any, of his or her receipt. Within 45 days after the receipt of the report the secretary of state, attorney general, and commissioner of the department of revenue administration shall review the proposed charter, charter revision, or charter amendment to insure that it is consistent with the general laws of this state, and shall give notice to the municipal clerk approving or disapproving the proposed charter</i> <i>.II. Failure to specify objections to a proposed charter within 45 days shall constitute <u>approval</u> by the secretary of state, attorney general, or the commissioner of the department of revenue administration.</i>		
9	(at least one week prior to CC Meeting) 09/09/2019	City Clerk	Submission of Final Report. Place Question on Agenda under OTHER, to amend City Charter	
10	09/16/2019 CITY COUNCIL MEETING at the latest if State waits full 45 days	Council	Vote on Ballot Question; CC must vote to place proposed amendment on ballot	Other: Vote to Send Charter Amendments to the November 5, 2019 Ballot. (need time to prepare ballots)
11	11/05/2019		Municipal Election	

RED LINE REPORT
CITY CHARTER
ARTICLE 1.3

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

WARD 1 shall include all the parts of said Somersworth bounded by a line described as follows: Commencing at the most northerly point of said Somersworth, on the line of the Town of Berwick and the State of Maine, and extending thence southeasterly by said Berwick ~~to through Market Street to Main Street; thence southwesterly to Washington Street; a point due east from the easterly end of Washington Street;~~ thence westerly ~~to and through~~ Washington Street, westerly and northwesterly ~~through on~~ West High Street ~~to Quarry Road; thence northeasterly on Quarry Road to Coombs Road; thence northwesterly on Coombs Road to Pond Road; thence southwesterly on Pond Road to West High Street; thence westerly and northwesterly through West High Street~~ and Gonic Road to the City of Rochester; and thence northeasterly by said Rochester to the State of Maine.

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

WARD 3 shall include all that part of said Somersworth bounded as follows: Commencing at the City of Dover, and the southwesterly corner of Ward Two, and extending thence easterly, northerly and southeasterly by Ward Two ~~to Berwick, Maine at a point due east of the easterly end of Fayette Street; thence southerly by Berwick, Maine to a point due east of the easterly end of Franklin Street; thence easterly to and through Franklin Street to its intersection with Green Street; thence southerly northerly through Green Street to Fayette Myrtle Street; thence easterly through Fayette Street to West Alley; thence southeasterly through West Alley to Franklin Street; thence southwesterly through Franklin Street to Green Street; thence southerly on Green Street to Myrtle Street; thence westerly through Myrtle to Home Street; thence northwesterly through Home Street to High Street; thence southwesterly through High Street to the City of Dover, thence northwesterly by said Dover to Ward Two.~~

WARD 4 shall include all the part of said Somersworth bounded by the following described line: Commencing at the City of Dover and the southerly corner of Ward Three, and extending thence northeasterly, southeasterly, easterly, northerly, ~~and westerly easterly and northerly~~ by Ward Three to ~~Union-Fayette Street; thence northeast through Fayette Street to Main Street; thence southeasterly through Main Street to Franklin Street; thence southwesterly through Franklin Street to Union Street; thence southerly through Union Street to Indigo Hill Road; thence westerly through Indigo Hill Road Ford Street; thence southeasterly through Ford Street to its intersection with Green Street; thence southerly through Green Street to the Town of Rollinsford, thence southwesterly by said Rollinsford and the City of Dover to Ward Three.~~

WARD 5 shall include all the part of said Somersworth bounded by the following described line: Commencing at the Town of Rollinsford and the southeasterly corner of Ward Four; and thence extending northerly and easterly ~~by Ward Four to Ward Three by Ward Four, Ward Two, and Ward One; thence westerly by Ward Three to Berwick, Maine, at a point due east of the easterly end of Franklin Street; thence southeasterly by said Berwick, Maine, to Rollinsford; and thence southwesterly by said Rollinsford to Ward Four.~~

City of Somersworth City Charter Amendment

1. Are you in favor of amending City Charter Article 1, Section 1.3, Ward Boundaries, to read as follows:

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

WARD 1 shall include all the parts of said Somersworth bounded by a line described as follows: Commencing at the most northerly point of said Somersworth, on the line of the Town of Berwick and the State of Maine, and extending thence southeasterly by said Berwick through Market Street to Main Street; thence southwesterly to Washington Street; thence westerly through Washington Street, westerly and northwesterly on West High Street to Quarry Road; thence northeasterly on Quarry Road to Coombs Road; thence northwesterly on Coombs Road to Pond Road; thence southwesterly on Pond Road to West High Street; thence westerly and northwesterly through West High Street and Gonic Road to the City of Rochester; and thence northeasterly by said Rochester to the State of Maine.

WARD 2 shall include all the part of said Somersworth bounded by the following described line: Commencing at the City of Rochester and the southwesterly corner of Ward One, and extending southeasterly and easterly by Ward One to Main Street; thence southerly through Main Street to Fayette Street; thence westerly through Fayette Street to Green Street; thence southerly through Green Street to its intersection with Franklin Street; thence westerly through Franklin Street and northwesterly through Memorial Drive to Cemetery Road; thence westerly through Cemetery Road to Maple Street Extension; thence southerly through Maple Street Extension to Blackwater Road; thence westerly through Blackwater Road to the City of Dover; thence northwesterly by said Dover to Rochester; and thence northeasterly by Rochester to Ward One.

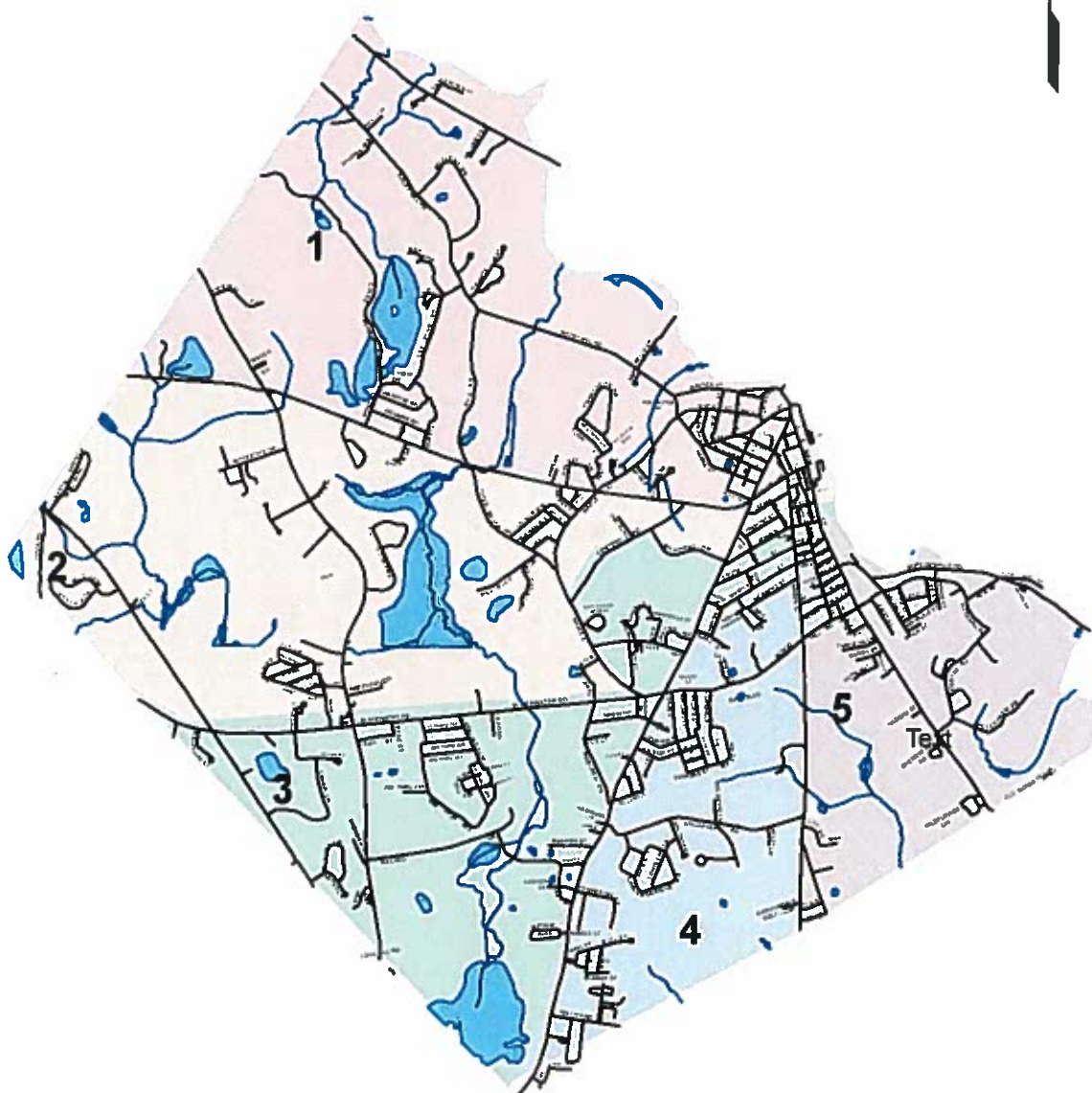
WARD 3 shall include all that part of said Somersworth bounded as follows: Commencing at the City of Dover, and the southwesterly corner of Ward Two, and extending thence easterly, northerly and southeasterly by Ward Two ; to and through Franklin Street to its intersection with Green Street; thence northerly through Green Street to Fayette Street; thence easterly through Fayette Street to West Alley; thence southeasterly through West Alley to Franklin Street; thence southwesterly through Franklin Street to Green Street; thence southerly on Green Street to Myrtle Street; thence westerly through Myrtle to Home Street; thence northwesterly through Home Street to High Street; thence southwesterly through High Street to the City of Dover, thence northwesterly by said Dover to Ward Two.

WARD 4 shall include all the part of said Somersworth bounded by the following described line: Commencing at the City of Dover and the southerly corner of Ward Three, and extending thence northeasterly, southeasterly, easterly, northerly, easterly and northerly by Ward Three to Fayette Street; thence northeast through Fayette Street to Main Street; thence southeasterly through Main Street to Franklin Street; thence southwesterly through Franklin Street to Union Street; thence southerly through Union Street to Ford Street; thence southeasterly through Ford Street to its intersection with Green Street; thence southerly through Green Street to the Town of Rollinsford, thence southwesterly by said Rollinsford and the City of Dover to Ward Three.

WARD 5 shall include all the part of said Somersworth bounded by the following described line: Commencing at the Town of Rollinsford and the southeasterly corner of Ward Four; and thence extending northerly and easterly by Ward Four, Ward Two, and Ward One; thence southeasterly by said Berwick, Maine, to Rollinsford; and thence southwesterly by said Rollinsford to Ward Four.

City of Somersworth, NH

Ward Map



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Revised December 2011 (amended street names)

Map Created by the Somersworth Planning Office 12/20/2011

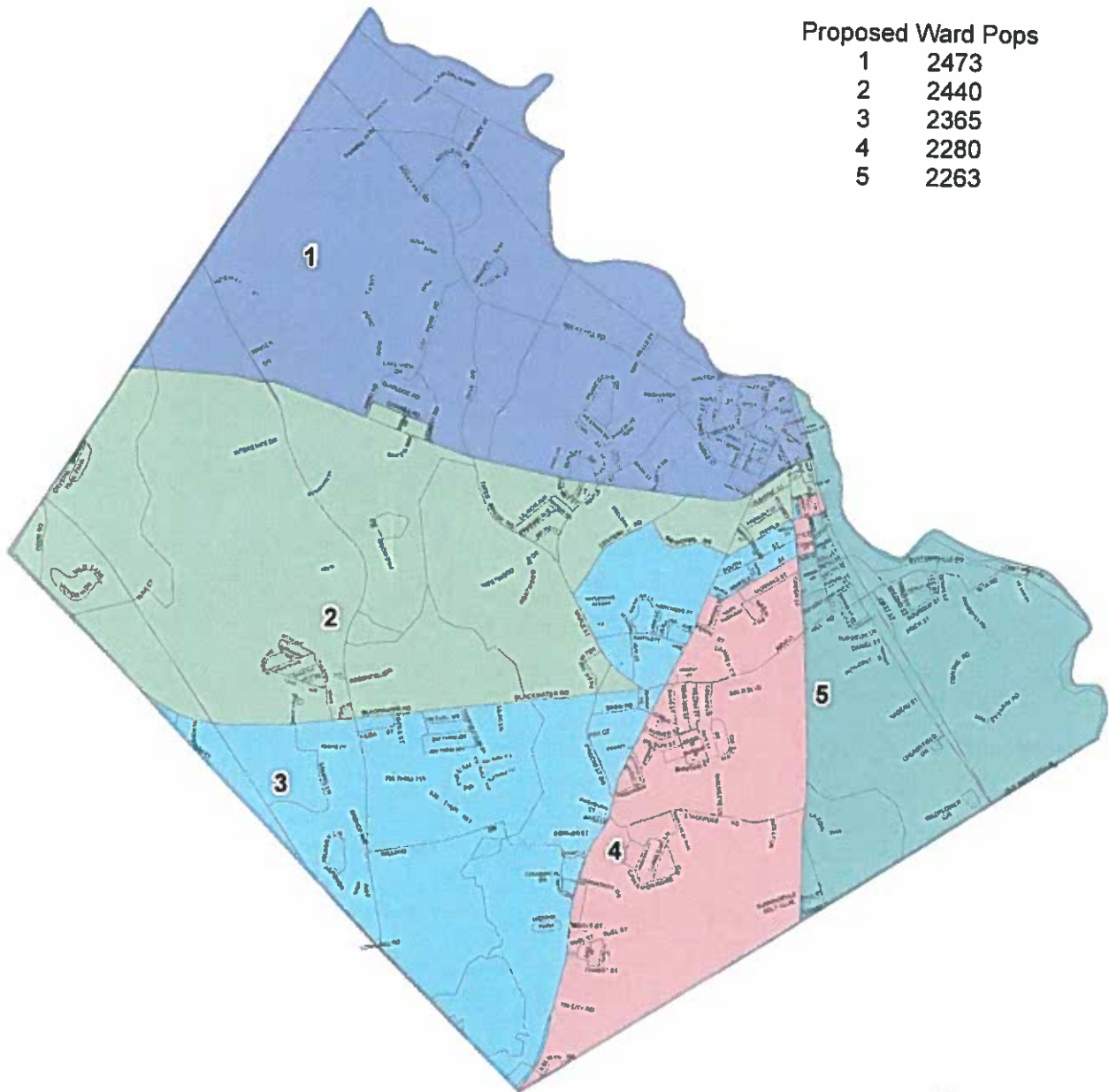
2019 Proposed Ward Map

Existing Ward Pops

1	2509
2	2404
3	2426
4	2430
5	2052

Proposed Ward Pops

1	2473
2	2440
3	2365
4	2280
5	2263



0 0.25 0.5 1 1.5 2 Miles



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TELEPHONE (603) 524-3885

May 30, 2019

CERTIFICATION

Re: City of Somersworth, New Hampshire

Ordinance No. 22-19

Title: **TRANSFER BETWEEN DEPARTMENTS**

This is to confirm that in accordance with Somersworth City Council Rules and Regulations #17 (D)1, we have reviewed the above referenced ordinance, after it passed a first reading. 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: May 30, 2019

By: Laura Morgan

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May 30, 2019

CERTIFICATION

Re: City of Somersworth, New Hampshire

Ordinance No. 23-19

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

This is to confirm that in accordance with Somersworth City Council Rules and Regulations #17 (D)1, we have reviewed the above referenced ordinance, after it passed a first reading. 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: May 31, 2019

By: Laura Morgan

MITCHELL MUNICIPAL GROUP, P.A.

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May 30, 2019

CERTIFICATION

Re: City of Somersworth, New Hampshire

Resolution No. 37-19

**Title: TO AUTHORIZE THE CONSERVATION COMMISSION TO UTILIZE AN
ADDITIONAL TEN THOUSAND DOLLARS FOR THE GREAT BAY RESOURCE
PROTECTION PARTNERSHIP GRANT IN THE EVENT THE CITY DOES NOT
PURCHASE THE PROPERTY AND THE GRANT AWARD IS NOT SATISFIED**

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: May 30, 2019

By: Laura A. Spector-Morgan

MITCHELL MUNICIPAL GROUP, P.A.

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JUDITH E. WHITELAW (OF COUNSEL)

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May 30, 2019

CERTIFICATION

Re: City of Somersworth, New Hampshire

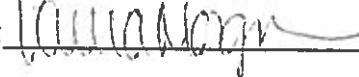
Resolution No. 38-19

Title: TO ACCEPT THE TERMS OF THE HAZARD MITIGATION GRANT PROGRAM
AND TO AUTHORIZE THE CITY MANAGER TO ENTER INTO A GRANT
AGREEMENT WITH THE NEW HAMPSHIRE DEPARTMENT OF SAFETY, DIVISION
OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT FOR A HAZARD
MITIGATION GRANT TO INSTALL AN EMERGENCY BACK-UP GENERATOR AT
THE DEPARTMENT OF PUBLIC WORKS

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: 5-20-19

By: 

MITCHELL MUNICIPAL GROUP, P.A.

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TELEPHONE (603) 524-3885

May 30, 2019

CERTIFICATION

Re: City of Somersworth, New Hampshire

Resolution No. 39-19

Title: TO AUTHORIZE THE CITY MANAGER TO PURCHASE AN EVIDENCE
COLLECTION VEHICLE FROM SIRCHIE VEHICLES OF YOUNGSVILLE, NC
UTILIZING A COMBINATION OF ANTICIPATED SURPLUS FUNDS FROM THE
FISCAL YEAR 2019 POLICE DEPARTMENT BUDGET AND ADDITIONAL FUNDING
FROM THE POLICE DRUG FORFEITURE ACCOUNT AND TO OUTFIT SAID
VEHICLE WITH OPERATIONAL EQUIPMENT

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.

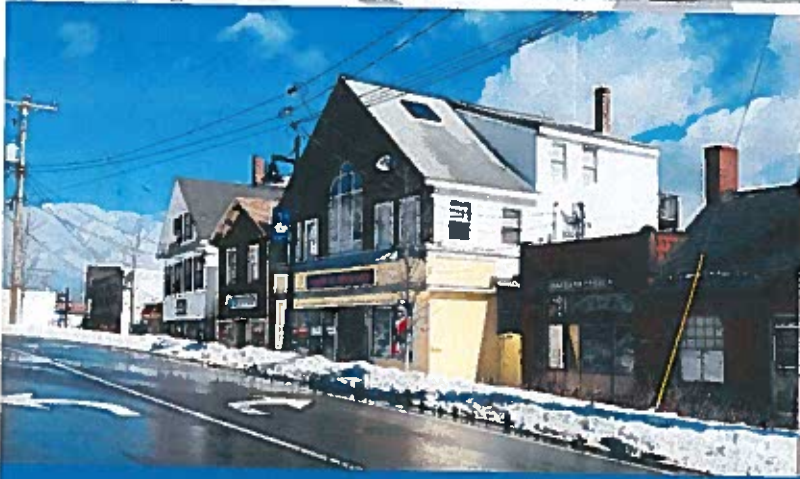
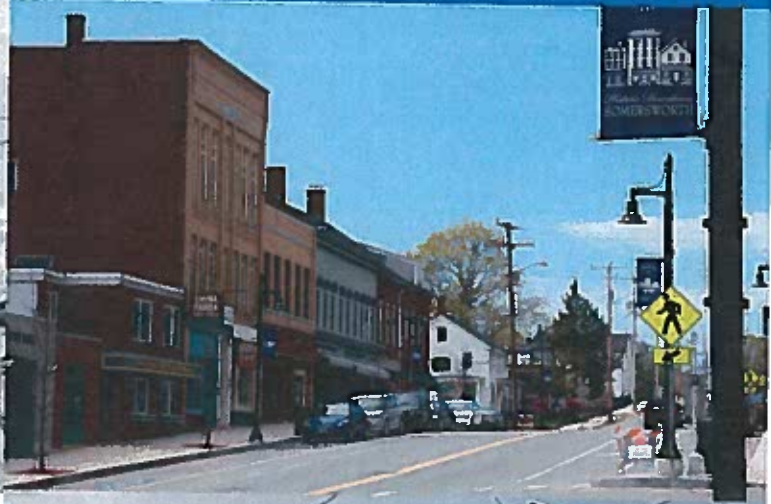
MITCHELL MUNICIPAL GROUP, P.A.
City Attorney

Date: May 30, 2019

By: 



REIMAGINING SOMERSWORTH'S DOWNTOWN ZONING



Join us for an **INTERACTIVE** public input session! Learn about the City's downtown zoning initiative and provide your input, comments, and opinions.

JUNE 3, 2019

5:00 PM - Public Forum

6:00 PM - City Council Presentation

at the Council Chambers located in Somersworth's City Hall