



Office of the City Manager

TO: Mayor Dana S. Hilliard and City Council Members
FROM: Robert M. Belmore, City Manager *RB*
DATE: Friday, June 3, 2022
SUBJECT: City Manager's Report for Monday, June 6, 2022 City Council Meeting

Unfinished Business (under Section 15 of Agenda)

Ordinance

- A. **Ordinance No. 11-22: To Amend Chapter 4, Personnel Rules and Regulations Compensation Schedule.** Again, The Government Operations Committee voted to recommend this Ordinance amendment to the full Council. If adopted, this action would provide non-union staff with a 2½% Cost of Living Adjustment (COLA) to their wages. Please note that the Water/Wastewater Union would receive the same increase as their Collective Bargaining Agreement has a “me too” clause so that any changes to COLA wage adjustments given to Non-union employees would carry over to these Union employees. There are 33 non-union employees and 13 Water/WW employees that would receive the wage adjustment.

Resolution

- A. **Resolution No. 38-22: City of Somersworth “Eyes on 30” Initiative.** Again, the Mayor has appointed Councilors Nancie Cameron, Chair and Rick Michaud to serve on this Committee.
- B. **Resolution No. 39-22: To Allow the City of Somersworth to Provide Water Service to a Property Located on Kelwyn Drive in Rollinsford, New Hampshire.** Again, the Public Works & Environment Committee met on March 21st and voted to support this Resolution.
- C. **Resolution No. 40-22: City Council to Decommission the Basketball Courts on Blackwater Road and to Close Them to the Public.** Again, this was discussed during the Planning Board CIP review as well as at a Recreation Committee meeting. After the last Council meeting on May 16th, I asked our site Engineers for an estimate in regards to covering the Courts with loam and seed as suggested. They are working on it, however, I may not have their report and estimate for this Council meeting.

New Business (under Section 16 of Agenda)

Ordinance

- A. **Ordinance No. 12-22: Transfer between Departments.** The Finance Committee met on May 24th and vote to support this Ordinance. Finance Director Scott Smith explained that they would like to take \$45,055.00 from the contingency budget line item and \$50,000.00 from the Police Budget to cover the Fire Departments short fall in their Budget.

Attached is Memorandum from Chief McLin regarding the discussion that took place at the last Finance Committee meeting. The Chief was able to get additional Grant funding for the Body Worn Camera Program to be launched later this year. An additional \$10,110 for Redaction software and SQL software was approved. The City's match is \$5,055. I have placed it onto the Transfer Ordinance and notified the Finance Committee Councilor's via email, copies attached. As required by City Charter a Public Hearing should be scheduled for the next regular City Council meeting on Tuesday, June 21st.

- B. **Ordinance No. 13-22: Supplemental Appropriation for the City's Match for the Rehabilitation of the Eddy Bridge on Salmon Falls Road and the new Dam Bridge on Buffumsville Road.** The Finance Committee and Public Works & Environment Committee met on May 24th and voted to sponsor this Ordinance. Attached is a Memorandum from Finance Director Scott Smith explaining the needed funding based on the latest cost estimates provided by the State of Maine DOT project.

The City has already appropriated \$60,000 for the Eddy Bridge on Salmon Falls Road, but based on current estimates the City's share would be an additional \$33,000. The New Dam Bridge on Buffumsville Road requires \$46,500 for the City's share. Finance Director Scott Smith indicated that the City could consider using the Municipal and Transportation Fund, which currently has a balance of \$102,000 to fund these projects. As required by City Charter a Public Hearing should be scheduled for the next regular City Council meeting on Tuesday, June 21st.

Resolutions

- A. **Resolution No. 41-22: 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.** Attached is an email from Pall Corporation requesting approval from the City of Somersworth to extend their Lease at 9 Wells Street for an additional one (1) year. I have also included their current Lease extension that ends on June 20, 2022. Their Lease payment will increase from \$1,200/month to \$1,300/month starting July 1, 2022 should Council approve this extension. Copies of the proposed Lease Amendment # 2 is attached.
- B. **Resolution No. 42-22: To Authorize the City Manager to Sign a Lease/Purchase Agreement for the Purchase of City Vehicles.** The Finance Committee met on May 24th and voted in support for this Resolution for one new SUV police cruiser and one new unmarked vehicle. This is part of the Adopted FY2023 Budget. Attached is a memorandum from Finance Director Scott Smith, showing that Kansas State Bank is the lower quote and we are recommending a 3-year lease. The City tried to solicit 4 quotes, however, we only received these two.

- C. **Resolution No. 43-22: To Authorize the City to use Funding from the Municipal and Transportation Fund for the City's Match of the Eddy Bridge and New Bridge Rehabilitation Projects.** The Public Works & Environment Committee and Finance Committee met on May 24th and support this funding. Both bridge rehabilitation projects would be designed and then bid together hoping to save money on mobilization, administrative costs and potentially take advantage of any other economies of scale. The intent is to get the bids out this year, and would most likely be a 2023 project. The funding of the projects would be a cost share between the State of Maine, State of New Hampshire and City of Somersworth.
- D. **Resolution No. 44-22: To Authorize the City Manager to Execute a Cost Sharing Agreement with the State of New Hampshire for the Eddy Bridge and New Dam Bridge Rehabilitation Projects.** This is another action item needed to move forward with the two (2) bridge rehabilitation projects.

Other

- A. **Vote to Approve the Request by Wickson Construction for a One-Day Waiver of Chapter 13D, Noise/Nuisance Control, to Allow Nighttime Construction.** The Contractor, Wickson Construction has requested night work to make the connection of the new water main, so there will be no need to extend temporary water service. The Public Works & Environment Committee met on May 24th to discuss waiving Chapter 13 D Zoning Ordinance and voted to support this request. This will have the least disruption for residents. Residents will be given proper notification via mail of water interruption.
- B. **Vote to Set Polling Hours for State Primary and Special Municipal Elections on September 13, 2022.**

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

Informational Items

- A. **Community Revitalization Tax Relief Incentive Program Application (City Ordinance, Chapter 31) from Jeffrey Daniel Hughes, for 142-144 High Street.** The Economic Development Committee met on May 26th and voted to recommend acceptance of this application. Attached is a copy of the application, a Memorandum from Director Michelle Mears, and a copy of Chapter 31. In accordance with our City Ordinance, I recommend a Public Hearing be scheduled for the next regular Council meeting on Tuesday, June 21st prior to the Council vote that evening. Attached is a Memorandum from Director of Development Services Michelle Mears along with documentation that was provided to Economic Development Committee showing the six (6) properties presently granted Tax Relief under our City Ordinance, Chapter 31 provided by our Assessor.

B. Request for Proposals. Attached are copies of the latest Drafts to be issued.

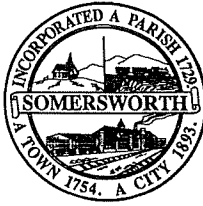
- **Former Breton's Cleaners/One Winter Street** – This is ready to be advertised.
- **Redevelopment of the Plaza Parking Lot** – I would like to conduct some deed research prior to issuing this Request for Proposal (RFP).

With the assistance of the Economic Development Committee, Staff has included similar language in both RFP's to address the need to have 2 or more building stories that include Commercial and Residential apartments, and address our Master Plan goals.

Please let me know if you have any comments, questions or edits. Unless directed otherwise, I will move forward with issuing these RFP's.

Attachments

- 1. City Attorney Certifications Six (6)**



City of Somersworth – Ordinance

Ordinance No: **11-22**

TO AMEND CHAPTER 4, PERSONNEL RULES AND REGULATIONS COMPENSATION SCHEDULE

May 16, 2022

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 Compensation Schedule:

**Personnel Rules and Regulations
FY2022-2023 Compensation Schedule
(2.5% Increase effective July 1, 2022)**

GRADE	HIRE	1	2	3	4	5
6 A	25,417.60	26,499.20	27,497.60	28,620.80	29,764.80	30,908.80
H	12.22	12.74	13.22	13.76	14.31	14.86
7 A	26,644.80	27,643.20	28,870.40	30,014.40	31,116.80	31,491.20
H	12.81	13.29	13.88	14.43	14.96	15.14
8 A	27,996.80	29,078.40	30,222.40	31,491.20	32,780.80	34,091.20
H	13.46	13.98	14.53	15.14	15.76	16.39
9 A	29,411.20	30,576.00	31,803.20	33,092.80	34,382.40	35,838.40
H	14.14	14.70	15.29	15.91	16.53	17.23
10 A	30,846.40	32,073.60	33,300.80	34,715.20	36,025.60	37,585.60
H	14.83	15.42	16.01	16.69	17.32	18.07
11 A	32,427.20	33,737.60	35,006.40	36,420.80	37,918.40	39,436.80
H	15.59	16.22	16.83	17.51	18.23	18.96
12 A	34,070.40	35,422.40	36,774.40	38,272.00	39,707.20	41,288.00
H	16.38	17.03	17.68	18.40	19.09	19.85
13 A	35,776.00	37,169.60	38,708.80	40,289.60	41,849.60	43,596.80
H	17.20	17.87	18.61	19.37	20.12	20.96
14 A	37,481.60	38,958.40	40,518.40	42,224.00	43,888.00	45,614.40
H	18.02	18.73	19.48	20.30	21.10	21.93
15 A	39,436.80	41,038.40	42,660.80	44,324.80	46,009.60	47,819.20
H	18.96	19.73	20.51	21.31	22.12	22.99
16 A	41,308.80	42,952.00	44,678.40	46,654.40	48,380.80	50,398.40
H	19.86	20.65	21.48	22.43	23.26	24.23
17 A	43,451.20	45,219.20	48,256.00	48,880.00	50,814.40	52,832.00
H	20.89	21.74	23.20	23.50	24.43	25.40
18 A	45,614.40	47,444.80	49,254.40	51,313.60	53,372.80	55,598.40
H	21.93	22.81	23.68	24.67	25.66	26.73
19 A	47,819.20	49,795.20	51,833.60	53,976.00	56,056.00	58,344.00
H	22.99	23.94	24.92	25.95	26.95	28.05
20 A	50,377.60	52,416.00	54,392.00	56,596.80	58,843.20	61,131.20
H	24.22	25.20	26.15	27.21	28.29	29.39
21 A	52,832.00	54,912.00	57,200.00	59,425.60	61,817.60	64,209.60
H	25.40	26.40	27.50	28.57	29.72	30.87
22 A	55,556.80	57,699.20	60,028.80	62,296.00	64,937.60	67,516.80

GRADE		HIRE	1	2	3	4	5
23	A	58,281.60	60,632.00	62,920.00	65,540.80	68,140.80	70,886.40
	H	28.02	29.15	30.25	31.51	32.76	34.08
24	A	61,131.20	63,606.40	66,123.20	68,806.40	71,489.60	74,380.80
	H	29.39	30.58	31.79	33.08	34.37	35.76
25	A	64,209.60	66,872.00	69,451.20	72,342.40	75,296.00	78,249.60
	H	30.87	32.15	33.39	34.78	36.20	37.62
26	A	67,496.00	70,657.60	72,841.60	75,795.20	78,956.80	81,931.20
	H	32.45	33.97	35.02	36.44	37.96	39.39
27	A	70,720.00	73,715.20	76,585.60	79,747.20	82,950.40	86,153.60
	H	34.00	35.44	36.82	38.34	39.88	41.42
28	A	74,297.60	77,313.60	80,246.40	83,512.00	86,944.00	90,376.00
	H	35.72	37.17	38.58	40.15	41.80	43.45
29	A	78,000.00	81,161.60	84,323.20	87,672.00	91,353.60	94,931.20
	H	37.50	39.02	40.54	42.15	43.92	45.64

(2.5% increase of minimum and maximum effective July 1, 2022)

25	A	65,735.90	83,787.02
30	A	83,460.02	101,755.98
31	A	91,174.82	110,932.01
32	A	92,028.64	112,123.67
33	A	96,694.09	117,581.98
34	A	101,573.01	123,558.65
35	A	106,665.41	129,687.81
36	A	112,032.20	136,182.86
37	A	117,521.01	142,891.37

Authorization	
<i>Sponsored by Councilors:</i> Richard R. Michaud Donald Austin Matt Gerding David A. Witham	<i>Approved:</i> City Attorney

City of Somersworth – Ordinance 11-22

History

First Read Date:	05/16/2022	Tabled:	
Public Hearing:		Removed From Table:	
Second Read:			

Discussion

05/16/2022

Councilor Witham made a motion to suspend Council Rules to allow for a first reading of Ordinance No. 11-22 by title only. The motion was seconded by Councilor Pepin and passed by Voice Vote. Clerk Slaven performed a first reading of Ordinance No. 11-22 by title only.

Ordinance No. 11-22 will remain in first reading until the call of the Chair. Public Hearing scheduled for the next City Council meeting.

Voting Record		YES	NO
Ward 1 Councilor	Pepin		
Ward 2 Councilor	Vincent		
Ward 3 Councilor	Dumont		
Ward 4 Councilor	Austin		
Ward 5 Councilor	Michaud		
At Large Councilor	Witham		
At Large Councilor	Gerding		
At Large Councilor	Cameron		
At Large Councilor	Messier		
TOTAL VOTES:			0
On / /2022	Ordinance 11-22	PASSED	FAILED



City of Somersworth – Resolution

Resolution No: **38-22**

CITY OF SOMERSWORTH “EYES ON 30” INITIATIVE

May 16, 2022

WHEREAS, the Mayor and City Council shall form an “Eyes on 30” Committee; and

WHEREAS, the Committee will build upon the success of the Vision 2020 Committee’s work and ensure Somersworth will have well defined objectives and goals to keep the Hilltop City “On the Move”, while celebrating its “Proud Past” and planning for its “Bright Future”; and

WHEREAS, be it further resolved that the Committee shall be comprised of the following members:

- Mayor’s designee;
- Two members of the City Council appointed by the Mayor;
- One School Board member appointed by the Chair of the School Board;
- City Manager or designee/alternate;
- Superintendent or designee/alternate;
- One sitting Planning Board member appointed by the Chair of the Planning Board;
- Two members of the Community at Large appointed by the Mayor; and

WHEREAS, members of the Committee shall be appointed for a two-year term; and

WHEREAS, the date of dissolution of said Committee will be January 1, 2030; and

WHEREAS, be it further resolved that the Committee shall:

- Develop ways to promote the “Eyes on 30” Initiative; and
- Develop objectives and goals as well as a timeline for their completion; and
- Report to the City Council a minimum of twice per year on the progress of the “Eyes on 30” Initiative beginning in 2023;

NOW, THEREFORE BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF SOMERSWORTH that the City Council will support and foster the Somersworth “EYE’S ON 30” Initiative by adopting the following guiding principles: to translate strategic goals into practical plans that are responsive to Community values; enhance on-going City revitalization plans; examine continued efforts for economic growth; maintain excellence in our public educational system and our delivery of municipal services; and enhance our quality of life for all stakeholders to enjoy.

Authorization

Sponsored by:
Mayor Dana S. Hilliard
Councilors:
Donald Austin
Nancie Cameron
Denis Messier
Matt Gerding
Martin Pepin
Martin P. Dumont, Sr.

Approved:
City Attorney

City of Somersworth – Resolution 38-22

History

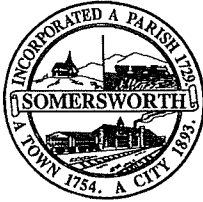
First Read Date:	05/16/2022	Tabled:	
Public Hearing:		Removed From Table:	
Second Read:			

Discussion

05/16/2022

Resolution No. 38-22 will remain in first reading until call of the Chair.

Voting Record		YES	NO
Ward 1 Councilor	Pepin		
Ward 2 Councilor	Vincent		
Ward 3 Councilor	Dumont		
Ward 4 Councilor	Austin		
Ward 5 Councilor	Michaud		
At Large Councilor	Witham		
At Large Councilor	Gerding		
At Large Councilor	Cameron		
At Large Councilor	Messier		
TOTAL VOTES:			
On	Resolution 38-22	PASSED	FAILED



City of Somersworth – Resolution

Resolution No: **39-22**

TO ALLOW THE CITY OF SOMERSWORTH TO PROVIDE WATER SERVICE TO A PROPERTY LOCATED ON KELWYN DRIVE IN ROLLINSFORD, NEW HAMPSHIRE

May 16, 2022

WHEREAS, the City of Somersworth has been providing water service to residential properties located on Kelwyn Drive in Rollinsford for many years; and

WHEREAS, there is one buildable lot left in the Kelwyn Drive subdivision at tax map lot 5-20, that has requested water service from the City of Somersworth; and

WHEREAS, City staff reviewed the water system in this area and it would be too onerous to separate the Rollinsford section from the Somersworth section in this area to appropriately accommodate an intermunicipal agreement; and

WHEREAS, the City of Somersworth intends to file a Petition with the Public Utilities Commission pursuant to RSA 362:4, III-a and RSA 374:22 to extend water service to this lot, the cost of which will be at the property owner's expense;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH that the City Council approves the extension of water services to lot 5-20 located on Kelwyn Drive in Rollinsford and the City Manager is authorized to petition the Public Utilities Commission in order to provide water services to this property.

Authorization

Sponsored by Councilors:

David A. Witham
Denis Messier
Kenneth Vincent
Martin Pepin

Approved:

City Attorney

City of Somersworth – Resolution 39-22

History

First Read Date:	05/16/2022	Tabled:	
Public Hearing:		Removed From Table:	
Second Read:			

Discussion

05/16/2022

Resolution No. 39-22 will remain in first reading until call of the Chair.

Voting Record		YES	NO
Ward 1 Councilor	Pepin		
Ward 2 Councilor	Vincent		
Ward 3 Councilor	Dumont		
Ward 4 Councilor	Austin		
Ward 5 Councilor	Michaud		
At Large Councilor	Witham		
At Large Councilor	Gerding		
At Large Councilor	Cameron		
At Large Councilor	Messier		
TOTAL VOTES:			
On	Resolution 39-22	PASSED	FAILED



City of Somersworth – Resolution

Resolution No: **40-22**

CITY COUNCIL TO DECOMMISSION THE BASKETBALL COURTS ON BLACKWATER ROAD AND TO CLOSE THEM TO THE PUBLIC

May 16, 2022

WHEREAS, the City of Somersworth has basketball courts located adjacent to Blackwater Road that are available for public use; and

WHEREAS, the basketball courts are located on and/or adjacent to the Somersworth Sanitary Landfill Superfund Site; and

WHEREAS, the basketball courts are in disrepair and based on their location the City Council believes that it is in the best interest of the City to decommission the basketball courts and not encourage public use of this area;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH that the basketball courts are decommissioned and will no longer be open to the public, and

BE IT FURTHER RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH that the City Manager is authorized to remove the basketball hoops, backboards, and poles and to take any other actions necessary to secure this area.

Authorization

Sponsored by Councilors:

Nancie Cameron
Richard Michaud
Martin Pepin
Kenneth Vincent
David A. Witham
Denis Messier
Nancie Cameron

Approved:

City Attorney

City of Somersworth – Resolution 40-22

History

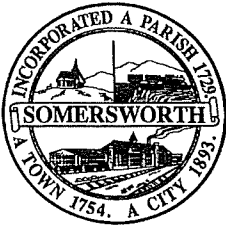
First Read Date:	5/16/2022	Tabled:	
Public Hearing:		Removed From Table:	
Second Read:			

Discussion

05/16/2022

Resolution No. 40-22 will remain in first reading until call of the Chair.

Voting Record		YES	NO
Ward 1 Councilor	Pepin		
Ward 2 Councilor	Vincent		
Ward 3 Councilor	Dumont		
Ward 4 Councilor	Austin		
Ward 5 Councilor	Michaud		
At Large Councilor	Witham		
At Large Councilor	Gerding		
At Large Councilor	Cameron		
At Large Councilor	Messier		
TOTAL VOTES:			
On	Resolution 40-22	PASSED	FAILED



City of Somersworth – Ordinance

Ordinance No: 12-22

TRANSFER BETWEEN DEPARTMENTS

June 6, 2022

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	50,000	
FIRE		90,000
PUBLIC WORKS		
OTHER EXPENSES (CONTINGENCY)	45,055	
CAPITAL OUTLAY		5,055
INTERGOVT ASSESSMENTS-COUNTY TAX		
SCHOOL DEPARTMENT		
	_____	_____
TOTAL GENERAL FUND	95,055	95,055

This Ordinance shall take effect upon passage.

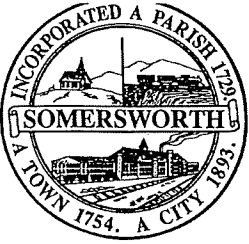
Authorization

Sponsored by Councilors:

David A. Witham
Donald Austin
Matt Gerding
Richard Michaud

Approved:

City Attorney



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: Bob Belmore, City Manager

From: Timothy McLin, Chief of Police

Date: May 9, 2022

Subject: Adjustment for Body Worn Camera Grant

The purpose of this Memo is to update you on the status of the previous request for adjusted funding for the Body Worn Camera Grant. We were advised today that we have been approved for this additional funding. The additional funding is for the following:

- SQL Software which created the environment to allow the Body Worn Cameras to run on our server. (\$1,865.00)
- Redaction software from Motorola (to include a required 3-year service plan) which allows us to redact videos as needed pursuant to law. (\$8,245.00)

The total additional funding is \$10,110.00, of which \$5,055 is our 50 percent match. The total grant has been revised to \$64,430.00 from the original \$54,320.00.

Bob Belmore

To: Finance Committee
Cc: Mayor and Councilors
Subject: FW: Transfer Ordinance
Attachments: ORD 12-22 TRANSFER BETWEEN DEPARTMENTS.docx

From: Bob Belmore
Sent: Thursday, May 26, 2022 11:23 AM
To: Councilor David Witham <dwitham@somersworth.com>; Councilor Richard R. Michaud (rmichaud@somersworth.com) <rmichaud@somersworth.com>; Martin Dumont <madumont@somersworth.com>; Matthew Gerding <mgerding@somersworth.com>
Cc: Brenda Breda <bbreda@somersworth.com>; Scott A. Smith <sasmith@somersworth.com>
Subject: FW: Transfer Ordinance

good Morning

Attached is an amended Transfer Ordinance. In retrospect, Scott had this idea to amend the capital outlay budget from contingency to address the additional Grant fund match needed for the police body cams:

\$10,110 for the additional software needed - \$5,055 in grant funds.

We had discussed a Supplemental Appropriation, including it into this action item would eliminate the need for another Supplemental Appropriation Ordinance.

Please let me know if you have any questions.

thanks

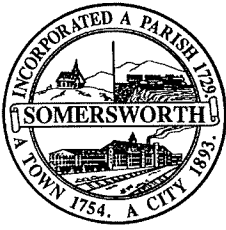
regards, Bob

Robert M. Belmore
City Manager

City of Somersworth
One Government Way
Somersworth, NH 03878

(603) 692-9503
bbelmore@somersworth.com
www.Somersworth.com





City of Somersworth – Ordinance

Ordinance No: 13-22

SUPPLEMENTAL APPROPRIATION FOR THE CITY'S MATCH FOR THE REHABILITATION OF THE EDDY BRIDGE ON SALMON FALLS ROAD AND THE NEW DAM BRIDGE ON BUFFUMSVILLE ROAD

June 6, 2022

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

The annual budget for the City of Somersworth for Fiscal Year 21-22 is amended as follows:

Appropriate \$79,600 (Seventy-Nine Thousand Six Hundred dollars) from the Municipal and Transportation Fund to the Capital Outlay Section of the General Fund budget as follows;

Revised Budget	Amendment	Revised Budget
\$ 378,498	\$ 79,600	\$ 458,098

Approved as to Funding:

Recorded by:

Scott A. Smith
Director of Finance and Administration

Jonathan Slaven
City Clerk

Background:

This Ordinance appropriates the funding for the City's share of an agreement with the State of New Hampshire, to provide a 20% match of the State of New Hampshire's cost in an agreement with the State of Maine to rehabilitate the Eddy Bridge on Salmon Falls Road and the New Dam Bridge on Buffumsville Road.

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

Authorization

Sponsored by Councilors:

David A. Witham
Donald Austin
Matt Gerding
Richard Michaud
Denis Messier
Martin Pepin
Kenneth Vincent
Martin P. Dumont, Sr.

Approved:

City Attorney

Brenda Breda

From: Scott A. Smith <sasmith@somersworth.com>
Sent: Wednesday, May 18, 2022 1:16 PM
To: Bob Belmore
Cc: Brenda Breda; Amber Hall; Michael Bobinsky
Subject: New Dam and Eddy Bridge Costs

Bob,

The City's estimated share, based on project estimates provided by the State of Maine for the New Dam and Eddy bridge projects are as follows:

New Dam Bridge	Total Project Cost Est = \$465,000	City Share Est = \$46,500
Eddy Bridge	Total Project Cost Est = \$930,000	City Share Est = \$93,000

We have already budgeted and encumbered \$60,000 for the Eddy bridge, so we only need to appropriate an additional \$33,000 for that project to meet our share. Nothing has been budgeted to date for the New Dam bridge repair so we would need to appropriate the entire \$46,500.

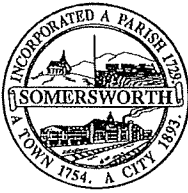
Let me know if you have any questions or need anything else.

Scott A. Smith
Deputy City Manager/Finance Director

City of Somersworth
One Government Way
Somersworth, NH 03878

(603) 692-9504
sasmith@somersworth.com
www.Somersworth.com





MEMORANDUM from Director Public Works & Utilities

Date: May 23, 2022

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

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

Cc: Amber Ferland, City Engineer

Re: Eddy Bridge and New Dam Bridge Rehabilitation

New Hampshire DOT and Maine DOT are working jointly on two long standing bridge rehabilitation projects. Eddy Bridge located off of Salmon Falls Road and the New Dam Bridge, located off of Buffumsville Road near the entrance to the Wastewater Treatment Plant. Engineering design and specifications for both projects are being completed and plans and bid documents are getting ready for a bid solicitation in 2023. Engineering, design and right of way acquisition is being led by Maine DOT. Staff met with officials from both the NH and Maine DOT and they indicated that state and federal funds have been allocated to these projects. Both bridge rehabilitation projects require local match funds from the City. The City Council previously appropriated and encumbered \$60,000 for the local share of the Eddy Bridge when the State anticipated started the project and have not budgeted local match for the New Dam Bridge.

Both dam projects require agreements between the NH DOT and the City, and an agreement between New Hampshire DOT and Maine DOT is pending; along with the local match funds.

The City's estimated share, based on project estimates provided by the State of Maine for the New Dam and Eddy bridge projects are as follows:

New Dam Bridge	Total Project Cost Est. = \$465,000	City Share Est =
\$46,500		
Eddy Bridge	Total Project Cost Est = \$930,000	City Share Est =
\$93,000		

We have already budgeted and encumbered \$60,000 for the Eddy Bridge, so we need to appropriate an additional \$33,000 for that project to meet our share. Nothing has been budgeted to date for the New Dam bridge repair so we would need to appropriate the entire \$46,500.

Attached are copies of site maps and images of both dams.

Brenda Breda

From: Eaton, Devan C <Devan.C.Eaton@maine.gov>
Sent: Monday, May 16, 2022 10:28 AM
To: Willeke, Charles; Amber Hall; Bob Belmore; Brenda Breda; Scott A. Smith
Cc: Folsom, Jeff
Subject: Berwick, ME-Somersworth, NH - Eddy Bridge & New Dam Bridge preliminary estimates
Attachments: Berwick-Somersworth - New Dam Br. rehabilitation_Preliminary Cost Estimate_5-16-22.pdf; Berwick-Somersworth Eddy Br. rehabilitation - Preliminary Cost Estimate_5-16-22.pdf

Good Morning,

Attached are the updated preliminary estimates for Eddy Bridge #6048 and New Dam Bridge #6053 between the towns of Berwick, ME and Somersworth, NH. These estimates are based on updated unit cost data for the current bid environment. The estimates include the costs to paint the entire Eddy bridge, and the beam ends & bearings for New Dam Br. If anyone has any questions/comments on the estimates please don't hesitate to reach out.

Thank you,

Devan Eaton, P.E.

Project Manager
MaineDOT – Bridge Program
Office: 207-624-3458
Cell: 207-215-5729
Fax: 207-624-3491
devan.c.eaton@maine.gov

PROJECT: Berwick-Somersworth, New Dam Bridge #6053				WIN: 22284.00			
Alternative 1: Bridge rehabilitation: wearing surface replacement, deck rehabilitation, joint work & bridge painting				ESTIMATED BY: DCE			
REMOVE EXISTING WEARING SURFACE	441	SY	×	\$19.00	=	\$9,000	
WEARING SURFACE REPLACEMENT	3,968	SF	×	\$14.00	=	\$56,000	
DECK REHABILITATION	3,968	SF	×	\$10.00	=	\$40,000	
JOINT MODIFICATION - TYPE 4	1	EA	×	\$30,000.00	=	\$30,000	
BRIDGE PAINTING	1	LS	×	\$47,075.00	=	\$48,000	
TEMPORARY SIGNALS	1	LS	×	\$50,000.00	=	\$50,000	
REHABILITATION CONTINGENCIES				10%	=	\$24,000	
MISCELLANEOUS (TCP'S, FIELD OFFICE, ETC.)				5%	=	\$12,000	
MOBILIZATION				10%	=	\$24,000	
STRUCTURE SUBTOTAL					=	\$295,000	
APPROACHES	100	LF	×	\$450.00	=	\$45,000	
MISCELLANEOUS				7%	=	\$4,000	
MOBILIZATION				10%	=	\$5,000	
APPROACHES SUBTOTAL					=	\$55,000	
TOTAL CONSTRUCTION COST					=	\$350,000	
PRELIMINARY ENGINEERING				17%	=	\$60,000	
RIGHT OF WAY					=	\$5,000	
CONSTRUCTION ENGINEERING				14%	=	\$50,000	
OTHER:					=	\$0	
TOTAL PROJECT COST					=	\$465,000	

PROJECT: Berwick-Somersworth, Eddy Bridge #6048				WIN: 22606.00		
Alternative 1: Bridge rehabilitation: wearing surface replacement, deck rehabilitation, joint work & bridge painting				ESTIMATED BY: DCE		
REMOVE EXISTING WEARING SURFACE	359	SY	×	\$19.00	=	\$7,000
WEARING SURFACE REPLACEMENT	3,229	SF	×	\$14.00	=	\$46,000
DECK REHABILITATION	3,229	SF	×	\$10.00	=	\$33,000
JOINT MODIFICATION - TYPE 4	2	EA	×	\$30,000.00	=	\$60,000
BRIDGE PAINTING	1	LS	×	\$396,000.00	=	\$396,000
TEMPORARY SIGNALS	1	LS	×	\$50,000.00	=	\$50,000
REHABILITATION CONTINGENCIES				10%	=	\$60,000
MISCELLANEOUS (TCP'S, FIELD OFFICE, ETC.)				5%	=	\$30,000
MOBILIZATION				10%	=	\$60,000
STRUCTURE SUBTOTAL					=	\$745,000
APPROACHES	100	LF	×	\$450.00	=	\$45,000
MISCELLANEOUS				7%	=	\$4,000
MOBILIZATION				10%	=	\$5,000
APPROACHES SUBTOTAL					=	\$55,000
TOTAL CONSTRUCTION COST					=	\$800,000
PRELIMINARY ENGINEERING				9%	=	\$75,000
RIGHT OF WAY					=	\$5,000
CONSTRUCTION ENGINEERING				6%	=	\$50,000
OTHER:					=	\$0
TOTAL PROJECT COST					=	\$930,000



Eddy Bridge

Somersworth, NH

May 20, 2022

1 inch = 274 Feet



CAI Technologies
Process. Map. Measure. Organize. Solutions.

www.cai-tech.com



	CATCH BASIN		State of Maine		HYDRANTS
	CULVERT		Parcel Lines - Ortho		VALVES
	STORM DRAIN PIPE		EDGE OF PAVEMENT		WATER PIPE
	Somersworth Townline		Flowlines		

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



New Dam Bridge

Somersworth, NH

May 20, 2022

1 inch = 68 Feet



CAI Technologies
Precinct Mapping Specialist Solutions

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	CATCH BASIN		State of Maine		Flowlines
	CULVERT		Parcel Lines - Ortho		HYDRANTS
	STORM DRAIN PIPE		DRIVEWAY		WATER PIPE
	Somersworth Townline		EDGE OF PAVEMENT		

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



City of Somersworth – Resolution

Resolution No: **41-22**

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

June 6, 2022

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, 2022; 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, 2023 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 \$1,300 (One Thousand Three 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, 2023 with the Pall Corporation of Port Washington, NY, for \$1,300 (One Thousand Three 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:

Richard Michaud
Kenneth Vincent
Denis Messier

Approved:

City Attorney

LEASE AMENDMENT #2

This Lease Amendment (this "Amendment") is made and entered into as of June 21, 2022 (the "Effective Date") by and between the City of Somersworth of Somersworth, New Hampshire (hereinafter referred to as the "Landlord" or "Lessor") and Pall Corporation, a New York Corporation, have its place of business at 25 Harbor Park Drive, Port Washington, NY 11050 (hereinafter referred to as "Tenant" or "Lessee").

RECITAL

- A. On January 1, 2012 Landlord and Tenant entered into an Agreement of Lease (the "Lease") covering the Premises, which consists of Building A located at the Somersworth Water Treatment Plant along the Salmon Falls River in Somersworth, New Hampshire (the "Site").
- B.
- C. This Agreement was extended on November 10th, 2021 for 6 months.
- D. Landlord and Tenant desire to hereby extend the term of the Lease as set forth in this Amendment.

AGREEMENT

- 1. **Defined Terms.** Capitalized terms used in this Amendment have the same meaning given to such terms in the Lease unless otherwise defined.
- 2. **Lease Extension.** Landlord and Tenant acknowledge and agree that the term of the Lease shall be extended by twelve (12) months starting on July 01, 2022 and ending on June 30, 2023 (the "Extension Term").
- 3. **Rent.** During the Extension Term, Tenant agrees to pay to Landlord the monthly rental amount of \$1,300.00 per month, in advance on the first day of each calendar month of the Extension Term.
- 4. **Effect of Amendment.** Except as expressly amended herein, the Lease shall continue in full force and effect. In the event of any conflict or inconsistency between the provisions of the Lease and this Amendment, the provisions of this Amendment shall Control.
- 5. **Binding Effect.** This Amendment will be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns.
- 6. **Counterparts.** This Amendment may be executed in one or more counterparts, each of which will constitute an original, and all of which together shall constitute one and the same agreement. Executed copies may be delivered by email and, upon receipt, shall be deemed originals and binding upon the parties hereto.

IN WITNESS WHEREOF, the parties have executed this Amendment to be effective as of the Effective Date.

LANDLORD:
CITY OF SOMMERSWORTH

TENANT:
PALL CORPORATION

By: _____

By: _____

Name: _____

Name: _____

LEASE AMENDMENT

This Lease Amendment (this "Amendment") is made and entered into as of November 10, 2021 (the "Effective Date") by and between the City of Somersworth of Somersworth, New Hampshire (hereinafter referred to as the "Landlord" or "Lessor") and Pall Corporation, a New York Corporation, have its place of business at 25 Harbor Park Drive, Port Washington, NY 11050 (hereinafter referred to as "Tenant" or "Lessee").

RECITAL

- A. On January 1, 2012 Landlord and Tenant entered into an Agreement of Lease (the "Lease") covering the Premises, which consists of Building A located at the Somersworth Water Treatment Plant along the Salmon Falls River in Somersworth, New Hampshire (the "Site").
- B. Landlord and Tenant desire to hereby extend the term of the Lease as set forth in this Amendment.

AGREEMENT

- 1. **Defined Terms.** Capitalized terms used in this Amendment have the same meaning given to such terms in the Lease unless otherwise defined.
- 2. **Lease Extension.** Landlord and Tenant acknowledge and agree that the term of the Lease shall be extended by six (6) months starting on January 1, 2022 and ending on June 30, 2022 (the "Extension Term").
- 3. **Rent.** During the Extension Term, Tenant agrees to pay to Landlord the monthly rental amount of \$1,200.00 per month, in advance on the first day of each calendar month of the Extension Term.
- 4. **Effect of Amendment.** Except as expressly amended herein, the Lease shall continue in full force and effect. In the event of any conflict or inconsistency between the provisions of the Lease and this Amendment, the provisions of this Amendment shall Control.
- 5. **Binding Effect.** This Amendment will be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns.
- 6. **Counterparts.** This Amendment may be executed in one or more counterparts, each of which will constitute an original, and all of which together shall constitute one and the same agreement. Executed copies may be delivered by email and, upon receipt, shall be deemed originals and binding upon the parties hereto.

IN WITNESS WHEREOF, the parties have executed this Amendment to be effective as of the Effective Date.

LANDLORD:
CITY OF SOMMERSWORTH

By: Robert M. Belmore

Name: Robert M. Belmore
CITY MANAGER

TENANT:
PALL CORPORATION

By: Andi Nottvott

Name: Andi Nottvott
Div. Global Eng. + RD

[Signature]

Dave Friel - Global Director, Operations and Supply Chain

Confidential - Company Proprietary

Nov. 10, 2021

Best regards,

Gregory Kirchofer
Chief Water Treatment Plant Operator

City of Somersworth, NH
One Government Way
Somersworth, NH 03878

(603)692-2268
gkirchofer@somersworth.com
www.Somersworth.com



Confidential - Company Proprietary

From: Nottrott, Arndt <arndt_nottrott@europe.pall.com>
Sent: Sunday, May 1, 2022 11:45 AM
To: Greg Kirchofer <gkirchofer@somersworth.com>
Cc: Swiezbin, Joseph <joseph_swiezbin@pall.com>; Moffatt, Ryan <ryan_moffatt@pall.com>; Endert, Daniel <daniel_endert@pall.com>
Subject: RE: Notification as sent to Somersworth City Manager

Hello Greg,

I am in charge of Pall Water R&D replacing your prior contact Alicia Suarez who has left Pall Water.

During the past months we started to investigate the use of new ceramic and polymeric membrane and found that the water of the Salmon River Water is beneficial for those test.
We would like to extend the current extension of the lease at the Somersworth Water Treatment plant by another 12 months to get the current tests completed.

May I kindly ask you to advise how to move forward with the extension.
Would it be sufficient to take the last lease amendment (attached), replace the dates and bring this to execution?

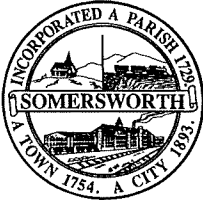
Thank you in advance.
Very best regards
Arndt Nottrott (he/him/his)
Director Global Engineering
Pall Water

Pall Filtersystems GmbH
Bosenheimer Strasse 225
D-55543 Bad Kreuznach
Mobile +49 (0)151 5806 9185
Phone: +49 (0)671-79 610-120
Fax: +49 (0)671-79 610-88162
arndt_nottrott@europe.pall.com

Pall Water | Smart Water Solutions | www.pallwater.com
[LinkedIn](#) | [Twitter](#) | [YouTube](#)

NOTE

NOTE



City of Somersworth – Resolution

Resolution No: **42-22**

TO AUTHORIZE THE CITY MANAGER TO SIGN A LEASE/PURCHASE AGREEMENT FOR THE PURCHASE OF CITY VEHICLES

June 6, 2022

WHEREAS, the fiscal year 2022-2023 adopted budget contains an appropriation for a down payment toward the purchase of the following City vehicles:

- One SUV style Police Cruiser
- One Police Undercover Vehicle; and

WHEREAS, City staff solicited quotes for financing this purchase through a lease/purchase agreement and recommends entering into an agreement with Kansas State Bank; and

WHEREAS, the Finance Committee for the City of Somersworth reviewed these quotes with city staff and supports the recommendation;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to enter into a three-year lease/purchase agreement with Kansas State Bank for the acquisition of City vehicles.

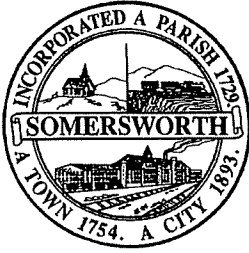
Authorization

Sponsored by Councilors:

David A. Witham
Donald Austin
Matt Gerding
Richard Michaud

Approved:

City Attorney



MEMORANDUM

TO: Bob Belmore, City Manager
FROM: Scott Smith, Finance Director
DATE: May 23, 2022
SUBJECT: Lease Quotes for Vehicle Replacement

I requested quotes for a three (3) and five (5) year lease/purchase agreement, with payments in arrears, with a \$20,000 down payment resulting in a principal balance of \$100,000 financed. The results were as follows:

	<u>3 Year</u>	<u>5 Year</u>
• Tax Exempt Leasing Corp	\$36,021	\$22,450
• Kansas State Bank	\$35,945	\$22,425

The lowest quote received under both terms is Kansas State Bank. We have utilized both companies in the past for lease/purchase agreements and both have been good to work with.

If you require any additional information please let me know.



City of Somersworth – Resolution

Resolution No: **43-22**

TO AUTHORIZE THE CITY TO USE FUNDING FROM THE MUNICIPAL AND TRANSPORTATION FUND FOR THE CITY'S MATCH OF THE EDDY BRIDGE AND NEW DAM BRIDGE REHABILITATION PROJECTS

June 6, 2022

WHEREAS, the State of Maine has finalized design and estimated the cost for the rehabilitation of the Eddy Bridge on Salmon Falls Road and the New Dam Bridge on Buffumsville Road; and

WHEREAS, these projects are intended to be funded and constructed via an agreement between the State of New Hampshire and the State of Maine, each providing a 50% match, and a subsequent agreement between the State of New Hampshire and the City of Somersworth whereby the City of Somersworth will provide 20% of the State of New Hampshire's match of the project costs; and

WHEREAS, the City Council authorized funding in the amount of \$60,000 (Sixty Thousand dollars) as the City's match for the rehabilitation of the Eddy Bridge, however, based on current estimates, requires an additional \$33,000 (Thirty-Three Thousand dollars) to complete the City's match; and

WHEREAS, the City requires \$46,500 (Forty Six Thousand Five Hundred dollars) to provide the City's match for the New Dam rehabilitation project; and

WHEREAS, the City Council intends to utilize \$79,500 (Seventy-Nine Thousand Five-Hundred dollars) from the Municipal and Transportation Fund to be used as the City's match for these two bridge rehabilitation projects; and

WHEREAS, the City Council is designated as agents to expend these funds;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City may utilize \$79,500 (Seventy-Nine Thousand Five-Hundred dollars) from the Municipal and Transportation Fund to provide the City's match for the Eddy Bridge and New Dam Bridge rehabilitation projects.

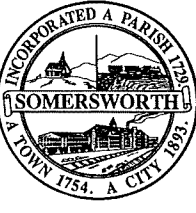
Authorization

Sponsored by Councilors:

David A. Witham
Donald Austin
Matt Gerding
Richard Michaud
Denis Messier
Martin Pepin
Kenneth Vincent
Martin P. Dumont, Sr.

Approved:

City Attorney

	City of Somersworth – Resolution
	Resolution No: 44-22 TO AUTHORIZE THE CITY MANAGER TO EXECUTE A COST SHARING AGREEMENT WITH THE STATE OF NEW HAMPSHIRE FOR THE EDDY BRIDGE AND NEW DAM BRIDGE REHABILITATION PROJECTS

June 6, 2022

WHEREAS, the State of Maine and the State of New Hampshire intend on executing a cost sharing agreement for the rehabilitation of the Eddy Bridge on Salmon Falls Road and the New Dam Bridge on Buffumsville Road; and

WHEREAS, the City of Somersworth will participate in these projects by entering into a cost sharing agreement with the State of New Hampshire to provide a 20% match of the State of New Hampshire's cost;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to execute a cost sharing agreement with the State of New Hampshire for the Eddy Bridge and New Dam Bridge rehabilitation projects and to take any further actions necessary for this project determined to be in the best interest of the City.

Authorization	
<i>Sponsored by Councilors:</i> David A. Witham Donald Austin Matt Gerding Richard Michaud Denis Messier Martin Pepin Kenneth Vincent Martin P. Dumont, Sr.	<i>Approved:</i> City Attorney

Meeting Minutes

Other "A"

Subject: Rocky Hill Road Culvert Replacement Pre-Construction Meeting Minutes

Date and Time: 5/18 10:00 -10:30 AM

Location: Council Chambers

Attendees: City of Somersworth: Bob Belmore, Scott Smith, Amber Hall, George Kramlinger, John Sunderland, Gerry Vachon, Mike Hoage

Wickson Construction: Ryan Herzog, Jason Stafford

Discussion Items:

1. Introductions
2. Traffic Control Plan
 - a. Contractor to produce and submit for review. Police Department will need to review and approve the traffic control plan (placement of message boards, any required lane closures, flaggers etc).
 - b. Concrete jersey barriers with strobes/reflective material are proposed on either side of the trench opening. Trench will be benched and will utilize trench boxes for the water main work. At end of work day, steel plates will be placed on top of the trench boxes. Contractor will provide a means of egress from the trench in the event someone gets in. Barricades and fencing are proposed to enclose the work area at all times.
 - c. Police Contacts:
 - i. Cpt. Matt Duval mduval@somersworth.com 603-692-3131
3. Work Plan Overview
 - a. Contractor will install variable message boards on or around 5/27/22, approximately 4 weeks prior to start of work. Road closure expected to start 1st week of July through the beginning of October.
 - b. City will provide a mailer notification to residents and Tri Christian Academy about upcoming work and road closure.
 - c. Water shut down is anticipated to occur in 24-hour window to eliminate need for temporary water services. 2 hydrants will be affected for approximately 24 hours. Mike Hoage will notify Fire Department.
 - d. Mobilization, signage, Erosion Control and 2 trees can be removed prior to June 27.
 - e. Cofferdams are proposed at both ends of the culvert with bypass pumping. Dirtbag or similar to be used at discharge end of bypass pipe.
 - f. Bypass sewer is proposed with fused 8" pipe via gravity and attached to cofferdam. No pumping is proposed.

4. Communication Plan

- a. City Contacts: Amber Hall is primary point of contact for City, Gerry Vachon is secondary contact, Mike Bobinsky is third contact

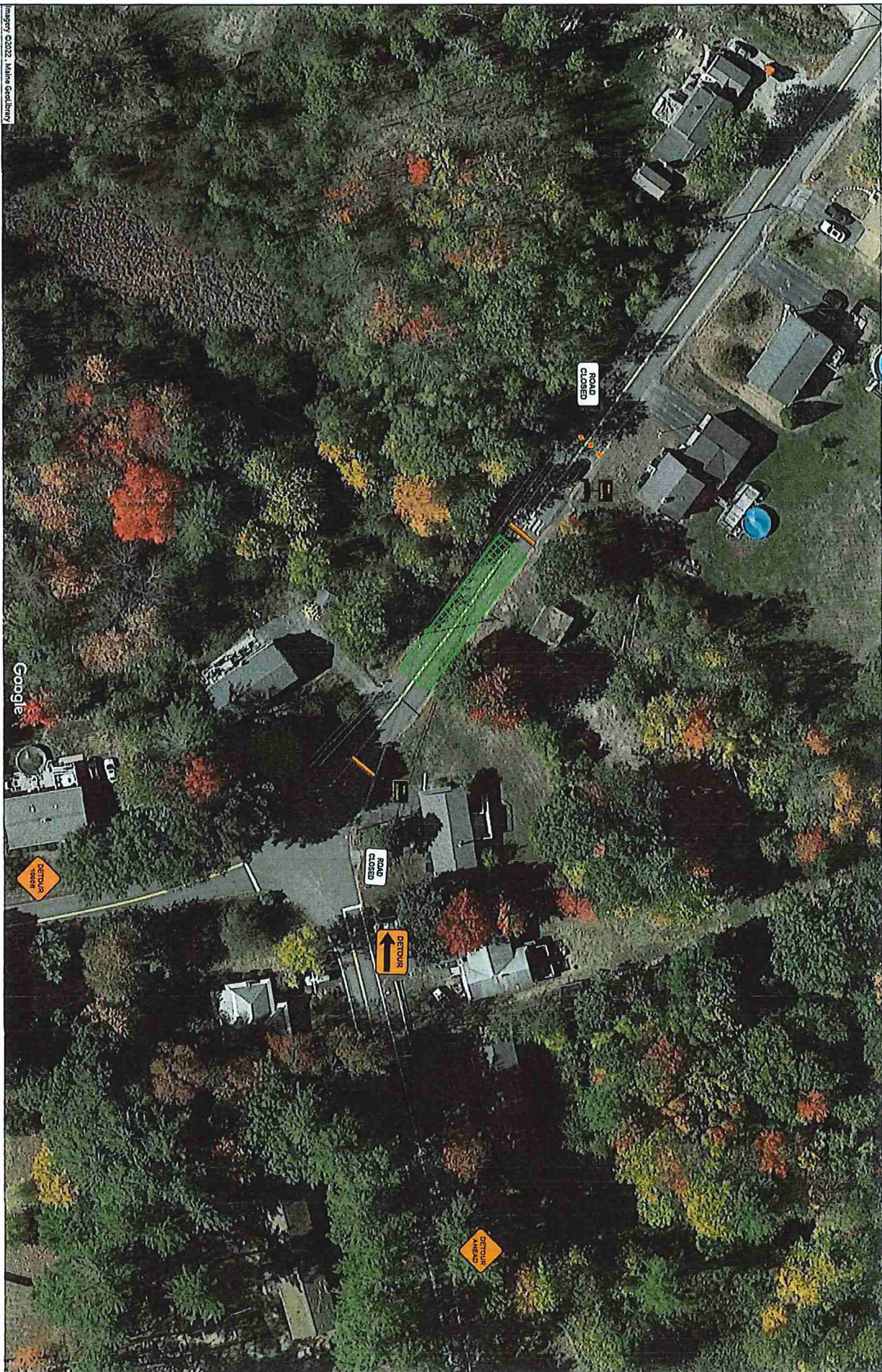
Name	Title	Email	Phone
Mike Bobinsky	Director of Public Works & Utilities	mbobinsky@somersworth.com	603-692-4266 (o) 603-817-6452 (c)
Amber Hall	City Engineer	ahall@somersworth.com	603-692-9524 (o) 603-953-6039 (c)
Gerry Vachon	General Highway Foreman	gvachon@somersworth.com	603-692-4266 (o) 603-817-7361 (c)
Mike Hoage	Chief Water Distribution Operator	mhoage@somersworth.com	603-692-6718 (o) 603-817-6451

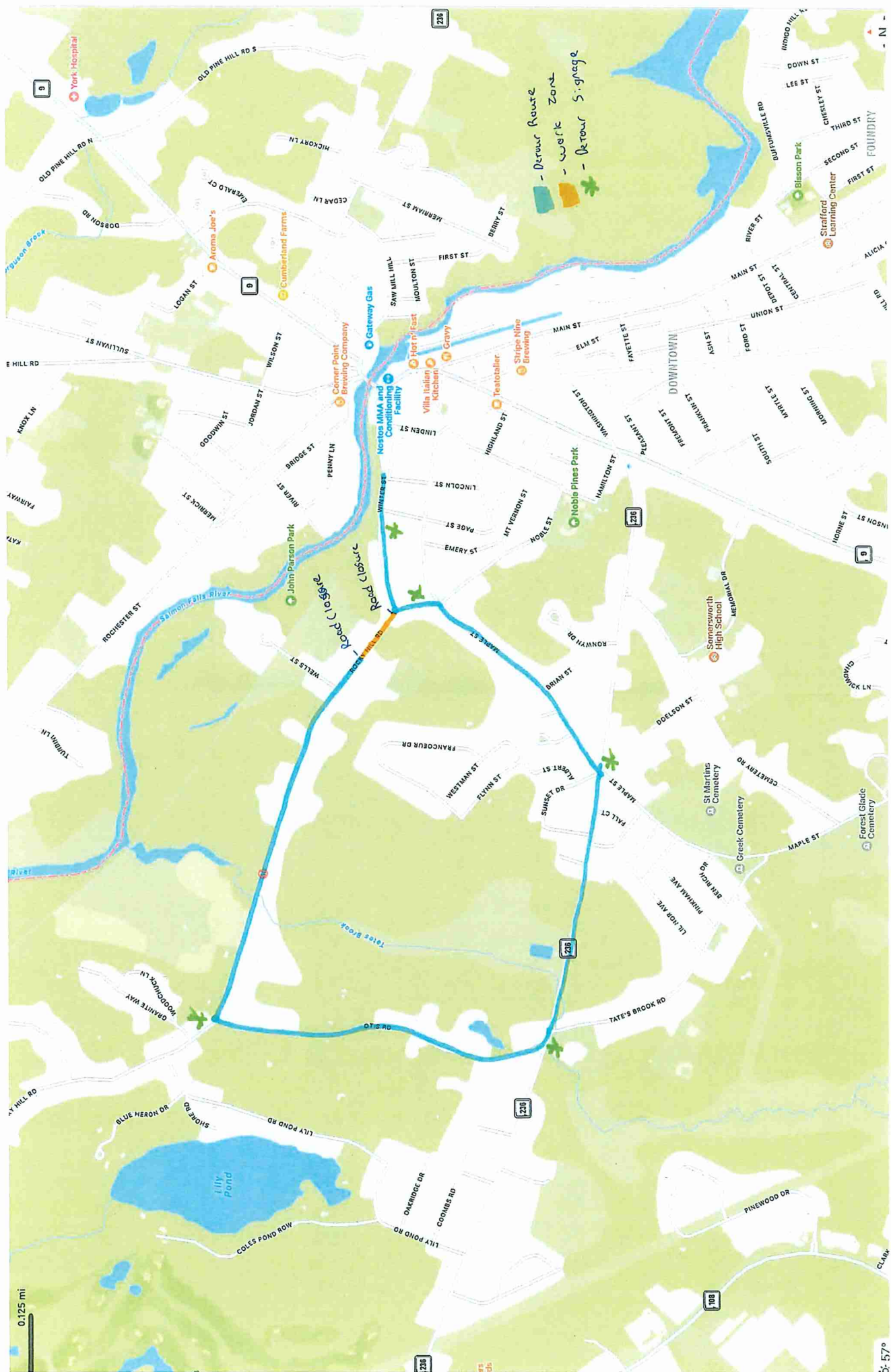
Wickson Contacts:

Name	Title	Email	Phone
Jason Stafford	Superintendent	jstafford@wicksonconstruction.com	978-423-2035
Ryan Herzog	POC	rherzog@wicksonconstruction.com	603-770-6178
Rick Wickson		rwickson@wicksonconstruction.com	978-423-4521
Mike Barbour			603-986-5617
Frank Gatchell			978-912-1698

5. Project Management and Inspection Protocol

- a. Submittal review - ongoing
- b. Inspections – complete per contract documents





- Deer Route
- work zone
- Deer S-grage

0.125 mi

57°



Google

CHAPTER 13D

NOISE/NUISANCE CONTROL

13D:1 PURPOSE

Recognizing that people have a right to and should be ensured an environment free from excessive sound and vibration capable of jeopardizing their health, safety or welfare, or of degrading their quality of life, this Ordinance is enacted to protect, preserve and promote the health, safety, welfare, and quality of life for the citizens of the City of Somersworth, New Hampshire, through the reduction, control and prevention of noise by prohibiting certain noise-producing activities, and providing for inspection, definition of offenses, and penalties.

13D:2 DEFINITIONS

Construction means any and all physical activity necessary or incidental to the erection, placement, demolition, assembling, altering, cleaning, repairing, installing, or equipping of buildings and other structures, public or private highways, roads, premises, parks, utility lines, or other property and shall include land clearing, grading, excavation, filling and paving.

Demolition means any dismantling, intentional destruction or removal of structures, utilities, public or private right-of-way surfaces or similar property.

Domestic Power Equipment means power equipment intended for use in residential areas by homeowners (Examples include but are not limited to: chainsaws, log splitters, power saws, drills, grinders, lawn and garden tools, etc.)

Emergency means any occurrence or set of circumstances involving actual or imminent physical trauma or property damage which demands immediate action.

Muffler means a device consisting of a series of chambers or baffleplates or other mechanical design for the purposes of receiving exhaust gases and effectively reducing noise (RSA 259:66).

Noise means any sound which annoys or disturbs a person or which causes or tends to cause an adverse psychological or physiological effect on a person.

Noise Disturbance means any sound which endangers or injures the safety or health of a person, or annoys or disturbs a reasonable person of normal sensitivities which can cause one or more of the following effects:

- A. temporary or permanent hearing loss in persons exposed; or
- B. injury to or tendency to injure, on the basis of current information, the public health or welfare; or

- C. unreasonable interference with the comfortable and reasonable enjoyment of life and property, or interference with the conduct of business; or
- D. exceeding the limits or restrictions established herein or pursuant to the granting of any permit by the City.

Night means the period between sunset and sunrise.

Person means an individual, partnership, association, firm, syndicate, company, trust, corporation, department, bureau or agency, or any other entity recognized by law as having rights and duties.

Tractor-Trailer means any truck, tractor and semi-trailer (RSA 257:109).

Truck means every motor vehicle designed, used or maintained primarily for the transportation of property (RSA 259:115-6).

13D:3 NOISES PROHIBITED – UNNECESSARY NOISE STANDARD

The following acts are declared to be noise disturbances and are prohibited by this Ordinance:

- A. Radios, Stereos, Musical Instruments, Etc.: The using, operating, or permitting to be played of any radio receiving set, musical instrument, stereo, or other machine or device for the producing or reproduction of sound in such manner as to disturb the health, safety and welfare of the neighboring inhabitants at any time. The operation of any such set, instrument, stereo, machine or device between the hours of 9:00 p.m. and 7:00 a.m. in such a manner as to be plainly audible at a distance of fifty (50) feet from the building, structure or vehicle in which it is located shall be prima facie evidence of a violation of this section.
- B. Loud Speaker, Amplifiers for Advertising: The using, operating or permitting to be played, used or operated of any radio receiving set, musical instrument, stereo, loud speaker, sound amplifier or other machine or device for the producing or reproducing of sound upon the public streets for the purpose of commercial advertising except by permit issued by the City Licensing Board.
- C. Animals, Birds, Etc.: The keeping of any animal or bird which frequently or for continued duration howls, barks, meows, squawks or makes other sounds which create a noise disturbance.
- D. Steam Whistles: The blowing of any locomotive steam whistle or steam whistle attached to any stationary boiler except to give notice of the time to begin or stop work or as a warning of fire or danger, or upon request of proper City authorities.
- E. Exhausts: The discharge into the open air of the exhaust of any steam engine, stationary internal combustion engine, motorboat, or motor vehicle except through a

muffler or other device which will effectively prevent loud or explosive noises therefrom.

- F. Defect in Vehicle or Load: The use of any automobile, motorcycle or vehicle so out of repair, so loaded or in such a manner as to create loud and unnecessary grating, grinding rattling, explosive or other noise.
- G. Snow-traveling Vehicles, Trail Bikes, and Off-Highway Recreational Vehicles: Any person owning, leasing, or controlling the operations of such vehicles shall comply with the provisions of RSA 215-A:12.
- H. Truck Idling: No person shall operate a diesel engine, tractor-trailer, or any standing motor vehicle with a weight in excess of 10,000 pounds GVW (Gross Vehicle Weight) or refrigeration or compressor engine on a tractor-trailer or truck for a period in excess of 10 minutes when such vehicle is parked on a residential premises or on a City road next to or across from residential premises between the hours of 9:00 p.m. and 7:00 a.m.
- I. Construction or Repairing of Buildings: The erection (including excavation), demolition, blasting, alteration or repair of any building or property that generates noise other than between the hours of 7:00 a.m. until dark, except in cases of an emergency in the interest of public health and safety. All equipment used for construction shall have properly installed and maintained silencing systems, as originally furnished by the equipment manufacturer. Un-muffled exhaust or intake systems on mobile or stationary equipment shall not be permitted.
- J. Pile Drivers, Hammers, Engine Repair, Etc.: The operation between the hours of 9:00 p.m. and 7:00 a.m. of any construction equipment, pile driver, steam shovel, pneumatic hammer, air compressor, derrick, steam or electrical hoist, mechanical or engine repairing or other appliance, the use of which is attended by loud or unusual noises.

13D:4 EXCLUSIONS AND EXEMPTIONS

- A. Exclusions: This Chapter shall not apply to noise emitted by or related to any of the following:
 - (1) Any bell or chime from any school or place of worship.
 - (2) Any siren, whistle or bell lawfully used by emergency vehicles.
 - (3) Any siren, whistle, bell, or other sound-generating device used by an alarm system in an emergency situation provided, however, that burglar alarms not terminating within 30 minutes after being activated shall be unlawful.
- B. Exemptions: This chapter shall not apply to noise emitted by or related to the following:

- (1) Noise created by emergency vehicles in the lawful performance of their duties or as a result of or relating to an emergency.
- (2) Noise from domestic power equipment operated between the hours of 7:00 a.m. and 9:00 p.m.
- (3) Noise from snow removal equipment.
- (4) Noise created by any aircraft flight operations which are specifically pre-empted by the Federal Aviation Administration.
- (5) Noise created to perform emergency work to restore property to a safe condition following an emergency, or work required to protect persons or property from exposure to imminent danger.
- (6) Noise created by blasting between the hours of 7:00 a.m. and 9:00 p.m., provided that a permit for such blasting has been obtained from local authorities and that sufficient notice to surrounding properties has been made.

13D:5 PENALTY

Any person violating any of the provisions of this ordinance shall be guilty of a violation. The penalty for a first offense shall not be less than \$100. A second or subsequent offense shall constitute a fine of not less than \$250.

13D:6 MANNER OF ENFORCEMENT

Violations of this ordinance shall be prosecuted in the same manner as other violations of the ordinances of the City of Somersworth. Complaints may be brought by the Somersworth Police Department or the Code Enforcement Officer of the City of Somersworth or its Agent.

13D:7 ADDITIONAL REMEDY – INJUNCTION

As an additional remedy, the operation or maintenance of any device, instrument, vehicle or machinery in violation of any provision hereof and which causes discomfort or annoyance to the reasonable person of normal sensitiveness or which endangers the comfort, repose, health or peace of residents in the area shall be deemed, and is declared to be a public nuisance and may be subject to abatement summarily by a restraining order or injunction issued by a court of competent jurisdiction.

13D:8 SEPARABILITY

It is the intention of the City Council that each separate provision of this ordinance shall be deemed independent of all other provisions herein and it is further the intention of the City Council that if any provision of this ordinance be declared to be invalid, all other provisions thereof shall remain valid and enforceable. Passed May 4, 1992.

DATE: June 2, 2022
TO: Bob Belmore, City Manager
FROM: Michelle Mears, AICP
Director of Planning and Community Development

Re: Community Revitalization Tax Relief Incentive Program (Ch. 31) 79-E Request for 142-144 High Street Map 10 Lot 162

Attached is a Community Revitalization Tax Relief Incentive Program (Ch. 31) for 142-144 High Street, owned by Jeffery Daniel Hughes.

The application is complete and includes the following items and requests:

- Application for tax relief for 5 years (for a qualifying structure).
- Public benefits include a) building improvement, b) increased economic activity downtown, d) promotes development of compact and vibrant municipal center providing for the efficiency, safety and a sense of community.

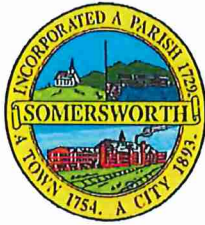
The program is available for projects where the rehabilitation cost equals or exceeds 15 percent of the pre-habilitation assessed valuation or \$75,000 whichever is less. Total estimated rehabilitation project cost is \$147,000

As per Chapter 31 of the City Ordinances the Planning and Community Development Office recommends the City Council hold a duly noticed public hearing to determine: 1) whether the structure at issue is a qualifying structure; 2) whether the proposed rehabilitation qualifies as substantial rehabilitation; 3) whether there is a public benefit to granting the requested tax relief, and 4) whether the proposed use is consistent with the municipality's master plan and development regulations and, if so, for what duration and with what terms.

No later than 45 days after the public hearing, the City Council shall render a decision by majority vote granting or denying the requested tax relief and, if so granting, establishing the tax relief period.

A covenant shall be drafted by the applicant and reviewed by the City's Legal Counsel at the applicant's expense.

The Planning office has reached out to the applicant regarding the number of years requested the City Council can grant up to five years.



City of Somersworth
Department of Development Services
One Government Way, Somersworth, NH 03878
603/692-9519
FAX 603/692-9575
www.somersworth.com

RECEIVED
MAY 13 2022

BY: _____

Community Revitalization Tax Relief Incentive Application

(per City Ordinance Chapter 31)

Date: 05/13/2022 [Office use only. Fee submitted: 50.00, paid 5/13/22 ch# 232 check # 232]

Property information

Property address/location: 142-144 High St. Somersworth, NH 03878

Name of building (if applicable): N/A

Tax Map: 10 Lot #: 162

Property owner

Name (include name of individual): Jeffrey Daniel Hughes

Mailing address: 142A High St. Somersworth, NH 03878

Telephone #: (612) 791-0513 Email: jd Hughes4310@gmail.com

Proposed project

Explain project and include number of years of relief being requested (attach additional sheets if necessary): Please see attached documentation

Building uses Existing: Residential ; Proposed: Residential

Nonresidential square footage. Existing: 0 ; Proposed: 0

of residential dwelling units. Existing: 3 ; Proposed: 3

Expected construction dates. Start: 5/12/2022 ; Finish: 11/1/2022

Project costs

Describe work that will constitute the substantial rehabilitation and estimated/projected costs. Please attach written estimates, if available.

Structural: Movement of walls, reinforcement of framing, floor bounce removal Cost: \$ see attached
Electrical: Kitchen and bathroom wiring, washer/dryer hookups, repair Cost: \$ cost estimates
Plumbing: Kitchen and bath remodel in all three units Cost: \$ _____
Mechanical: _____ Cost: \$ _____
Other: Kitchen, flooring, bath, drywall, exterior repairs Cost: \$ _____

Other Information

Name of contractor (if known): Work to be performed by owner

Will the project include any residential housing units? Yes; If so, how many? 3

Will any state or federal grants or funds be used in this project? No

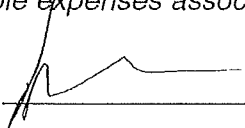
What are the proposed public benefits associated with this project (in accordance with

Chapter 31 Section 7)? See attached documentation

Submission of application

Note: This program is available for projects where the rehabilitation cost equals or exceeds 15 percent of the pre-rehabilitation assessed valuation or \$75,000, whichever is less. Please attach any plot plans, building plans, elevation drawings, sketches, or photographs which help illustrate the project. A \$50.00 non-refundable application fee (made out to "City of Somersworth") must be submitted with this application. This application must be signed by the property owner.

I (we) hereby submit this application under Chapter 31 Community Revitalization Tax Relief Incentive of the City of Somersworth and attest that to the best of my (our) knowledge all of the information herein and in the accompanying materials is true and accurate. I (we) have reviewed the Ordinance and understand that: a) there will be a public hearing to evaluate the merits of this application; b) I (we) will need to enter into a covenant with the City; and c) I (we) may be required to pay reasonable expenses associated with the creation and recording of the covenant.

Signature of property owner (1): 

Date: 5/13/2022

Signature of property owner (2): _____

Date: _____

Community Benefit Proposal for 142-144 High St., Somersworth, NH 03878

It enhances the economic vitality of the downtown.

- Improvements to residential multifamily homes increase the desirability of historic downtown Somersworth as a place of residence. This incentivizes tenants to shop, dine and drink in Somersworth, thus improving the vitality of downtown businesses. A commitment to the improvement of multifamily structures is a rising tide which raises all ships. Improved quality of life for residents permeates through local businesses as well.

It enhances and improves a structure that is culturally or historically important on a local, regional, state, or national level, either independently or within the context of the downtown.

- The home at 142-144 High St was built in 1890 and is in the historic district for the city of Somersworth. This home contains three residential units and at present is in disrepair.
- The current state of the exterior is an eyesore on High St., the most trafficked street in the historic downtown of Somersworth. The extensive improvements to the exterior alone are a key step in the rehabilitation and beautification of the historic downtown. These improvements to the structure serve to aid as a catalyst for similar improvements in the restoration of other historically significant properties
- On the interior, extensive repairs will provide safe, improved quality housing, improving the quality of life for tenants occupying three units in the historic downtown.

It promotes the preservation and reuse of existing building stock throughout a municipality by the rehabilitation of historic structures, thereby conserving the embodied energy in accordance with energy efficiency guidelines established by the U.S. Secretary of the Interior's Standards for Rehabilitation.

- Through improvements to the weatherization, exterior, electrical plumbing, modern appliances, foundation repointing, landscaping and other significant rehabilitation, the improvements to this property will greatly improve the energy footprint of the structure, while preserving the character and style of the existing structure.

It promotes development of municipal centers, providing for efficiency, safety, and a greater sense of community, consistent with RSA 9B.

- The rehabilitation and improvements to residential housing are key drivers for reduced crime, longer term residents and improved community participation. The goal of the proposed renovations are to provide improved housing standards and increased desirability.

Proposed Project Plan

The property located at 142-144 High St. has been neglected for many years. As such, a large multifamily dwelling in Somersworth's historic downtown has fallen into disrepair. What follows is a high-level overview of the proposed rehabilitation of the property, with the goal of revitalizing the existing structure to provide safe, desirable, high-quality housing for multiple tenants.

Exterior: See Attached Detailed Exterior rehabilitation plan.

Interior:

For each of the three existing units, the project plan is to conduct complete kitchen and bathroom remodels, adjust current floorplan within the existing square footage. The aim is to provide an improved property flow, provide high quality improved flooring, walls lighting, appliances, and fixtures. Leveraging professional plumbing and electrical contractors, we aim to improve the quality and safety standards of the property as a whole. This will create a long-lasting desirable home for tenants.

For each unit, kitchens and bathrooms will be comprised of high-quality vinyl laminate flooring where possible, new cabinets, granite countertops and modern appliances.

Flooring, walls and stairwells will be upgraded to code compliant railings and bannisters. Walls will be replaced with drywall where appropriate and stairs will be refinished.

142-144 High St. Project Cost Estimates

Cost Estimates:

Siding and Gutter: \$12,000

Roofing: \$4,500

Deck Repair: \$8,500

Trim, Facia, Soffit: \$5,000

Windows: \$3,500

Electrical: \$11,000

Plumbing: \$12,000

Flooring: \$12,000

Drywall: \$7,500

Painting: \$6,000

Kitchen Remodel (3 units): $12,000 \times 3 = \$36,000$

Bath Remodel (3 units): $5,500 \times 3 = \$17,500$

Weatherization: \$5,000

Landscaping/tree service: \$6,500

Total Cost: \$147,000

Description of Exterior Renovations

Overall Exterior Description

The property, built in 1890 is currently in a state of disrepair from many years of neglect and is becoming an eyesore from the street. The previous owners have done numerous renovations in a haphazard manner. The workmanship is shoddy and leverages mismatched materials. The purpose of these renovations is to retain the look and feel of the property and improve the quality of workmanship. The intended result is to utilize appropriate materials to improve efficiency, durability and overall quality of life for the residents. As a result, the repairs are intended to improve the look of the property, consistent with the style of the original build.

Garage

Back of lot, not street facing. In the garage's current state, due to a non-functioning garage door and foot tall gap between the door and footing, it is unable to be secured from both human and animal access. I recently purchased the home and have found multiple animals droppings throughout the garage. I would like to expedite the replacement of the garage door and service door.

- Replace service door
- Install exterior stair landing
- Repair vinyl siding where needed
- Repair soffit and fascia
- Remove and side exterior garage attic hatch
- Trim overhanging trees

Siding

At present the siding is a mix of vinyl and aluminum, much of the aluminum is damaged, mixed metal fasteners were used, compromising the integrity and appearance of the siding.

- Southeast facing wall (away from the street) replace siding with vinyl
- Remainder of the home paint aluminum or replace with vinyl as the city allows

Back Porch

The back porch is not visible from the street and faces the rear of the home, it is generally hidden from view.

- Replace mismatched wood with vinyl skirting
- Repair and paint railing
- Remove rear kitchen window and replace with matching vinyl siding
- Replace damaged 1960/s back door

Windows

Windows on the property have been added ad-hoc, using inconsistent materials and panes

- Repair broken window panes
- Would consider replacing windows if necessary/approved

Gutters

The gutters are currently poorly angled to channel water away from the foundation, creating the possibility of foundational issues. The materials are mismatched and dissimilar

- Repair gutters with consistent materials

Basement Windows

Basement windows are not street facing and are in need of repair/replacement. Roofing metal has been used to seal windows in multiple places

- Replace the basement windows and repair sills

Trim, Facia and Soffit

Much of the trim, facia and soffit are currently rotten and in need of replacement.

- Repair/replace trim, facia and soffit where appropriate

Southwest facing porch

The southwest facing porch is in dire need of repair. The decking has rotted and the railings and columns are in need of repair and paint. The skirting is rotten, painted poorly and in need of replacement. The roof over the porch is tattered and falling off.

- Reroof the porch
- Replace rotten decking with composite wood patterned decking
- Replace skirting with vinyl

Front Yard

The landscaping in the front yard needs attention, plants are growing into the side of the house and it is in need of removal/regrading.

- Remove vegetation
- Trim trees
- Regrade yard to establish positive slope away from exterior foundation wall

Front Porch

The front porch has been neglected for a number of years, it needs to be reroofed, repaired and painted. It is street facing.

- Reroof porch
- Repair and paint columns and railings
- Replace surface with wood patterned composite material

Chimneys

- Chimneys need repointing

Third Floor Northeast Wall

This wall is tucked away from the street by landscaping and is in need of a fire escape to enable the third floor to be used as a bedroom with an escape. Across the street there is a similar ladder visible from the street

- Install metal fire escape ladder

Front Doors

The current front doors are poorly constructed and in need of replacement

- Replace front doors with exterior doors consistent with the style and period of the building

Appendix A Photographs

1. Front of house and front porch



2. Trim and Facia examples



3. Southwest Porch



4. Southwest Porch continued



5. Southwest Porch roof and gutters



6. Southwest Porch from street



7. Front Porch



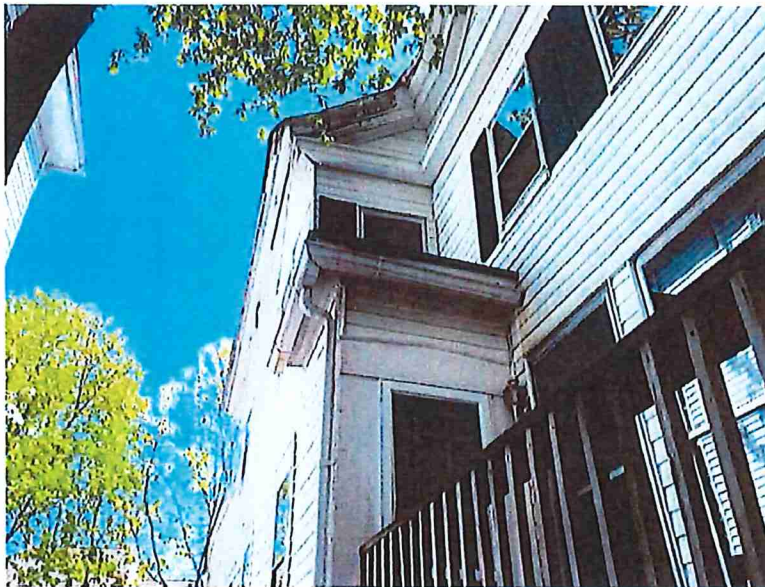
8. Front Porch decking



9. Front Porch from Street



10. Northeast wall and deck



11. Northeast wall (proposed fire escape between windows)



12. Northeast wall back view



13. Southeast wall siding, fascia and soffit



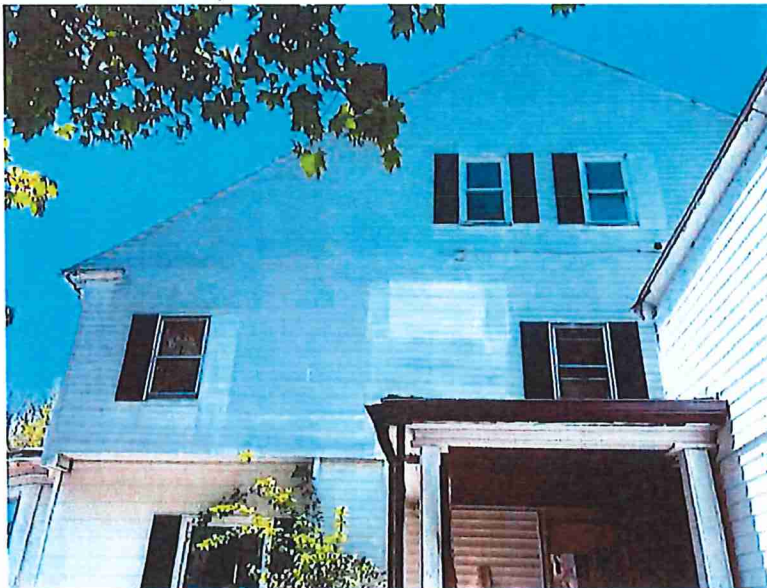
14. Southeast wall and garage



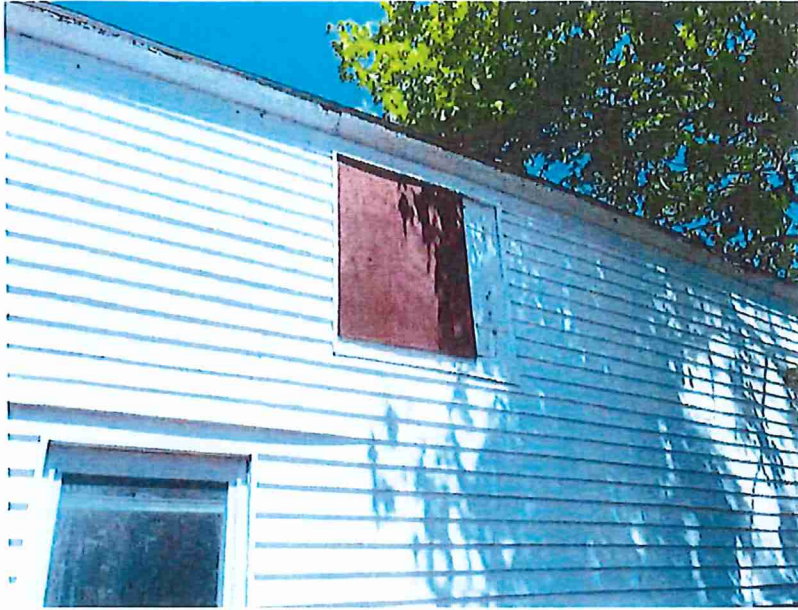
15. Garage Soffit and tree overgrowth



16. Southeast wall and porch



17. Garage Exterior Panel



18. Southeast Porch



19. Garage door and service door in disrepair



20. Basement window panel current state



Proposed Project Plan

The property located at 142-144 High St. has been neglected for many years. As such, a large multifamily dwelling in Somersworth's historic downtown has fallen into disrepair. What follows is a high-level overview of the proposed rehabilitation of the property, with the goal of revitalizing the existing structure to provide safe, desirable, high-quality housing for multiple tenants.

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For each unit, kitchens and bathrooms will be comprised of high-quality vinyl laminate flooring where possible, new cabinets, granite countertops and modern appliances.

Flooring, walls and stairwells will be upgraded to code compliant railings and bannisters. Walls will be replaced with drywall where appropriate and stairs will be refinished.

Description of Exterior Renovations

Overall Exterior Description

The property, built in 1890 is currently in a state of disrepair from many years of neglect and is becoming an eyesore from the street. The previous owners have done numerous renovations in a haphazard manner. The workmanship is shoddy and leverages mismatched materials. The purpose of these renovations is to retain the look and feel of the property and improve the quality of workmanship. The intended result is to utilize appropriate materials to improve efficiency, durability and overall quality of life for the residents. As a result, the repairs are intended to improve the look of the property, consistent with the style of the original build.

Garage

Back of lot, not street facing. In the garage's current state, due to a non-functioning garage door and foot tall gap between the door and footing, it is unable to be secured from both human and animal access. I recently purchased the home and have found multiple animals droppings throughout the garage. I would like to expedite the replacement of the garage door and service door.

- Replace Garage Door –
 - 82"H x 96"W
 - Replace with steel
 - https://www.lowes.com/pd/Wayne-Dalton-Wayne-Dalton-Classic-Steel-Model-8000-8-ft-x-7-ft-White-Single-Garage-Door/5002940765?cm_mmc=shp_-c_-prd_-mlw_-ggl_-LIA_MLW_135_Windows-Patio-Door-Garage_-5002940765_-local_-0_-0&ds_rl=1286981&gclid=Cj0KCQjwyYKUBhDJARIsAMj9lkH3J0WcMWUAO2v0iITs7hfvMvT9tD5zHgpQRgoWUBXtXSRQnvsU4jUaAvULEALw_wcB&gclsrc=aw.ds
- Replace service door –
 - 80"H x 30" W
 - Replace with aluminum paneled exterior door
 - <https://www.homedepot.com/p/JELD-WEN-36-in-x-80-in-6-Panel-Primed-Premium-Steel-Front-Door-Slab-THDJW166100317/202036386>
- Install exterior stair landing
 - 24"H x 36"W x 48"L
 - Pine decking
- Repair vinyl siding where needed
 - Replace individual pieces with same material
- Repair soffit and fascia
 - Replace rotted pieces with same material, painted to match color
- Remove and side exterior garage attic hatch
 - 44" x 38"
 - Replace with vinyl siding to match wall
- Trim overhanging trees

Siding

At present the siding is a mix of vinyl and aluminum, much of the aluminum is damaged, mixed metal fasteners were used, compromising the integrity and appearance of the siding.

- Southeast facing wall (away from the street) replace siding with vinyl
 - Get appraisal for home
- Remainder of the home paint aluminum or replace with vinyl as the city allows
 - Entire exterior

Back Porch

The back porch is not visible from the street and faces the rear of the home, it is generally hidden from view.

- Replace mismatched wood with vinyl skirting
 - SE side 21 ½" H x 86 ½" W
 - SW side 18 ½" H x 137" L
 - Replace with white vinyl lattice work
 - <https://www.homedepot.com/p/Veranda-4-ft-x-8-ft-White-Garden-Vinyl-Lattice-73004026/100011154>
- Repair and paint railing
 - SE side 34 1/2" H x 86 ½" W
 - SW side 34 1/2" H x 137" L
 - Replace with same material and paint white (same as current)
- Remove rear kitchen window and replace with matching vinyl siding
 - 48" H x 25" W
- Replace damaged 1960/s back door
 - 80" x 32"
 - Replace with <https://www.homedepot.com/p/JELD-WEN-32-in-x-80-in-6-Panel-Primed-Premium-Steel-Front-Door-Slab-THDJW166100315/202036384>

Windows

Windows on the property have been added ad-hoc, using inconsistent materials and panes

- Repair broken window panes
 - Dimensions and panels to remain the same
- Would consider replacing windows if necessary/approved
 - If replacing windows, dimensions would remain the same, currently there is no consistency on panes throughout the house. Would like to replace with a more energy efficient option

Gutters

The gutters are currently poorly angled to channel water away from the foundation, creating the possibility of foundational issues. The materials are mismatched and dissimilar

- Repair gutters with consistent materials
 - <https://www.homedepot.com/p/Amerimax-Home-Products-5-in-x-16-ft-White-Aluminum-K-Style-Gutter-2600200192/100013979>
 - replace throughout exterior

Basement Windows

Basement windows are not street facing and are in need of repair/replacement. Roofing metal has been used to seal windows in multiple places

- Replace the basement windows and repair sills
 - 13.75" H x 31.75" W x 2
 - <https://www.homedepot.com/p/TAFCO-WINDOWS-31-75-in-x-15-75-in-Hopper-Vinyl-Window-with-Screen-PV-HOP-32x16/202207818>

Trim, Facia and Soffit

Much of the trim, facia and soffit are currently rotten and in need of replacement.

- Repair/replace trim, facia and soffit where appropriate
- Replace with pine, painted white, to match current property

Southwest Facing Porch

The southwest facing porch is in dire need of repair. The decking has rotted and the railings and columns are in need of repair and paint. The skirting is rotten, painted poorly and in need of replacement. The roof over the porch is tattered and falling off.

- Reroof the porch
 - 37' L x 6' W
 - <https://www.homedepot.com/p/3-ft-x-33-3-ft-100-sq-ft-Black-Mineral-Surface-Roll-Low-Slope-Roofing-4305036/204767783>
- Replace rotten decking with composite wood patterned decking
 - 20' 4" L x 5' W
 - <https://custom.homedepot.com/custom-decks/configurator/307288429/30455-1-in-x-6-in-x-16-ft/30474-Brazilian-Walnut/30441-Grooved?ITC=AUC-142617-23-12140>
- Replace skirting with vinyl
 - 21 1/2" H x 20' 4" L
 - <https://www.homedepot.com/p/Veranda-4-ft-x-8-ft-White-Garden-Vinyl-Lattice-73004026/100011154>

Front Yard

The landscaping in the front yard needs attention, plants are growing into the side of the house and it is in need of removal/regrading.

- Remove vegetation
- Trim trees
- Regrade yard to establish positive slope away from exterior foundation wall

Front Porch

The front porch has been neglected for a number of years, it needs to be reroofed, repaired and painted. It is street facing.

- Reroof porch
 - 136" W x 80"
 - <https://www.homedepot.com/p/3-ft-x-33-3-ft-100-sq-ft-Black-Mineral-Surface-Roll-Low-Slope-Roofing-4305036/204767783>
- Repair and paint columns and railings
 - Dimensions to remain the same
 - Pine and white paint to match present columns and railings
- Replace surface with wood patterned composite material
 - 116 ½" W x 69" L
 - <https://custom.homedepot.com/custom-decks/configurator/307288429/30455-1-in-x-6-in-x-16-ft/30474-Brazilian-Walnut/30441-Grooved?ITC=AUC-142617-23-12140>

Chimneys

- Chimneys need repointing

Third Floor Northeast Wall

This wall is tucked away from the street by landscaping and is in need of a fire escape to enable the third floor to be used as a bedroom with an escape. Across the street there is a similar ladder visible from the street

- Install metal fire escape ladder
- https://www.zoro.com/tri-arc-10-ft-fixed-ladder-steel-11-steps-top-exit-gray-powder-coated-finish-500-lb-load-capacity-wlfs0111/i/G0980318/?utm_source=google&utm_medium=surfaces&utm_campaign=shopping%20feed&utm_content=free%20google%20shopping%20clicks&gclid=Cj0KCQjwyYKUBhDJARIsAMi9IkEUIPOSDTmgOe6Lc06trsnCJts0L1Cyu8j5t6TQcYljUKvH2hdymN8aAqilEALw_wcB

Front Doors

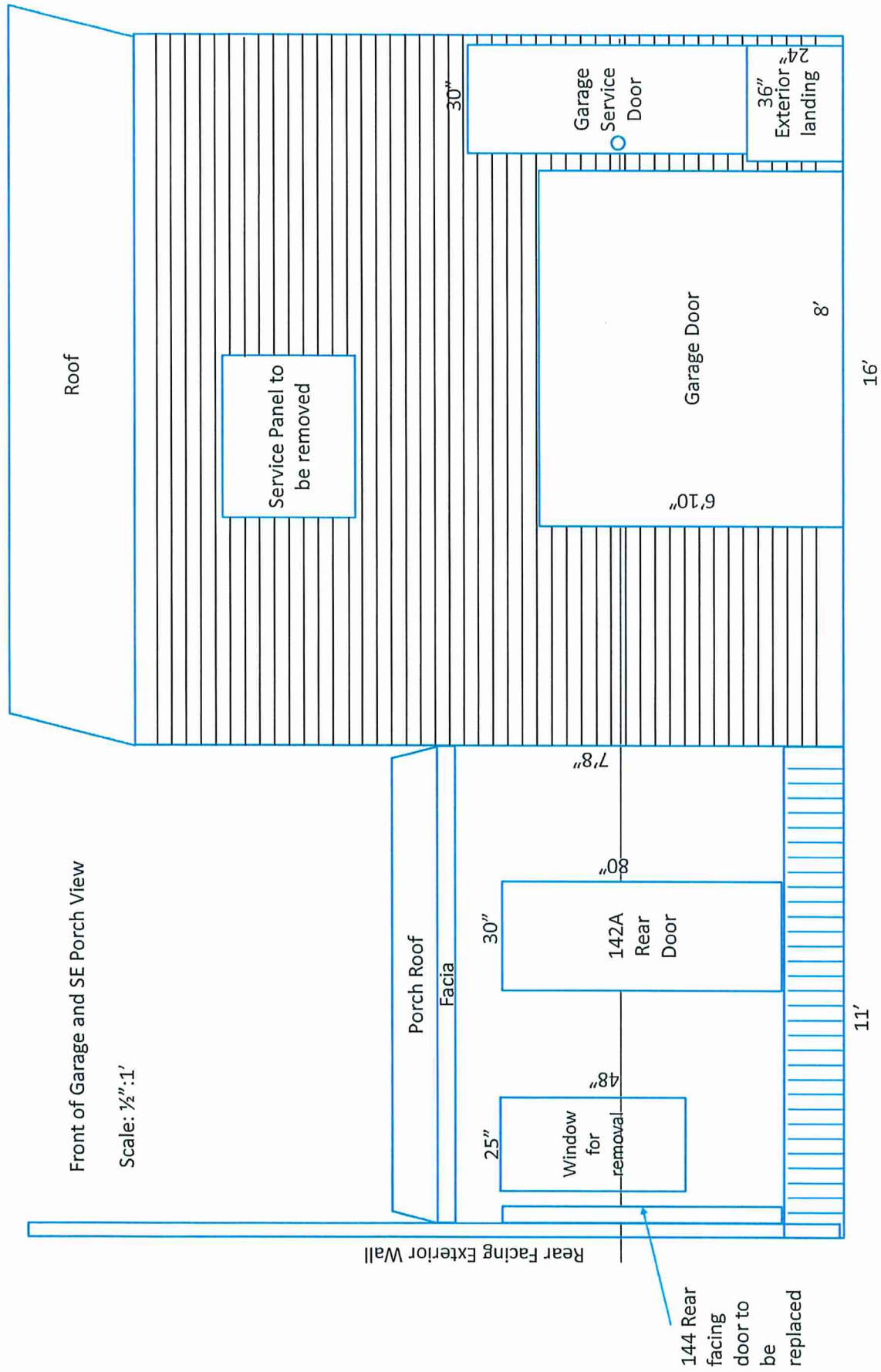
The current front doors are poorly constructed and in need of replacement

- Replace front doors with exterior doors consistent with the style and period of the building
- 80" H x 32"W
 - <https://www.homedepot.com/p/JELD-WEN-32-in-x-80-in-Primed-Right-Hand-Inswing-9-Lite-Clear-Steel-Prehung-Back-Door-with-Brickmould-769925/202036414>

Scale Drawings of Proposed Exterior Improvements

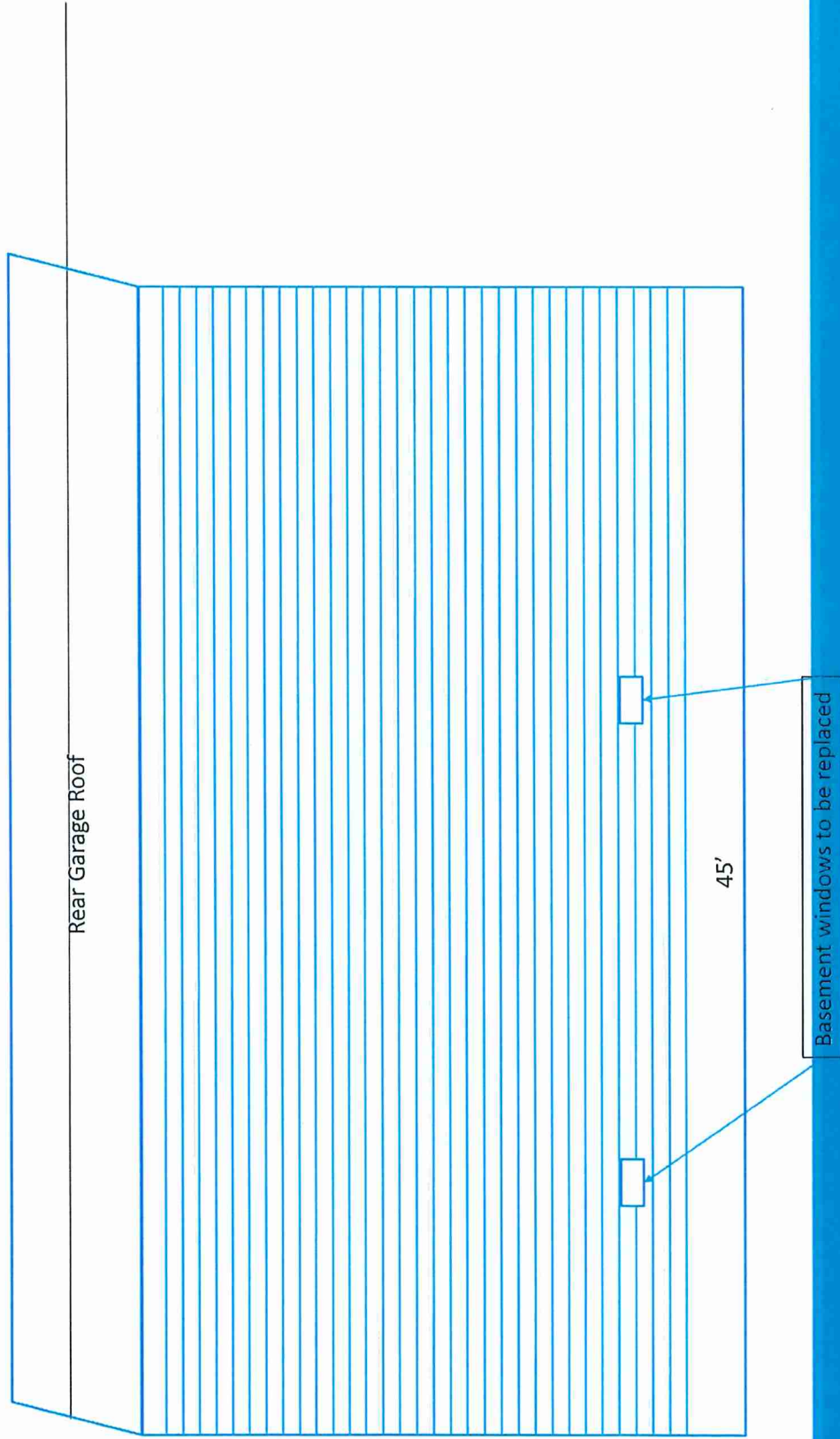
142-144 HIGH ST. SOMERSWORTH, NH 03878





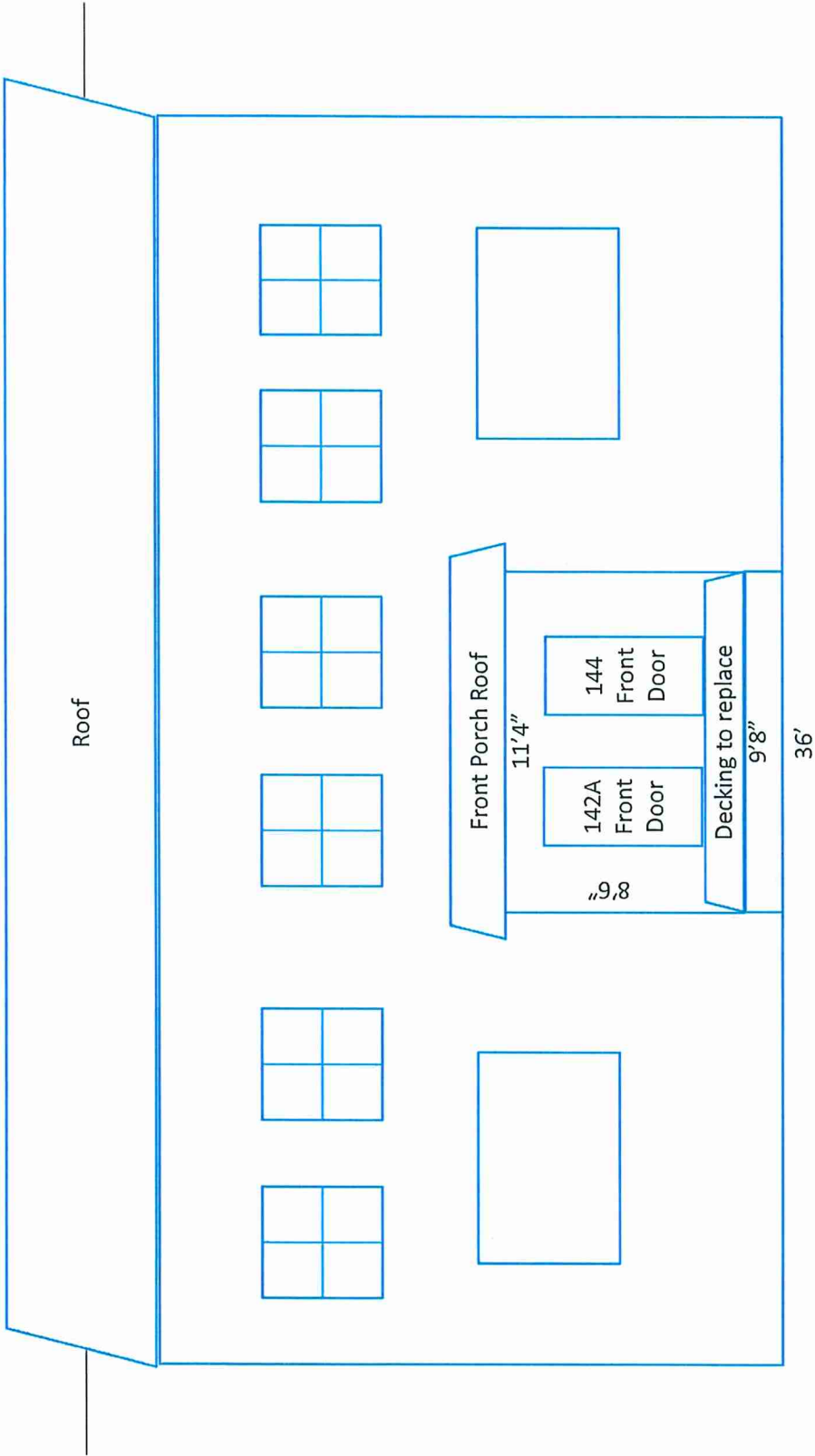
Rear Garage view for Basement Window Replacement

Scale: 1/4" = 1'

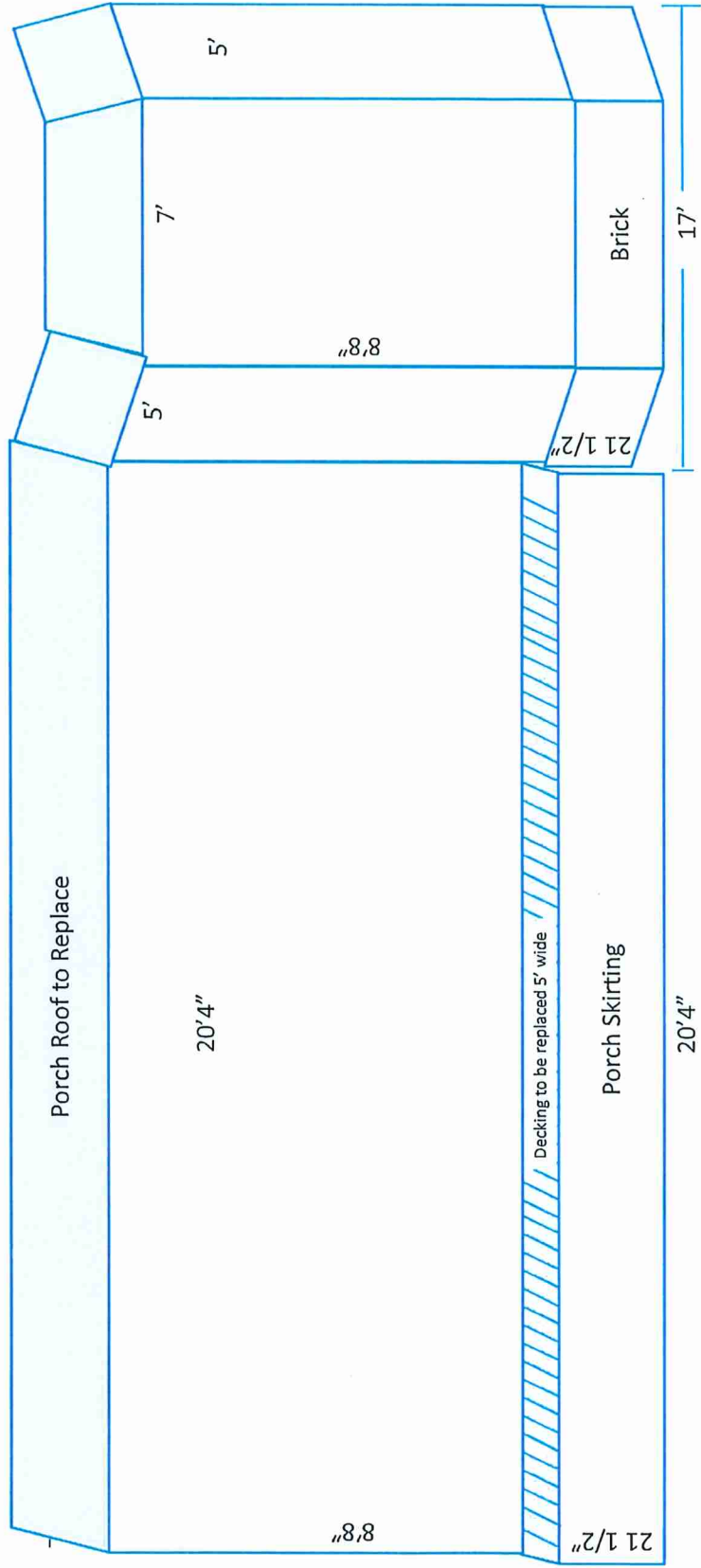


Front of House and Front Porch

Scale: 1/3":1'



Scale: 1/2":1'



City of Somersworth - N

PROPERTY LOCATION

No	Alt No	Direction/Street/City
142/144		HIGH ST, SOMERSWORTH

OWNERSHIP

Owner 1:	HUGHES JEFFREY D
Owner 2:	
Owner 3:	
Street 1:	142-144 HIGH ST
Street 2:	

PREVIOUS OWNER

Owner 1:	LDL ENTERPRISES INC -
Owner 2:	
Street 1:	96 S RIDGE DR
Street 2:	

OTHER ASSESSMENTS

Code	Description/No	Amount	Com. Int

NARRATIVE DESCRIPTION

This parcel contains .115 ACRES of land mainly classified as 3 FAMILY with a MULTI-TNHS Building built about 1890, having primarily ALUMINUM Exterior and 3735 Square Feet, with 3 Units, 2 Baths, 1 3/4 Bath, 0 HalfBath, 16 Rooms, and 7 Bdrms.

PROPERTY FACTORS

Item	Code	Description	%	Item	Code	Description
Z	R/BH	R/BH	100	water	1	TYPCL
				Sewer		
				Electri		
				Exempt		
				Flood Haz:		
D	2			Topo		
S				Street		
t				Gas:		

LAND SECTION (First 7 lines only)

Use	Description	LUC	No of Units	Depth / Price/Units
105	3 FAMILY		5000	SQUARE FESITE

IN PROCESS APPRAISAL SUMMARY

Use Code	Land Size	Building Value	Yard Items	Land Value	Total Value
105	0.115	174,500	2,500	31,000	208,000
Total Card					
Total Parcel					
Source: Market Adj Cost					
Total Value per SQ unit /Card: 55.69					

PREVIOUS ASSESSMENT

Tax Yr	Use	Cat	Bldg Value	Yrd Items	Land Size	Land Value	Total Value	Asses'd Value	Notes	Date
2021	105	FV	174,500	2500	.115	31,000	208,000	208,000	Year End Roll	12/22/2021
2020	105	FV	175,500	2500	.115	31,000	209,000	209,000	Year End Roll	11/12/2019
2019	105	FV	175,500	2500	.115	31,000	209,000	209,000	Year End Roll	11/12/2019
2018	105	FV	111,300	2000	.115	41,900	155,800	155,800	Year End Roll	12/17/2018
2017	105	FV	111,300	2000	.115	41,900	155,200	155,200	Year End Roll	11/14/2017
2016	105	FV	111,300	2000	.115	41,900	155,200	155,200	Year End Roll	10/25/2016
2015	105	FV	111,300	2000	.115	41,900	155,200	155,200	year end	10/26/2015
2014	105	FV	111,300	2000	.115	41,900	155,200	155,200	YEAR END ROLL	11/4/2014

SALES INFORMATION

Grantor	Legal Ref	Type	Date	V	Tst	Verif	Notes
LDL ENTERPRISES	5012-0741		3/2/2022		No	No	
FEDERAL NATIONAL	3807-166		1/21/2010		No	No	FORECLOSURE SALE
PIKE DAN + STEF	3777-618		9/23/2009		No	No	FORECLOSURE DEED UNDER POWER OF SALE
PECTEAU MARK,	3072-205		9/28/2004		No	No	od-04/ GRANTOR/GRANTEE = FRIENDS
MOSCARILLO ALIC	1986-109		3/2/1998		No	No	
	1203-82		12/20/1985		No	No	

BUILDING PERMITS

Date	Number	Descrp	Amount	C/O	Last Visit	Fed Code	F. Descrip	Comment
5/11/2022	B2022-148	RENOVATI	15,000	O			INT KITCHEN+BTH REMO	
3/24/2017	M2017038	MANUAL	5,200	C			BOILER	
4/14/2010	B-2010-087	MANUAL	3,800	C			ROOF	
3/19/1999	766	MANUAL	400	C			REP WDK	

ACTIVITY INFORMATION

Date	Result	By	Name
6/18/2021	MEAS-INSPECT	750	JARED HYNES
9/12/2019	NO CHG@HEAR	749	C WALKER
6/6/2019	FIELD REVIEW	746	BEN LAFOND
6/14/2018	INSPECTED	748	B HATHORN
9/19/2017	MEASURED	748	B HATHORN
7/11/2014	FIELD REVIEW	743	RON DOYON
9/12/2012	MEASURED	746	BEN LAFOND
11/23/2010	PERMIT VISIT	742	TIM COURNOYE
3/5/2010	MEASURED	742	TIM COURNOYE

Sign: VERIFICATION OF VISIT NOT DATA

Legal Description

Parcel ID	10 162 0
Entered Lot Size	208,000
Total Land:	208,000
Land Unit Type:	/Parcel: 55.69

USER DEFINED

Prior Id # 1: 1401

Prior Id # 2:

Prior Id # 3:

Prior Id # 1:

Prior Id # 2:

Prior Id # 3:

Prior Id # 1:

Prior Id # 2:

Prior Id # 3:

ASR Map:

Fact Dist:

Reval Dist:

Year:

Land Reason:

BlrReason:

CivilDistrict:

Ratio:



SKETCH

?? DRIVEWAY, ROW TO CITY HOUSE ODDLY ANGLED, 2012 SIDING AV, 9/47 RF AVG WINDS OLDER, BACK OVERGROWN MEAS EST, 6/18 WIND AC UNITS, RF NEWER, OLD REVIEW 1 APT, NO KEYS TO OTHER, BLDG SHOWING DEF MAINT, KIT IS OUTDATED; 9/20- LEFT CAR

RESIDENTIAL GRID

1st	St	Grid	Desc:	Line 1	# Units 1								
Level	FY	LR	DR	D	K	FR	RR	BR	FB	HB	L	O	
Other													
Upper													
Lvl 2													
Lvl 1													
Lower													
Totals	RMs:		16		BRs:		7		Baths:		2		HB

REMODELING

RES BREAKDOWN

Exterior:		No Unit		RMS	BRS	FL	
Interior:		1		6	3	U	

Additions:					
Kitchen:					
Baths:					
Plumbing:					
Electric:					
Heating:	2017				
General:					

COMPARABLE SALES				Parcel ID	Type	Date	Sale Price
\$\$/SQ:		AvRate:				Ind.Val	
Juris. Factor:						Before Depr:	62.50
Final Features:	0					Val/Su Net:	30.70
Final Total:	174500					Val/Su SzAd	46.72

	Serial #	D/S	Dep	LUC	Fact	NB Fa	Appr Value	JC	Year
		17	T	75	105		2,500		

Special Features:

100% (100%)

2

Descr	%	Qu	# Ten
Descr	Type		

A photograph of a white house with a porch and a large green bush in the foreground. The house has white siding and a dark roof. A large green bush is in the foreground, partially obscuring the house. The porch has a white railing. The image is oriented horizontally on the page.

CHAPTER 31

COMMUNITY REVITALIZATION TAX RELIEF INCENTIVE

State Law References: Community Revitalization Tax Relief Incentive, RSA 79-E, State Economic Growth, Resource Protection and Planning Policy, RSA 9-B, Appraisal of Taxed Property, RSA 75:1, Collection of Taxes, RSA 80:1-80:42-a, and Administrative Procedure Act, RSA 541-A.

Section 1 Declaration of Public Benefit

- A. It is declared to be a public benefit to enhance Somersworth's Downtown Revitalization District with respect to economic activity, cultural and historic character, sense of community, and in-town residential uses that contribute to economic and social vitality.
- B. It is further declared to be a public benefit to encourage the rehabilitation of underutilized structures in the downtown as a means of encouraging growth of economic, residential, and municipal uses in a more compact pattern, in accordance with RSA 9-B.
 - 1. In instances where a qualifying structure is determined to possess no significant historical, cultural, or architectural value and for which the City Council makes a specific finding that rehabilitation would not achieve one or more of the public benefits established in Chapter 31, Section 7 to the same degree as the replacement of the underutilized structure with a new structure, the tax relief incentives provided under this chapter may be extended to the replacement of an underutilized structure in accordance with the provisions of this chapter.
- C. Short-term property assessment tax relief and a related covenant to protect public benefit as provided under this ordinance are considered to provide a demonstrated public benefit if they encourage the substantial rehabilitation and use of qualifying structures, or in certain cases, the replacement of a qualifying structure, as defined in this ordinance

Section 2 Tax Relief Authority

The City of Somersworth hereby adopts RSA 79-E in the manner specified under RSA 79-E:3. In addition, the City has modified the incentive program to best suit the needs of the City and its constituents.

In the interpretation and enforcement of this article, all words other than those defined specifically below shall have the meanings implied by their context in the ordinance or the ordinarily accepted meanings. For the purpose of this ordinance, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

Section 3 Definitions

Covenant. A formal and legally binding agreement or contract such as a lease, or one of the clauses in an agreement of this kind.

Qualifying Structure. A building located in the Downtown Revitalization District as depicted on the Official RSA 79:E Map of the City of Somersworth dated February 2013 and incorporated herein as Appendix A.

Replacement. The demolition or removal of a qualifying structure and the construction of a new structure on the same lot.

Substantial Rehabilitation. Rehabilitation of a qualifying structure which costs at least 15 percent of the pre-rehabilitation assessed valuation or at least \$75,000, whichever is less.

Tax increment finance district. Any district established in accordance with the provisions of NH RSA 162-K.

Tax Relief. A period of time, as determined by the City Council in accordance with this ordinance, the property tax on a qualifying structure shall not increase as a result of the substantial rehabilitation thereof.

Tax Relief Period. The finite period of time during which the tax relief will be effective, as determined by the City Council pursuant to Chapter 19, Sec. 19-20.

Section 4 Community Revitalization Tax Relief Incentive

- A. An owner of a qualifying structure who intends to substantially rehabilitate or replace such structure may apply to the City Council through the Department of Development Services. The applicant shall file a complete application form including the address of the property, a description of the intended rehabilitation or replacement, any changes in use of the property resulting from the rehabilitation or replacement, and submit the required non-refundable application fee of \$50.
 1. In order to assist the City Council with the review and evaluation of an application for replacement of a qualifying structure, an owner shall submit to the City Council as part of the application, a New Hampshire Division of Historical Resources Individual Resource Inventory Form, prepared by a qualified architectural historian and if the qualifying structure is located within a designated historic district established in accordance with NH RSA 674:46, a letter from the Somersworth Historic District Commission that identifies any and all historical, cultural, and architectural value of the structure or structures that are proposed to be replaced and the property on which the structure(s) are located. The application for tax relief shall not be deemed to be complete and the City Council shall not schedule the public hearing on the application for replacement of a qualifying structure as required under NH RSA 79-E:4,II until the inventory form and letter, as well as other required information, have been submitted.
- B. Upon receipt of an application, the application will be reviewed by the Director of Planning and Community Development and any other City official deemed appropriate by the Director for any compliance issues. The applicant must satisfactorily answer any questions they may have for the application to be deemed complete.

- C. The City Council will hold a duly noticed public hearing to take place no later than 60 days from receipt of an application, to determine whether the structure at issue is a qualifying structure; whether the proposed rehabilitation qualifies as substantial rehabilitation; and whether there is a public benefit to granting the requested tax relief and, if so, for what duration.
- D. No later than 45 days after the public hearing, the City Council shall render a decision granting or denying the requested tax relief and, if so granting, establishing the tax relief period.
- E. The City Council may grant the tax relief, provided:
 - 1. The City Council grant the request by a majority vote; and
 - 2. The City Council finds a public benefit under Chapter 31, Section 7; and
 - 3. The specific public benefit is preserved through a covenant under Chapter 31, Section 8; and
 - 4. The City Council finds that the proposed use is consistent with the municipality's master plan and development regulations; and
 - 5. In the case of a replacement, the City Council specifically finds that the Somersworth Historic District Commission has determined that the replaced qualifying structure does not possess significant historical, cultural, or architectural value, the replacement of a qualifying structure will achieve one or more of the public benefits identified in Chapter 31, Section 7 to a greater degree than the renovation of the underutilized structure, and the historical, cultural, or architectural resources in the community will not be adversely affected by the replacement.
- F. If the City Council grants the tax relief, they shall identify the specific public benefit achieved under Chapter 31, Section 7 and shall determine the precise terms and duration of the covenant to preserve the public benefit under Chapter 31 Section 8.
- G. If the City Council, in its discretion, denies the application for tax relief, such denial shall be accompanied by a written explanation. The City Council's decision may be appealed either to the board of tax and land appeals or the superior court in the same manner as provided for appeals of current use classification pursuant to RSA 79-A:9 or 79-A:11 provided, however, that such denial shall be deemed discretionary and shall not be set aside by the board of tax and land appeals or the superior court except for bad faith or discrimination.
- H. The City Council shall have no obligation to grant an application for tax relief for properties located within a tax increment finance district when the City Council determines, in its sole discretion, that the granting of tax relief will impede, reduce, or negatively affect:
 - 1. The development program or financing plans for such tax increment finance districts; or
 - 2. The ability to satisfy or expedite repayment of debt service obligations incurred for a tax increment finance district; or
 - 3. The ability to satisfy program administration, operating, or maintenance expenses within a tax increment financing district.

Section 5 Duration of Tax Relief Period

- A. The City Council may grant such tax assessment relief for a period of up to 5 years, beginning with the completion of the substantial rehabilitation.

1. For the approval of a replacement of a qualifying structure, the City Council may grant such tax assessment relief for a period of up to five years, beginning only upon the completion of construction of the replacement structure. The City Council may, in its discretion, extend such additional years of tax relief as provided for under this section, provided that no such additional years of tax relief may be provided prior to the completion of construction of the replacement structure. For the purposes of this section, the issuance of a Certificate of Occupancy shall constitute completion of construction. The municipal tax assessment of the replacement structure and the property on which it is located shall not increase or decrease in the period between the approval by the City Council for the replacement structure and the time the owner completes construction of the replacement structure and grants to Somersworth the covenant to protect the public benefit as required by this chapter. The City Council may not grant any tax assessment relief under this chapter with respect to property and structures for which an election has been made for property appraisal under NH RSA 75:1-a.

- B. The City Council may, in its discretion, add up to an additional 2 years of tax relief for a project that results in new non-subsidized residential units if the rehabilitation is done in conjunction with the retail/commercial portion of the building.

Tax relief for the rehabilitation of upper floor non-subsidized, non-single family residential units, as a stand-alone project, will be eligible for tax relief for a period of 2 years.

- C. The City Council may, in its discretion, add up to an additional 4 years of tax relief for the substantial rehabilitation of a qualifying structure that is listed on or determined eligible for listing on the National Register of Historic Places, state register of historic places, or is located within and important to a locally designated historic district, provided that the substantial rehabilitation is conducted in accordance with the U.S. Secretary of Interior's Standards for Rehabilitation.

Section 6 Resumption of Full Tax Liability

Upon expiration of the tax relief period, the property shall be taxed at its market value in accordance with RSA 75:1.

Section 7 Public Benefit

The proposed substantial rehabilitation must provide at least one of the following public benefits in order to qualify for tax relief under this ordinance:

- A. It enhances the economic vitality of the downtown;

- B. It enhances and improves a structure that is culturally or historically important on a local, regional, state, or national level, either independently or within the context of an historic district in which the building is located; or
- C. It promotes development of compact and vibrant municipal centers, providing for efficiency, safety, and a greater sense of community, consistent with RSA 9-B.
- D. It increases non-subsidized residential housing in the Downtown Revitalization District.

Section 8 Covenant to Protect Public Benefit

- A. Tax relief for the substantial rehabilitation or replacement of a qualifying structure shall be effective only after a property owner grants to the municipality a covenant ensuring that the structure shall be maintained and used in a manner that furthers the public benefits for which the tax relief was granted and as otherwise provided in this chapter.
- B. The covenant shall be coextensive with the tax relief period. The covenant may, if required by the City Council, be effective for a period of time up to twice the duration of the tax relief period.
- C. The covenant shall include provisions requiring the property owner to obtain and maintain a certificate of occupancy for the duration of the tax relief period.
- D. The covenant shall include provisions requiring the property owner to obtain casualty insurance, and flood insurance if appropriate. The covenant may include, at the City Council's sole discretion, a lien against proceeds from casualty and flood insurance claims for the purpose of ensuring proper restoration or demolition or damaged structures and property. If the property owner has not begun the process of restoration, rebuilding, or demolition of such structure within one year following damage or destruction, the property owner shall be subject to the termination of provisions set forth in Chapter 31, Section 9.
- E. To protect public benefit, the City Council shall provide for the recording of the covenant with the registry of deeds. It shall be a burden upon the property and shall bind all transferees and assignees of such property.
- F. The applicant shall pay any reasonable expenses incurred by the municipality in the drafting, review, and/or execution of the covenant. The applicant also shall be responsible for the cost of recording the covenant.

Section 9 Termination of Covenant; Reduction of Tax Relief; Penalty

- A. If the owner fails to maintain or utilize the building according to the terms of the covenant, or fails to restore, rebuild, or demolish the structure following damage or destruction as provided in Chapter 31, Section 8 D, the City Council shall, after a duly noticed public hearing, determine whether and to what extent the public benefit of the rehabilitation or replacement has been diminished and shall determine whether to terminate or reduce the tax relief period in accordance with such determination. If the covenant is terminated, the City Council shall assess all taxes to the owner as though no tax relief was granted, with interest in accordance with paragraph B.
- B. Any tax payment required under paragraph A shall be payable according to the following procedure:

1. The commissioner of the department of revenue administration shall prescribe and issue forms to the local assessing officials for the payment due, which shall provide a description of the property, the market value assessment according to RSA 75:1, and the amount payable.
2. The prescribed form shall be prepared in quadruplicate. The original, duplicate, and triplicate copy of the form shall be given to the collector of taxes for collection of the payment along with a special tax warrant authorizing the collector to collect the payment under the warrant. The quadruplicate copy of the form shall be retained by the local assessing officials for their records.
3. Upon receipt of the special tax warrant and prescribed forms, the tax collector shall mail the duplicate copy of the tax bill to the owner responsible for the tax as the notice of payment.
4. Payment shall be due not later than 30 days after the mailing of the bill. Interest at the rate of 18 percent per annum shall be due thereafter on any amount not paid within the 30-day period. Interest at 12 percent per annum shall be charged upon all taxes that would have been due and payable on or before December 1 of each tax year as if no tax relief had been granted.

Section 10 Lien for Unpaid Taxes

The real estate of every person shall be held for the taxes levied pursuant to RSA 79-E:9.

Section 11 Enforcement

All taxes levied pursuant to RSA 79-E:9 which are not paid when due shall be collected in the same manner as provided in RSA 80.

Section 12 Rulemaking

The City of Somersworth will abide by any rules the Commissioner of the Department of Revenue Administration adopts, pursuant to RSA 541-A, relative to the payment and collection procedures under RSA 79-E:9.

Section 13 Extent of Tax Relief

- A. Tax relief granted under this ordinance shall pertain only to assessment increases attributable to the substantial rehabilitation performed under the conditions approved by the City Council and not to those increases attributable to other factors including but not limited to market forces; or
- B. Tax relief granted under this ordinance shall be calculated on the value in excess of the original assessed value. Original assessed value shall mean the value of the qualifying structure assessed at the time the City Council approves the application for tax relief and the owner grants to the municipality the covenant to protect public benefit as required in this ordinance, provided that for a qualifying structure which is a building destroyed by fire or act of nature, original assessed value shall mean the value as of the date of

approval of the application for tax relief of the qualifying structure that would have existed had the structure not been destroyed; or

- C. The tax relief granted under this chapter shall only apply to substantial rehabilitation or replacement that commences after the City Council approves the application for tax relief and the owner grants to the City Council the covenant to protect the public benefit as required in this chapter, provided that in the case of a qualifying structure which is a building destroyed by fire or act of nature, and which occurred within 15 years prior to the adoption of the provisions of this chapter by the City council, the tax relief may apply to such qualifying structure for which replacement has begun, but which has not been completed, on the date the application for relief under this chapter is approved.

Section 14 Other Programs

The provisions of this ordinance shall not apply to properties whose rehabilitation or construction is subsidized by state or federal grants or funds that do not need to be repaid totaling more than 50 percent of construction costs from state or federal programs.

Section 15 Reserved

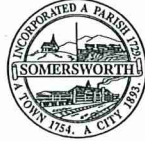
This ordinance shall take effect upon its passage.

Passed 2/19/2013.

Somersworth RSA 79:E Parcels

Parcel ID	Location	Year	Tax Rate	Actual Assessment Based on Renovations	79E Assessment	Year Frozen	Year Released	Frozen Value	2021 Year End Value	Released Value
11-78	49 Market St.	2022				2019	2023	\$ 477,700	\$ 539,200	
		2021	27.53	\$ 539,200	\$ 477,700					
		2020	27.85	\$ 539,200	\$ 477,700					
		2019	27.28	\$ 477,700	\$ 477,700					
11-49	17 Grand St	2022				2019	2031	\$ 298,200	\$ 2,317,600	
		2021	27.53	\$ 2,317,600	\$ 298,200					
		2020	27.85	\$ 2,314,000	\$ 298,200					
		2019	27.28	\$ 298,200	\$ 298,200					
10-167A	8 Somersworth Plaza	2022				2020	2025	\$ 179,700	\$ 325,700	
		2021	27.53	\$ 325,700	\$ 179,700					
		2020	27.85	\$ 325,700	\$ 179,700					
		2019	27.28	\$ 179,700	\$ 179,700					
11-206	1 John Parsons Dr	2022				2020	2025	\$ 290,700	\$ 499,000	
		2021	27.53	\$ 499,000	\$ 292,400					
		2020	27.85	\$ 503,700	\$ 292,400					
11-209	8 Government Way	2022				2020	2029*	\$ 133,600	\$ 133,600	
		2021	27.53	\$ 133,600	\$ 133,600					
		2020	27.85	\$ 133,600	\$ 133,600					
		2019	27.28	\$ 133,600	\$ 133,600					
11-67	25 High St	2022				2022	2029	\$ 227,000	\$ 227,000	
		2021	27.53	\$ 227,000	\$ 227,000					
	*per Amendment									

Scott A. Smith
Finance Director
sasmith@somersworth.com
(603) 692-9504



One Government Way
Somersworth, New Hampshire 03878
(603) 692-4262
www.somersworth.com

City of Somersworth, New Hampshire

OFFICE OF THE FINANCE DIRECTOR

REQUEST FOR PROPOSAL

Acquisition and Redevelopment of 1 Winter Street, City of Somersworth

You are cordially invited to submit a proposal for the acquisition and redevelopment of property located at 1 Winter Street in Somersworth, NH.

All proposals must be submitted with the attached bid certificate, in a sealed envelope, plainly marked "Acquisition and Redevelopment – 1 Winter Street, Somersworth, NH":


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

All proposals/bids must be received by **June 16, 2022 at 2:00 p.m.** at which time they will be publicly opened and read aloud at the Somersworth City Hall.

"IMPORTANT: If you are not interested in submitting a quotation on this particular bid request, but wish to remain on our active bid list, please sign and return the attached form with a NO BID indication. Failure to respond in this manner will result in deletion from our bid list.

Vendors wishing to respond to a bid request with alternates to specifications must notify the Finance Office no less than five (5) days prior to the bid request opening date. If the proposed changes are acceptable, the City will advise other potential respondents, thereby maintaining equality in the bid process. Failure to advise the City could result either in rejection of the alternate proposal or in an untimely extension of the sealed bid process.

Vendors may be asked, as part of the bid evaluation process, to supply company financial information. This data will be held in the strictest confidence and be utilized only to help assess the stability of a responding firm. The records will be returned to you after identifying the successful respondent to the bid request.

			
	Request Type	Proposal	Page 2 of 9
	Title	Acquisition and Redevelopment – 1 Winter Street	
	Date	Due 06/16/2022 at 2:00 p.m.	

SECTION 1. INVITATION TO SUBMIT PROPOSALS

The City of Somersworth invites innovative and progressive developers to submit proposals and concept plans for a public/private partnership to acquire and redevelop municipally owned land located at 1 Winter Street, commonly known as the former location of “Breton’s Cleaners”.

The former building was removed and the property cleaned up through the use of and EPA Brownfields Grant. Prospective developers should be aware that any future owner of the property may be subject to ~~testing and~~ ground water monitoring ~~testing~~. The City has applied to the New Hampshire Department of Environmental Services for a Groundwater Management Permit (GMP). As such the property is located in a Groundwater Management Zone (GMZ) which extends to the Salmon River including a portion of the railroad parcel to the north identified as Map 54, Lot 3.

Formatted: Left, Don't adjust space between Latin and Asian text, Don't adjust space between Asian text and numbers, Tab stops: Not at 0.5" + 3.5"


The City is willing to consider any redevelopment plan with the exception of developing it into a parking lot or simply leaving it as open space. Developers must be prepared to present a schedule for development, by which they must adhere or the property ownership may be returned to the City.

Applicants may suggest the asset be granted to them at little to no direct cost based on the strength of their plan. While payment for the property is not a requirement of the proposal, payment offers will be taken into consideration as part of the overall evaluation of a proposal.

Somersworth Background - Somersworth is a small working-class city on the move! We are only 10-square miles and located in the southern portion of Seacoast New Hampshire and across the Salmon Falls River from Berwick, Maine. Somersworth began as a grist and sawmill-centric community in the early 1800s. In 1822, Great Falls Manufacturing Company, a textile business with 3 mills, was established and other expansive brick mill buildings were later erected beside the river. Many of these mills and associated residential properties have been renovated for reuse and now house restaurants, riverfront residential, art galleries, a print shop and other innovative and eclectic uses. Somersworth’s population of 11,841 residents is mainly young families, with the largest two population blocks between 30 and 40 years old and under 4 years old. The traffic count through our downtown is 13,000 cars a day.

Somersworth is in a renaissance with many projects currently underway in our downtown. In 2014 the bridge between Somersworth and Berwick was rebuilt to include sidewalks and pedestrian scale lighting. In 2016 a multi-year upgrade of downtown streets, parking, bike lanes, sidewalks and landscaped areas was completed. Currently we have the following projects underway:

- 1) An approximately \$1million of continued progress on Downtown street and sidewalk renovations connecting to our Middle/High School under a NH DOT TAP grant
- 2) Municipally funded \$1.2M Complete Street design renovations of Main Street (which the Somersworth Plaza lot fronts on) and others in the downtown area.
- 3) A \$700K NH DES Air Mitigation grant to update and synchronize all traffic lights on High Street (Rte. 9)

			
	Request Type	Proposal	Page 3 of 9
	Title	Acquisition and Redevelopment – 1 Winter Street	
	Date	Due 06/16/2022 at 2:00 p.m.	

- 4) Cemetery Road reconstruction as part of the City's complete streets program to improve water, sewer, drainage, sidewalks, and other amenities such as lighting and bike lanes.
- 5) A \$9million new Fire Station.

Property Background- The property is a vacant lot, cleared, and appears to be a good building lot. It is approximately .547 acres with an assessed value of \$79,200. It looks over the Salmon Falls River, and is very close to Market Street and downtown Somersworth.

This property currently resides in the Business District, and may take advantage of the City's form-based codes [Downtown Core Sub-District Area 1](#) which allows for higher density and uses. ~~The~~ property does not require on-site parking because it is within the Special Parking Zoning Overlay. This parcel is also within the Historic District and within a designated [Economic Revitalization Zone](#). There are no utilities currently provided to the Site as there are no site buildings. Electricity service is available from Eversource Energy, water and wastewater services are available from the City of Somersworth, and natural gas is available from Unitil. There is a sewer line on the property that may need to be relocated as part of the redevelopment of the site.

SECTION 2. SPECIFICATIONS:


Development Objectives – The City is open to most development ideas, but will prioritize development that enhances the area and provides value to the downtown area. The City is not interested in this property being developed as a parking lot or simply left as open space.

The proposal that is submitted must conform with ~~the~~ Form-Based Codes in the Downtown Core Sub-District Area 1 zoning ~~that~~. ~~This area~~ requires, at a minimum, a two-story structure. Additionally, the architectural standards should be harmonious and reflect the goals of the City's Master Plan. The permitted uses allowed include: residential units on upper stories, ~~and business such as~~ professional services ~~and~~ offices, restaurants, retail ~~professional uses, while any other uses that do not fit present zoning definitions~~ may require a Conditional Use Permit from the Planning Board.

The City of Somersworth encourages developers to respond in a way that meets the goals, standards, and criteria set forth by this Request- For-Proposal (RFP). The submitted proposal shall include the Developer's plan for the design, permitting, construction, operation and maintenance, of the proposed redevelopment. ~~Proposals shall also include the proposed purchase price, project funding plan and timeline for the completion of the project.~~

Prospective developers should undertake their own review and analysis concerning physical conditions, environmental conditions, required permits and approvals, and any other legal considerations. Developers will be responsible for obtaining all applicable State, Federal or Local permits and approvals.

SECTION 3. FISCAL/ ECONOMIC IMPACT

			
	Request Type	Proposal	Page 4 of 9
	Title	Acquisition and Redevelopment – 1 Winter Street	
	Date	Due 06/16/2022 at 2:00 p.m.	

Redevelopment should not place disproportionate requirements on City resources. The City reserves the right to consider any potential financial impact to City resources, whether real or perceived, in the process of accepting or rejecting any proposal.

SECTION 4. QUALIFICATIONS OF THE DEVELOPMENT ENTITY

The proposal must include a description of the development team along with the individuals and organizations to be involved in the development and their experience. At least three business references must be provided for each member of the development team.


The proposal must include a detailed description of the development concept for any disposition of the property and any improvements.

- Proposed uses for the property
- Preliminary concept renderings
- Identified constraints or challenges
- Description of projects ownership and financial structure
- Preliminary project development budget, financial structure, proposed terms for acquiring the property and projected value of completed project
- Identification of predevelopment need and costs and due diligence needs and costs
- Preliminary project schedule and key milestones
- Identify any potential difficulties, along with the firm's proposed resolution and any additional assistance expected from City staff
- Description of the benefits and possible impacts of the project to the surrounding area and to the City of Somersworth including but without limitation to City services that will be required and Traffic impacts.
- Proposals should enhance or compliment the revitalization of our downtown in creating a livable, walkable, and vibrant focal point for the City that is physically attractive, ~~socially and culturally~~
- Proposals should promote business development that encourages entrepreneurs, locally-based businesses and quality employment opportunities for all.

The proposal must include a conceptual site plan that describes the conceptual site improvements, parking, access and overall site improvements.

SECTION 5. SELECTION PROCESS

The City of Somersworth will use the information provided to develop a shortlist of candidates/firms from which to contact and conduct interviews. A City selection review team will review the proposals and choose those firms/individuals who appear to be the most qualified to meet the City's

			
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needs/objectives to meet with the City selection review team to discuss a range of topics including the developer's experience, qualifications, and development objectives. Following the interview process the selection review team will review the information received and impressions generated by the interview and forward a recommendation of one or more finalists to the City Council's Economic Development Committee and eventually to the full City Council for a follow up interview/s and/or final selection.

SECTION 6. PROPOSAL PREPERATION AND SUBMISSION REQUIREMENTS

A. General Requirements

1. Sealed proposals must be received by the Finance Office, City of Somersworth, One Government Way, Somersworth, NH 03878 no later than **June 16, 2022 at 2:00 p.m.**
2. Questions and requests for clarification must be in writing and received by the Finance Director, at One Government Way, Somersworth, NH 03878 or sasmith@somersworth.com by **June 6, 2022 at 4:30 p.m.** All responses will be available by the end of day, **June 10, 2022**. Consultants who have obtained a copy of the RFP and provided an e-mail address can receive responses directly, in addition, all responses will be posted at this time on the City's website.
3. The proposal should be mailed or delivered directly to:
City of Somersworth
Attn: Scott A. Smith
One Government Way
Somersworth, NH 03878
4. Four (4) copies of the proposal and one copy in electronic format shall be submitted by placing them in a suitably sized envelope or shipping box and labeling with the words "*Acquisition and Redevelopment – 1 Winter Street*"
5. The City requests that no City officials be contacted during the process. The Finance Director may be contacted only to clarify questions concerning the RFP.
6. The City of Somersworth reserves the right to reject any or all proposals, to waive technical or legal deficiencies, and to accept any proposal that is determined to be in the best interest of the City. Failure to respond to any requirements outlined in the RFP, or failure to enclose copies of the required documents, may disqualify the proposal.



Request Type	Proposal	Page 6 of 9
Title	Acquisition and Redevelopment – 1 Winter Street	
Date	Due 06/16/2022 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

Signature/Title

Company

Business Address _____

City/Town _____

State _____


Zip _____

Date

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

			
	Request Type	Proposal	Page 7 of 9
	Title	Acquisition and Redevelopment – 1 Winter Street	
	Date	Due 06/16/2022 at 2:00 p.m.	

GENERAL TERMS AND CONDITIONS

Preparation of Proposals

Proposals shall be submitted on the forms provided and must be signed by the consultant or the consultant's authorized representative. The person signing the proposal shall initial any corrections to entries made on the proposal form.

Unless otherwise stated in the Request for Proposal, the consultant agrees that the proposal shall be open for acceptance for sixty (60) calendar days from the date of submittal to the City of Somersworth.

Acceptance or Rejection of Bids/Proposals

The City of Somersworth reserves the right to reject any or all proposals, to waive technical or legal deficiencies, and to accept any proposal that is determined to be in the best interest of the City.

The City of Somersworth also reserves the right to reject the proposal of any consultant that has failed to perform properly or complete on time contracts of a similar nature.

Delivery of Proposals


Proposals must be submitted in a sealed envelope and shall be addressed to the City at the address and to the attention of the official as outlined in the Request for Proposals. All proposals must be submitted prior to the specified date and time. Any proposals received after the specified date and time will not be considered and will not be opened. Proposals delivered via facsimile, e-mail, or any format other than within a sealed envelope shall not be considered.

Withdrawal of Proposals

A consultant will be permitted to withdraw their proposal unopened after it has been deposited if such request is received in writing prior to the time specified for opening the proposal.

Public Opening of Proposals

Proposals will be publicly opened and read aloud at the time and place as indicated in the Request for Proposals. Any consultant, authorized agent, or other interested party may be present.

			
	Request Type	Proposal	Page 8 of 9
	Title	Acquisition and Redevelopment – 1 Winter Street	
	Date	Due 06/16/2022 at 2:00 p.m.	

Proposal Ownership and Costs

Upon submission, proposals become the property of the City of Somersworth. The cost of preparing and submitting a proposal is the sole responsibility of the consultant and shall not be chargeable in any manner to the City. The City will not reimburse any consultant for any costs associated with the preparation and submission of a proposal.

Examination of Proposed Materials

The submission of a proposal shall be deemed a representation and warranty by the consultant that it has investigated all aspects of the RFP, that it is aware of the applicable facts pertaining to the RFP process and its procedures and requirements, and that it has read and understands the RFP. No requests for modification in the provisions of the RFP shall be considered after its submission on the grounds that the consultant was not fully informed as to any fact or condition. Statistical information, which may be contained within an RFP or any addendum thereto, is for informational purposes only. The City disclaims any responsibility for this information that may subsequently be determined to be incomplete or inaccurate.

Quantities


Quantities of materials, whether to be used on projects, or purchased directly by the City, are provided for informational purposes only unless otherwise specifically stated. The City disclaims any responsibility for this information that may subsequently be determined to be incomplete or inaccurate. Consultants are responsible to verify the accuracy of these estimates.

Buy Local

The City of Somersworth reserves the right to award any proposal to local vendors, as determined by the City, even in the event they may not be the lowest qualified vendor, if it is determined to be in the best interest of the City. The City will consider such factors as overall cost, prior service, and any other pertinent information available when making such decisions.

Insurance Requirements

The successful consultant shall procure and maintain insurance, in the amounts and coverage detailed by the proposal documents at the consultant's sole expense. The successful consultant shall be required to present to the City of Somersworth a certificate of insurance in the amounts required naming the City of Somersworth as an additional insured.

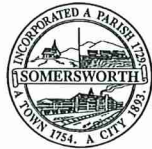
			
	Request Type	Proposal	Page 9 of 9
	Title	Acquisition and Redevelopment – 1 Winter Street	
	Date	Due 06/16/2022 at 2:00 p.m.	

Results

After the proposals are opened and read, the results will be available for the public. Persons that desire a comprehensive list of the results may do so by attending the opening, or requesting such, in writing, to the Director of Finance and Administration.

The award of a proposal shall not be considered official until such time that a Purchase Order, fully executed contract, or an award letter has been issued by the City of Somersworth. No presumption of award shall be made by any consultant until such documents have been executed and are in hand. Verbal notification of award is not considered official. Any action by the consultant to assume otherwise is done so at their own risk and the City will not be held liable for any expense incurred by a consultant that has not received an official award.

Scott A. Smith
Finance Director
sasmith@somersworth.com
(603) 692-9504



One Government Way
Somersworth, New Hampshire 03878
(603) 692-4262
www.somersworth.com

City of Somersworth, New Hampshire

OFFICE OF THE FINANCE DIRECTOR

REQUEST FOR PROPOSAL

Acquisition and Redevelopment of the Somersworth Plaza Parking Lot

You are cordially invited to submit a proposal for the acquisition and redevelopment of the Somersworth Plaza parking lot. The City will be hosting a non-mandatory informational session regarding this request on August 15, 2018 at 3:00 p.m. at the Somersworth City Hall and any interested party may attend.

All proposals must be submitted with the attached bid certificate, in a sealed envelope, plainly marked "Acquisition and Redevelopment – Somersworth Plaza Parking Lot":


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

All proposals/bids must be received by **August 30, 2018 at 2:00 p.m.** at which time they will be publicly opened and read aloud at the Somersworth City Hall.

***IMPORTANT:** If you are not interested in submitting a quotation on this particular bid request, but wish to remain on our active bid list, please sign and return the attached form with a NO BID indication. Failure to respond in this manner will result in deletion from our bid list.

Vendors wishing to respond to a bid request with alternates to specifications must notify the Finance Office no less than five (5) days prior to the bid request opening date. If the proposed changes are acceptable, the City will advise other potential respondents, thereby maintaining equality in the bid process. Failure to advise the City could result either in rejection of the alternate proposal or in an untimely extension of the sealed bid process.

Vendors may be asked, as part of the bid evaluation process, to supply company financial information. This data will be held in the strictest confidence and be utilized only to help assess the stability of a responding firm. The records will be returned to you after identifying the successful respondent to the bid request.

			
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	Title	Acquisition and Redevelopment – Somersworth Plaza Parking Lot	
	Date	Due 08/30/2018 at 2:00 p.m.	

SECTION 1. INVITATION TO SUBMIT PROPOSALS

The City of Somersworth invites innovative and progressive developers to submit proposals and concept plans for a public/private partnership to acquire and redevelop a municipally owned property, commonly referred to as “Somersworth Plaza”, in keeping with the Plan NH Community Charrette report completed September 2017, (located on our website <http://www.somersworth.com/custompost/plan-nh-somersworth-plaza/>) and the Plaza Commission report presented to the Council April 2018, (attached).

The project should include a mixed-use structure with all 4 sides exhibiting the architecture of a “front of the building”, minimal loss of parking spaces and a greenspace area to serve as a community gathering space.


Applicants may suggest the asset be granted to them at little to no direct cost based on the strength of their plan. While payment for the asset is not a requirement of the proposal, it will be taken into consideration.

1.1 Somersworth Background

Somersworth is a small working-class city on the move! We are only 10-square miles and located in the southern portion of Seacoast New Hampshire and across the Salmon Falls River from Berwick, Maine. Somersworth began as a grist and sawmill-centric community in the early 1800s. In 1822, Great Falls Manufacturing Company, a textile business with 3 mills, was established and other expansive brick mill buildings were later erected beside the river. Many of these mills and associated residential properties have been renovated for reuse and now house restaurants, riverfront residential, art galleries, a print shop and other innovative and eclectic uses. Somersworth’s population of 11,841 residents is mainly young families, with the largest two population blocks between 30 and 40 years old and under 4 years old. The traffic count through our downtown is 13,000 cars a day.

Somersworth is in a renaissance with many projects currently underway in our downtown. In 2014 the bridge between Somersworth and Berwick was rebuilt to include sidewalks and pedestrian scale lighting. In 2016 a multi-year upgrade of downtown streets, parking, bike lanes, sidewalks and landscaped areas was completed. Currently we have the following projects underway:

- 1) An approximately \$1million of continued progress on Downtown street and sidewalk renovations connecting to our Middle/High School under a NH DOT TAP grant
- 2) Municipally funded \$1.2M Complete Street design renovations of Main Street (which the Somersworth Plaza lot fronts on) and others in the downtown area.
- 3) A \$700K NH DES Air Mitigation grant to update and synchronize all traffic lights on High Street (Rte. 9)
- 4) A \$90K LWCF grant to update a nearby community playground at Jules Bisson has been completed. is pending

			
	Request Type	Proposal	Page 3 of 10
	Title	Acquisition and Redevelopment – Somersworth Plaza Parking Lot	
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- 5) Cemetery Road reconstruction as part of the City's complete streets program to improve water, sewer, drainage, sidewalks, and other amenities such as lighting and bike lanes.
 4)6) A \$9 million new Fire Station.

Property Background- The property available is the parking lot property in front of the adjacent Somersworth Plaza building, which is made up of 7 attached, single-story, individually owned commercial condo units, end-capped by a multi-story residential portion with a courtyard. There are several parking spaces leased out to an abutting commercial property that must be accommodated. This site has 162 parking spaces.

This property currently resides in the Business District, and may take advantage of the City's form-based codes Downtown Core Sub-District Area 3 which allows for higher density and uses and infill projects. The property does not require on-site parking because it is within the Special Parking Zoning Overlay Section 31 of Zoning Ordinance. This parcel is also within the Historic District Section 14, 19:50 of the Zoning. This property is located within a designated Economic Revitalization Zone and Opportunity Zone.


The property is in the Form-Based Codes in the Downtown Core Sub-District Area 3 Business Zone with water and sewer currently available. The COAST bus service has several stops in the near proximity of the property. The property is not in the floodplain but has potential multi-story views of the River, Canal and Historic Mills. The parking lot property is currently assessed at \$659,400. \$661,700.

SECTION 2. SPECIFICATIONS:

Development Objectives – Development objective and concerns are outlined in the Plan NH Community Charrette Plaza report dated September 22 and 23, 2017. The proposal that is submitted must conform with the Form-Based Codes in the Downtown Core Sub-District Area 3 zoning that requires, at a minimum, a two-story structure. Additionally, the architectural standards should be harmonious and reflect the goals of the City's Master Plan. The permitted uses allowed include: residential units on upper stories, and business such as professional services/offices, restaurants, retail uses other uses that do not fit present zoning definitions may require a Conditional Use Permit from the Planning Board.

The City of Somersworth encourages developers to respond in a way that meets the goals, standards, and criteria set forth by this Request- For-Proposal (RFP). The submitted proposal shall include the Developer's plan for the design, permitting, construction, operation and maintenance, of the proposed redevelopment. Proposals shall also include the proposed purchase price, project funding plan and timeline for the completion of the project.

Priority Objectives include:

			
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	Title	Acquisition and Redevelopment – Somersworth Plaza Parking Lot	
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1. High architectural value that pulls themes from the historic nature of the surrounding downtown and presents a building “front” on all 4 sides of the building.
2. Building form and open space design that maintains Main Street views of the existing Plaza units.
- 2.3. Streetscapes standards are intended to create a walkable and healthy environment in the Downtown area that supports pedestrian activity, incorporating green infrastructure with maintenance plan, and activating outdoor street space to include outdoor dining.
3. Open space design that incorporates low long-term maintenance options.

The City of Somersworth encourages developers to respond in a way that meets the goals, standards, and criteria set forth by this Request- For-Proposal (RFP). The submitted proposal shall include the Developer’s plan for the design, permitting, construction, operation and maintenance, of the proposed redevelopment.

Prospective developers should undertake their own review and analysis concerning physical conditions, environmental conditions, required permits and approvals, and any other legal considerations. Developers will be responsible for obtaining all applicable State, Federal or Local permits and approvals.

SECTION 3. FISCAL/ ECONOMIC IMPACT

Redevelopment should not place disproportionate requirements on City resources. The City reserves the right to consider any potential financial impact to City resources, whether real or perceived, in the process of accepting or rejecting any proposal.

SECTION 4. QUALIFICATIONS OF THE DEVELOPMENT ENTITY

The proposal must include a description of the development team along with the individuals and organizations to be involved in the development and their experience. At least three business references must be provided for each member of the development team.

The proposal must include a detailed description of the development concept for any disposition of the property and any improvements.

- Proposed uses for the property
- Proposed units by type/unit size
- Preliminary concept renderings
- Identified constraints or challenges
- Description of projects ownership and financial structure
- Preliminary project development budget, financial structure, proposed terms for acquiring the property and projected value of completed project



Request Type	Proposal	Page 5 of 10
Title	Acquisition and Redevelopment – Somersworth Plaza Parking Lot	
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- Identification of predevelopment need and costs and due diligence needs and costs
- Preliminary project schedule and key milestones
- Identify any potential difficulties, along with the firm's proposed resolution and any additional assistance expected from City staff
- Description of the benefits and possible impacts of the project to the surrounding area and to the City of Somersworth including but without limitation to City services that will be required and Traffic impacts.
- Proposals should include infill development plan that may include Phasing/construction plans. Plans should address how they will ensure Plaza Businesses and Tenants can continue to access and operate both during construction phases as well as upon completion of the entire project.
- Proposals should enhance or compliment the revitalization of our downtown in creating a livable, walkable, and vibrant focal point for the City that is physically attractive.
- Proposals should promote business development that encourages entrepreneurs, locally-based businesses and quality employment opportunities for all.
-

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The proposal must include a conceptual site plan that describes the conceptual site improvements, parking, access and overall site improvements.

SECTION 5. SELECTION PROCESS

The City of Somersworth will use the information provided to develop a shortlist of candidates/firms from which to contact and conduct interviews. A City selection review team will review the proposals and choose those firms/individuals who appear to be the most qualified to meet the City's needs/objectives to meet with the City selection review team to discuss a range of topics including the developer's experience, qualifications, and development objectives. Following the interview process the selection review team will review the information received and impressions generated by the interview and forward a recommendation of one or more finalists to the City Council's Economic Development Committee and eventually to the full City Council for a follow up interview/s and/or final selection.

SECTION 6. PROPOSAL PREPERATION AND SUBMISSION REQUIREMENTS

A. General Requirements

1. Sealed proposals must be received by the Finance Office, City of Somersworth, One Government Way, Somersworth, NH 03878 no later than **August 30, 2018 at 2:00 p.m.**



Request Type	Proposal	Page 6 of 10
Title	Acquisition and Redevelopment – Somersworth Plaza Parking Lot	
Date	Due 08/30/2018 at 2:00 p.m.	

2. A non-mandatory site information meeting will be held on ~~August 15, 2018 at 3:00 p.m.~~. Attendance is optional. Staff will be on hand to answer any questions and tour the site if there is interest.
3. Questions and requests for clarification must be in writing and received by the Finance Director, at One Government Way, Somersworth, NH 03878 or sasmith@somersworth.com by ~~August 20, 2018 at 4:30 p.m.~~ All responses will be available ~~by August 24, 2018~~. Consultants who has obtained a copy of the RFP and provided an e-mail address can receive responses directly, in addition, all responses will be posted at this time on the City's website.
4. The proposal should be mailed or delivered directly to:
City of Somersworth
Attn: Scott A. Smith
One Government Way
Somersworth, NH 03878
5. Four (4) copies of the proposal and one copy in electronic format shall be submitted by placing them in a suitably sized envelope or shipping box and labeling with the words "*Acquisition and Redevelopment – Somersworth Plaza Parking Lot*"
6. The City requests that no City officials be contacted during the process. The Finance Director may be contacted only to clarify questions concerning the RFP.
7. The City of Somersworth reserves the right to reject any or all proposals, to waive technical or legal deficiencies, and to accept any proposal that is determined to be in the best interest of the City. Failure to respond to any requirements outlined in the RFP, or failure to enclose copies of the required documents, may disqualify the proposal.

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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



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Title	Acquisition and Redevelopment – Somersworth Plaza Parking Lot
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Date	Due-08/30/2018 at 2:00 p.m.
------	--

Signature/Title

Company

Business Address _____

City/Town _____

State _____


Zip _____

Date

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

			
	Request Type	Proposal	Page 8 of 10
	Title	Acquisition and Redevelopment – Somersworth Plaza Parking Lot	
	Date	Due 08/30/2018 at 2:00 p.m.	

GENERAL TERMS AND CONDITIONS

Preparation of Proposals

Proposals shall be submitted on the forms provided and must be signed by the consultant or the consultant's authorized representative. The person signing the proposal shall initial any corrections to entries made on the proposal form.

Unless otherwise stated in the Request for Proposal, the consultant agrees that the proposal shall be open for acceptance for sixty (60) calendar days from the date of submittal to the City of Somersworth.

Acceptance or Rejection of Bids/Proposals

The City of Somersworth reserves the right to reject any or all proposals, to waive technical or legal deficiencies, and to accept any proposal that is determined to be in the best interest of the City.

The City of Somersworth also reserves the right to reject the proposal of any consultant that has failed to perform properly or complete on time contracts of a similar nature.

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Withdrawal of Proposals

A consultant will be permitted to withdraw their proposal unopened after it has been deposited if such request is received in writing prior to the time specified for opening the proposal.

Public Opening of Proposals

Proposals will be publicly opened and read aloud at the time and place as indicated in the Request for Proposals. Any consultant, authorized agent, or other interested party may be present.

			
	Request Type	Proposal	Page 9 of 10
	Title	Acquisition and Redevelopment – Somersworth Plaza Parking Lot	
	Date	Due 08/30/2018 at 2:00 p.m.	

Proposal Ownership and Costs

Upon submission, proposals become the property of the City of Somersworth. The cost of preparing and submitting a proposal is the sole responsibility of the consultant and shall not be chargeable in any manner to the City. The City will not reimburse any consultant for any costs associated with the preparation and submission of a proposal.

Examination of Proposed Materials

The submission of a proposal shall be deemed a representation and warranty by the consultant that it has investigated all aspects of the RFP, that it is aware of the applicable facts pertaining to the RFP process and its procedures and requirements, and that it has read and understands the RFP. No requests for modification in the provisions of the RFP shall be considered after its submission on the grounds that the consultant was not fully informed as to any fact or condition. Statistical information, which may be contained within an RFP or any addendum thereto, is for informational purposes only. The City disclaims any responsibility for this information that may subsequently be determined to be incomplete or inaccurate.

Quantities


Quantities of materials, whether to be used on projects, or purchased directly by the City, are provided for informational purposes only unless otherwise specifically stated. The City disclaims any responsibility for this information that may subsequently be determined to be incomplete or inaccurate. Consultants are responsible to verify the accuracy of these estimates.

Buy Local

The City of Somersworth reserves the right to award any proposal to local vendors, as determined by the City, even in the event they may not be the lowest qualified vendor, if it is determined to be in the best interest of the City. The City will consider such factors as overall cost, prior service, and any other pertinent information available when making such decisions.

Insurance Requirements

The successful consultant shall procure and maintain insurance, in the amounts and coverage detailed by the proposal documents at the consultant's sole expense. The successful consultant shall be required to present to the City of Somersworth a certificate of insurance in the amounts required naming the City of Somersworth as an additional insured.

			
	Request Type	Proposal	Page 10 of 10
	Title	Acquisition and Redevelopment – Somersworth Plaza Parking Lot	
	Date	Due 08/30/2018 at 2:00 p.m.	

Results

After the proposals are opened and read, the results will be available for the public. Persons that desire a comprehensive list of the results may do so by attending the opening, or requesting such, in writing, to the Director of Finance and Administration.

The award of a proposal shall not be considered official until such time that a Purchase Order, fully executed contract, or an award letter has been issued by the City of Somersworth. No presumption of award shall be made by any consultant until such documents have been executed and are in hand. Verbal notification of award is not considered official. Any action by the consultant to assume otherwise is done so at their own risk and the City will not be held liable for any expense incurred by a consultant that has not received an official award.

MITCHELL MUNICIPAL GROUP, P.A.

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

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

TELEPHONE (603) 524-3885

June 2, 2022

CERTIFICATION

Re: City of Somersworth, New Hampshire

Ordinance No. 12-22

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. 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: _____

6/2/22

By: _____



MITCHELL MUNICIPAL GROUP, P.A.

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

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

TELEPHONE (603) 524-3885

June 2, 2022

CERTIFICATION

Re: City of Somersworth, New Hampshire

Ordinance No. 13-22

Title: **SUPPLEMENTAL APPROPRIATION FOR THE CITY'S MATCH
FOR THE REHABILITATION OF THE EDDY BRIDGE ON
SALMON FALLS ROAD AND THE NEW DAM BRIDGE
ON BUFFUMSVILLE ROAD**

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: _____

6/2/22

By: _____



MITCHELL MUNICIPAL GROUP, P.A.

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25 BEACON STREET EAST
LACONIA, NEW HAMPSHIRE 03246
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LAURA A. SPECTOR-MORGAN
NAOMI N. BUTTERFIELD
JOSEPH H. DRISCOLL, IV

TELEPHONE (603) 524-3885

June 2, 2022

CERTIFICATION

Re: City of Somersworth, New Hampshire

Resolution No. 41-22

Title: **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**

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: 6/2/22

By: 

MITCHELL MUNICIPAL GROUP, P.A.

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

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

TELEPHONE (603) 524-3885

June 2, 2022

CERTIFICATION

Re: City of Somersworth, New Hampshire

Resolution No. 42-22

Title: **TO AUTHORIZE THE CITY MANAGER TO SIGN A LEASE/PURCHASE
AGREEMENT FOR THE PURCHASE OF CITY VEHICLES**

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: 6/2/22

By: 

MITCHELL MUNICIPAL GROUP, P.A.

ATTORNEYS AT LAW
25 BEACON STREET EAST
LACONIA, NEW HAMPSHIRE 03246
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WALTER L. MITCHELL
LAURA A. SPECTOR-MORGAN
NAOMI N. BUTTERFIELD
JOSEPH H. DRISCOLL, IV

TELEPHONE (603) 524-3885

June 2, 2022

CERTIFICATION

Re: City of Somersworth, New Hampshire

Resolution No. 43-22

Title: **AUTHORIZE THE CITY TO USE FUNDING FROM THE MUNICIPAL
AND TRANSPORTATION FUND FOR THE CITY'S MATCH OF THE
EDDY BRIDGE AND NEW BRIDGE REHABILITATION PROJECTS**

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: 6/2/22

By: 

MITCHELL MUNICIPAL GROUP, P.A.

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June 2, 2022

CERTIFICATION

Re: City of Somersworth, New Hampshire

Resolution No. 44-22

Title: **TO AUTHORIZE THE CITY MANAGER TO EXECUTE A COST
SHARING AGREEMENT WITH THE STATE OF NEW HAMPSHIRE
FOR THE EDDY BRIDGE AND NEW DAM BRIDGE
REHABILITATION PROJECTS**

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: 6/2/22

By: 