




Office of the City Manager

TO: Mayor Dana S. Hilliard and City Council Members

FROM: Robert M. Belmore, City Manager 

DATE: Friday, September 1, 2023

SUBJECT: City Manager's Report for Tuesday, September 5, 2023 City Council Meeting

New Business (under Section 16 of Agenda)

Resolutions

- A. **Resolution No. 9-24: To Authorize the City Manager to Enter into a Grant Agreement with the Department of Homeland Security for an Assistance to Firefighters Grant for the Purchase of Technical Rescue Equipment.** The Public Safety Committee and the Finance Committee met on August 30th and voted to support this Resolution. Attached is a Memorandum from Fire Chief George Kramlinger regarding this Grant award. *Please note:* the Grant award is \$47,619 with a City match of \$2,381 making the total Project Cost of \$50,000. We plan to take the City's match out of FY2024 Fire Department Budget.
- B. **Resolution No. 10-24: To Accept Sunningdale Drive, Firefly Circle, Cattail Circle and Luna Circle as Public Rights of Way.** Attached are copies of the following documents:
- City Engineer's Certification that the Roads were built to City specifications.
 - Petition from Twelve Month, LLC, Joseph Falzone for Council to accept the Development Roads as City Roads.
 - Deed and Maps of the Roads.
- C. **Resolution No. 11-24: Naming Golden Road and Corso Drive and Assigning Addresses, if Required.** The E911 Committee met on August 8th and voted to support this Resolution. Please see attached map depicting the area of this Road and Drive.
- D. **Resolution No. 12-24: Naming Birch Hill Lane and Assigning Addresses, if Required.** The E911 Committee met on August 23rd and voted to support this Resolution. Please see attached map depicting the area of this Lane.

Other

- A. **Vote to Approve the Request by Unitil for a Waiver of Chapter 13D, Noise/Nuisance Control, to Allow Nighttime Construction from September 10th through September 15th 2023 on Blackwater Road and the Intersection of Blackwater Road at High Street.** This proposed nighttime work is necessary in order to tie in new gas lines with minimal disruption to the road and intersection. Attached is copy of Chapter 13D and a letter from Unitil with their proposed traffic control plan, which Captain Duval has approved.

- B. Vote to Authorize the City Manager to Enter into an Agreement with the City of Dover, City of Rochester, and Strafford County to Operate an Emergency Cold Weather Warming Center at 30 Willand Drive in Somersworth from November 2023 through March 2024, to include an Agreement with a Third Party Organization to Provide Services at the Warming Center and to Authorize Funding in the Amount of \$20,000.** Strafford County is receiving less funding from the State. My understanding is the County is asking the Cities of Rochester and Dover to increase their funding from \$50,000 to \$75,000. The County is also asking Somersworth to contribute \$20,000 in addition our in-kind match of City services: Police, Fire, EMS and Highway. Attached is a copy of the City Council minutes of August 1, 2022. At that time, the Council indicated that they wanted to review this Agreement each year before entering into another year.
- C. Vote to Re-adopt the City of Somersworth Investment Policy.** This is an annual housekeeping action item for the City Council. City Staff supports re-adoption without any amendments. The Finance Committee met on August 30th and recommends re-adoption. Attached is a copy of the City Investment Policy.

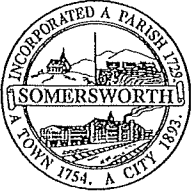
City Manager's Items (under section 12 of Agenda)

Informational Items

- A. Replacement of Residential Water Meters.** The City has contracted with Hydro Utilities of Westford, Massachusetts to replace residential water meters throughout the City. The project is expected to start this fall. Property owners will be contacted to schedule an appointment with the contractor to remove the old meter and replace it with a new meter. Homes recently constructed will not require a new meter, and will not be contacted to schedule an appointment. Contractors will also be inspecting water connections to see if any lead water components are present. In the event there is evidence of lead water components, property owners will be notified.

Attachments

1. **Ward & Polling Location Change:** Attached notice is scheduled to be mailed out to Residents
2. **Mayor Invitation to Historic Marker Unveil:** Wednesday, September 13 at 5:30 p.m. Hilltop School and then onto Forest Glade Cemetery.
3. **Living in Somersworth a Housing Plan for the City:** Thursday, September 14 at 5:00 p.m. Blackbox Theater
4. **10th Indonesian Festival:** Saturday, September 16, 12:00 p.m.- 5:00 p.m. at Somersworth Plaza
5. **City Attorney Certifications:** Four (4)

	<p style="text-align: center;">City of Somersworth – Resolution</p> <p>Resolution No: 9-24</p> <p>TO AUTHORIZE THE CITY MANAGER TO ENTER INTO A GRANT AGREEMENT WITH THE DEPARTMENT OF HOMELAND SECURITY FOR AN ASSISTANCE TO FIREFIGHTERS GRANT FOR THE PURCHASE OF TECHNICAL RESCUE EQUIPMENT</p>
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September 5, 2023

WHEREAS, the City of Somersworth has applied for an Assistance to Firefighters Grant through the Department of Homeland Security, and

WHEREAS, the City of Somersworth has received notification of an Assistance to Firefighters Grant Award in the amount of \$47,619 (Forty-Seven Thousand Six Hundred Nineteen dollars) which represents 95% of the project cost; and

WHEREAS, the Grant will allow the City of Somersworth to purchase technical rescue equipment for the Fire Department; and

EXPLANATION OF TOTAL PROJECT GRANT BREAKDOWN:

Assistance to Firefighters Grant	=	\$47,619
City Match	=	\$ 2,381
Total Purchase Cost	=	\$50,000

WHEREAS, the Public Safety Committee and the Finance Committee reviewed and supports entering into this Grant Agreement for the purchase of technical rescue equipment for the Fire Department;

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to execute any documents and agreements necessary for the grant's execution, and take any and all other such actions relative to this grant determined to be in the best interest of the City.

Authorization	
<p><i>Sponsored by Councilors:</i></p> <p>Martin Pepin Kenneth S. Vincent Nancie Cameron Denis Messier David A. Witham Don Austin Matt Gerding Robert Gibson</p>	<p><i>Approved:</i></p> <p>City Attorney</p>



City of Somersworth

Fire Department



24 August, 2023

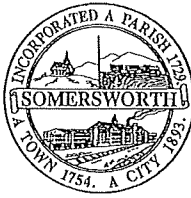
To: Mr. Robert Belmore, City Manager

Re: Request Acceptance of Assistance to Firefighters Grant (AFG)
EMW-2022-FG-07325

1. On 11 August, 2023, the Federal Emergency Management Agency (FEMA) awarded the City an Assistance to Firefighters Grant (AFG). The application for this grant was submitted in January of 2023 and this AFG uses Federal Fiscal Year (FFY) 22 funding. The grant award number is EMW-2022-FG-07325.
2. The Federal share of this grant is \$47,619. The City match is \$2,381.
3. This AFG is to improve the City of Somersworth Fire Department's technical rescue capability – primarily in the areas of confined space and rope rescue.
4. Of note – this is the second year in a row we have earned an AFG. The previous AFG was used to purchase battery powered vehicle extrication tools ("jaws of life") and associated equipment for the new Pierce Enforcer pumper (Engine-5).
5. This AFG must be accepted or declined before 11 September, 2023 in the FEMA GO system by the Authorized Organization Representative (AOR) who is Finance Director Smith.
6. Request coordination for approval of AFG EMW-2022-FG-07325.

Respectfully submitted

George D. Kramlinger
George D. Kramlinger
Fire Chief / EMD
City of Somersworth

	City of Somersworth – Resolution
	Resolution No: 10-24 TO ACCEPT SUNNINGDALE DRIVE, FIREFLY CIRCLE, CATTAIL CIRCLE AND LUNA CIRCLE AS PUBLIC RIGHTS OF WAY

September 5, 2023

WHEREAS, the City of Somersworth Planning Board approved a certain subdivision known as Subdivision Plan for The Villages at Sunningdale Subdivision, off Stackpole Road and Green Street, Somersworth New Hampshire, Tax Map 19 Lot 1 and Tax Map 20 Lot 05 (formally known as Tax Map F9, Lots 19-1 and 20-5), Final Plans signed April 16, 2014, revised on December 13, 2013 prepared by Doucet Survey, recorded as Plan #109-014 thru 109-022 at the Strafford County Registry of Deeds and the roadway was to be accepted by the City of Somersworth; and

WHEREAS, the City Council named Sunningdale Drive and Firefly Circle as streets by Resolution No. 22-17 on December 5, 2016; and

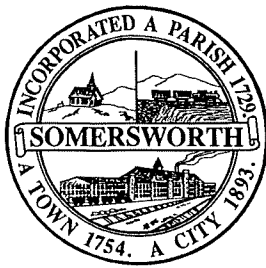
WHEREAS, the City Council named Cattail Circle and Luna Circle as streets by Resolution No. 31-19 on February 4, 2019; and

WHEREAS, the roads known as Sunningdale Drive, Firefly Circle, Cattail Circle and Luna Circle has been constructed to the satisfaction of the City; and

WHEREAS, the following conditions apply: A 2-year maintenance Surety Bond in the amount of \$234,000 (Two Hundred Thirty-Four Thousand dollars) is provided acceptable to the City, a deed to the road as well as all needed public utility easements are provided to the City;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to accept and record deeds to Sunningdale Drive, Firefly Circle, Cattail Circle and Luna Circle and said ways are hereby accepted as public rights of way.

Authorization	
<i>Sponsored by Councilors:</i> David A. Witham Martin Pepin Nancie Cameron Don Austin Denis Messier	<i>Approved:</i> City Attorney



Amber F. Hall, P.E.
City Engineer
Tel: 692-9524

Date: 8/21/2023

To: Bob Belmore, City Manager

Copy: Scott Smith, Deputy City Manager/Finance Director; Michelle Mears,
Director of Planning and Community Development; Michael Bobinsky,
Director of Public Works and Utilities

Subject: Sunningdale Subdivision Street Acceptance

I certify that the Sunningdale Drive, Luna Circle, Firefly Circle, and Cattail Circle construction which occurred from 2016 to 2023 was completed in accordance with the plans and specifications and can be accepted as City streets.

This is in concurrence with previous inspection reports done by Dubois & King and Horsley Whitten.

Twelve Month, LLC
Joseph Falzone, Manager
7B EMERY LANE
STRATHAM, NH 03885

Office: 603-772-9400 Fax: 603-772-8999

Somersworth NH City Council
City Hall
One Government Way
Somersworth, NH 03878

August 8, 2023

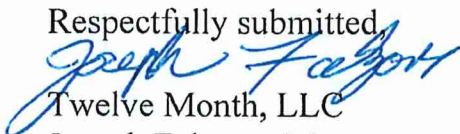
Re: Petition to Accept 4 roadways within the Sunningdale subdivision named Villages at Sunningdale

Dear Members of the City of Somersworth City Council,

Twelve Month LLC the development ownership of the Sunningdale development located off Stackpole Road and Green Street, formally request the City Council to accept Sunningdale Drive, Firefly Circle, Cattail Circle and Luna Circle and to accept all related infrastructure and appurtenant easements as wholly owned and maintained as city streets. All 4 roadways service the Villages at Sunningdale development.

The city engineer has signed off on the development, the planning board has voted that a two year maintenance bond be posted in the amount of \$234,000. A copy of the bond will follow in the next 14 days. The roadway as built plans and deeds have also been signed off by town council. My understanding is the council approval is a two-step process and the final approval vote will take place on September 18. I will be in attendance to answer any questions you may have. Thank you.

Respectfully submitted,



Twelve Month, LLC
Joseph Falzone, Manager
jfalzone@weinvestinland.com

CC: Bob Lavoie, Esq.
Severino Trucking
Somersworth Planning,
Somersworth Engineering Department

(THIS SPACE RESERVED FOR REGISTRY OF DEEDS)

WARRANTY DEED

**[Fee in Subdivision Roadways of The Villages of Sunningdale Subdivision:
Sunningdale Drive, Firefly Circle, Luna Circle & Cattail Circle, Somersworth, NH]**

TWELVE MONTH, LLC, a New Hampshire limited liability company, having a mailing address of 7B Emery Lane, Stratham, Rockingham County, New Hampshire 03885,

for consideration paid,

grants to the City of Somersworth, New Hampshire, a municipal corporation, with a principal office located at 1 Government Way, Somersworth, NH 03878

with WARRANTY COVENANTS

Those certain tracts or parcels of land with the improvements thereon, consisting of Sunningdale Drive, Firefly Circle, Luna Circle & Cattail Circle in Somersworth, Strafford County, State of New Hampshire, being all of the Subdivision Roadways of The Villages of Sunningdale Subdivision, said Subdivision Roadways being shown on a plan entitled "Street Acceptance Plan for the City of Somersworth of The Villages at Sunningdale -- Sunningdale Drive, Firefly Circle, Luna Circle & Cattail Circle -- Somersworth, State of New Hampshire" Date: March 13, 2023, Scale: 1" = 60', prepared by Doucet Survey, Inc. and which plan is recorded with the Strafford County Registry of Deeds (said "Deeds") as Plan No. _____ through Plan No. _____ (the "Plan"). Reference is made to the Plan for a more particular description of the Subdivision Roadways herein conveyed.

Said Subdivision is shown on a plan entitled "Subdivision of Land of The Villages at Sunningdale for Twelve Month, LLC, Tax Map F9, Lots 19-1 & 20-5, Green Street & Stackpole Road, Strafford County, Somersworth, New Hampshire," Date: Dec. 13, 2013,

Scale: 1" = 50', prepared by Doucet Survey, Inc. and which plan is recorded with the Strafford County Registry of Deeds (said "Deeds") as Plan No. 109-014 through Plan No. 109-022 (the "Plan").

The premises herein described are conveyed subject to easements and restrictions of record insofar as the same are in force and applicable.

The premises herein described are conveyed subject to and with the benefit of a Declaration of Covenants and Easements, dated June 26, 2015 and recorded with said Deeds at Book 4305, Page 0289.

The premises herein described are conveyed together with the rights in the Proposed Drainage Easement as shown on a plan entitled, "Drainage Easement Plan for Twelve Month, LLC of The Villages at Sunningdale Lot 78 & 79 Cattail Circle, Tax Map 20, Lots 5-78 & 5-79, Somersworth, New Hampshire," by Doucet Survey, LLC dated April 25, 2019 and recorded as Plan No. 118-066.

The premises herein described are conveyed subject to the right of the Lot Owners of The Villages of Sunningdale Subdivision to pass and repass and use the streets and ways as shown on the Plan, as granted in their various recorded Deeds.

Being a portion of the premises conveyed to Grantor by Warranty Deed of Sunningdale Golf Club, Inc., dated August 30, 2013 and recorded with said Deeds in Book 4160, Page 0956.

This is a conveyance in the ordinary course of business and is not in contravention of the filed Certificate of Formation for the limited liability company, as it may be amended. Neither this instrument nor any other record at the Registry of Deeds discloses anything in contravention of the laws of the State of New Hampshire and the grantor limited liability company appears from the records of the State of New Hampshire Secretary of State to exist.

The undersigned hereby certifies that he has been authorized on behalf of the limited liability company to convey the above-described Lot, and he has been authorized by the limited liability company to execute any and all documents necessary to effectuate said sale.

By executing this Certificate, the undersigned further certifies that he is named in the Operating Agreement and Certificate of Formation as one of the persons authorized to execute, acknowledge, deliver and record any recordable instrument purporting to affect an interest in real property on behalf of the limited liability company and such authority has not been amended, modified or revoked; that the Operating Agreement authorizes him to take all steps necessary to sell the premises described above on the terms and conditions contained in the deed recorded herewith; and that no member of Twelve Month, LLC has filed for bankruptcy protection.

This conveyance is exempt from transfer tax pursuant to RSA 78 – B: 2, I.

IN WITNESS WHEREOF, the said Twelve Month, LLC, has caused its seal to be hereto affixed and in these presents signed by Joseph Falzone, as Manager of Twelve Month, LLC this _____ day of _____, 2023.

Twelve Month, LLC

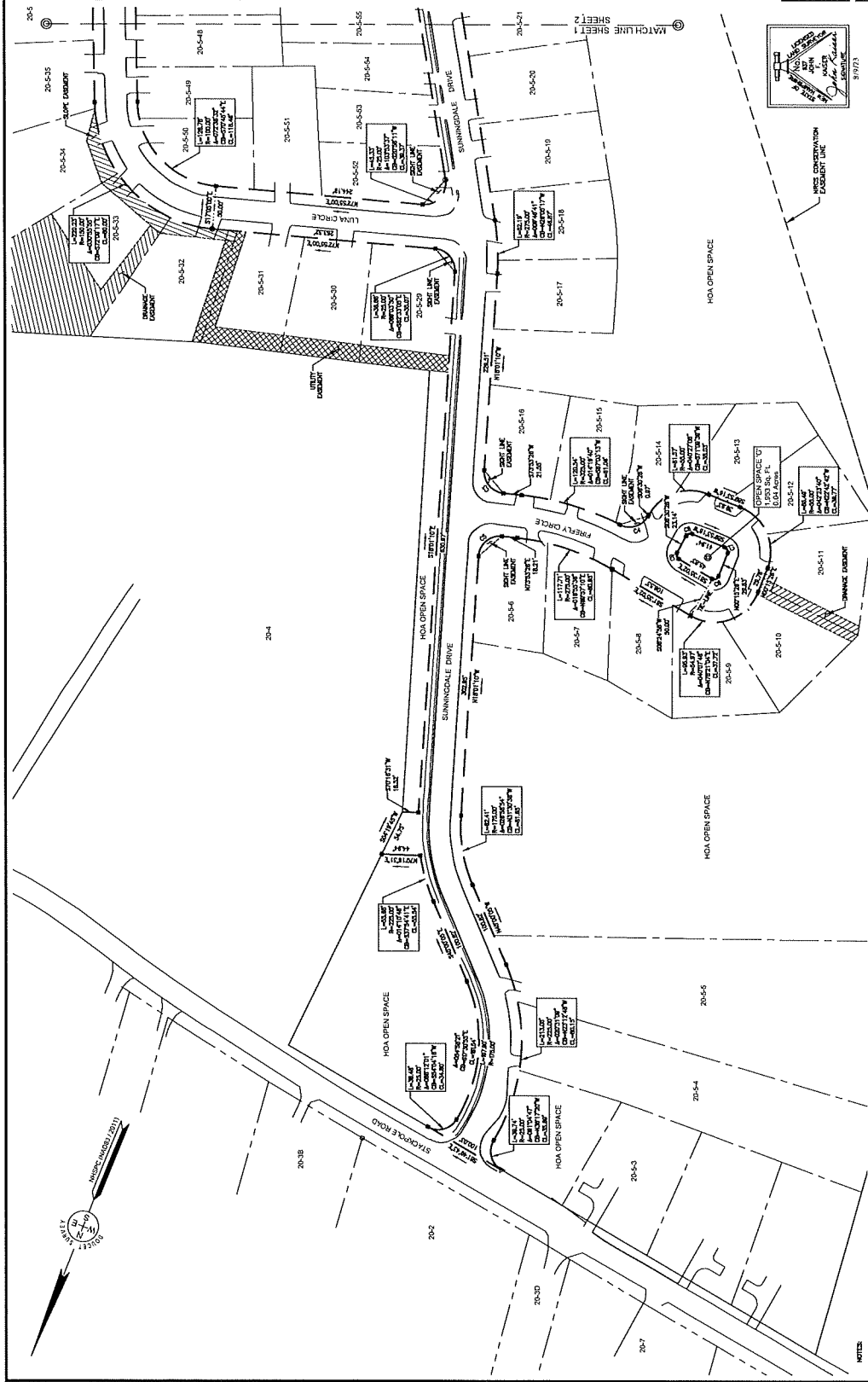
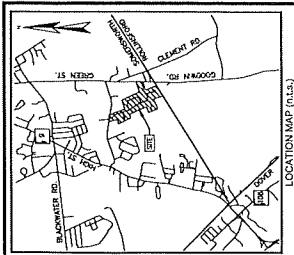
By: _____
Joseph Falzone, Manager

STATE OF NEW HAMPSHIRE

_____, ss

On this _____ day of _____, 2023, before me, the undersigned notary public, personally appeared Joseph Falzone, as Manager of Twelve Month, LLC, who proved to me through satisfactory evidence of identification, which was ☐ photographic identification with signature issued by a federal or state governmental agency, ☐ oath or affirmation of a credible witness, ☐ personal knowledge of the undersigned, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he signed it voluntarily, in the capacity indicated, and that he has the authority to sign in that capacity.

Notary Public:
My Commission Expires:



CLIMATE			CLIMATE			CLIMATE		
CLIMATE	ARC LENGTH	ARC LENGTH	CLIMATE	ARC LENGTH	ARC LENGTH	CLIMATE	ARC LENGTH	ARC LENGTH
C1	38.44	25.07	W0734.4	40.03274	34.78	C2	38.44	25.07
C4	38.87	25.07	W0730.0	40.03274	34.87	C5	38.87	25.07
C6	41.17	25.07	W114.3	40.03274	35.64	C7	41.17	25.07
C8	7.74	25.07	W0734.4	40.03274	34.78	C9	7.74	25.07
C7	7.81	25.07	W0730.0	40.03274	34.87	C8	7.81	25.07
C6	9.66	25.07	W114.3	40.03274	35.64	C5	9.66	25.07
C5	9.66	25.07	W0734.4	40.03274	34.78	C4	9.66	25.07
C4	38.87	25.07	W0730.0	40.03274	34.87	C3	38.87	25.07
C3	38.44	25.07	W0734.4	40.03274	34.78	C2	38.44	25.07

Abstract

OF THE VILLAGES AT SUNNINGDALE FOR TWELVE MONTH, LLC TAX
RETURN FOR THE YEAR ENDING 12/31/13. THE RETURN WAS PREPARED BY
A CPA FIRM DATED DEC. 14, 2013 BY ROBERT SURVEY, ACPA. PLAN
#-0022.

NEEDS TO BE ACCEPTED

1. "SUBDIVISION OF LAND INTO LOTS 10-11-12-13-14-15-16-17-18-19-20-21-22-23-24-25-26-27-28-29-30-31-32-33-34-35-36-37-38-39-40-41-42-43-44-45-46-47-48-49-50-51-52-53-54-55-56-57-58-59-60-61-62-63-64-65-66-67-68-69-70-71-72-73-74-75-76-77-78-79-80-81-82-83-84-85-86-87-88-89-90-91-92-93-94-95-96-97-98-99-100-101-102-103-104-105-106-107-108-109-110-111-112-113-114-115-116-117-118-119-120-121-122-123-124-125-126-127-128-129-130-131-132-133-134-135-136-137-138-139-140-141-142-143-144-145-146-147-148-149-150-151-152-153-154-155-156-157-158-159-160-161-162-163-164-165-166-167-168-169-170-171-172-173-174-175-176-177-178-179-180-181-182-183-184-185-186-187-188-189-190-191-192-193-194-195-196-197-198-199-200-201-202-203-204-205-206-207-208-209-210-211-212-213-214-215-216-217-218-219-220-221-222-223-224-225-226-227-228-229-230-231-232-233-234-235-236-237-238-239-240-241-242-243-244-245-246-247-248-249-250-251-252-253-254-255-256-257-258-259-260-261-262-263-264-265-266-267-268-269-270-271-272-273-274-275-276-277-278-279-280-281-282-283-284-285-286-287-288-289-290-291-292-293-294-295-296-297-298-299-300-301-302-303-304-305-306-307-308-309-310-311-312-313-314-315-316-317-318-319-320-321-322-323-324-325-326-327-328-329-330-331-332-333-334-335-336-337-338-339-340-341-342-343-344-345-346-347-348-349-350-351-352-353-354-355-356-357-358-359-360-361-362-363-364-365-366-367-368-369-370-371-372-373-374-375-376-377-378-379-380-381-382-383-384-385-386-387-388-389-390-391-392-393-394-395-396-397-398-399-400-401-402-403-404-405-406-407-408-409-410-411-412-413-414-415-416-417-418-419-420-421-422-423-424-425-426-427-428-429-430-431-432-433-434-435-436-437-438-439-440-441-442-443-444-445-446-447-448-449-450-451-452-453-454-455-456-457-458-459-460-461-462-463-464-465-466-467-468-469-470-471-472-473-474-475-476-477-478-479-480-481-482-483-484-485-486-487-488-489-490-491-492-493-494-495-496-497-498-499-500-501-502-503-504-505-506-507-508-509-510-511-512-513-514-515-516-517-518-519-520-521-522-523-524-525-526-527-528-529-530-531-532-533-534-535-536-537-538-539-540-541-542-543-544-545-546-547-548-549-550-551-552-553-554-555-556-557-558-559-560-561-562-563-564-565-566-567-568-569-570-571-572-573-574-575-576-577-578-579-580-581-582-583-584-585-586-587-588-589-590-591-592-593-594-595-596-597-598-599-600-601-602-603-604-605-606-607-608-609-610-611-612-613-614-615-616-617-618-619-620-621-622-623-624-625-626-627-628-629-630-631-632-633-634-635-636-637-638-639-640-641-642-643-644-645-646-647-648-649-650-651-652-653-654-655-656-657-658-659-660-661-662-663-664-665-666-667-668-669-670-671-672-673-674-675-676-677-678-679-680-681-682-683-684-685-686-687-688-689-690-691-692-693-694-695-696-697-698-699-700-701-702-703-704-705-706-707-708-709-710-711-712-713-714-715-716-717-718-719-720-721-722-723-724-725-726-727-728-729-730-731-732-733-734-735-736-737-738-739-740-741-742-743-744-745-746-747-748-749-750-751-752-753-754-755-756-757-758-759-760-761-762-763-764-765-766-767-768-769-770-771-772-773-774-775-776-777-778-779-780-781-782-783-784-785-786-787-788-789-790-791-792-793-794-795-796-797-798-799-800-801-802-803-804-805-806-807-808-809-810-811-812-813-814-815-816-817-818-819-820-821-822-823-824-825-826-827-828-829-830-831-832-833-834-835-836-837-838-839-840-841-842-843-844-845-846-847-848-849-850-851-852-853-854-855-856-857-858-859-860-861-862-863-864-865-866-867-868-869-870-871-872-873-874-875-876-877-878-879-880-881-882-883-884-885-886-887-888-889-890-891-892-893-894-895-896-897-898-899-900-901-902-903-904-905-906-907-908-909-910-911-912-913-914-915-916-917-918-919-920-921-922-923-924-925-926-927-928-929-930-931-932-933-934-935-936-937-938-939-940-941-942-943-944-945-946-947-948-949-950-951-952-953-954-955-956-957-958-959-960-961-962-963-964-965-966-967-968-969-970-971-972-973-974-975-976-977-978-979-980-981-982-983-984-985-986-987-988-989-990-991-992-993-994-995-996-997-998-999-1000-1001-1002-1003-1004-1005-1006-1007-1008-1009-1010-1011-1012-1013-1014-1015-1016-1017-1018-1019-1020-1021-1022-1023-1024-1025-1026-1027-1028-1029-1030-1031-1032-1033-1034-1035-1036-1037-1038-1039-

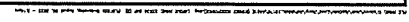
HORIZONTAL DASH IS FOR REFERENCE SUBORDINATE PLAN SET.
THE FOLLOWING ARE MAINTAINED BY THE HOMEOWNERS ASSOCIATION:
HALL OPEN SPACE AND STAIRS
STREET LIGHTS
STREET LIGHTS

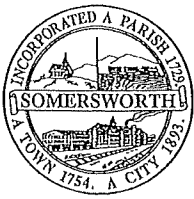
IT IS THE INTENT OF THIS PLAN IS TO SHOW THE LIMITS OF THE NEW STREET TO BE PAVED BY THE CITY OF SOMERVILLETOWN.

ALL HOMEOWNERS UNITS (BUILDINGS) ON THE MAPS SHOULD NOT PRESENTLY SHOWN IN SOMERVILLE TOWNSHIPS. THEIR LOCATIONS ARE NOT PRECISELY KNOWN AT THIS TIME. THEREFORE, THEY WILL BE INDICATED USING THE ABOVE DESCRIBED CONVENTION. NO WORK WASTEWATER SHALL BE DISCHARGED INTO THE ABOVE DESCRIBED CONVEYANCE. THE PROPER AUTHORITY CAN BE CONTACTED FOR MORE INFORMATION.

DATE: 08-16-93
DRAWN BY: JACOB SHELLEY
SOMERVILLE, NH

TABLE 3. *Continued*





City of Somersworth – Resolution

Resolution No: 11-24

NAMING GOLDEN ROAD AND CORSO DRIVE AND ASSIGNING ADDRESSES, IF REQUIRED

September 5, 2023

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

NAME

EXPLANATIONS

“GOLDEN ROAD AND CORSO DRIVE”

1) Names suggested by Developer of the Bernier Street subdivision and approved by the Planning Board in April 2022.

2) The E-911 Street Name and Address Committee recommended and approved the street names at their August 8, 2023 Committee meeting.

3) The Street name is required to be in compliance with E-911 standards. State E-911 officials concurred that the proposed street name is in compliance with E-911 standards.

4) Golden Road and Corso Drive are private roads.

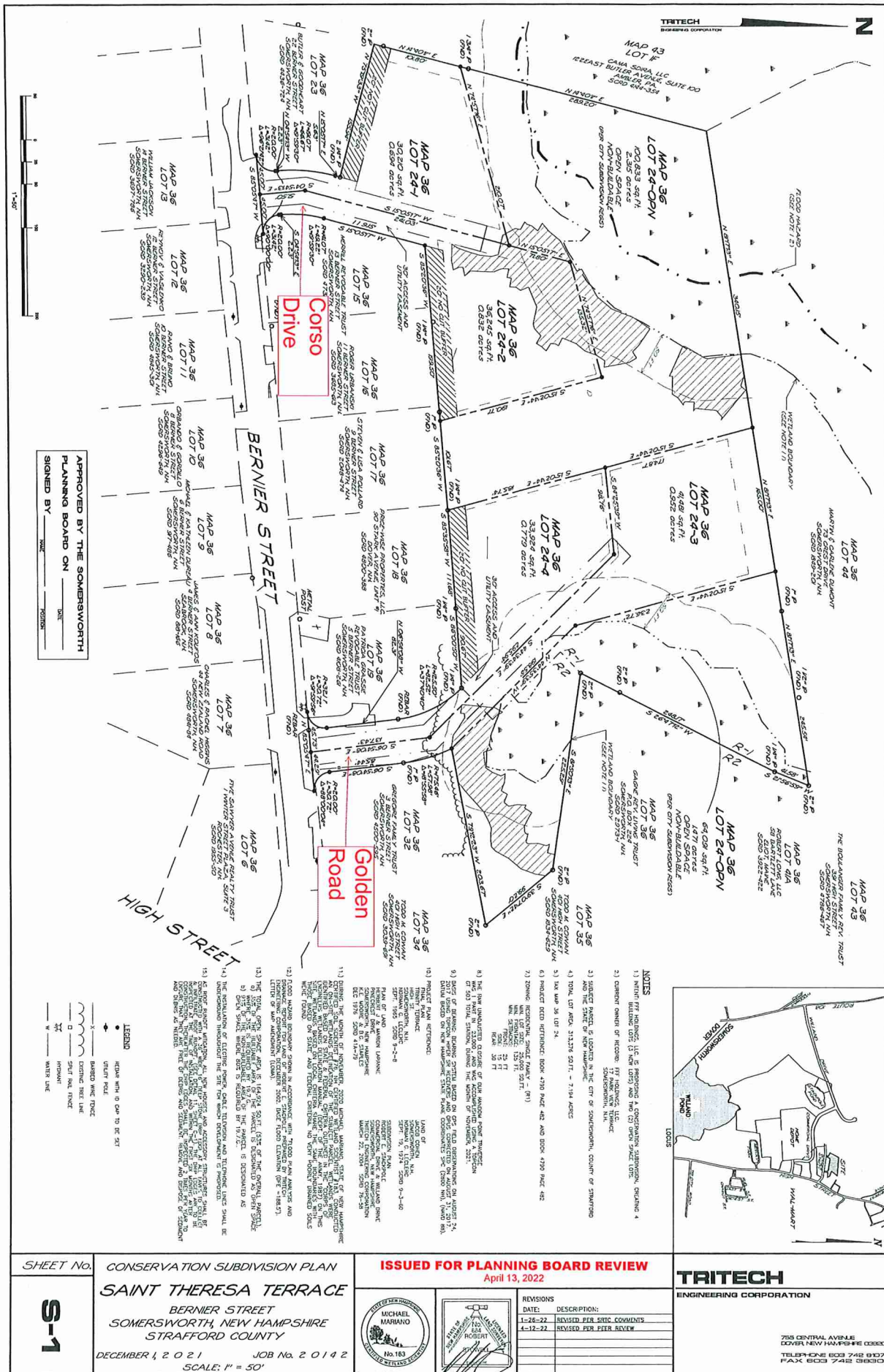
5) Developer is required to install a street sign and a “Private Way” sign per City condition of name acceptance.

BE IT FURTHER RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT this action is in accordance with RSA 231:133; RSA 231:133-a; RSA 106-H; State of NH, Department of Safety, Division of Emergency Communications Addressing Standards, and City of Somersworth Ordinance: Chapter 19, Section 23.

Authorization

Sponsored by:
Councilor Martin Pepin

Approved:
City Attorney



APPROVED BY THE SOMERSWORTH
PLANNING BOARD ON _____
SIGNED BY _____

LEGEND

REGULATORY LINE
PROPERTY LINE
SETBACK LINE
EASEMENT
WATER LINE

- NOTES**
- 1) THE TOTAL AREA OF THE SUBDIVISION IS 14.424 ACRES, 1.31% OF THE TOTAL AREA OF THE TOWN OF SOMERSWORTH.
 - 2) THE TOTAL AREA OF THE SUBDIVISION IS 14.424 ACRES, 1.31% OF THE TOTAL AREA OF THE TOWN OF SOMERSWORTH.
 - 3) THE TOTAL AREA OF THE SUBDIVISION IS 14.424 ACRES, 1.31% OF THE TOTAL AREA OF THE TOWN OF SOMERSWORTH.
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 - 5) THE TOTAL AREA OF THE SUBDIVISION IS 14.424 ACRES, 1.31% OF THE TOTAL AREA OF THE TOWN OF SOMERSWORTH.
 - 6) THE TOTAL AREA OF THE SUBDIVISION IS 14.424 ACRES, 1.31% OF THE TOTAL AREA OF THE TOWN OF SOMERSWORTH.
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 - 10) THE TOTAL AREA OF THE SUBDIVISION IS 14.424 ACRES, 1.31% OF THE TOTAL AREA OF THE TOWN OF SOMERSWORTH.
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 - 13) THE TOTAL AREA OF THE SUBDIVISION IS 14.424 ACRES, 1.31% OF THE TOTAL AREA OF THE TOWN OF SOMERSWORTH.
 - 14) THE TOTAL AREA OF THE SUBDIVISION IS 14.424 ACRES, 1.31% OF THE TOTAL AREA OF THE TOWN OF SOMERSWORTH.
 - 15) THE TOTAL AREA OF THE SUBDIVISION IS 14.424 ACRES, 1.31% OF THE TOTAL AREA OF THE TOWN OF SOMERSWORTH.



SHEET No. **S-1**

CONSERVATION SUBDIVISION PLAN
SAINT THERESA TERRACE
BERNIER STREET
SOMERSWORTH, NEW HAMPSHIRE
STRAFFORD COUNTY
DECEMBER 1, 2021 JOB No. 20142
SCALE: 1" = 50'

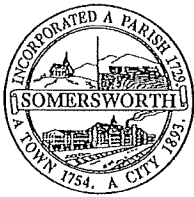
ISSUED FOR PLANNING BOARD REVIEW
April 13, 2022

REVISIONS

DATE	DESCRIPTION:
1-26-22	REVISED PER STIC COMMENTS
4-12-22	REVISED PER PETER REVIEW

TRITECH
ENGINEERING CORPORATION

755 CENTRAL AVENUE
DOVER, NEW HAMPSHIRE 03830
TELEPHONE 603 742 9107
FAX 603 742 9300



City of Somersworth – Resolution

Resolution No: 12-24

NAMING BIRCH HILL LANE AND ASSIGNING ADDRESSES, IF REQUIRED

September 5, 2023

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

NAME

EXPLANATIONS

“BIRCH HILL LANE”

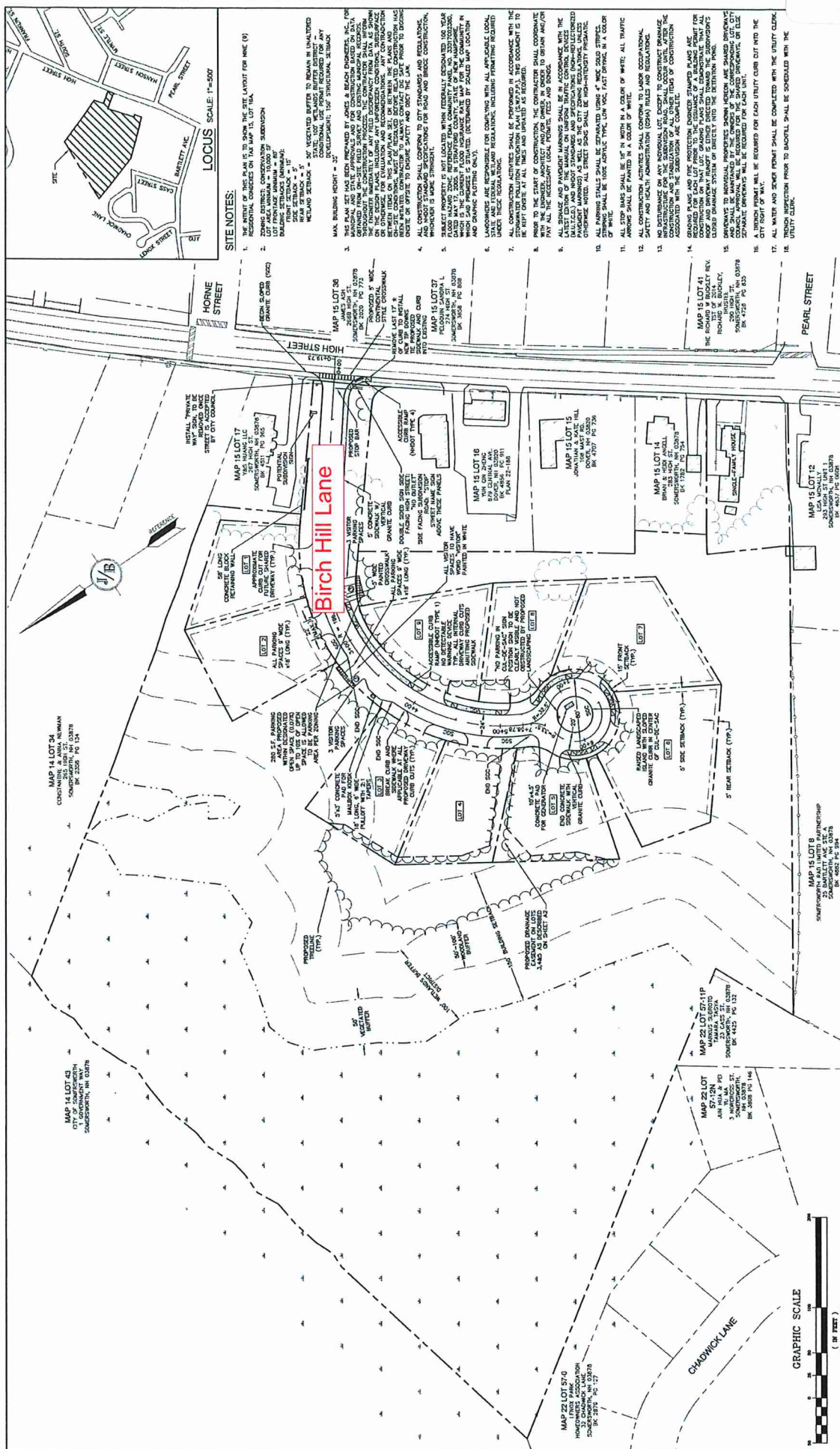
- 1) Names suggested by Developer of the 271 High Street subdivision and approved by the Planning Board in February 2023.
- 2) The E-911 Street Name and Address Committee recommended and approved the street name at their August 23, 2023 Committee meeting.
- 3) The Street name is required to be in compliance with E-911 standards. State E-911 officials have concurred that the proposed street name is in compliance with E-911 standards.
- 4) Developer is required to install a street sign per City condition of name acceptance.

BE IT FURTHER RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT this action is in accordance with RSA 231:133; RSA 231:133-a; RSA 106-H; State of NH, Department of Safety, Division of Emergency Communications Addressing Standards, and City of Somersworth Ordinance: Chapter 19, Section 23.

Authorization

Sponsored by:
Councilor Martin Pepin

Approved:
City Attorney



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



Bob Belmore
City Manager
City of Somersworth
One Government Way
Somersworth, NH 03878

August 24, 2023

Dear Mr. Belmore,

I am writing this on behalf of Unitil to request approval for performing essential night work on Blackwater Road and the intersection of Blackwater Road at High Street. Our aim is to proactively address the imminent traffic congestion that could disrupt the daily flow and safety of the community.

The proposed night work will be conducted between the hours of 8:00 PM and 5:00 AM from Sunday, September 10th through Friday, September 15th. We are in the process of finalizing a traffic control plan with the assistance of the outside engineering firm, Kleinfelder, for your review with the City Council. The finalized traffic control plan will be submitted by the end of day tomorrow, Friday, August 25th.

The reasons for undertaking this project during nighttime hours are twofold: First, it allows our team to complete the necessary installation and tie in our new gas main with minimal disruption to the normal functioning of the road and intersection. Second, working at night can significantly expedite the project timeline, ensuring that the installation is completed promptly.

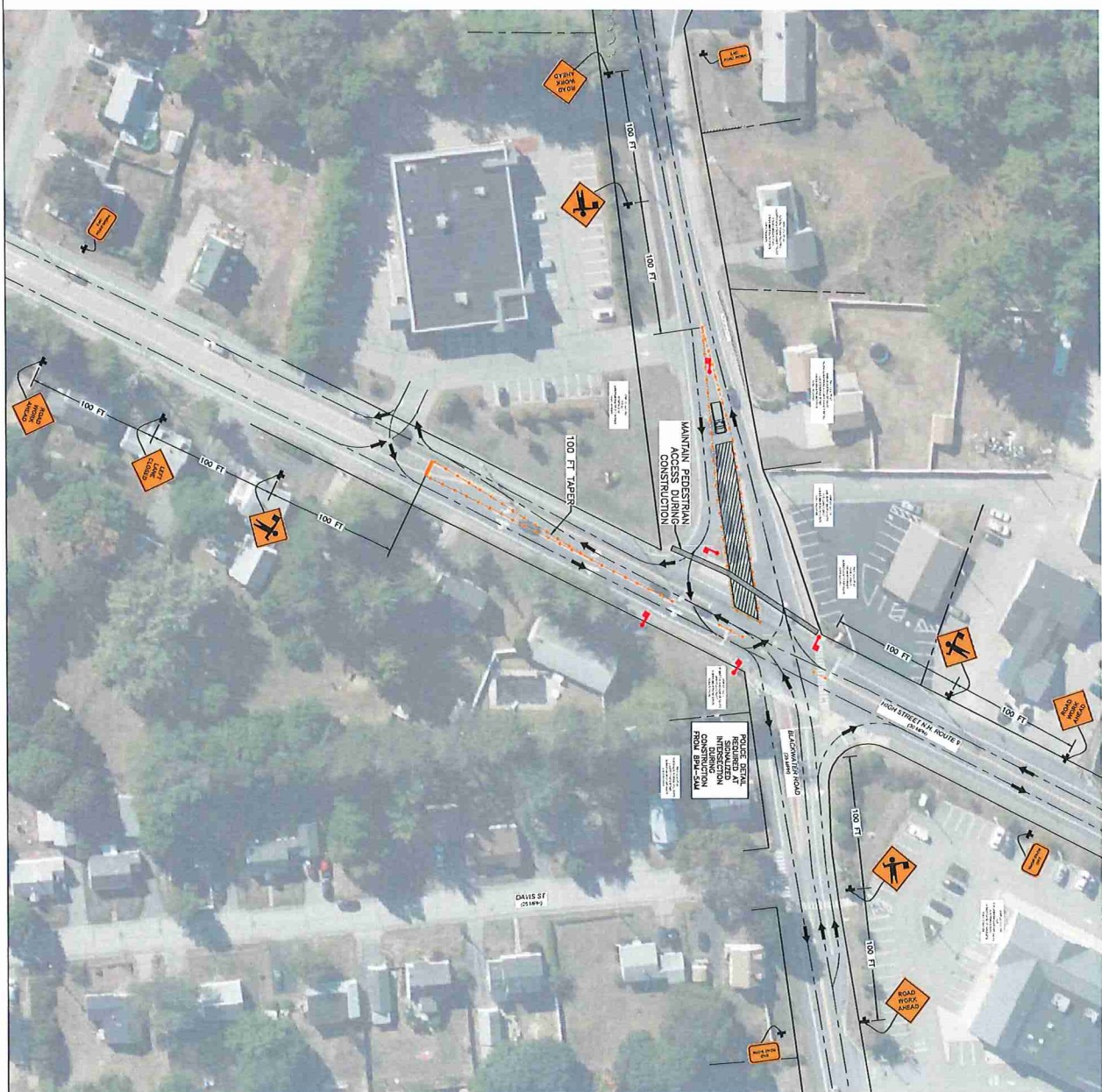
Unitil understands the importance of maintaining the safety and convenience of the residents that live within the City of Somersworth, and we are committed to taking every precaution to minimize disturbance during these specified hours.

We kindly request your approval for this night work project, and your support in granting permission for this initiative will greatly contribute to the overall well-being of the community.

Thank you for your time and consideration. We look forward to your response.

Sincerely,

Christal Ripley
Gas Construction Supervisor
Unitil Corporation
(o) 603-294-5118

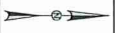


4 Technology Drive, 1st Floor
Westborough, MA 01581
Phone: 508-370-6226
www.bentley.com

REVISIONS				
REV	DESCRIPTION	DSN	CHK	DATE
		DNA	APP	
A	ISSUED FOR REVIEW	DBH	DDF	6/24/2023
		ALS	DDF	

[illegible]

ISSUED FOR
CONSTRUCTION



SCALE VERIFICATION

THIS BAR IS 1 INCH IN LENGTH
ON ORIGINAL DRAWING

0" 1"

IF IT'S NOT 1 INCH ON THIS
SHEET ADJUST YOUR
SCALES ACCORDINGLY



SCALE IN FEET
SCALE: 1" = 30'
ORIGINAL DRAWING SIZE IS 22 x 34

TRAFFIC CONTROL PLAN (PHASE 3)

BLACKWATER ROAD HDI
SOMERSWORTH, NH



Northern Utilities, Inc.

DESIGN MANAGER: T. BICKFORD	REVIEWED BY:	
DESIGN ENGINEER: J. RAFFERTY	CHECKED BY:	
ACTIVATION ORDER:	APPROVED BY:	

PROJECT NO. 20221970.001A

C-140

CHECKED BY	DDF
APPROVED BY	DDF

SHEET 1 of 2



Minutes of City Council Meeting Monday, August 1, 2022

ROLL CALL OF MEMBERS

The meeting was called to order at 7:00 p.m. by Mayor, Dana S. Hilliard and, upon roll call, the following Council members were present: Pepin, Vincent, Dumont, Austin, Michaud, Witham, Gerding, Cameron, and Messier.

PLEDGE OF ALLEGIANCE

Councilor Pepin led the Pledge of Allegiance.

PUBLIC HEARING

Resolution No. 4-23 – To Discontinue the Sidewalk Improvement Capital Reserve Fund in Accordance with RSA 34:11-A;

There were no comments.

Mayor Dana S. Hilliard requested permission to take up agenda item 15 letter A. under Other without objection. Mayor Hilliard stated that Strafford County Commissioner George Maglaras, City of Dover Mayor Robert Carrier, and the City of Rochester Mayor Paul Callaghan were present to discuss the Warming Center.

Councilor Witham made a motion to suspend Council Rules to allow guests to speak. The motion was seconded by Councilor Austin and passed by voice vote.

Mayor Dana S. Hilliard stated that this agreement is to revert back to the original agreement that will allow the warming center to open only when there are extreme weather conditions. Throughout the winter and early Spring, the Tri-City network of Mayors along with the City Managers and County Commissioners have been meeting regularly to develop a long-term sustainable plan to help the elevated ongoing issue of homelessness and housing insecurity. While Government cannot solve this problem on its own, it is part of the partnership and solution. The plan which has been developed is referred to as the three-legged stool, each leg has a role and is critical in supporting the structure of success.

- The first leg is to construct a state-of-the-art nursing home on County property. The nursing home would be 21st century modern facility being able to address the increasing needs of patients experiencing Alzheimer's and Dementia. It would allow each patient the privacy and dignity they deserve and allow the family to spend extended time and nights with their loved ones.
- The second leg would be to develop the current facility that would then be converted to deal with those experiencing homelessness and housing insecurity. It would offer the services necessary to aid those in need with guidance to overcome a multitude of issues from mental

health to addiction. A critical part of the development of the first and second leg would be a return to the original agreement of the extreme warming center.

The facility would only be open during extreme weather events, deemed as life-threatening by the Tri-City Emergency Management Directors. The Hilltop City would continue to cover Emergency response by Police, EMS, and Fire. We would continue to review the operation each Spring throughout the development of leg one. Each year the Agreement would be reviewed by this Council before entering into another year.

Our partnerships have worked, and I am proud of what we have accomplished to date as a network of cities moving in the same direction to offer solutions to one of the most complex issues facing our society. Progress will continue to be made only by working together and continuing to strengthen the partnership. Tonight's plan will work and will address not only the needs of those experiencing homelessness or housing insecurity but will also offer state of the art care and dignity to those citizens who have spent their adulthood progressing our society and democracy forward.

Mayor Hilliard respectfully asked the Council to fully support and adopt the return to the original Agreement of the extreme warming center.

Strafford County Commissioner George Maglaras shared some facts concerning the Riverside Nursing Home and the growing percentage of Alzheimer's and Dementia patients. Commissioner Maglaras explained that Riverside was built 50 years ago and was never designed to handle the growing number of patients and their needs. Commissioner Maglaras also mentioned that the State of New Hampshire has 5 million dollars that is available to Cities and Towns to review and adjust zoning and planning to help address the housing shortage around the County and State. Commissioner Maglaras stated the County will be contributing \$10,000 towards operational costs.

Dover Mayor Robert Carrier spoke about when the warming center was first opened and how it saved people's lives because of the harsh weather conditions. Mayor Carrier explained that the Tri-City Mayors, City Managers, and the Strafford County Commissioners office have come together which has been beneficial to the Cities in dealing with the issues of homelessness, drug addiction, and people with mental health issues that are in need of help. Mayor Carrier mentioned that by beginning this 3-legged plan now will be a step towards solving the issues that the Cities are dealing with.

Rochester Mayor Paul Callaghan assured the City Council that the City of Rochester is committed financially and also mentioned that they have already made some adjustments to their zoning.

Councilor Vincent stated that Strafford County is leading the race of all Counties in being innovative with jails, prisoners, and many other areas.

Councilor Gerding mentioned that he would like to hear more about the 3-legged plan as it moves forward to be able to ask questions and be informed of the progress. Councilor Gerding inquired about the difference of the Warming Center Agreement this year compared to last year's

agreement. Mayor Hilliard stated that the original agreement between the Tri-Cities was to have an Emergency Warming Center to only be open during extreme weather, and that last year it was different for many reasons. The Warming Center last year was an experiment that did not work for many reasons but the organization that ran the center last year did not want to run it again. Mayor Hilliard further explained that the original Agreement did work and the reasons why. Mayor Hilliard also stated that this plan to open the warming center for extreme weather conditions is the short-term plan and it will help with moving forward with the 3-legged long-term plan.

Councilor Gerding inquired about who will be running the Emergency Warming Center, and Mayor Hilliard stated an RFP will be issued.

Councilor Gerding also inquired if the City of Dover and Rochester have approved the Emergency Warming Center Agreement. Rochester Mayor Callaghan stated that the City of Rochester is 100% committed and put aside \$50,000.00 for the center. Dover Mayor Carrier also stated that the City of Dover pledged \$50,000.00 and was waiting for the approval of Somersworth City Council to take a vote.

City Manager Belmore along with the Managers of Dover and Rochester are working on an RFP to send out to solicit proposal to oversee the operations of the Emergency Warming Center.

Councilor Pepin thanked all who have been involved with this presentation and will be in favor of this going back to the original agreement.

Councilor Austin agreed with Councilor Pepin but feels that there should be a conversation concerning the long-term plan. Dover Mayor Currier mentioned that some churchs made the decision during COVID to scale down their assistance with shelter, clothing, and food donations because the volunteers were elderly and at risk, they have opened up communication with them again and is hoping they will be able to provide some additional services once again. Mayor Hilliard mentioned that this Agreement is on a yearly basis for review so the situation can be assessed.

Councilor Dumont expressed his enthusiasm that the Mayor's and Commissioner have formed a team to work together to come up with a long-term solution for the issues discussed this evening.

Deputy Mayor Witham mentioned that in the past couple years the warming center has helped save lives and although that is note-worthy it wasn't really solving the problem. He believes that the 3-legged plan is an attempt to address and help solve the many issues around the Tri-City area.

Councilor Messier stated he is in support of this and appreciates the forward thinking and innovative approach for solving the ongoing problems the communities are and will be facing.

Councilor Vincent stated that he would like to see the County take this over and then all of the communities can take advantage of the opportunity and contribute as well. Commissioner

Maglaras mentioned that the key component of this strategy is the construction of the new nursing home, and also explained the next steps they are taking to accomplish this vital leg of the stool.

Councilor Cameron mentioned her knowledge of the workers at Riverside and how they have managed the working conditions over the past couple years during COVID, and also mentioned that Red's Food Truck has been a valuable resource for free food for people in need.

Councilor Michaud also thanked the Tri-City Mayors and everyone involved that has put in the hard work and the continuing efforts to make this plan work.

Councilor Witham called for a vote to Authorize the City Manager to enter into an Agreement with the City of Dover and the City of Rochester to Operate an Emergency Cold Weather Warming Center at 30 Willand Drive in Somersworth from November 2022 through March 2023, to include an Agreement with a Third-Party Organization to Provide Services at the Warming Center. Deputy City Clerk Ramsey performed a roll call vote and all Councilors voted yes, 9-0

COMMENTS BY VISITORS

Shaun Shea of 32 Cote Street inquired about the basketball courts on Blackwater Road and the status of them.

CONSENT CALENDAR

A. Approve Minutes of the City Council Meeting held on July 5, 2022

Councilor Vincent made a motion to approve all items in the Consent Calendar. The motion was seconded by Councilor Austin and passed by voice vote.

COMMENTS BY CITY COUNCILORS

Councilor Witham mentioned that the St. Laurent Park was discontinued years ago because it was on a superfund site, the courts that were there have been paved a few times but the Council has recently decided to remove the basketball hoops and also put some funds to improve the Noble Pines and Jules Bisson Basketball Courts.

Councilor Vincent expressed his displeasure with the work that was done on Cemetery Road by Wright-Pierce and would like the Council to consider requesting some type of compensation from Wright-Pierce.

COMMUNICATIONS

There were none.

PRESENTATIONS OF PETITIONS AND DISPOSAL THEREOF BY REFERENCE OR OTHERWISE

There were none.

MAYOR'S REPORT

CITY OF SOMERSWORTH - ADMINISTRATIVE REGULATION

Office of the City Manager Executive Department City of Somersworth, New Hampshire	Effective Date: October 3, 2022	A.R. No: 3.003
		# of Pages 6
Subject: Investment Policy	Supersedes: Re-Adopted: Annually Adopted: March 19, 2007	Approved by: City Council

I PREFACE

An investment policy establishes a framework for the safe and prudent investment of public funds. While attempting to achieve the best possible results, an investment program must consider the safety and liquidity necessary to effectively meet the operational needs of the City.

The following are guidelines established to provide guidance and direction for city officials in the daily conduct of investing activity in addition to improving consistency, creating and defining accountability, and in ensuring that laws are followed.

II SCOPE

The investment policy applies to all financial assets in the custody of the city treasurer of the City of Somersworth, New Hampshire. These funds are accounted for in the City's annual audited financial reports and include:

- General Fund
- Special Revenue Funds
- Capital Projects Funds
- Enterprise Funds
- Agency and Escrow Funds
- Any new funds created by the City, unless specifically exempted by the governing body, in accordance with law, or by law

Furthermore, the investment policy applies to all transactions involving the financial assets and related activity of all the foregoing funds. This investment policy does not apply to the City of Somersworth Trust Funds.

III OBJECTIVES:

1. Security: Safety of principal is the foremost objective of the City. Each investment transaction shall seek to ensure that capital losses are avoided.
2. Liquidity: Investments shall not be made that may have an adverse effect on the normal operations of the City. Therefore, the length of all investments shall be dictated by cash flow needs.
3. Return on Investment: Return on investments should be maximized, but never to the extent that security of principal or liquidity of funds is jeopardized. City officials are encouraged to receive competitive proposals on prospective investments.

CITY OF SOMERSWORTH - ADMINISTRATIVE REGULATION

Subject: Investment Policy	Effective Date: October 3, 2022	A.R. No: 3.003
		Page 2 of 6

IV AUTHORITY:

New Hampshire Statute 48:16 is the legal authority under which the City Treasurer operates. See appendix "A" attached.

Other requirements include: The City of Somersworth Administrative Code Section 29.3.6.7 Division of Finance.

V. ADMINISTRATION

In accordance with the City of Somersworth Administrative Code Section 29.3.6.7 Division of Finance, the division of Finance shall include the functions of the City Treasurer with the head of the Division being the City Treasurer. Therefore, administration of the cash management of the City, directed by the City Treasurer, shall be coordinated with the Assistant Director of Finance.

VI. PRUDENCE

The investment policy shall be conducted in accordance with the "prudent person" standard, which requires that:

Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

VII. INSTRUMENTS:

In accordance with RSA 48:16 III and VI, excess funds of the City of Somersworth shall be invested in:

- a) United States Treasury securities maturing in less than one year; or
- b) Savings bank deposits of banks incorporated under the laws of the State of New Hampshire; or
 - o Fully insured or collateralized certificates of deposits of banks incorporated under the laws of the State of New Hampshire; or certificates of deposits that meet all the conditions as required by RSA 48:16 VI; or
- c) Fully insured or collateralized certificates of deposits of national banks located within the State of New Hampshire, or in banks recognized by the State Treasurer; or
- d) New Hampshire Public Deposit Investment Pool established pursuant to RSA 383:22; or
- e) Short-term obligations of United States Government agencies; or
- f) Repurchase agreements with banks chartered by the State of New Hampshire and fully collateralized by United States Treasury Bills and such other instruments as may be specifically authorized by the Revised Statutes of the State of New Hampshire.

CITY OF SOMERSWORTH - ADMINISTRATIVE REGULATION

Subject: Investment Policy	Effective Date: October 3, 2022	A.R. No: 3.003
		Page 3 of 6

g) As an alternative to the option of collateralization for excess funds provided in paragraph V, the treasurer may also invest public funds in interest bearing deposit which meet all of the following conditions:

(a) The funds are initially invested through a federally insured bank chartered under the laws of New Hampshire or the federal government with a branch within the state, selected by the treasurer.

(b) The selected bank arranges for the redeposit of the funds in one or more federally insured financial institutions located in the United States, for the account of the treasurer.

(c) The full amount of principal and any accrued interest of each such certificate of deposit is covered by federal deposit insurance.

(d) The selected bank acts as custodian with respect to such certificates of deposit issued for the account of the treasurer.

(e) At the same time that the funds are deposited and the certificates of deposit are issued, the selected bank receives an amount of deposits from customers of other federally insured financial institutions equal to or greater than the amount of the funds initially invested through the selected bank by the treasurer.

Investment maturities for operating funds shall be scheduled to coincide with projected cash flow needs, taking into account large routine expenditures (payroll and accounts payable) as well as anticipated revenue inflows. At no time shall any investment be made exceeding a maturity date in excess of one year.

VIII. DIVERSIFICATION:

The City's investment portfolio shall be diversified. Over concentration in a maturity, an instrument, or institution/issuer is to be avoided.

➤ DIVERSIFICATION BY INSTRUMENT

	Maximum <u>Percent of Portfolio</u>
▪ Overnight Investments	100%
▪ U.S. Treasury Obligations	90%
▪ NH Public Deposit Investment Pool	50%
▪ Certificates of Deposit	75%

IX. DEPOSITORIES AND DEALERS:

Unless otherwise in the best interest of the City, the City shall solicit cash management and banking services every three to five years. Proposals, therefore, will be accepted through a competitive bidding process.

Short-term investment of surplus funds may be made by contacting credible institutions to establish the best available instrument at that time. All investments must be backed by full third party

CITY OF SOMERSWORTH - ADMINISTRATIVE REGULATION

Subject: Investment Policy	Effective Date: October 3, 2022	A.R. No: 3.003
		Page 4 of 6

collateral and consider cash flow needs prior to considering the return on that investment. Also, no investment shall be made that contradicts the section titled “instruments” in this policy

X. SAFEKEEPING AND COLLATERALIZATION

Deposits shall be fully collateralized with the delivery of US government obligations, US government agency obligations, or obligations of the State of New Hampshire in market value at least equal to 102% of the cash deposit in each case. Collateral shall be wired to the municipality's joint custody account at the Federal Reserve Bank of Boston or Federal Reserve Bank of New York no later than the day cash deposits and/or investments are wired/transferred.

XI. REPORTING

The City Treasurer shall submit quarterly to the City Manager an investment report that summarizes recent market conditions and anticipated investment conditions. The report shall summarize the investment strategies employed in the most recent quarter, and describe the portfolio in terms of investment securities, maturities, risk characteristics and other features. The report shall explain the quarter's total investment return and compare the return with budgetary expectations. The report shall include an appendix that discloses all transactions during the past quarter.

XII. ETHICS AND CONFLICT OF INTEREST:

Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions. Officers and employees involved in the investment process shall disclose to the City Manager any material financial interest in financial institutions that conducts business with the city. Further, they shall report to the City Manager any large personal financial investment position that could be related to the performance of the City portfolio. Officers and employees involved in the investment process shall subordinate their personal investment transactions to those of this City, particularly with regard to the timing of purchases and sales.

XIII. PERFORMANCE EVALUATION

The City shall require, from any institution in which investing activity is conducted, sufficient routine reports/documentation to enable an accurate evaluation to be made as to the results of the City's investment program as it relates to the City's stated objectives, guidelines and policies, and to assist in revealing areas for potential improvement.

XIV. OTHER

The City Council, shall review this policy annually, with changes made as warranted, followed by re-adoption by the City Council.

The City Council reserves the right to implement changes to this policy without prior notice if it is deemed in the City's best interest.

CITY OF SOMERSWORTH - ADMINISTRATIVE REGULATION

Subject: Investment Policy	Effective Date: October 3, 2022	A.R. No: 3.003
		Page 5 of 6

This policy is available for public review and inspection. A copy may be obtained by contacting the Director of Finance and Administration.

Appendix A

TITLE III

TOWNS, CITIES, VILLAGE DISTRICTS, AND UNINCORPORATED PLACES

CHAPTER 48

CITY OFFICERS

City Treasurer

Section 48:16

48:16 City Treasurer; Duties. –

I. The city treasurer shall have custody of all moneys belonging to the city. The treasurer shall deposit the same in participation units in the public deposit investment pool established pursuant to RSA 383:22, or in federally insured banks chartered under the laws of New Hampshire or the federal government with a branch within the state, except that funds may be deposited in federally insured banks outside the state if such banks pledge and deliver to a third party custodial bank or the regional federal reserve bank collateral security for such deposits of the following types:

- (a) United States government obligations;
- (b) United States government agency obligations; or
- (c) Obligations of the state of New Hampshire in value at least equal to the amount of the deposit in each case.

II. The city treasurer shall keep in suitable books provided for the purpose a fair and correct account of all sums received into and paid from the city treasury, and of all notes given by the city, with the particulars thereof. At the close of each fiscal year, the treasurer shall make a report to the city giving a particular account of all his or her financial transactions during the year and account balances at year end. The treasurer shall furnish to the mayor and council statements from the treasurer's books, and submit the books and vouchers to them and to the city auditors for examination, whenever so requested.

III. Whenever the city treasurer has in custody an excess of funds which are not immediately needed for the purpose of expenditure, the city treasurer shall invest the same in accordance with the investment policy adopted by the mayor and board of aldermen or city council under RSA 47:6, II. The treasurer may invest in participation units in the public deposit investment pool established pursuant to RSA 383:22, or in deposits, including money market accounts, or certificates of deposit, or repurchase agreements, and all other types of interest bearing accounts, of federally insured banks chartered under the laws of New Hampshire or the federal government with a branch within the state, or in obligations fully guaranteed as to principal and interest by the United States government. The obligations may be held directly or in the form of securities of or other interests in any open-end or closed-end management-type investment company or investment trust registered under 15 U.S.C. section 80a-1 et seq., if the portfolio of the investment company or investment trust is limited to such obligations and repurchase agreements fully collateralized by such obligations.

CITY OF SOMERSWORTH - ADMINISTRATIVE REGULATION

Subject: Investment Policy	Effective Date: October 3, 2022	A.R. No: 3.003
		Page 6 of 6

IV. The city treasurer shall pay out fees held pursuant to RSA 673:16, II upon the order of the local land use board or its designated agent or in the case of moneys held pursuant to RSA 674:44-d upon order of the heritage commission.

V. The treasurer shall insure that prior to acceptance of any moneys for deposit or investment, including repurchase agreements, the federally insured bank shall make available at the time of such deposit or investment an option to have such funds secured by collateral having a value at least equal to the amount of such funds. Such collateral shall be segregated for the exclusive benefit of the city. Only securities defined by the bank commissioner as provided by rules adopted pursuant to RSA 386:57 shall be eligible to be pledged as collateral.

VI. As an alternative to the option of collateralization for excess funds provided in paragraph V, the treasurer may also invest public funds in interest-bearing deposits which meet all of the following conditions:

- (a) The funds are initially invested through a federally insured bank chartered under the laws of New Hampshire or the federal government with a branch within the state, selected by the treasurer.
- (b) The selected bank arranges for the redeposit of funds which exceed the federal deposit insurance limitation of the selected bank in deposits in one or more federally insured financial institutions located in the United States, for the account of the treasurer.
- (c) The full amount of principal and any accrued interest of each such deposit is covered by federal deposit insurance.
- (d) The selected bank acts as custodian with respect to each such deposit for the account of the treasurer.
- (e) On the same date that the funds are redeposited by the selected bank, the selected bank receives an amount of deposits from customers of other federally insured financial institutions equal to or greater than the amount of the funds initially invested through the selected bank by the treasurer.

Source. 1939, 170:2. RL 65:15. 1949, 207:1. RSA 48:16. 1959, 197:2. 1973, 490:2. 1991, 268:9; 377:7; 383:10. 1992, 64:4. 1996, 209:11. 1997, 208:9. 1998, 40:3. 2007, 246:7. 2008, 120:26. 2010, 7:4, eff. July 3, 2010. 2013, 97:4, eff. Aug. 19, 2013.

VOTING WARD & POLLING LOCATION CHANGE NOTICE

The City of Somersworth recently made adjustments to the Ward boundaries per City Charter.



Your address is now within **Ward 5.**

Your Polling Location is now located at the
**Romeo J. Messier Building, 218
Main Street, Somersworth, NH**

Please contact the City Clerk's Office at 603-692-9511
or 603-692-9512 with any questions.

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You are cordially Invited!!

**Please join
the Mayor's Office on
Wednesday September 13th at 5:30 p.m.
at Hilltop School as we unveil the State
Historical Marker.**

**This brief ceremony will be followed by
the unveiling of a second marker at
Forest Glade Cemetery that will take
place at 6pm.**



10th Indonesian Festival

Building The Momentum of Little Indonesia

Come, join us and celebrate!
10th Annual Indonesian Festival
6th ICC Anniversary
2nd year Little Indonesia

Traditional Dances

Live Music

Tourism

Food Bazaar

Business Resource

Cultural Performances

Workforce

**Saturday
September 16th, 2023**

📍 Somersworth Plaza, Main Street.
Somersworth, NH USA

🕒 From 12PM to 5PM

ICC 
Indonesian Community Connect Inc.



@icc.littleindonesia.nh



ICC - Indonesian Community Connect



www.indonesianconnect.org

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ATTORNEYS AT LAW
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WALTER L. MITCHELL
LAURA A. SPECTOR-MORGAN
JOSEPH H. DRISCOLL, IV
NAOMI N. BUTTERFIELD – OF COUNSEL

TELEPHONE (603) 524-3885

August 29, 2023

CERTIFICATION

Re: City of Somersworth, New Hampshire

Resolution No. 9-24

Title: **TO AUTHORIZE THE CITY MANAGER TO ENTER INTO A GRANT
AGREEMENT WITH THE DEPARTMENT OF HOMELAND SECURITY FOR AN
ASSISTANCE TO FIREFIGHTERS GRANT FOR THE PURCHASE OF TECHNICAL
RESCUE EQUIPMENT**

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

MITCHELL MUNICIPAL GROUP, P.A.
City Attorney

Date: _____

8/29/23

By: _____

MITCHELL MUNICIPAL GROUP, P.A.

ATTORNEYS AT LAW
25 BEACON STREET EAST
LACONIA, NEW HAMPSHIRE 03246
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NAOMI N. BUTTERFIELD – OF COUNSEL

TELEPHONE (603) 524-3885

August 29, 2023

CERTIFICATION

Re: City of Somersworth, New Hampshire

Resolution No. 10-24

Title: TO ACCEPT SUNNINGDALE DRIVE, FIREFLY CIRCLE, CATTAIL CIRCLE
AND LUNA CIRCLE AS PUBLIC RIGHTS OF WAY

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: 8/29/23

By: 

MITCHELL MUNICIPAL GROUP, P.A.

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NAOMI N. BUTTERFIELD – OF COUNSEL

TELEPHONE (603) 524-3885

August 29, 2023

CERTIFICATION

Re: City of Somersworth, New Hampshire

Resolution No. 11-24

Title: **NAMING GOLDEN ROAD AND CORSO DRIVE AND ASSIGNING
ADDRESSES, IF REQUIRED**

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: 8/29/23

By: 

MITCHELL MUNICIPAL GROUP, P.A.

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August 29, 2023

CERTIFICATION

Re: City of Somersworth, New Hampshire

Resolution No. 12-24

Title: **NAMING BIRCH HILL LANE AND ASSIGNING ADDRESSES, IF REQUIRED**

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: _____

8/29/22

By: _____

