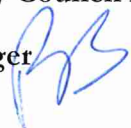




Office of the City Manager

TO: Mayor Dana S. Hilliard and City Council Members
FROM: Robert M. Belmore, City Manager 
DATE: Friday, May 13, 2022
SUBJECT: City Manager's Report for Monday, May 16, 2022 City Council Meeting

6:00 p.m. Council Workshop

Re: National Guard Reuse Commission Report: SRPC Staff and Zoom with Consultants

Attached is a copy of the PowerPoint Presentation provided to the Reuse Commission that will be the basis of the workshop's discussion. A Memorandum that provides some very preliminary costs to run the facility with recreation programming is also attached.

New Business (under Section 15 of Agenda)

Ordinance

- A. **Ordinance No. 11-22: To Amend Chapter 4, Personnel Rules and Regulations Compensation Schedule.** The Government Operations Committee met on April 6th and 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.

I recommend a Public Hearing be scheduled for the next regular Council meeting on Monday, June 6th.

Resolution

- A. **Resolution No. 38-22: City of Somersworth "Eyes on 30" Initiative.** The Mayor has already announced the appointment of 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.** The Public Works & Environment Committee met on March 21st and voted to support this Resolution. The property owner has provided the City with legal escrowed funds that will cover petitioning the Public Utilities Commission (PUC) for approval.
-

- C. Resolution No. 40-22: City Council to Decommission the Basketball Courts on Blackwater Road and to Close Them to the Public.** This was discussed during the Planning Board CIP review as well as at a Recreation Committee meeting. Attached is a copy of the CIP project that shows the proposed repairs with the preliminary amount of \$50,000 to complete rehabilitation of these Courts. Also, attached is a copy of a Workplan from our Sanitary Landfill Superfund Site engineers, Geosyntec, to remove the Courts' asphalt and other associated costs that would most likely be required. Their estimated total with a 10% contingency is \$91,300. We might be able to provide some in-kind highway assistance to peel back some of the contracted work, however, it would involve some significant effort and might also require additional considerations after US EPA and NH DES review. If we leave the asphalt in place, I would have highway take out the basketball posts and boards.

Other

- A. Vote to Release the Covenants Pertaining to the Community Revitalization Tax Relief Program, Chapter 31 (NH RSA-79-E) Granted for the following properties:**
1. 44 Market Street (to Gunwale Properties in 2013)
 2. 67-73 High Street (to Somedowntown LLC in 2015)
 3. 123 Main Street (to Khaleej Real Estate LLC in 2019)

Attached are copies of the information provided by our contracted Assessing Staff.

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

Informational Items

1. **NH Highway Safety Traffic Enforcement Grants.** As has been past practice, I have authorized Chief McLin to apply for several Highway Safety Grant opportunities. If received, these Grants do not require any City matching funds. Attached is a copy of his Memorandum that lists the specific purpose and amounts which includes Speed Enforcement and Distracted Driving Enforcement funding.
2. **Presentation of Financial Statements for year ending June 30, 2021 by Plodzik & Sanderson.** The Annual Financial Report is in your City Hall mailbox.

Attachments

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

Somersworth National Guard Reuse Alternatives Study

01/20/2022



Project Purpose

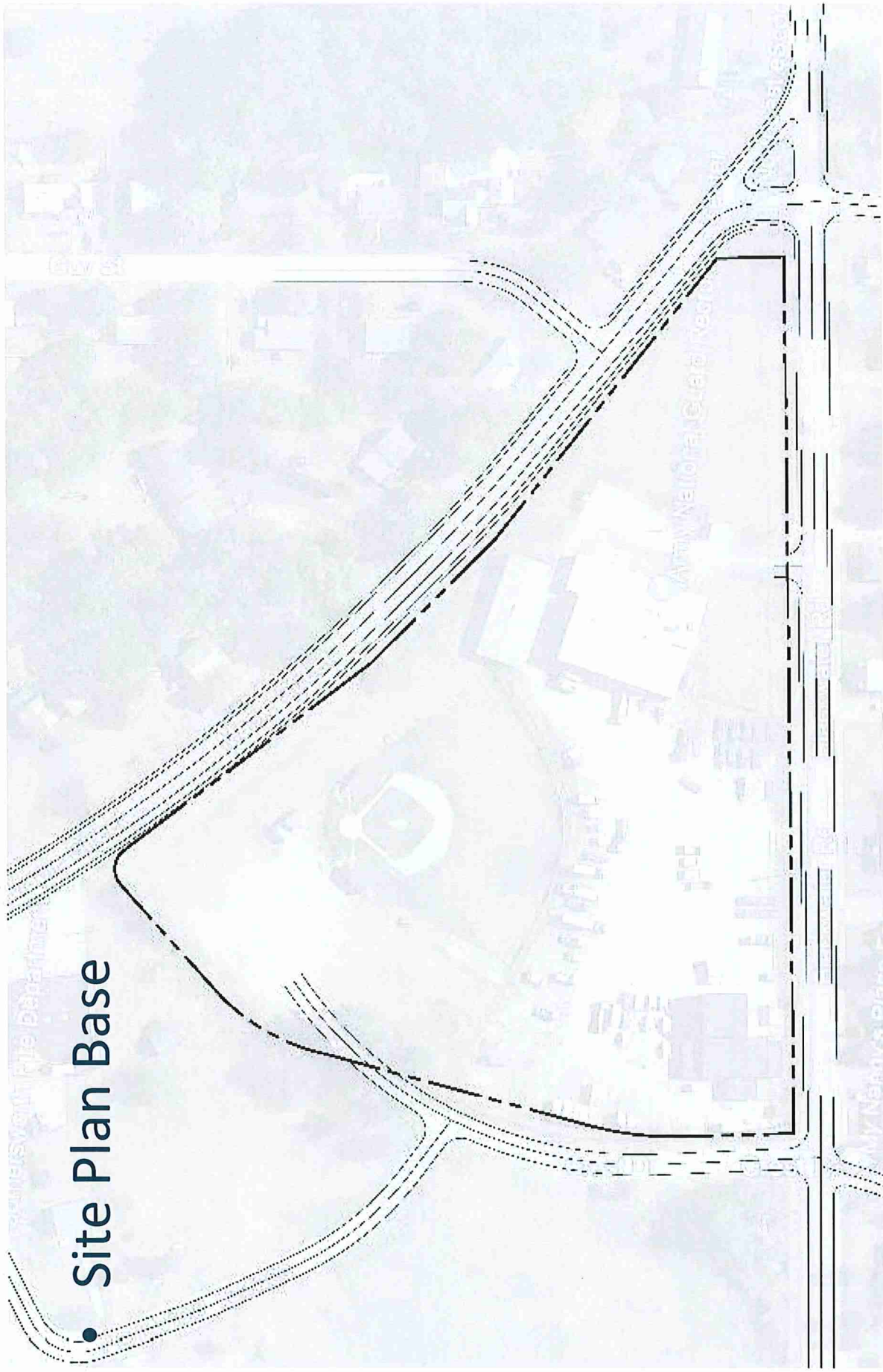
- To help the City of Somersworth consider:
 - A range of re-use options
 - A range of decision points
 - Select a preferred re-use alternative

Project Process

- Site Visit and Understanding
- Quick Concepts and Review (10 ideas)
- Concepts with some Evaluation (5 ideas)
- Develop Alternatives and Evaluation (3 ideas)
- Present to Reuse Committee
- Next Steps?

Project Process

- Site Plan Base



Analysis

- Initial cost to the City (market idea/land, legal, etc.)
- Initial income to the City (land sale)
- Overall cost of project to Owner
- Zoning modifications required
- Impact to Property Tax revenue
- Availability of Grants or Programs to support
- Ranking of complexity
- Expected timeline

Three Alternatives

- Several viable ideas
- With three ownership strategies
- Depicting a range of change, costs, impacts, etc.
- Elements shown here could be mixed to create a preferred direction



Three Alternatives

- Recreation / Community Center
- Brew Pub (or similar)
- Housing

Alternative #1

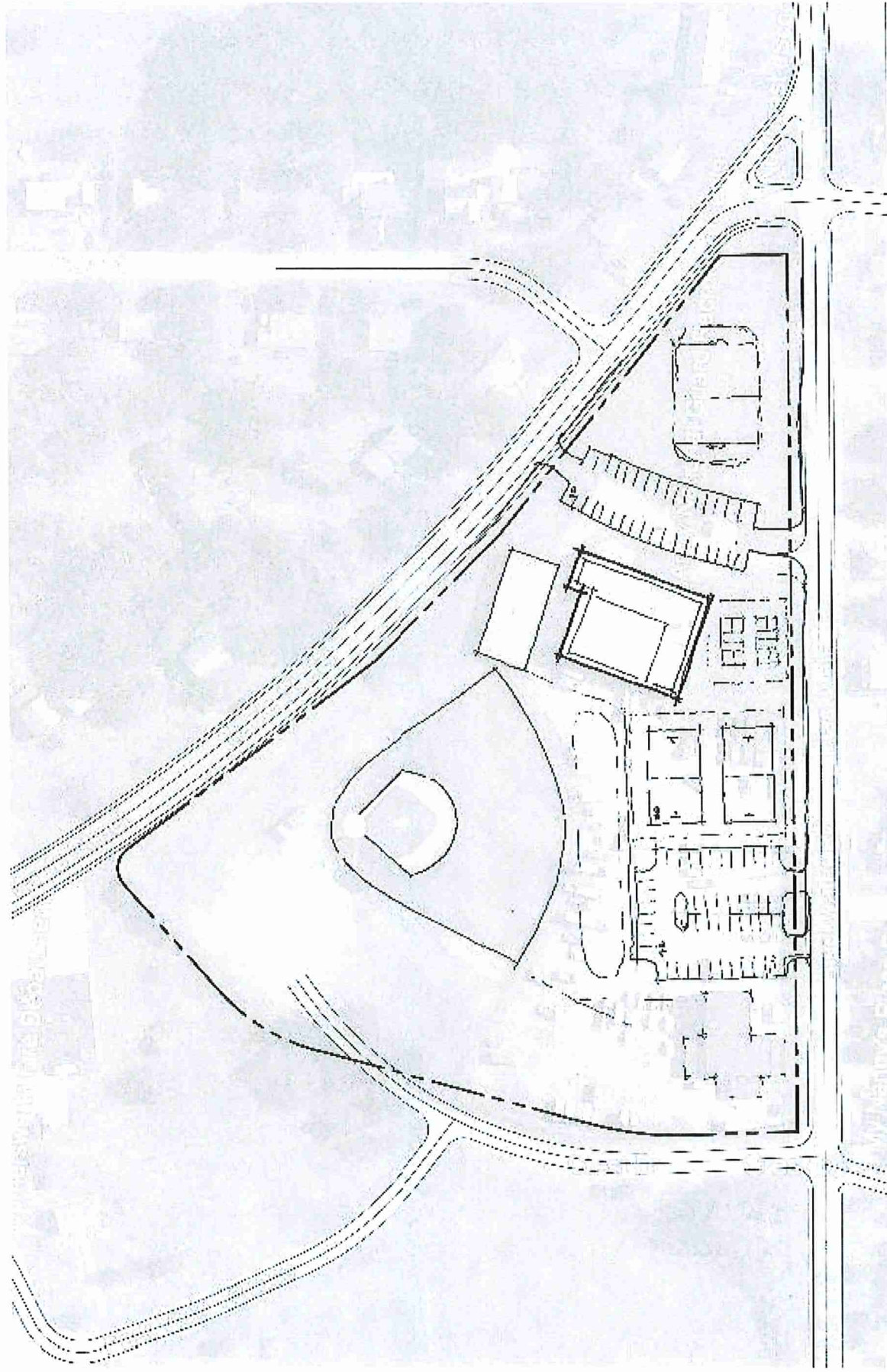
- Recreation / Community Center



Alternative #1

- Recreation / Community Center
 - City retains ownership of property
 - City operated (likely)
 - Some renovation to existing building required
 - Good use of storage building
 - Build pickle ball courts and basketball courts
 - Other recreation courts or fields possible (skating)
 - Add parking
 - Allows Little League to continue as is

Alternative #1



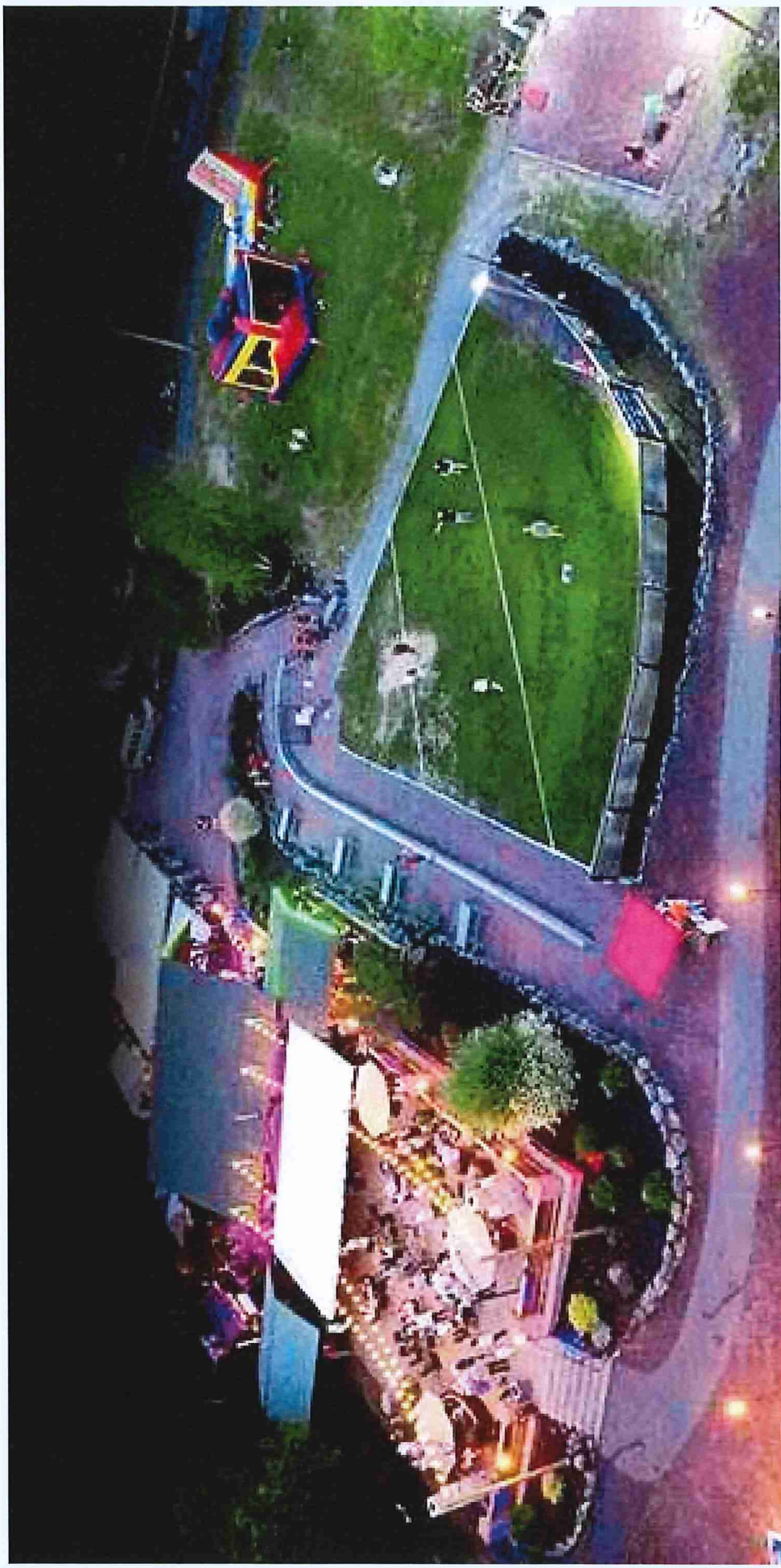
Alternative #1

- Recreation / Community Center

– Initial Cost to the City	\$10,000
– Initial Income to the City	\$0
– Overall cost of project to City	\$1.25 M
– Zoning modification	None required
– Impact to Property Tax revenue	No impact
– Grant or Programs to Support <ul style="list-style-type: none"> • State Recreation Grant 	Maybe
– Short-term complexity for City	Fairly simple
– Long-term complexity for City	Fairly complex
– Earliest expected completion	2024

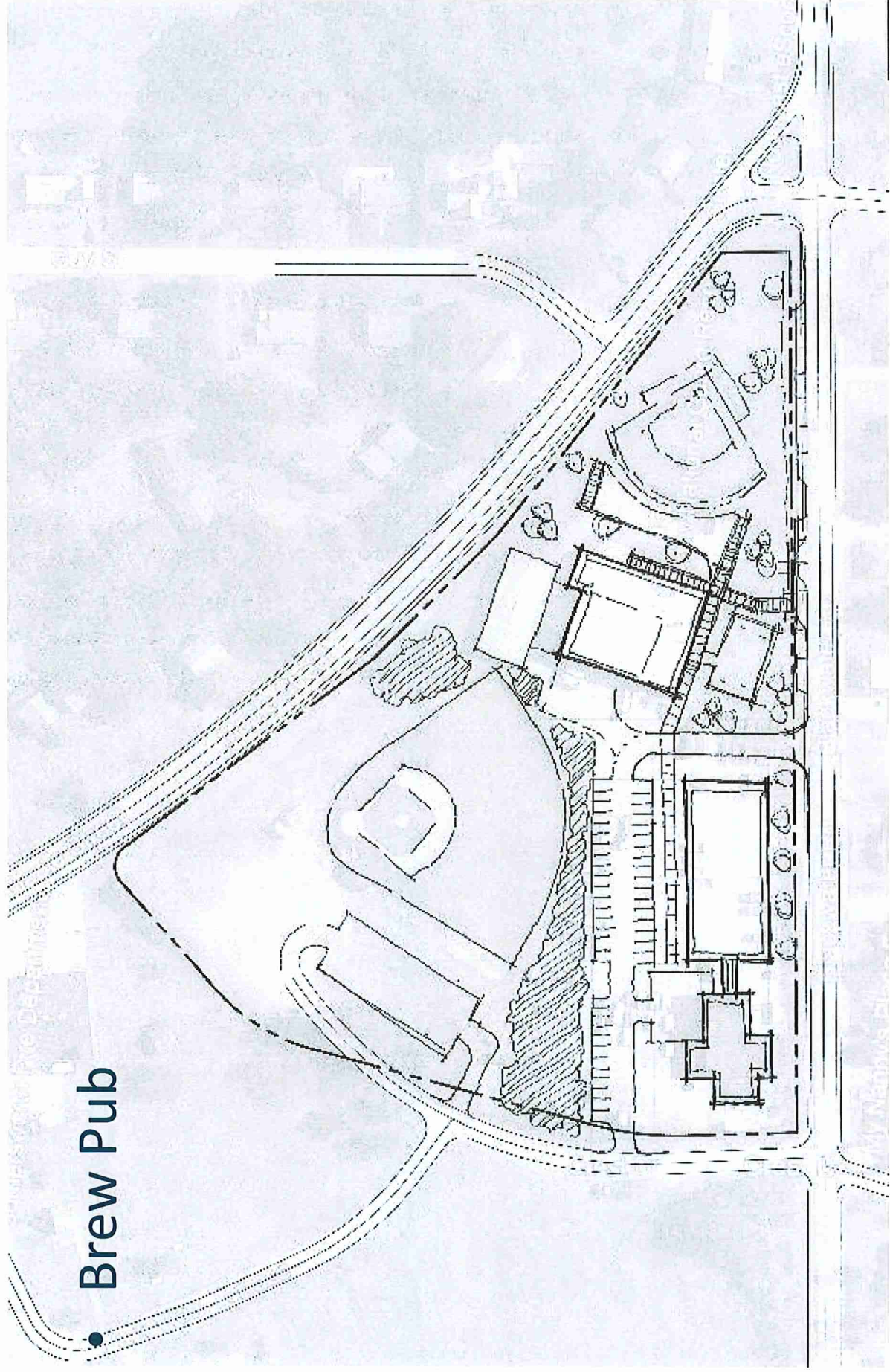
Alternatives #2

- Brew Pub



- Brew Pub
 - Portion of property sold to a business interest
 - Upgrade to existing building required
 - Could include new infill building
 - Better use of site
 - Better street presence
 - Add new parking
 - Possible reuse of Vehicle Service building
 - Allows Little League to continue as is

Alternative #2

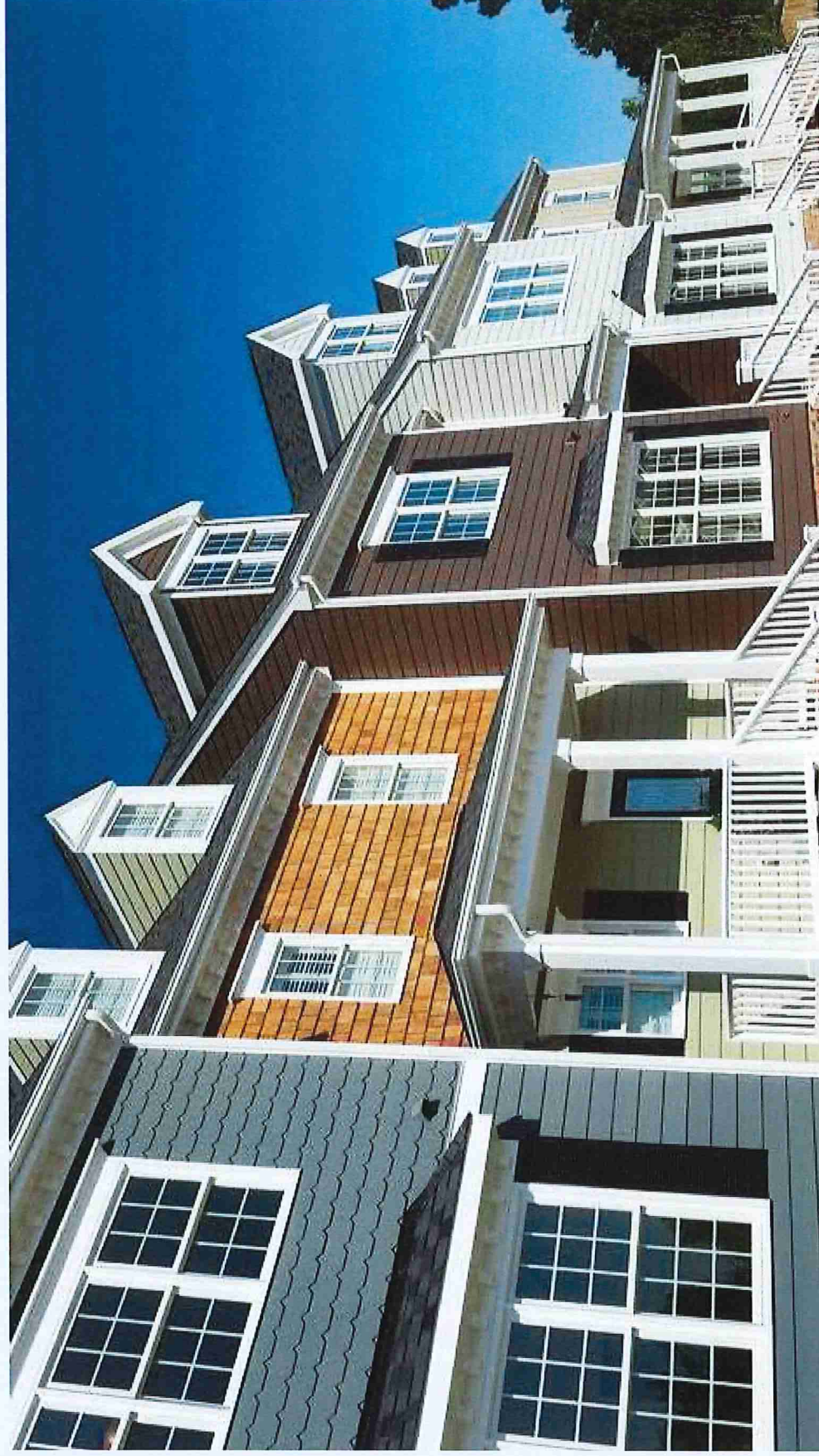


Alternative #2

• Brew Pub	
– Initial Cost to the City (legal / marketing)	\$40,000
– Initial Income to the City (land sale)	\$250,000 +
– Overall cost to Project Owner	\$6 M
– Zoning change required	Yes
– Impact to Property Tax revenue	\$135,000 / year
– Grant / Tax Programs to Support	Likely
• Job creation related CDBG, ARPA, ERZ	
– Short-term complexity for City	Moderate
– Long-term complexity for City	Fairly simple
– Earliest expected completion	2024

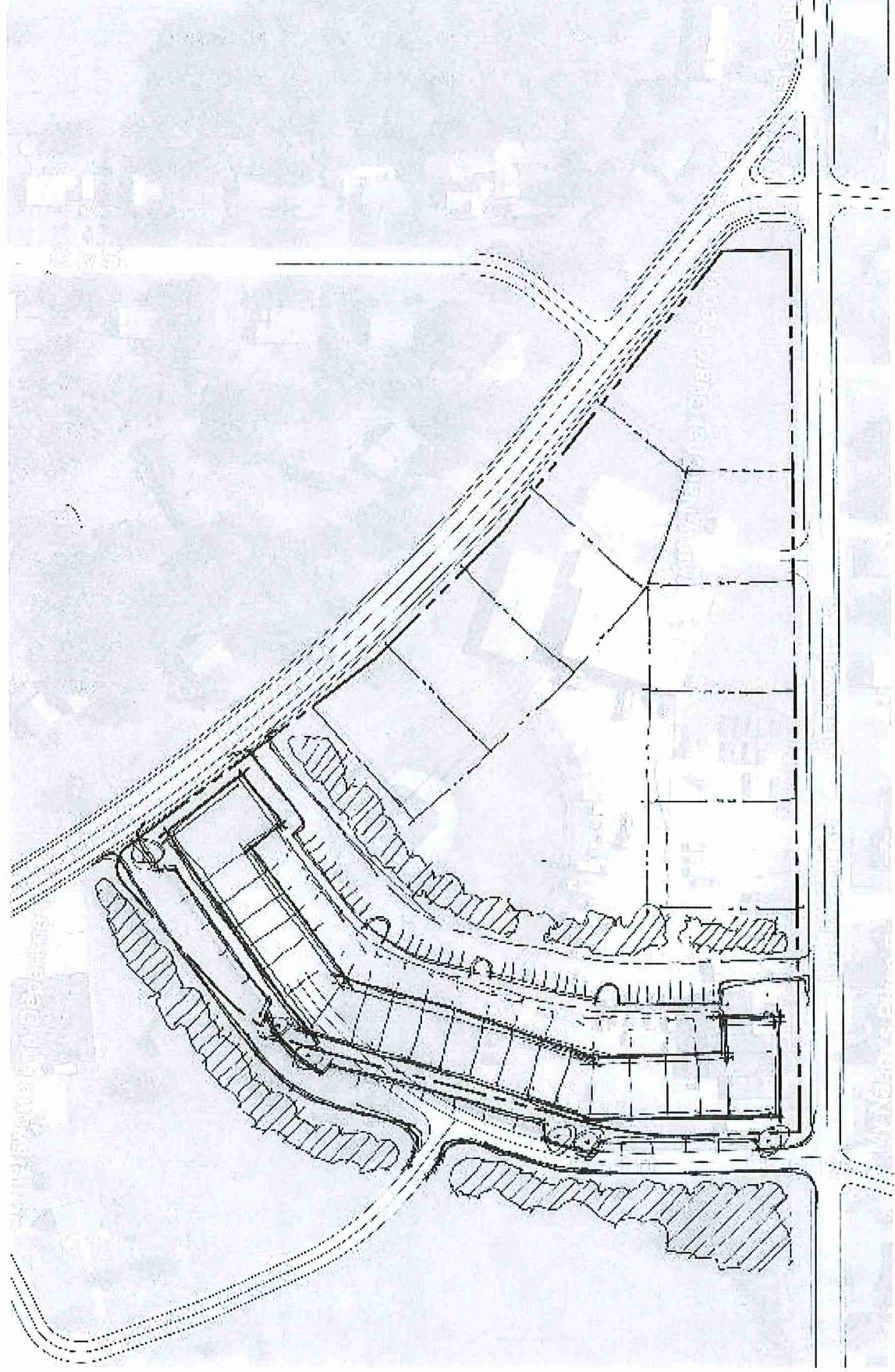
Alternative #3

- Housing



- Housing
 - Property sold to developer
 - Clear site
 - Remove existing buildings
 - Remove Little League field
 - Single-family lots (8 +/-)
 - Townhouse units (24 +/-)
 - Off-street parking
 - New connecting road
 - Some on-street parking

Alternative #3



Alternative #3

• Housing	
– Initial Cost to the City (legal / marketing)	\$155,000
– Initial Income to the City (land sale)	\$500,000
– Overall cost of project to Owner	\$13.8 M
– Zoning change required	Yes
– Impact to Property Tax revenue	\$310,000 / year
– Grant / Programs to Support Available	Unlikely
• Related to housing	
– Short-term complexity for City	Fairly complex
– Long-term complexity for City	Fairly simple
– Expected completion	2025

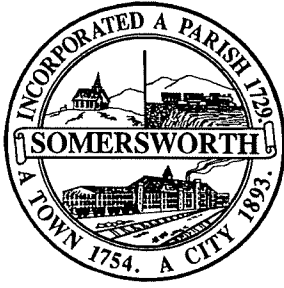
- Discuss ideas
- Select a preferred alternative
 - Recreation Center
 - Brew Pub
 - Housing
 - A combination of elements

Next Steps

- What would be helpful?
 - Financial Model
 - Written report
 - Graphics
 - Other?



Thank You



MEMORANDUM

To: Bob Belmore, City Manager
CC: Michelle Mears, Director of Planning and Community Dev
Kristen Davenport, Recreation Supervisor
From: Scott Smith, Finance Director
Date: April 18, 2022
Re: Estimated Costs – Recreation programming at the National Guard Site

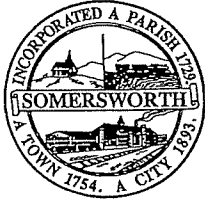
The National Guard Building Reuse Committee has requested that we develop estimated costs to utilize the National Guard Facility as a Recreation/Community Center. The following assumptions have been made to that end:

- We have assumed to operate the facility 40 hours per week, Monday through Friday, we would need to increase the current recreation secretary position from part-time to full-time, add 1 full-time recreation assistance, and add 4 part-time recreational employees at 20 hours per week each.
- No capital costs for the facility have been developed at this time.
- No specific programming has been developed, so costs for equipment and supplies for programming have not been developed at this time.
- We have not assumed any re-use of the Field Maintenance Shop, so utilities are only for the Armory Building.
- Utility estimates have been provided by the National Guard based on the State's 2020 Fiscal Year.
- Assumes Highway will provide snowplowing operations during winter time.
- Estimates provided are in addition to the current operating budget for Recreation and assumes other programming will remain in place.
- Have not developed programming fees that may be charged to users and provide revenue to support the cost of programming.

The estimated incremental increase in costs for staffing and utilities to operate the National Guard site as a Recreation/Community Center are as follows:

Salaries	\$114,837
Benefits other roll-ups	58,515
Electric	3,400
Water/Sewer	353
Natural Gas	5,888
Trash/Recycling	752
HVAC/Generator	<u>3,791</u>
Total	\$187,536

If you have any questions or need any additional information, please let me know.



City of Somersworth – Ordinance

Ordinance No: **11-22**

TO AMEND CHAPTER 4, PERSONNEL RULES AND REGULATIONS COMPENSATION SCHEDULE

May 2, 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
H	26.71	27.74	28.86	29.95	31.22	32.46

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

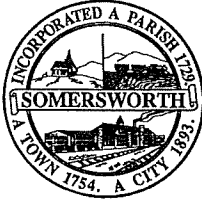
Authorization

Sponsored by Councilors:

Richard R. Michaud
Donald Austin
Matt Gerding
David A. Witham

Approved:

City Attorney



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

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

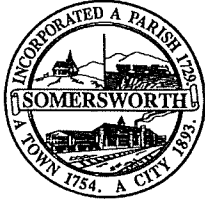
WHEREAS, there is one buildable lot left in the Kelwyn Drive subdivision at tax map lot 5-20, that has requested water service from the City of Somersworth; and

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	
<i>Sponsored by Councilors:</i> David A. Witham Denis Messier Kenneth Vincent Martin Pepin	<i>Approved:</i> City Attorney



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

DATA ENTRY FORM #B3

Project Title:	Blackwater Road Basketball Court Rehab		
Department:	Submitted By:	Date:	Project Cost:
Development Services	Michael Bobinsky	August 14, 2021	\$50,000
<p>1. General Project Description? Rehabilitation of the two basketball courts at Blackwater Road. Rehabilitation will include new playing surface, with striping and installation of new hoops and backboards.</p> <p>2. How will this expenditure improve service, productivity, or lower operating cost to the City of Somersworth? The existing hoops and backboards are in disrepair, the existing surface is cracked.</p> <p>3. Is this a replacement item? Yes If NOT, How was the need previously met?</p> <p>4. List name of Firm and price of quotes received. Hoop/backboard \$1000 each, plus \$500 installation (estimated) Asphalt surface (3" overlay) = \$18,000 per court Striping \$1,000 per court Total = \$20,500 per court, plus 20% contingency = \$25,000 per court</p> <p>This court is in significant disrepair. In lieu of funding a repair, City Council will need to be engaged on the possibility of its abandonment.</p>			
			
Total Project Funds:	FY23	FY24	FY25
Sources:			
General Fund			\$50,000
Bonds/Lease			
Grant			
Enterprise Fund			
Other			
Totals	\$0		\$50,000
Commence FY:	Quarter:	Prior Years' Funding	Total
		\$0	\$50,000
		\$0	\$50,000

Memorandum

TO: Robert M. Belmore, City Manager
City of Somersworth, NH

FROM: David Bonnett, P.E., Youngmin Cho, P.E., and Suzanne O'Hara
Geosyntec Consultants (Geosyntec)

DATE: 22 April 2022

SUBJECT: Work Plan for Decommissioning Basketball Court
Somersworth Sanitary Landfill Superfund Site
City of Somersworth, NH

This memorandum presents a work plan for decommissioning of a basketball court at the Somersworth Sanitary Landfill Superfund site (the Site) in the City of Somersworth, New Hampshire (the City). The remainder of this work plan presents a brief project background, a general work sequence and plan, assumptions, and a budget estimate to oversee and complete the work.

PROJECT BACKGROUND

The Site includes a landfill that was active from the mid-1940s to 1981. A preferred Source Control Remedy was implemented as a result of a Consent Decree (United States Environmental Protection Agency [USEPA], 1995). Sometime after the construction of a Chemical Treatment Wall and permeable cover, the City reclaimed a portion of the eastern area for use as a recreational facility that included a basketball court. The City has indicated that the approximately 15,000-sq. feet basketball court be decommissioned and restored compatible with the surrounding final closure cap of the Site. It is our current understanding that, when the basketball court was constructed, it consists of the following, from top to bottom:

- 2~3-inch thick asphalt pavement
- 4~6-inch thick aggregate layer
- 12~24-inch thick general fill layer, underlain by waste

It should be noted that the Site investigation performed in 2011 indicates approximately 2 feet of soil exists below the basketball court (reference Figure 1). The test pit investigation was performed at two locations along the edge of the basketball court and found that the asphalt thickness is approximately 2.5 inches and the aggregate layer thickness is approximately 5~6 inches. However, the above-presented thickness information should be considered preliminary for planning and discussion purposes.

WORK PLAN

The general construction sequence, requirements, and assumptions are presented below:

1. **Obtain agencies' approval:** Geosyntec expects that approval of this work plan to be obtained from USEPA and NH Department of Environmental Services (NHDES) at least 2 months prior to the construction initiation. This will allow sufficient time to test topsoil materials (see the subsequent section for the testing requirements) and coordinate with contractors if used.
2. **Notify USEPA and NHDES** of the construction initiation at least 2 weeks prior to the mobilization and hold a pre-construction meeting.
3. **Install temporary erosion and sedimentation (E&S) control measure:** Prior to disturbance of the court, silt fence or equivalent (e.g., coir wattle or rolls) shall be installed around the perimeter. The estimated area and the perimeter of disturbance are approximately 16,500 sq. feet and 520 lineal feet. An estimated 520-feet of temporary E&S control shall be used. The controls shall be maintained throughout the construction period, and silt/debris shall be removed regularly and immediately after any storm event with precipitation greater than or equal to 0.25 inches. Reference additional requirements set forth in the attached specifications (Section 02270 – Erosion Control, Dust Control, and Clearing and Grubbing), which are excerpts from the Clean Soil Fill Cover Repair Construction Documents of the Site, prepared by Geosyntec and dated July 2013.
4. **Install a safety measure:** To minimize foot traffic, a 4-foot tall orange plastic safety fence shall be installed along the limit of disturbance (520 feet). The fence may be moved as needed and shall be maintained throughout the construction period.
5. **Decommission the basketball posts:** The basketball hoops shall be removed by cutting the post at least 6 inches below the existing ground surface (i.e., asphalt pavement). Extra caution shall be exercised not to expose or excavate underlain waste. The decommissioned basketball posts and boards shall be reused or properly disposed of. Note that the basketball posts and boards are considered clean.
6. **Asphalt pavement removal:** Strip the asphalt pavement and haul it to a City's stockpile area for reuse. Extra caution shall be exercised not to expose or excavate underlain waste. Note that the removed asphalt pavement is not considered contaminated as it was constructed immediately on top of the clean fills (i.e., aggregate and general fill).
7. **Aggregate removal:** Strip the aggregate up to 16 inches and haul it to a City's stockpile area for reuse. The total excavation depth, including the asphalt pavement and aggregate, shall not exceed 18 inches. Extra caution shall be exercised not to expose or excavate underlain waste. Note that the removed aggregate is not considered contaminated as it was constructed immediately on top of the clean fill (i.e., general fill).

8. **Place topsoil (loam):** Place topsoil into the excavated area. The finished grades shall be similar to the pre-excavation condition and flush with the surrounding ground surface. When grading the surface, adjustment shall be made to avoid channeling stormwater runoff.
- a. The topsoil shall meet the following requirements (note, it may take more than a month to receive and review the laboratory test results of a proposed topsoil material. Therefore, the construction schedule shall account for the soil laboratory testing period):
 - i. Topsoil shall:
 - 1. be a natural, fertile, friable soil typical of local productive soil, neither excessively acid nor alkaline;
 - 2. contain no substances that would be detrimental to vegetative growth; and
 - 3. be free of stumps, roots, heavy or stiff clays, stones larger than 1 inch in diameter.
 - ii. If a single source of imported material is used, only one initial screening test is required. An initial screening must be performed for each source if multiple sources are used.
 - iii. The sample protocols defined in USEPA SW-846 in taking representative samples shall be used as a guideline.
 - iv. At a minimum, one set of tests per soil source shall be conducted by the Contractor and meet the New Hampshire Code of Administrative Rules Soil Remediation Criteria (Table 600-2) for the following constituents:
 - 1. Metals determined using USEPA method 6010C;
 - 2. Mercury determined using USEPA method 7471B;
 - 3. Volatile Organic Compounds determined using USEPA Methods 8260C; and
 - 4. 1,4-Dioxane determined using USEPA method 8270D.
 - v. The topsoil shall contain not less than 4 percent or more than 10 percent organic material. The topsoil can be a mixture of compost and native and/or imported soil.
 - b. Place topsoil in one loose lift with a thickness of 10 inches \pm 2 inches (minimum 8-inch thickness). The loose lift shall be compacted using dozer tracks (at a minimum of two passes). The finished topsoil shall have a minimum thickness of 1 foot.

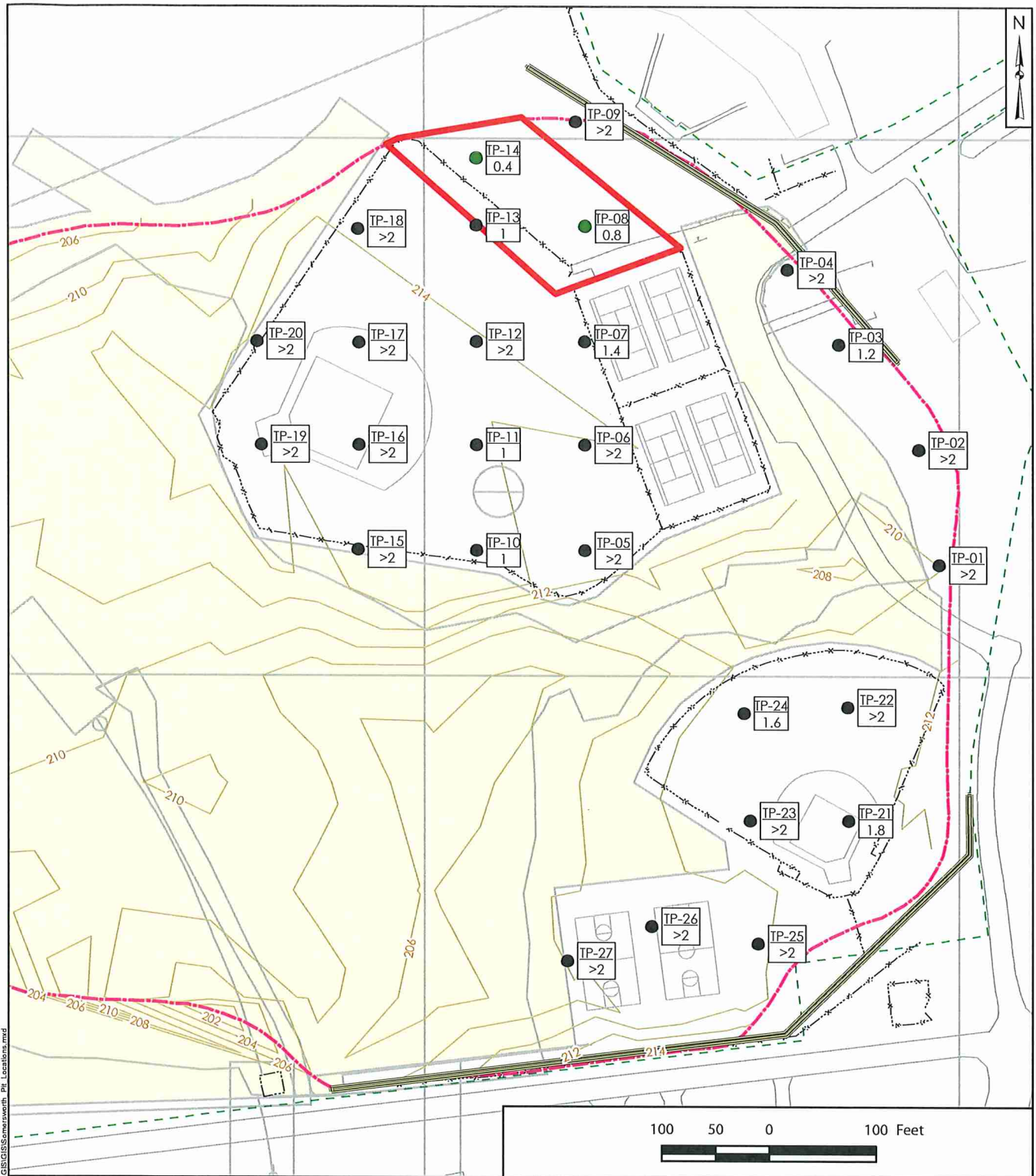
- c. The maximum acceptable soil clod size after placement is 3 inches. Reduce clod size by disking, raking, tracking with a dozer, or other means. Soil clumps, consisting of an agglomeration of smaller clods, will not be considered clods.
 - d. Shall not place frozen fill or place fill material on frozen, saturated subgrade, or during periods of precipitation unless otherwise approved by the City or City's representative.
 - e. The finished surface shall be scarified to promote seed germination.
9. **Vegetation:** Refer to the attached specifications (Section 02930 – Revegetation), which are excerpts from the Clean Soil Fill Cover Repair Construction Documents of the Site, prepared by Geosyntec and dated July 2013.

Additional Assumptions and Requirements

- 1. It is our understanding that the City may perform portions of the basketball court decommissioning and restoration construction, with the exception of vegetation.
- 2. All onsite personnel shall conform to the attached health and safety specifications (Section 01620 – Health and Safety), which are excerpts from the Clean Soil Fill Cover Repair Construction Documents of the Site, prepared by Geosyntec and dated July 2013.
- 3. The construction will be overseen by a City's representative, who shall have a valid Occupational Safety and Health Administration (OSHA) 40-Hour Hazardous Waste Operations and Emergency Response (HAZWOPER) train completion certificate.
- 4. Dust shall be controlled throughout the construction period per the attached specifications (Section 02270 – Erosion Control, Dust Control, and Clearing and Grubbing), which are excerpts from the Clean Soil Fill Cover Repair Construction Documents of the Site, prepared by Geosyntec and dated July 2013.
- 5. All construction will be completed within 5 business days (8 hours per day).
- 6. Seeding shall occur during the periods indicated in the New Hampshire Stormwater Manual (December 2008).

Attachments:

Figure 1 Landfill Cover Thickness and Proposed Area for Addition of Fill
A Technical Specifications



Legend

- Landfill cover <1 feet deep
- Landfill cover ≥1 feet deep
- Soil Gas Collection Trench
- Permeable Cover Installed in 2001¹
- Proposed Area for Addition of Fill
- Fence Line
- Property Line
- Waste
- Surface Water
- TP-20 0.4 Test Pit ID
Depth of Cover (feet)

¹ As built drawings from the Final Interim Remedial Action Report for Preferred Remedial Action at the Somersworth Sanitary Landfill Superfund Site.

Landfill Cover Thickness and Proposed Area for Addition of Fill Somersworth Landfill Superfund Site, Somersworth, NH

Geosyntec
consultants

Guelph

October 2012

Figure

1

Table 1

Construction Cost Estimate for Basketball Court Decommissioning and Restoration
Somersworth Sanitary Landfill Superfund Site, Somersworth, NH

Component	Unit Price	Unit	Quantity	Cost Estimate (CAD)
A - Construction Oversight and Certification				
Construction oversight and certification - Table 2	\$15,600	Estimate	1	\$ 15,600
City Permits (assumed not to be required)				
Subtotal				\$ 15,600
B - General Construction and Site Management				
Silt fence or equivalent	\$ 7	LF	520	\$ 3,700
Orange construction safety fence	\$ 1	LF	520	\$ 300
Basketball posts and boards removal ⁽³⁾	\$ 250	4	4	\$ 1,000
Subtotal				\$ 4,000
C - Earthwork				
Asphalt pavement removal	\$ 0.46	SF	15,000	\$ 6,900
Aggregate removal	\$ 0.46	SF	16,500	\$ 7,600
Offsite stockpiling of excavated asphalt and aggregate ⁽⁴⁾	\$ 10	CY	1,000	\$ 10,000
Topsoil placement	\$ 34	CY	1,000	\$ 34,000
Hydroseeding and mulching (exclude irrigation)	\$ 0.30	SF	16,500	\$ 4,900
Subtotal				\$ 63,400
Sub-Total				\$ 83,000
10% Contingency				\$ 8,300
Total				\$ 91,300

Notes:

- (1) The unit costs are developed based on 2022 RS Means (41st Edition), published by Gordian®, Geosyntec's experience, and City's input.
- (2) See memorandum entitled "Work Plan for Decommissioning Basketball Court" for details and assumptions.
- (3) Assume infrastructure can be reused or recycled (no cost for off-site disposal included).
- (4) Assume material can be reused (no cost for off-site disposal included).

79E Community Revitalization Tax Relief Incentive**SUMMARY MEMORANDUM**

March 24, 2022

To: Scott A. Smith, Deputy City Manager/Director of Finance

From: Marybeth G. Walker, CNHA, Assessor's Agent, and

Nancy M. Miller, Senior Appraiser

Re: Tax Savings for 79E Property

Property Location: 44 Market Street

Parcel: 11-187-0

Owner: Gunwale Properties LLC

The purpose of this memorandum is to inform the City Council that the 79E agreement for the above referenced property has come to full term.

History: At the time of the 79E approval, in 2013, assessment records indicate the property consisted of a 2 story commercial building, with a vacant storefront on the 1st floor and office space on the 2nd floor.

After completion of renovations, the property now consists of a mixed use building, with a commercial unit, currently occupied by Smoke and Cream Restaurant, on the 1st floor with adjacent outdoor patio, and a new 2-bedroom apartment was created on the 2nd floor. The original 2013 assessment was \$108,400. The current 2022 assessment is \$225,300.

Below is a chart with a breakdown of the assessments, from the year the 79E tax relief was granted to 2022. The chart includes taxes for each year, both actual billed and what would have been billed without the 79E tax relief.

PROPERTY:	44 MARKET ST			PARCEL ID:	11 187 0	
ORIGINAL ASSESSMENT	\$108,400			79E START & END YEARS	2014	2021
		ASSESSMENT		TAXES		
YEAR	TAX RATE	ACTUAL (based on renovations)	79E Assessment	ACTUAL Taxes Billed	If 79E tax relief were not granted	Tax Savings based on 79E tax relief
2022		225,300				
2021	27.53	174,200	127,000	\$3,496.31	\$4,795.73	\$1,299.42
2020	27.85	174,200	127,000	\$3,536.95	\$4,851.47	\$1,314.52
2019	27.28	127,000	127,000	\$3,464.56	\$3,464.56	\$0.00
2018	33.41	119,200	119,200	\$3,982.47	\$3,982.47	\$0.00
2017	33.09	108,800	108,800	\$3,600.19	\$3,600.19	\$0.00
2016	32.12	108,400	108,400	\$3,481.81	\$3,481.81	\$0.00
2015	32.25	108,400	108,400	\$3,495.90	\$3,495.90	\$0.00
2014	31.14	108,400	108,400	\$3,375.58	\$3,375.58	\$0.00
			TOTAL TAX SAVINGS FROM 79E:			\$2,613.94
Comments:	2022 Assessment based on final review of work completed.					

79E Community Revitalization Tax Relief Incentive

SUMMARY MEMORANDUM

March 24, 2022

To: Scott A. Smith, Deputy City Manager/Director of Finance
From: Marybeth G. Walker, CNHA, Assessor's Agent, and
Nancy M. Miller, Senior Appraiser
Re: Tax Savings for 79E Property

Property Location: 67-73 High Street
Current Owner: Somedowntown LLC (as of 5/4/2018)
Owner when 79E Granted: 335-337 Main Somersworth LLC

Parcel: 11-63-0

The purpose of this memorandum is to inform the City Council that the 79E agreement for the above referenced property has come to full term.

History: Based on assessment records, at the time the 79E was granted, the property consisted of a commercial building with 2 storefront units with an unfinished 2ND floor used for storage. After completion of renovations, the property now consists of a mixed use building, with 2 storefront units, currently occupied by Teatotaler and Leroy's Styles on the 1st floor. A new 2-bedroom apartment with rooftop deck was created on the 2nd floor. The original 2015 assessment was \$126,800. The current 2022 assessment is \$300,200.

Below is a chart with a breakdown of the assessments, from the year the 79E tax relief was granted to 2022. The chart includes taxes for each year, both actual billed and what would have been billed without the 79E tax relief.

PROPERTY:	67-73 High St			PARCEL ID:	11-63-0	
ORIGINAL ASSESSMENT	\$126,800			79E START & END YEARS	2015	2022
		ASSESSMENT		TAXES		
YEAR	TAX RATE	ACTUAL (based on renovations)	79E Assessment	ACTUAL Taxes Billed	If 79E tax relief were not granted	Tax Savings based on 79E tax relief
2022		300,200				
2021	27.53	282,300	147,600	\$4,063.43	\$7,771.72	\$3,708.29
2020	27.85	282,400	147,600	\$4,110.66	\$7,864.84	\$3,754.18
2019	27.28	216,100	147,600	\$4,026.53	\$5,895.21	\$1,868.68
2018	33.41	126,800	126,800	\$4,236.39	\$4,236.39	\$0.00
2017	33.09	126,800	126,800	\$4,195.81	\$4,195.81	\$0.00
2016	32.12	126,800	126,800	\$4,072.82	\$4,072.82	\$0.00
2015	32.25	126,800	126,800	\$4,089.30	\$4,089.30	\$0.00
			TOTAL TAX SAVINGS FROM 79E:			\$9,331.15
Comments:	2022 Assessment based on final review of work completed.					

79E Community Revitalization Tax Relief Incentive

SUMMARY MEMORANDUM

March 24, 2022

To: Scott A. Smith, Deputy City Manager/Director of Finance
From: Marybeth G. Walker, CNHA, Assessor's Agent, and
Nancy M. Miller, Senior Appraiser
Re: Tax Savings for 79E Property

Property Location: 123 Main Street Parcel: 10-182-0
Current Owner: Susan J. Lawrence & Christine McLaren (as of 12/3/2020)
Owner when 79E Granted: Khaleej Real Estate LLC

The purpose of this memorandum is to inform the City Council that the 79E agreement for the above referenced property has come to full term.

History: Based on assessment records, the property consists of a mixed use building, with a storefront on the 1st floor, which is currently vacant, and two 1-bedroom apartments on the 1st and 2nd floors. The original 2019 assessment was \$186,400. The current 2022 assessment is \$184,400.

Below is a chart with a breakdown of the assessments, from the year the 79E tax relief was granted to 2022. The chart includes taxes for each year, both actual billed and what would have been billed without the 79E tax relief.

PROPERTY:	123 Main St			PARCEL ID:	10-182-0	
ORIGINAL ASSESSMENT	186,400			79E START & END YEARS	2019	2022
		ASSESSMENT		TAXES		
YEAR	TAX RATE	ACTUAL (based on renovations)	79E Assessment	ACTUAL Taxes Billed	If 79E tax relief were not granted	Tax Savings based on 79E tax relief
2022		184,400				
2021	27.53	184,200	186,400	\$5,131.59	\$5,071.03	(\$60.57)
2020	27.85	193,400	186,400	\$5,191.24	\$5,386.19	\$194.95
2019	27.28	185,800	186,400	\$5,084.99	\$5,068.62	(\$16.37)
			TOTAL TAX SAVINGS FROM 79E:			\$118.02
Comments:	2022 Assessment based on final review of work completed.					
	2021 assessment decreased due to correction of location adjustment,					
	to keep consistent with adjacent properties in neighborhood.					

The terms of the Covenant which is hereby granted by the GRANTOR to the GRANTEE with respect to the above described PROPERTY are to be co-extensive with the tax relief period and are as follows:

GRANTOR'S COVENANTS:

REHABILITATION OF PROPERTY. The GRANTOR agrees to substantially rehabilitate the PROPERTY during the term of this Agreement in accordance with GRANTOR'S proposal approved by GRANTEE on April 15, 2013. The substantial rehabilitation contemplated by GRANTOR'S proposal approved by GRANTEE on April 15, 2013 shall be completed by the GRANTOR on or before March 31, 2014. All of the work on the attached scope of work must be completed in order for the tax relief to take effect. If only some of the work on the attached scope of work is completed prior to March 31, 2014, then the PROPERTY shall be fully assessed for the value of that work during the tax year(s) commencing 2014.

MAINTENANCE OF THE PROPERTY. The GRANTOR agrees to maintain, use and keep the structure in a condition that furthers the public benefits for which the tax relief was granted and accepted during the term of the tax relief under New Hampshire RSA 79-E.

REQUIRED INSURANCE, USE OF INSURANCE PROCEEDS, AND TIMEFRAME TO REPLACE OR REMOVE DAMAGED PROPERTY. The GRANTOR agrees and is required to obtain and maintain casualty insurance, as well as flood insurance, if appropriate. The GRANTEE requires a lien against proceeds for any insurance claims to ensure proper restoration or demolition of any damaged structures and property. The GRANTEE further requires that the restoration or demolition commence within one year following any insurance claim incident; otherwise the GRANTOR shall be subject to the termination provisions set forth in New Hampshire RSA 79-E:9, I.

RECORDING. THE GRANTEE agrees to and shall provide for the recording of this Amended Covenant with the Strafford County Registry of Deeds. It shall be a burden upon the PROPERTY and bind all transferees and assignees of such PROPERTY. The GRANTOR will be solely responsible for payment of the recording fees.

ASSESSMENT OF THE PROPERTY. The GRANTEE agrees that the PROPERTY shall be assessed, during the term of the Tax Relief Granted based on the value of the property and all such improvements in place as of [date if council approval] or such other value utilized by the Assessor to address improvements not covered by New Hampshire RSA 79-E. If the terms of these covenants are not met, the Property Tax Relief will be discontinued. Furthermore, the GRANTEE will assess all taxes to the owner as though no tax relief was granted, with interest in accordance with New Hampshire RSA 79-E:9, II.

EXPIRATION, CONSIDERATION.

- I. EXPIRATION. Upon final expiration of the terms of the tax relief and associated covenants, the tax assessment will convert to the then full fair market value and these covenants will be concluded.
- II. CONSIDERATION. The Tax Collector shall issue a summary receipt to the owner of such PROPERTY and a copy to the governing body of the City of Somersworth for

the sums of tax relief accorded during the term of this Agreement. The local governing body shall, upon receiving a copy of the above-mentioned consideration, execute a release of the Covenant to the GRANTOR who shall record such a release with the Strafford County Registry of Deeds. A copy of such release or renewal shall also be sent to the local assessing official.

- III. MAINTENANCE OF STRUCTURE. If, during the term of the tax relief, the GRANTOR shall fail to maintain the structure in conformity with the foregoing agreement, or shall cause the structure(s) to significantly deteriorate or be demolished or removed, the covenants shall be terminated and a penalty shall be assessed in accordance with New Hampshire RSA 79-E:9.

ENFORCEMENT. If a breach of this Covenant is brought to the attention of the GRANTEE, the GRANTEE shall notify the GRANTOR, in writing of such breach, which notification shall be delivered in hand or by certified mail, return receipt requested to the GRANTOR.

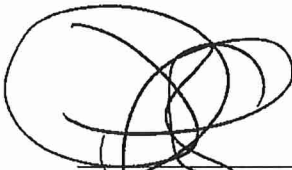
The GRANTOR shall have 30 days after receipt of such notice to undertake those actions, including restorations, which are reasonably calculated to cure the said breach and to notify the GRANTEE thereof.

If the GRANTOR fails to take such curative action, the GRANTEE may undertake any actions that are reasonably necessary to cure such breach, and the cost thereof, including GRANTEE'S expenses, court costs and legal fees, shall be paid by the GRANTOR, provided the said GRANTOR is determined to be directly or indirectly responsible for the breach.

The GRANTOR, by accepting and recording this Covenant to the GRANTOR, agrees to be bound by and to observe and enforce the provisions hereof and assumes the rights and responsibilities herein provided for and incumbent upon the GRANTEE, all in furtherance of the purposes for which this Tax Relief and associated Covenant is delivered.

The purpose of this Amended Covenant is to amend the Covenant dated June 27, 2013 and recorded in the Strafford County Registry of Deeds at Book 4175, Page 0317, specifically to revise the description of the PROPERTY as shown on the above referenced Plan.

WITNESS IT'S HAND this 8th day of September, 2016.

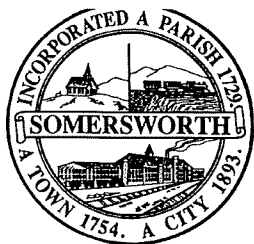


Witness

GUNWALE PROPERTIES, LLC

By: 

Brian C. Caple, Manager



Somersworth Police Department

12 Lilac Lane

Somersworth, NH 03878

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

Timothy J. McLin
Chief of Police

Memo To: Robert Belmore, City Manager
From: Timothy McLin, Chief of Police
Date: May 5, 2022
Subject: NH Highway Safety Traffic Enforcement Grant

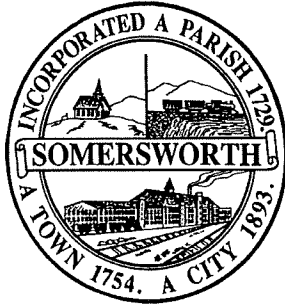
We were recently contacted by The State of NH about the Highway Safety Traffic Enforcement Grants. The grant runs from 10/1/22 until 9/30/23. The application deadline is 5/16/22.

The following is a list of the grant description and amounts:

- Speed Enforcement-\$1,600.00
- DWI Enforcement-\$1,600.00
- Distracted Driving Enforcement-\$1,600.00
- Mobilizations for specific days for Safe Commute and DWI-\$3,400.00
- The total grant is for \$8,200.00

The funds are for overtime, with no monetary matching funds. The cruiser use will be considered an in-kind matching fund for the purpose of this grant.

My intention is to apply for this aforementioned NH Highway Safety Traffic Enforcement Grant.



MEMORANDUM

To: Bob Belmore, City Manager

From: Scott Smith, Director of Finance and Administration

Date: May 13, 2022

Re: Monthly Report

Finance Department:

- Prepared State Forms MS-6c Proposed Budget, and MS-232, State Report on Actual Budget Adopted.
- Completed GASB 75 Report
- Bids:
 - Noble Pines Basketball Court – Received April 5, 2022
 - CMAQ and TAP CEI Services – Received April 28, 2021
 - Catch Basin Cleaning – Due May 5, 2021

City Clerk:

- Prepared for and took minutes at two scheduled City Council meetings, and standing committee meetings during the month.
- Total receipts for the month were \$8,676.
- Permits:
 - 603 Endurance Race

Tax Collector:

- Motor vehicle registrations were a total of \$211,344 during the month.
- Collected \$6,260 for Municipal Transportation Fund during month.

- Total receipts for the month were \$1,778,192.
- Mailed out 454 impending lien notices.

Library

- The Library hosted a chocolate tasting event and 15 people attended.
- The Library hosted a children's event planting seeds in containers with a master gardener.
- 2,181 people visited the Library, there were 37 new library cards issued, and 61 renewals.

Human Services:

- Total assistance for the month was \$2,040. That compares to \$1,873 for the month of March 2022 and \$2,963 for April 2021.
- 1 new case was opened compared to 1 in 2021.
- 3 cases were approved for varying levels of assistance with 1 denial. 19 cases were referred to other agencies for support.

Information Technology

- Spent time in general server maintenance, checked systems, checked and cleared logs.
- Installed several PC's at City Hall.

Assessing

- Prepared files for first half tax billing.
- Continued work on abatement requests.

Date: April 30, 2022

To: Bob Belmore
City Manager

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

Re: Department of Development Services April 2022 - Monthly Report

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

- Zoning Board – April 6
- Conservation Commission – April 13
- Planning Board – April 20
- SRTC – April 6 & 13
- Historic District Commission meeting – April 27

Building and Health Departments

MAJOR Building Permits Applied for in April 2022

Address		Construction Costs	Fees
56	Stillwater Circle	\$ 164,900.00	\$ 1,509.10
58	Stillwater Circle	\$ 164,900.00	\$ 1,509.10
60	Stillwater Circle	\$ 164,900.00	\$ 1,509.10
14	Colonial Village	\$ 70,000.00	\$ 655.00
88	Colonial Village	\$ 70,000.00	\$ 655.00
135	Colonial Village	\$ 70,000.00	\$ 655.00
136	Colonial Village	\$ 70,000.00	\$ 655.00
86	South	\$ 110,000.00	\$ 1,345.00
25	Whippoorwill Way	\$ 250,000.00	\$ 2,275.00
Totals		\$ 1,134,700.00	\$ 10,767.30

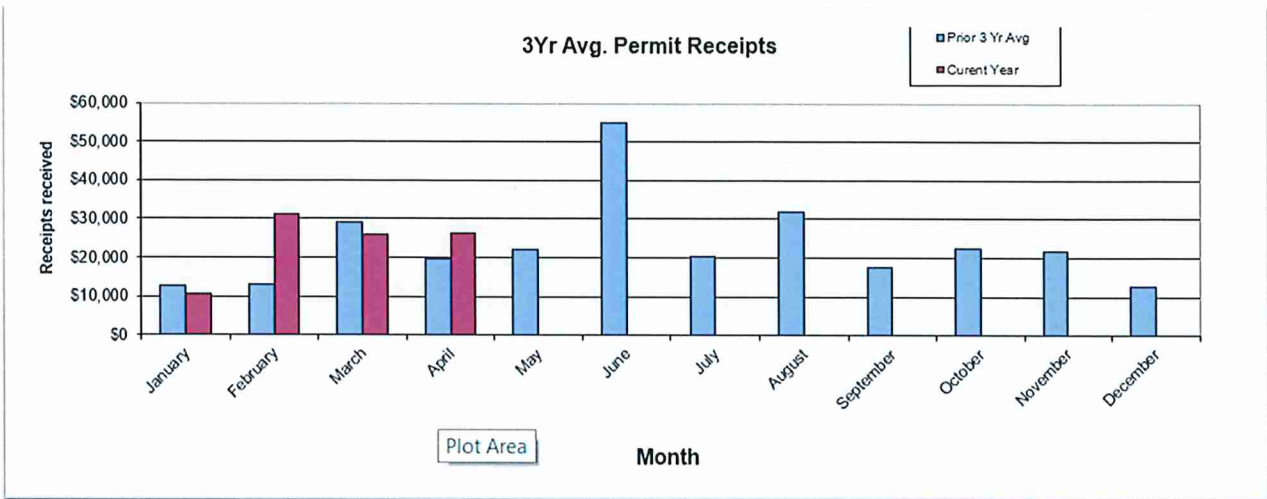
MINOR Building Permits Applied for in April 2022

Address		Construction Costs	Fees
14	Winslow Dr	\$ 17,000.00	\$ 161.00
19	Rowland	\$ 9,000.00	\$ 106.00
98	High St	\$ 15,000.00	\$ 160.00
300	High St	\$ 16,700.00	\$ 175.30
403	High St	\$ 5,000.00	\$ 70.00
210	West High St	\$ 600.00	\$ 32.20

335	Main St	\$ 10,000.00	\$ 115.00
14	Bernier St	\$ 70,962.36	\$ 663.36
76	Sunningdale Dr	\$ 58,650.00	\$ 552.85
10	Hamilton	\$ 8,390.00	\$ 100.51
18	Union	\$ 9,427.50	\$ 109.85
23	Cinnamon Ridge Rd	\$ 6,500.00	\$ 83.50
140	Colonial Village	\$ 5,820.00	\$ 77.38
103	Green St	\$ 4,300.00	\$ 63.70
59	Indigo Hill Rd	\$ 4,150.00	\$ 72.85
674	Sherwood Glen	\$ 4,000.00	\$ 61.00
Totals		\$ 257,149.86	\$ 2,728.50

Permit Receipts as of April 30th, 2022

PERMIT RECEIPTS					
	2020	2021	2022	DIFFERENCE this year to last	% OF CHANGE
January	\$13,195.23	\$8,599.31	\$10,660.43	\$2,061.12	24.0%
February	\$13,438.09	\$6,590.61	\$31,019.26	\$24,428.65	370.7%
March	\$24,077.27	\$46,267.60	\$25,904.65	-\$20,362.94	-44.0%
April	\$10,871.58	\$27,779.60	\$26,246.19	-\$1,533.40	-5.5%
May	\$19,665.79	\$33,736.68	\$0.00		
June	\$13,079.55	\$51,947.53	\$0.00		
July	\$16,816.46	\$18,776.42	\$0.00		
August	\$23,823.08	\$46,171.98	\$0.00		
September	\$23,396.60	\$13,805.11	\$0.00		
October	\$16,152.79	\$18,139.91	\$0.00		
November	\$12,376.38	\$8,476.08	\$0.00		
December	\$6,925.03	\$8,858.58	\$0.00		
Year total	\$193,817.84	\$289,149.41	\$93,830.54	\$4,593.43	
Difference of change this year to last (completed months only)	\$193,817.84	\$289,149.41	\$93,830.54	-\$195,318.87	-67.5%



Property Maintenance September 2022

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

Location		Complaint Type	Date of Complaint	Notifications Issued	Status
3-5	Ash	Trash	4/14/22	CN	COMPLETED
119	Blackwater	MPV	4/1/22	CN, NOV	COMPLETED
87	Buffumsville	Trash	4/20/22	CN	COMPLETED
85	Elm	Trash	4/13/22	CN	COMPLETED
22	Fayette	Trash	4/15/22	CN	COMPLETED
38-40	Franklin	Trash	4/15/22	NOV	COMPLETED
42-44	Franklin	Trash	4/14/22	CN	COMPLETED
57	Franklin	Trash	4/14/22	CN	COMPLETED
57	Franklin	Trash	4/21/22	CN	COMPLETED
31	Green	Trash	4/6/22	CN	COMPLETED
31	Green	Trash	4/14/22	CN	COMPLETED
36-40	Green	Trash	4/6/22	CN, NOV	COMPLETED
36-40	Green	Trash	4/19/22	CN	COMPLETED
7-9	Green	Trash	4/6/22	CN	COMPLETED

10	Green	Trash	4/20/22	CN	COMPLETED
47	Green	Trash	4/6/22	CN	COMPLETED
47	Green	Trash	4/19/22	CN	COMPLETED
65	Green	Trash	4/6/22	CN, NOV	COMPLETED
37	Green	Trash	4/19/22	CN	COMPLETED
41	Green	Trash	4/19/22	CN	COMPLETED
43	Green	Trash	4/19/22	CN	COMPLETED
51-53	Green	Trash	4/19/22	CN	COMPLETED
55	Green	Trash	4/19/22	CN	COMPLETED
57	Green	Trash	4/19/22	CN	COMPLETED
48	Green	Trash	4/19/22	CN	COMPLETED
68	High	Trash	4/1/22	CN	COMPLETED
296	Main	Trash	4/14/22	CN	COMPLETED
278	Main	Trash	4/13/22	CN	COMPLETED
278	Main	Trash	4/20/22	CN	COMPLETED
260	Main	Trash	4/7/22	CN	COMPLETED
225	Main	Trash	4/8/22	CN	COMPLETED
355	Main	Trash	4/8/22	CN	COMPLETED
1	Marion	Trash	4/14/22	CN	COMPLETED
2	Rita	Trash	4/20/22	CN	COMPLETED
11	Silver	Trash	4/14/22	CN	COMPLETED
60-62	Union	Trash	4/20/22	CN	COMPLETED
13	Water	Trash	4/4/22	CN	COMPLETED
13	Water	Trash	4/20/22	NOV	COMPLETED
2	Davis	Trash	2/28/22	CN	PENDING
140	Green	Trash	3/24/22	CN	PENDING
65	Green	Trash	4/27/22	CN	PENDING
66	High	Permit Violation	2/15/22	CN	PENDING

86	High	Housing Violation	1/11/22	CN, NOV, COURT	PENDING
60	High	Environmental	4/22/22	CN	PENDING
446-448	High	MPV	4/28/22	CN	PENDING
357	Main	MPV	4/18/22	CN	PENDING
20-30	Market	MPV	1/11/22	CN	PENDING
49	Market	Sign Violation	3/24/22	CN	PENDING
49	Market	Sign Violation	4/6/22	CN	PENDING
62-64	Market	MPV	4/28/22	CN	PENDING
25	Otis	Zoning Violation	4/8/22	NOV	PENDING
16	Walnut	Trash	4/8/22	CN, NOV	PENDING
85	Washington	MPV	4/25/22	CN	PENDING
26	West High	MPV	3/24/22	CN	PENDING

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

- In the month of April, 2022, thirty-eight (38) open matters became compliant and were closed.
- In April 2022, the Code Compliance Office issued:
 - Forty-four (44) Courtesy Notices; and
 - Eight (8) Violation Notices;

COURT MATTERS – Active

- **City v. Reddy Infosys, Inc. – 82/86 High St.**
 - Suit was filed on 12/16/21 due to continued late set-outs of garbage by the tenants of 82/86 High Street.
 - In conjunction, Defendant was served an invoice for the Department of Public Works’ removal of the waste.
 - City has yet to hear back on a ruling from the Court.
 - Defendant has pled “not guilty” - trial is slated for 7/8/2022
- **City v. Reddy Infosys, Inc. – 86 High St.**
 - Suit was filed just after the first of the year for unsuitable living conditions within 86 High Street. City is awaiting a hearing date.

- Defendant has since been served with additional violations for sewage backflow in her apartment.
- Due to the landlord's unwillingness to address any of the issues in the unit, this matter is being referred to the City's Attorney for prosecution in Superior Court.
- Trial date slated for 7/8/2022 in Dover District Court.
- The Code Office has since issued another fine, through court, onto the defendant on 3/15/22.

COURT MATTERS – Resolved

- **City v. Dayenu, LLC – 40 Main St.**
 - Suit was filed months ago. City is awaiting a hearing date to arraign Defendant.
 - Defendant has still made no effort to screen the dumpster. Therefore, the Code Office is preparing a subsequent complaint for District Court.
 - An agreement was filed with the District Court which states that the defendant must screen the dumpster, or remove the dumpster by no later than May 4, 2022. The agreement further states that if the dumpster should return to the property, and it is not compliant when it does so, the full fine will be imposed.
 - Dumpster has since been removed. This case is now closed out.

Land Use Boards:

Conservation Commission:

- Timothy and Anne Hebert are seeking a Conditional Use Permit to construct a driveway and single family house within the No-Build Vegetated Buffer and Woodland Buffer on a property located at 2 Shady Lane, in the Residential Single Family (R1) District, Assessor's Map 21 Lot 148, CUP#05-2022
- Peter Houde for Somersworth Lions Club is seeking a Conditional Use Permit to construct an addition to an existing garage within the Woodland Buffer on a property located at 125 W. High Street, in the Recreation (REC) District, Assessor's Map 25 Lot 01, CUP#06-2022

Historic District Commission:

- MacKenzie Ventures, INC, 56 Winter Street, in the Residential Single Family/A with Historic Overlay, Assessor's Map 11 Lot 173 4A, HDC#21-2020. Request for a revision to the certificate of appropriateness to construct a new single-family, cape-style home was **approved**.

Planning Board:

The Planning Board reviewed the following:

- FFF Holdings, Bernier Street, in the Residential Single Family and Residential Duplex (R1 & R2) Districts, Assessor's Map 36 Lot 24, SUB#11-2021 and CUP#07-2021. Application for a 4 lot Conservation Subdivision, Conditional Use Permit and Special Use Permit was **approved**.

- A3H Holdings LLC, 436 High Street, in the Residential/Commercial (R/C) District, Assessor's Map 38 Lot 1A, SITE#01-2022. Application for site plan approval for a Motor Vehicle Service (drive thru car wash building) and associated infrastructure was **approved**.
- Francouer Realty Trust 153 and 151 Indigo Hill Road, in the Residential Duplex/A (R-2A) District, Assessor's Map 3 Lots 48 and 49, SUB#04-2022. Application for a lot line adjustment was **approved**.
- Palmer Gas & Oil Gator Rock Road, in the Industrial (I) District, Assessor's Map 47 Lots 1H, 1I, 1J & 1K, SITE#03-2022 & CUP#04-2022. Application for site plan and conditional use permit approval for 22,100 SF building (office, warehouse and truck service bays) and infrastructure was **approved**.
- Nobis Group on behalf of Summa Humma Realty-Somersworth 355 Route 108 and Enterprise Drive, in the Commercial/Industrial (CI) District, Assessor's Map 48 Lots 24A, 24G, 24I, CUP#01-2022 & SITE#02-2022. Application for site plan and conditional use permit for 12,000 SF automobile sales of new and used tractors, equipment and trailers with infrastructure was **approved**.
- Site Plan Review Regulations Amendment: to amend Section 15. Modifications to an Approved Site Plan to allow for outdoor dining areas to be added through a minor field modification- **approved**.
- **Request for Extension:** Emanuel Engineering, Inc. on behalf of Joaquin German, of site plan approved on January 19, 2022 for a 4-unit apartment building and infrastructure on a property located at 247 Main Street, in the Business (B) District, Assessor's Map 09 Lot 228, SITE#15-2021 –**approved**.

Site Review Technical Committee:

April 6, 2022

- Nobis Group on behalf of Summa Humma Realty-Somersworth is seeking site plan and conditional use permit for 12,000 SF automobile sales of new and used tractors, equipment and trailers with infrastructure on property located at 355 Route 108 and Enterprise Drive, in the Commercial/Industrial (CI) District, Assessor's Map 48 Lots 24A, 24G, 24I, CUP#01-2022 & SITE#02-2022
- Palmer Gas & Oil is seeking site plan and conditional use permit approval for a 22,100 SF building (office, warehouse and truck service bays) and infrastructure for a property located on Gator Rock Road, in the Industrial (I) District, Assessor's Map 47 Lots 1H, 1I & 1K, SITE#03-2022 & CUP#04-2022

April 13, 2022

- SOS Realty – LF Clarizio, is seeking a site plan amendment to construct two additions to an existing dental office on a property located at 504 High Street, in the Residential/Commercial (R/C) District, Assessor's Map 40 Lot 08, SITE#06-2022
- Alan J. Babel & D. Lee Babel Rev. Liv. Trust, Johannes Hakim & City of Somersworth are seeking a minor subdivision to remove Nadeau St. from lots 28 and 18 to create a public right of way for properties located at 1 & 13 Nadeau Street, in the Residential/Single Family & Agriculture (R1 & A) Districts, Assessor's Map 07 Lots 28 and 18, SUB#01-2022
- Geoffrey Aleve PE on behalf of Norman & Michele Briere, is seeking site plan approval to construct a 3,000 SF building addition with associate parking and drainage improvements on a property located at 3 Rescue Lane, in the Industrial (I) District, Assessor's Map 58 Lot 6E, SITE#07-2022

Zoning Board:

The Zoning Board of Adjustment reviewed the following:

- Richard Gurney & Carrie MacNeil 19 Rowland Street, in the Residential Single Family (R1) District, Assessor's Map 21 Lot 52, ZBA#03-2022. Application for a Variance from Table 5.A.1 to allow a 20' x 14' shed within the side and rear setbacks was **denied**.
- Bruton & Berube, PLLC on behalf of Keep It Simple House NH, LLC 187-191 High Street, in the Residential/Duplex (R2) District, Assessor's Map 14 Lot 55, ZBA#04-2022. Application for a Special Exception per Table 4.A.5 to allow a Boarding House was **approved**.

Economic Development – April 2022

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

- **News:** Gravy is leaving Somersworth for Wells, Maine
- **Vacancy: Commercial - Business Vacancy** [*Site for Sale and /or Lease*]
 - **City Owned Property**
 - ✓ **National Guard Site:** The team continues working with SRPC to obtain a grant for environmental remediation, and long- range planning for the best use of the site
 - ✓ **The Police Station:** Environmental clean-up will soon begin, which is hoped will launch the city in to a RFP process to sell the site to a qualified developer
 - ✓ **Breton Cleaners:** revised RFP will be under review with EDC.
 - ✓ **The Plaza:** A highly respected investor is interested in a development concept for the site. Next steps are that it will be reviewed by the EDC in May
 - **Privately owned Property**
 - ✓ **Stratham Tire:** A local Seacoast auto and repair business is exploring a purchase
 - ✓ **Sumner Printing:** Pensole Shoes has leased appx 20, 000 feet of the MFT building to in phase #1 - hire 30 employees, who will annually produce 250, 000 pairs of international brand shoes. In phase #2 - Pensole Shoes will ultimately employ 60

to produce 500,000 pairs of international brand shoes per year for national distribution. This location will also dovetail with the Pensole Knowledge Institute

- ✓ **Bad Lab Beer Co.:** 8 Prospective Breweries, and three restaurants have expressed an interest in leasing this site. None meet the financial qualifications the owner has outlined. The owner may lease to two different companies for the (1) restaurant and (2) brewery vs. the Bad Lab model of one business offering both the brewery and restaurant functions
- ✓ **NH Materials:** A Charter School is exploring the site
- ✓ **Acupet - Vet:** The business is moving to Dover in the early Fall and this space will soon be available
- ✓ **Advanced Auto:** Bank of America is considering the site for drive-up, and limited administrative /loan etc service too

➤ **New: Commercial - Business Tenants** [*Certificate of Occupancy issued*] There was one new commercial tenant in April, 2022

1) JTAPS Bar and Restaurant @ 78-80 market street

➤ **Existing: Business Expansion** [*Local Business growing and providing new/more service*]

- ✓ Kids Culture
- ✓ Big Dipper
- ✓ Wentworth Douglas Hospital
- ✓ Red Fish Blue Fish
- ✓ Dentist
- ✓ Cabinet Tree
- ✓ Tri-Cast

➤ **Committed: Commercial Business Entity in Process** [*Committed to Occupying Specific Commercial Space or Land, and in process of establishing business at chosen location*]

- 1) Somersworth Sports Hub
- 2) Smart Storage
- 3) MB Tractor
- 4) Tractor Supply Co.
- 5) Palmer Oil and Gas - HDQ
- 6) Great Bay Home - HDQ
- 7) Pensole Shoes and Knowledge Institute
- 8) Atlantic Broadband
- 9) Soul Shine Main Tye-Dye
- 10) Jersey Mike's Subs
- 11) Diversions Puzzles and Games
- 12) Shamy's Carwash
- 13) Cricket Wireless

➤ **Potential: Commercial - Business Exploring** [*Considering and in Exploratory Review*]

- Granite State patio & Game Room @ 188 Route 108

- **Miscellaneous:** *Brand Identity & Image: Media and Press Relationship development continues*
 - **Press:** NH Chronicle stories, aired a segment on Anatolia Mediterranean Restaurant & the Somersworth Historic Society & Museum!
 - **Gravy:** is leaving Somersworth and moving to Wells, Maine
 - **The Chinburg - Canal Street Mill tenant** -The *Filling Factory* is embarking upon an extensive expansion
 - **Employee Shortage:** Due to staff shortages, two Somersworth businesses are experiencing a significant challenge with distribution of product. (8) Truck Drivers, and (15) Warehouse Employees are needed. The NH-BEA, NH - ES office, SBDC and the Somersworth Economic Development Department, are working very closely together to assist and support and ultimately resolve the issues
 - **Resiliency Academy:** This year's community session will occur in Somersworth, on 6/16 - with special emphasis on the Indonesian community and revitalization

- **# SeeSomersworth**
 - SeeSomersworth- Keep abreast of Downtown Business Activities at: www.facebook.com/seesomersworth

- **Community Advocacy:** ZOOM Meetings & Roundtables
 - ✓ **Bi - Weekly:** SEDS - "Seacoast Region Economic Development Stakeholders"
 - ✓ **Bi - Weekly:** BEA-CEDR – "Community Economic Development Region" Economic Development Roundtable hosted by Commissioner Caswell
 - ✓ **Quarterly:** Great Falls Economic Development Corporation – BOD
 - ✓ **Quarterly:** Skyhaven Airport - BOD & Marketing Committee

- **Relationships & Partners:** Regular Engagement, Involvement, and Interface
 - ✓ **State and Regional Partnerships:**
 - BEA, SRPC, SBDC, SBA, SEDS
 - Seacoast Chambers of Commerce
 - Seacoast Economic Development Directors (SEDS)

Parks & Recreation- April 2022

- Granite State Track & Field registration opened March 1st. We're excited to bring back the full track program after a two-year hiatus due to the pandemic. The GST program is open to children ages 9-14. Practices will be at the Idlehurst School track on Mondays and Wednesdays; May 11- June 8. This is a beginner track program where participants will learn basic running, jumping, throwing, and stretching techniques. Participants will have the chance to compete in the local District meet against athletes in their age division from NH.
- Kids Camp & Trends Camp Registration opened on March 15th for Somersworth residents and April 15th for non-residents. This year summer camp will operate for 8-weeks from June 27- August 19. We currently have a waitlist started for both programs until we can hire more staff.
- Our Easter-Egg Stravaganza Egg Hunt was held on Friday, April 15th at Jules Bisson Park. It was a beautiful evening for the return of this popular event, we saw hundreds of kids come out to participate! We scattered over 4,500 candy-filled plastic Easter eggs throughout the park. Children were able to collect lots of eggs and have their photo taken with the Easter Bunny. We also had a jelly bean guess jar where children could guess how many jelly beans were in the jar and the top 2 guesses without going over won Easter baskets filled with candy & goodies. We were very fortunate to have a lot of student volunteers help with the event from the Somersworth High School Interact Club and Girl Scouts Troop #12325 along with their troop leaders.
- We're very excited to share that we are partnering with the Boston Bruins and Mass General Brigham to offer a free one-day Street Hockey Clinic for kids ages 5-12. The clinic will be at Jules Bisson Park basketball court between 5:00-6:00 pm on Tuesday, May 24th. Pre-registration was required and this program filled up quickly with 50 kids registered. The Boston Bruins Youth Hockey team will provide the clinic instruction. The street hockey equipment is being generously donated to the Rec Dept after the clinic.



MEMORANDUM from Director Public Works & Utilities

TO: Robert M. Belmore, City Manager

DATE: May 11, 2022

SUBJECT: Public Works Department Monthly Report for April 2022

FROM: Michael Bobinsky, Director of Public Works & Utilities

DIRECTOR'S COMMENTS

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

- Participated in a City Council workshop on the FY23 Budget and a workshop on City Council goals.
- Staff completed obtaining all easements from the needed commercial property owners along the High Street corridor for the CMAQ High Street Traffic Signal Improvement Project. During April, staff was successful in obtaining easements from Target and Walmart, the two remaining properties where easements were needed
- Held pre-construction meetings with representatives of PaveX and Connecticut Crack Sealing for upcoming road paving and crack sealing work to start in mid-May and to be completed by early July. Staff sent out communications to abutters of streets to be resurfaced for their awareness. A previous letter alerting abutters to spring paving work went out to abutters this past early winter as well.
- Highway Division personnel began shifting to spring work activities, including repairing potholes, replacing damaged signs, activated irrigation systems at designated parks and open space conditions opening the parks and Forest Glade Cemetery and providing spring residential bag leaf and brush collections. Highway crews milled and paved in several areas on upper W. High Street; will be doing more mill and fill work on other streets in May.
- Highway Division personnel completed sweeping all City streets during April. Streets will be ready for long line and pavement marking work in mid-May. The City has a contract with K5 for pavement long lines and with Spots on Lots for pavement markings, crosswalks, stop bars, school and railroad crossing zones.
- Met with Somersworth Home Depot Officials on the Community Garden expansion project and finalized plans to implement the grant funded project. The City was awarded \$6,200 in grant funds from Home Depot for garden plot expansion and site improvements. The grant included a new tool shed, garden tools, site fencing and raised garden bed material for the garden plots. Working directly with Public Works employees, Home Depot employee volunteers provided manpower and material to build the raised beds, assemble the new tool and storage shed, assist with installing new fencing and did site clean-up during a two day work day on April 20 and 21. The project resulted in creating 28 new garden spaces which most are "adopted" by new community gardeners at this time. The total number of garden spaces went from 30 to 58 and the expansion of the garden was 50' by 88'.



- Other meetings attended:
 - SRPC Executive and Policy Committees
 - Seacoast Stormwater Coalition
 - SRTC-Development Reviews
- Met with the project team from Wright Pierce and SUR on the Cemetery Road project and prepared for SUR Construction to return on site to complete remaining work including installation of the new curbing and new asphalt sidewalk, and loam and seed areas.
- Following City Council approval for additional appropriation for the Rocky Hill Road Culvert project, a contract will be signed with Wickson Construction the amount of \$386,995. Wickson was one of two bidders on the project and was the low bidder, met specifications and had favorable background checks. A project schedule and a pre-construction meeting will be established following contract signing.
- Received two responses to a Request for Qualifications (RFQ) solicitation for engineer firms to conduct an asset management assessment of the City's sanitary sewer collection system. Staff recommended Wright Pierce to conduct the assessment following interviews with the responding firms. Staff will be finalizing a scope of work and pricing with Wright Pierce in early May. The project is funded in part from a Clean Water SRF Grant from the State DES.
- Received bids for replacing the Italianate Well House Roof at Forest Glade Cemetery. Received a single bid which exceeded our budgeted /grant funds by over \$10,000. This project is being funded by a \$10,000 NH Historic Preservation -Moose Plate Grant. Staff spoke with officials of NH Historic Preservation and the City will apply for another round of grant funds to help meet the pricing increases we are seeing due to economic factors. Staff rejected the single bidders' proposal.
- Received bids for the resurfacing of Noble Pines Basketball Court. Following review and background investigation, staff recommended awarding the contract to Vermont Recreational Surfacing and Fencing in the amount of \$17,989. Also issued a Request for Qualification (RFQ) for construction engineering services for the City's TAP and CMAQ projects in anticipation of these projects being approved for bidding sometime this spring. Received 2 proposals from qualified engineering firms and will be conducting interview meetings with both firms in May.
- Met with the City Manager and Department staff on the development of butterfly garden at the Ash Street Park. Concept plans were provided by Councilor Gerding and staff will work on building

garden beds and use of old granite curbing to serve as borders for the garden during the spring - early summer.

HIGHWAY DIVISION

Operations / Maintenance:

- Performed monthly metal collections
- Performed maintenance and repairs to city equipment
- Performed pothole patching city wide
- Performed city trash collection at receptacles, and city buildings
- Removed numerous shopping carts discarded around the city numerous days
- Performed trimming of brush and limbs that were overhanging the road
- Performed seasonal bagged leave collection
- Performed season brush collection
- Replaced signs city wide damaged from weather and accidents
- Swept all city streets
- Collected “New Hampshire the Beautiful” road side trash bags collected by volunteers
- Collaborated with Home Depot volunteers to expand the Community Garden 88’ x 50’, placed a concrete slab for a new shed, erected a new shed, leveled the entire area, installed fencing to enclose the new area, installed new wooden raised beds on almost every plot, installed 2 new yard hydrants, built a screen for screening compost for the gardeners. All funds were provided from a grant through Home Depot
- Milled and paved delaminated areas on W High St from Cemetery Rd to High St
- Responded to localized flooding during heavy rain events
- Burned Malley Farm in preparation of Brush collection
- Hauled in material for stock pile

Recreation:

- Opened all parks for the season
- Reinstalled the re built features at the Skate Park at Noble Pines

Cemetery:

- Opened the Cemetery for the season

Water Distribution Support:

- Assisted with a water break on Fox Ct, to include hauling material and paving
- Assisted with replacing a water service on Union St, to include hauling material, and paving

Sewer Collections Maintenance:

- Began repairing failed manholes on Hawthorn Circle
- Received 92 DigSafe requests

ENGINEERING DIVISION

- Attended Seacoast Stormwater Coalition meeting.
- Completed Cemetery Road site visits for school paving limits.

- Completed FY22 Crack Sealing pre-construction meeting.
- Completed interviews for Sewer Assessment Management firm interviews.
- Completed review and approvals of driveway permits filed by residents.
- Completed review and approval of several Trench permits.
- Completed driveway inspections for Greenview and Sunningdale subdivisions and others.
- Pursued easements for CMAQ project. Conducted meetings with property owners for easements.
- Attended Community Garden expansion project.
- Attended Finance Committee meeting.
- Completed NHDES water infrastructure training.
- Attended Primex Leading with Confidence training.

WASTEWATER DIVISION

Operations/Maintenance:

- Operating under the (A2O) process which is used during the winter months. During this time, we have less restrictive nutrient and Biochemical Oxygen Demand & Total Suspended Solids requirements. The winter season runs from October 1st thru April 30th.
- Conducted yearly preventative maintenance on Black Water Rd pump station propane heating system. Shut down all other pump station electrical heaters for the season.
- Continued work with Hackworth Fire & Security to upgrade the 3G fire & security system to the new 4G standard. The holdup is materials.
- Conducted a Cybersecurity software analysis on our internet and SCADA software with the ATOM group. We will be following up with them in regards to their recommendations within the month.
- Experienced one rain event which required us to implement the high flow plan. During this time, flows peaked out at over 5.0 MGD for a duration of 2-hours.
- Received 10,500 gallons of septage for the month.

Compliance:

- Preparing monthly reports to US-EPA and NH-DES.
- Reported zero permit exceedances for the month.
- Treated a total of 50-million gallons of wastewater during the month.

Industrial Pretreatment Program (IPP):

- Reviewed four (4) wastewater surveys which required no further action.
- Conducted an annual inspection of Earth Eagle Brewery located in Barclay Square. No issues or concerns were noted.
- Issued Jersey Mike's a commercial user permit.
- Waiting for an application from NH Materials Laboratory, Inc located on Interstate Drive. We will be issuing them a commercial user permit. This is a result of an inspection conducted by NH-DES which revealed they were in violation of their waste disposal practices.

Capital Improvements Plan (CIP) Items:

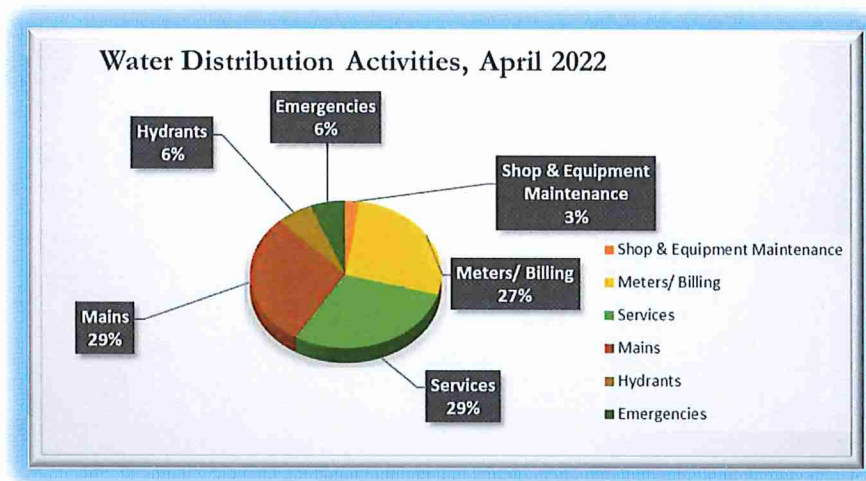
- Waste Water Treatment Facility upgrade – The City of Somersworth entered into a contract with Apex Construction to complete the wastewater treatment facility construction improvements.

Project milestones included substantial completion – November 10, 2021. Final completion – February 8, 2022.

- Remaining construction activities include; Aeration blower variable frequency drive replacement, SCADA review/training, Remove and replace radius curbing surrounding the flag pole and re-loaming and seeding of all facility grounds. The goal is to have this completed by June 1st.

WATER DISTRIBUTION

- Water Distribution operators completed 168 work orders and service requests in the month of April.
- Pre paving valve checks
- Responded to and repaired the Fox Ct. water break.
- New water services on Ellswick and Noble Street were installed and inspected for quality control
- Completed the Union Street service renewal, discovered the City service line had lead connectors and the service line from the main to the curb stop was replaced.
- Extended water line at the Community Garden to accommodate the expansion project
- Completed a 4" meter rebuild at Velcro.



WATER TREATMENT

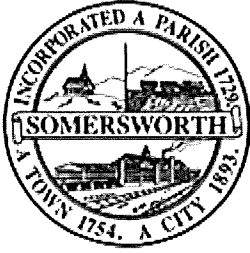
Items completed this month:

- Bacteria's and TOC's water quality testing completed
- Pumped 29,103,688 gallons of raw water
- Filtered and pumped to the city 27,284,875 of finished water
- Completed and submitted quarter #1 D/DBP report to NHDES
- Completed quarter #1 water use report and submitted to NHDES
- Completed overhead door repair in treatment area
- Responded to water quality issue at NH Employment Security 6 Marsh Brook Dr
- Received quotes for intake dive inspection
- Assisted waste water with connection of laptop for the security audit

- Attended leadership roundtable with NHWWA
- Installed new controller for Hach analyzing equipment
- Constructed new supply and overflow tube for manganese analyzer
- Inspected well house and lowered heat
- Replaced diaphragm gas valve on boiler gas train

Action items:

- Waste tank sludge pump out
- Intake inspection
- Lagoon cleanout



Somersworth Police Department

12 Lilac Lane

Somersworth, NH 03878

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

Timothy J. McLin
Chief of Police

MEMORANDUM

Memo To: Bob Belmore, City Manager
From: Timothy J. McLin, Chief of Police
Date: May 4, 2022
Subject: Monthly Report – Month of April 2022

Bob:

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

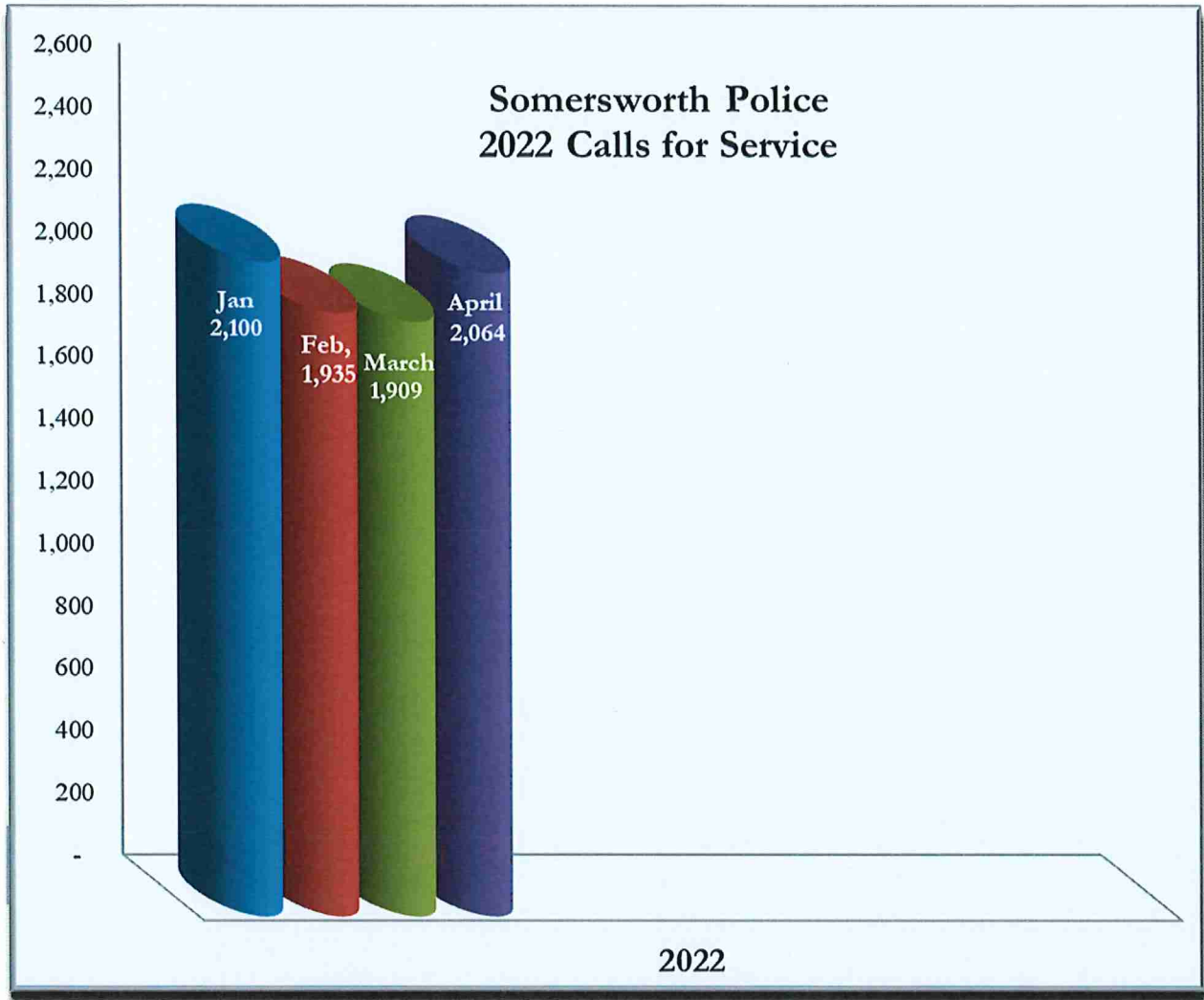
COMMUNITY POLICING:

- Coffee with a Cop was held on 4/21/22 at Dunkin' Donuts on Route 108 and Whitehouse Road. It was our first Coffee with a Cop event since the pandemic.
- Chief McLin and SRO Fuller and the Somersworth Youth Connection gave parents informational workshops:
 - What to look for in a teen bedroom for signs of substance use or other concerns workshop was held on 4/7/22 at Somersworth Middle School.
 - Navigating through Social Media/What Do You Need to Know that covered internet safety, cyber bullying, cell phone safety and scams were held on 4/14/22 at Somersworth Middle School.
 - First Responders' Night was held on 4/21/22 at Idlehurst.
- Pizza with Police was held at Idlehurst on 4/22/22. We served pizza and ate with the children. We also planted sunflowers in celebration of Earth Day.
- Drug Take Back Day was held on 4/30/22 where we accepted unwanted/unused prescription medications.

TRAINING:

- Sergeant Erich Lutz and Sergeant Nicole Lefebvre attended the FBI's Law Enforcement Executive Development Association (LEEDA) Supervisor Leadership Institute.
- Detectives and SRO Fuller received training in Following the Evidence in Child Abuse and Exploitation Cases.

STATISTICS:



Yearly Comparison

Month	2022	2021	2020	2019	2018
January	2,100	1,562	1,939	1,976	2,085
Feb	1,935	1,280	1,756	1,796	1,878
March	1,909	1,666	1,926	2,145	2,215
April	2,064	1,802	1,846	2,285	2,452
May		2,004	1,708	2,053	2,409
June		1,984	1,749	1,935	2,406
July		1,757	1,949	2,048	2,174
August		1,881	1,847	1,943	2,238
Sept		1,820	1,875	2,020	2,263
Oct		1,775	1,937	1,906	2,123
Nov		1,880	1,717	1,860	2,055
Dec		1,944	1,513	1,995	1,936
TOTAL	8,008	21,355	21,762	23,962	26,234



City of Somersworth

Fire Department

195 Maple Street – Somersworth, NH 03878-1594

**George Kramlinger**

Fire Chief & Emergency Management Director

gkramlinger@sommersworth.com

Business: (603) 692-3457

Fax: (603) 692-5147

www.sommersworth.com

6 May, 2022

To: Mr. Robert Belmore, City Manager

Re: April 2022 Monthly Fire Department and Emergency Management Report

1. Phase I construction of the new fire station: During the month of April, interior and exterior masonry work was completed and the apparatus bay floor was poured. The stair way to the attic mechanical space was installed. Sheet rock, paint priming, electrical, plumbing, and HVAC work continues to progress. The current time line indicates movement into the logistics wing in early July. A comprehensive project review of subsystems and functional capability is complete.
2. Call Volume for this reporting period with a comparison to last year:

	April 2022	April 2021
Fire (all types)	9	8
Overpressure / Overheat (no fire)	0	1
Rescue - EMS	66	69
Hazardous Condition (no fire)	12	4
Service Call	11	16
Good Intent Call	18	17
False Alarm / False Call	9	6
Severe WX / Natural Disaster	0	0
Special Incident	0	2
Total	125	123

3. Stewart's Ambulance responded to 147 emergency calls in the City, transported on 92 of those calls, and had an average response time of 3 minutes and 49 seconds.

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

Respectfully submitted

George D. Kramlinger

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May 9, 2022

CERTIFICATION

Re: City of Somersworth, New Hampshire


Ordinance No. 11-22

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

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

MITCHELL MUNICIPAL GROUP, P.A.
City Attorney

Date: 5/9/22

By: 

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May 9, 2022

CERTIFICATION

Re: City of Somersworth, New Hampshire

Resolution No. 38-22

Title: CITY OF SOMERSWORTH "EYES ON 30" INITIATIVE

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.

Date: 5/9/22

MITCHELL MUNICIPAL GROUP, P.A.
City Attorney

By: 

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May 9, 2022

CERTIFICATION

Re: City of Somersworth, New Hampshire

Resolution No. 39-22

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

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

MITCHELL MUNICIPAL GROUP, P.A.
City Attorney

Date: 5/9/22

By: 

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May 9, 2022

CERTIFICATION

Re: City of Somersworth, New Hampshire

Resolution No. 40-22

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

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

MITCHELL MUNICIPAL GROUP, P.A.
City Attorney

Date: 5/9/22

By: 