

CITY OF SOMERSWORTH
Office of the City Manager

TO: Mayor Dana S. Hilliard and City Council Members
FROM: Robert M. Belmore, City Manager *RB*
DATE: Friday, February 15, 2019
SUBJECT: City Manager's Report for Tuesday, February 19, 2019
City Council Agenda

*6:00 p.m. - Workshop
Re: Marketing Plan / Branding Identity
Presentation by Christina Pappas, Open the Door, Inc.*

Lay on the Table (Under Section 13 of Agenda)

- A. Ordinance No. 4-19: To Amend Chapter 19, Zoning Ordinance, Section 14, Historic District.**
- B. Resolution No. 22-19: To Authorize the City Manager to Take the Necessary Actions to Discontinue Fair Court as a Class V Highway.** City Staff and I met with Attorney Barrington and the property abutter to discuss a resolution. Attached is a copy of his emailed proposal that was not supported by the Public Works Committee.

Unfinished Business (Under Section 14 of Agenda)

Ordinances

- A. Ordinance No. 13-19: To Amend Chapter 7, Streets, Highways, Sewers, by Renaming the Title to Solid Waste & Recycling, and Amend Chapter 7.1.C, Residential Recycling Bins.** Again, the Public Works & Environment Committee recommends this title change and also to move forward with allowing residents to use their own recycling bins/containers.
- B. Ordinance No. 14-19: To Amend Chapter 8a, Sewer Ordinance, Section XV.C, by Deleting Language Regarding the Sewer Special Assessment District.** Again, the Public Works & Environment Committee recommends removing this language from this Ordinance since the need for this District ceased a number of years ago.

New Business (Under Section 15 of Agenda)

- A. Ordinance No. 15-19: To Amend Chapter 19, Zoning Ordinances, Section 21, Requiring Paved Parking Spaces for Residential use and Deleting Parking Requirement in the Historic Moderate Density District.** This Ordinance change was discussed at the Economic Development Committee meeting on February 13; the Committee voted 3-1 to support the change. Currently the Zoning Ordinance Chapter 19, states that there needs to be a minimum of two parking spaces per residential dwelling, however it doesn't address the need for them to be paved. Additionally, the deletion of the parking requirement in the HMD District is of a housekeeping nature as this has been moved to the City's site plan regulations. Attached is memorandum from Director Saunders explaining these amendments.

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

A. Informational Items.

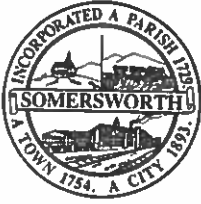
- 1. FY 2019-2020 GeoSyntec Contract-Landfill Superfund Site.** In keeping with past practice, and without objection, I will be signing the attached Draft Contract Amendment for proposed monitoring work to be done by Geosyntec Consultants as required by the EPA, this would cover FY 2019-2020. This Remedial Action Services contract outlines our compliance obligations in accordance with the existing EPA Consent Decree and Record of Decision (ROD) as well as other work that may be required by the EPA from time to time. Attorney Beliveau will provide legal guidance on any needed language amendments to this Agreement, which I have attached. The Contract costs and other associated budgeted expenses are split between the City at 50.5% and GE at 49.5%.
- 2. Financial Statements.** At the meeting, I will be distributing copies of the audited Financial Statements for year ending June 30, 2018 from Vachon Clukay & Co., the City's contracted Auditors. We are scheduling their audit overview presentation to Council for the March 18th Council meeting.

Calendar Reminders

- Monday, March 4th at 5:30 p.m. – *State of the City Address* – Council Chambers
- Monday, March 11th at 6:00 p.m. – *Joint City Council & School Board Budget Workshop* at the Career Technical Center.
- Saturday, March 30th at 8:30 a.m. – *Budget Workshop: Non-Profits & City Departments* – Council Chambers

B. Attachments.

- 1. City Attorney Certification – one (1)**
- 2. Department Head Reports**



City of Somersworth – Resolution

Resolution No: 22-19

TO AUTHORIZE THE CITY MANAGER TO TAKE THE NECESSARY ACTIONS TO DISCONTINUE FAIR COURT AS A CLASS V HIGHWAY

November 5, 2018

WHEREAS, the City of Somersworth has determined there is no longer a need to maintain Fair Court; and

WHEREAS, the Public Works & the Environment Committee of the City of Somersworth has reviewed this proposed action with staff and supports this discontinuance,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH, in accordance with RSA 231:43, that Fair Court, is hereby discontinued as a Class V highway, described as follows:

Starting at the northwest corner of map 10, lot 179 along Elm Street, going northerly approximately 36 feet to the southwest corner of map 10 lot 180, continuing easterly approximately 148 feet until reaching Main Street at the southeast corner of map 10, lot 180, then following southerly approximately 32 feet to the northeast corner of map 10, lot 179, and back 126 feet to the original location of the northwest corner of map 10, lot 179.

Authorization

Sponsored by Councilors:

Dale R. Sprague
David A. Witham

Approved:

City Attorney

City of Somersworth – Resolution 22-19

History

First Read Date:	11/05/2018	Tabled:	12/03/2018
Public Hearing:	12/03/2018	Removed From Table:	
Second Read:	12/03/2018		

Discussion

Councilor Witham, seconded by Councilor Levasseur, made a motion to waive Council Rules to have Resolution 22-19 read by title only. The motion passed, 8-0.

Resolution 22-19 will remain in first read until the December 3, 2018 City Council Meeting.

On December 3, 2019, *Councilor Witham made a motion to approve Resolution No 22-19, seconded by Councilor Pepin.*

Councilor Sprague made a motion to table Resolution 22-19, seconded by Councilor Witham. Motion passed 9-0.

Voting Record		YES	NO
Ward 1 Councilor	Pepin		
Ward 2 Councilor	Vincent		
Ward 3 Councilor	Dumont		
Ward 4 Councilor	McCallion *Resigned Effective 02/01/2019		
Ward 5 Councilor	Michaud		
At Large Councilor	Witham		
At Large Councilor	Sprague *		
At Large Councilor	Cameron		
At Large Councilor	Levasseur		
TOTAL VOTES:			
On / / . Resolution 22-19		PASSED	FAILED

Bob Belmore

To: Bob Belmore
Subject: FW: Fair St

Fair Court

From: Brian R, Barrington <coolidgelaw@usa.net>
Sent: Tuesday, January 29, 2019 4:25 PM
To: Bob Belmore <bbelmore@somersworth.com>
Subject: RE: Fair St

Their choice but our common law right of way extends on 100% of former road and any attempt to seed or block passage will result in a lawsuit.

Brian R. Barrington, Esq.
The Coolidge Law Firm, PLLC
98 High Street
Somersworth, NH 03878

From: Bob Belmore <bbelmore@somersworth.com>
Sent: Tuesday, January 29, 2019 1:16 PM
To: Brian R, Barrington <coolidgelaw@usa.net>
Cc: Brenda Breda <bbreda@somersworth.com>
Subject: RE: Fair St

To: Attorney Brian R. Barrington

Hi Brian,
The Council Public Works Committee met late last week and I gave them an update on our discussions and that of your client. The Committee Councilors are inclined to recommend to the full Council that the City move forward with the discontinuance and not to accept the purchase of the City's 1/2 of the public way.

Please let me know if you have any questions or wish to discuss,
I can stop by or give me a call,
Thank you for your assistance in this matter,
Sincerely,
Bob

Robert M. Belmore, ICMA-CM
City Manager
City of Somersworth, NH

From: Brian R, Barrington <coolidgelaw@usa.net>
Sent: Friday, January 11, 2019 5:35 PM
To: Bob Belmore <bbelmore@somersworth.com>
Subject: RE: Fair St

Not at all. The alley is abandoned by the City and is now private. I only mention that the Alley abutters have right of way over Fair Court as a matter of law. The only relevance, is that Fair Court has little market value.

Brian R. Barrington, Esq.
The Coolidge Law Firm, PLLC
98 High Street
Somersworth, NH 03878

Fair Court

From: Bob Belmore <bbelmore@somersworth.com>
Sent: Friday, January 11, 2019 4:55 PM
To: Brian R. Barrington <coolidgelaw@usa.net>
Cc: cowboyminh@yahoo.com
Subject: RE: Fair St

Dear Brian,
I don't recall anything being discussed about the Alley today.
What does this actually mean? Are you asking the City to accept ownership of the Alley and then to maintain it? The City to acknowledge ownership and then transfer ownership?
As you are aware, the City's position is that the Alley is privately owned.
Please clarify and perhaps I phone call might assist.
thank you
Sincerely,
Bob

Robert M. Belmore, ICMA-CM
City Manager
City of Somersworth, NH

From: Brian R. Barrington <coolidgelaw@usa.net>
Sent: Friday, January 11, 2019 3:59 PM
To: Bob Belmore <bbelmore@somersworth.com>
Cc: cowboyminh@yahoo.com
Subject: RE: Fair St

offer

Dear Robert:
Let me try to memorialize Them Trans offer:

My clients agree that Fair Court is discontinued as a class 5 highway and will not speak against it at public hearing. .
My clients and the City recognize that right of way by law extends the full width of Fair Court which includes the one way alley traffic.
My clients would accept a deed for the City's half of the 32 foot wide road way SUBJECT to all private easements and right s of way. It would seem to me that this would be a nominal amount like \$100.
My clients would assume the cost of maintenance and repair as private driveway.
My client would have the right to "gates and bars" to control non-abutter traffic. They may or may not actually install such physical gates.

VTY
Brian R. Barrington, Esq.
The Coolidge Law Firm, PLLC
98 High Street
Somersworth, NH 03878



City of Somersworth – Ordinance

Ordinance No: 13-19

TO AMEND CHAPTER 7, STREETS, HIGHWAYS, SEWERS, BY RENAMING THE TITLE TO SOLID WASTE & RECYCLING, AND AMEND CHAPTER 7.1.C, RESIDENTIAL RECYCLING BINS

February 4, 2019

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

1. Rename Chapter 7, by:

- Deleting the Title: 'STREETS, HIGHWAYS, SEWERS'
- And replacing with: 'SOLID WASTE & RECYCLING'

2. And further amend Chapter 7, Section 7.1, Container, Section C, Residential Recycling Bins, by deleting this section in its entirety and replacing it with the following:

- C. RESIDENTIAL RECYCLING BINS/CONTAINERS: Eighteen (18) gallon plastic bins or other such solid plastic, metal or fiberglass container identified as acceptable residential recycling containers by the City Manager.

This Ordinance change shall take effect upon passage.

Authorization	
<i>Sponsored by Councilors:</i> Dale R. Sprague David A. Witham Martin Pepin Kenneth S. Vincent	<i>Approved:</i> City Attorney

City of Somersworth – Ordinance 13-19

History

First Read Date:	2/4/2019	Tabled:	NA
Public Hearing:		Removed From Table:	NA
Second Read:			

Action

Discussion

Voting Record		YES	NO
Ward 1 Councilor	Pepin		
Ward 2 Councilor	Vincent		
Ward 3 Councilor	Dumont		
Ward 4 Councilor	Vacant		
Ward 5 Councilor	Michaud		
At Large Councilor	Witham		
At Large Councilor	Sprague *		
At Large Councilor	Cameron		
At Large Councilor	Levasseur		
TOTAL VOTES:			
On Ordinance 13-19			



City of Somersworth – Ordinance

Ordinance No: 14-19

**TO AMEND CHAPTER 8A, SEWER ORDINANCE, SECTION XV.C,
BY DELETING LANGUAGE REGARDING THE SEWER SPECIAL
ASSESSMENT DISTRICT**

February 4, 2019

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

Amend Chapter 8A, Sewer Ordinance, Section XV.C, by deleting in its entirety:

- Upon adoption of the Ordinance establishing the Dover Rd. (Route 108) Sewer Special Assessment District, the access fee for all structures on properties in that district shall be two hundred and fifty dollars (\$250) per bedroom or bedroom equivalent.

And further amend Chapter 8A, Sewer Ordinance, Section XV.C, 'Sewer Connection Fees' be deleting:

- "which is outside of the Sewer Special Assessment District,"

This Ordinance change shall take effect upon passage.

Authorization

Sponsored by Councilors:

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

Approved:

City Attorney

City of Somersworth – Ordinance 14-19

History

First Read Date:	2/4/2019	Tabled:	
Public Hearing:		Removed From Table:	
Second Read:			

Action

Discussion

Voting Record		YES	NO
Ward 1 Councilor	Pepin		
Ward 2 Councilor	Vincent		
Ward 3 Councilor	Dumont		
Ward 4 Councilor	Vacant		
Ward 5 Councilor	Michaud		
At Large Councilor	Witham		
At Large Councilor	Sprague *		
At Large Councilor	Cameron		
At Large Councilor	Levasseur		
TOTAL VOTES:			
On / / Ordinance 14-19			



City of Somersworth – Ordinance

Ordinance No: 15-19

TO AMEND CHAPTER 19, ZONING ORDINANCES, SECTION 21, REQUIRING PAVED PARKING SPACES FOR RESIDENTIAL USE AND DELETING PARKING REQUIREMENT IN THE HISTORIC MODERATE DENSITY DISTRICT

February 19, 2019

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

Amend Chapter 19, Zoning Ordinances, Section 21, Circulation & Parking Regulations, by:

1. Add 'paved' to section 19.21.A. The section will read as follows:

19.21.A.1. In all districts permitting residential uses, except where otherwise dictated below, a minimum of two (2) **paved** parking spaces per dwelling unit shall be provided on the lot which they are required to serve.

2. Delete Section 19.21.A.2. in its entirety.
3. Renumber 19.21.A accordingly.

This Ordinance shall take effect upon passage.

Authorization

Sponsored by:

Martin P Dumont, Sr.
Richard R. Michaud
Martin Pepin

Approved:

City Attorney

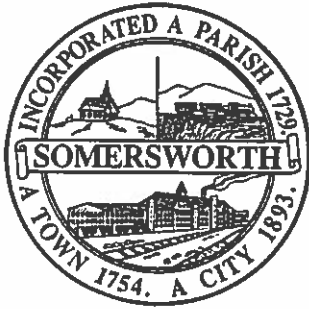
City of Somersworth – Ordinance 15-19

History

First Read Date:		Tabled:	
Public Hearing:		Removed From Table:	
Second Read:			

Discussion

Voting Record		YES	NO
Ward 1 Councilor	Pepin		
Ward 2 Councilor	Vincent		
Ward 3 Councilor	Dumont		
Ward 4 Councilor			
Ward 5 Councilor	Michaud		
At Large Councilor	Witham		
At Large Councilor	Sprague		
At Large Councilor	Cameron		
At Large Councilor	Levasseur		
TOTAL VOTES:			
On / / . Ordinance 15-19		PASSED	FAILED



Shanna B. Saunders, Director
Development Services

To: Bob Belmore
Date: February 15, 2019
Re: Recommended Changes to the Zoning regarding Parking

Zoning Ordinance Chapter 19

Section 21 Circulation & Parking Regulations

19.21.A. GENERAL REGULATIONS.

19.21 .A.1. In all districts permitting residential uses, except where otherwise dictated below, a minimum of two (2) paved parking spaces per dwelling unit shall be provided on the lot which they are required to serve.

~~19.21 .A.2. In the Historic Moderate Density zoning district, a minimum of 1.5 parking spaces per dwelling unit shall be provided on the lot which they are required to serve. (this has been moved to site plan regulations)~~

19.21 .A.3. Parking shall be located and arranged so that vehicles will not need to back out into the street.

CONTRACT AMENDMENT FOR July 2019 to June 2020

Pursuant to the existing Remedial Action Services Contract for the Somersworth Landfill Superfund Site between Geosyntec Consultants, Inc. and the Somersworth Landfill Group dated, 13 January 2000, as amended, (the "Agreement"), the parties, in consideration of the reciprocal benefits conferred herein and intending to be mutually bound hereby agree to amend said contract, effective on the 1st day of July 2019, as follows:

Commented [S01]: May update this contract this year in lieu of date and references to GL MSA rates that no longer apply!

ARTICLE 1 – BACKGROUND AND OBJECTIVES

1.1 Background

Consultant shall provide Remedial Action (RA) Services associated with monitoring of the Chemical Treatment Wall (CTW), permeable landfill cover and bedrock extraction components of the Preferred Remedial Action (PRA) at the Somersworth Sanitary Landfill Superfund Site (the "Site") in Somersworth, New Hampshire for the Work Settling Defendants (WSDs) for the Site. In addition, Geosyntec shall provide services related to the monitoring of landfill gas at the Site and assist the WSDs in addressing other environmental issues at the Site.

The Site has completed the RA implementation stage of the Superfund program consistent with the Consent Decree (CD) for the Site (USEPA, 1995). A "100% Design and Demonstration of Compliance Plan" dated April 1999 (the "100% Design") (Beak and Geosyntec, 1999) for PRA at the Site was approved by the United States Environmental Protection Agency (EPA) and New Hampshire Department of Environmental Services (NHDES). The major construction related components of the PRA were: (i) the installation of a permeable zero-valent iron CTW in the subsurface between the landfill and the wetland; (ii) the construction of a permeable cover over the landfill; and (iii) the installation of a bedrock groundwater extraction and infiltration system. Based on the results of landfill gas monitoring conducted in 2001 and 2002 the EPA and NHDES believed there was a need for a perimeter LFG venting trench. This venting trench was installed in 2003 as a component of the RA for the Site.

In 1999, Geosyntec prepared the engineering design of the 100% Design for the PRA and since that time has provided Construction Quality Assurance (CQA), Construction Management (CM), and RA services during the construction of the CTW and permeable cover components of the PRA at the Site. Geosyntec also prepared the Sampling and Analysis Plan (the "SAP") (Geosyntec, 1999b; 2001, 2010) for the PRA, and has conducted the baseline and other groundwater monitoring since that time as per the SAP.

1.2 Objectives

The objectives of this work are to monitor the performance of the PRA through continued implementation of the groundwater and soil gas monitoring program, to assist the WSDs with ongoing maintenance and to respond to other environmental issues raised by the EPA and

NHDES. Geosyntec will conduct all work in accordance with all applicable regulations and standard practices. Geosyntec will immediately advise the WSDs of any issues that arise in relation to the project.

ARTICLE 2 - SCOPE OF SERVICES

2.1 Introduction

The scope of services required at the Site includes the following tasks:

- Task 1: Groundwater Monitoring for 2019 (Fall)
- Task 2: Sampling for per- and polyfluoroalkyl substances (PFAS) in 2019-2020
- Task 3: Annual Monitoring Report for 2019-2020 (Spring 2020)
- Task 4: Communication with EPA July 2019 to June 2020
- Task 5: Update the SAP (QAPP and FSP) for 2019 Sampling

Table 1 presents a summary of all estimated costs for the above tasks compared with the budget for 2018-2019.

2.2 Task 1: Groundwater Monitoring for 2019 (Fall)

Geosyntec will complete the annual groundwater monitoring of wells for the CTW as described in the Sampling and Analysis Plan (SAP, to be updated, see Section 2.7). The groundwater monitoring event will involve a combination of the passive diffusion bag (PDB) sampling method and conventional sampling methods. As 2020 is designated for the Five-Year Review by the EPA, the 2019 event will also include the 5-year samples that will be required. For the sampling round, a total of 16 wells will be sampled using conventional purging techniques and 26 wells sampled using PDBs (total 42). In 2017, recommendations were made to modify the program and move several monitoring wells to either biennial or 5-year. EPA accepted the recommendations in 2018 so the above numbers reflect the updates to the program. The event will also include a synoptic round of water level measurements and collection of field duplicate samples. All data will be compiled for submittal to the EPA. Proposed costs are given in Table 2.

2.3 Task 2: Sampling for Per- and Polyfluoroalkyl Substances (PFAS) in 2019-2020

As of 2018, the EPA and NHDES have requested that perfluorinated chemicals, also referred to as per- and polyfluoroalkyl substances (PFAS), be included twice a year as part of the ongoing groundwater sampling at the Site. This task will include sampling 15 locations at the Site for PFAS in the fall 2019 and spring 2020 (plus associated QA/QC samples), provide a memo response for each event to the EPA/NHDES and incorporate the memo results into the 2019 and 2020 annual monitoring reports, respectively. Proposed costs are given in Table 3.

2.4 Task 3: Annual Monitoring Report for 2019-2020 (Spring 2020)

Geosyntec will complete the Annual Monitoring Report with data collected in 2018 before the end of March 2019. In addition, the groundwater data collected during 2019 ((including spring 2019 PFAS sampling event) will be compiled into a draft report for submittal to the EPA for review and approval. This report will include evaluation of: (1) the performance of the CTW; (2) the performance of the natural attenuation remedy; and (3) the evaluation of PFAS. Additionally, in the Optimization Report received in July 2018, the EPA requested improved data reporting and annual statistical analyses for MNA at wells exceeding interim cleanup levels outside of the point of compliance. The task would be to report statistical trend data for detected CE concentrations at plume monitoring locations, particularly those outside of the point of compliance (which will add approximately \$10,000 to the annual reporting budget for 2019-20. The Annual Report will be prepared using the data evaluation methodology provided in the revised SAP (see Section 2.7). Proposed costs are given in Table 4.

2.5 Task 4: Communications with EPA for July 2019 to June 2020

Geosyntec will prepare progress reports for the EPA following groundwater monitoring events and communicate with the EPA if issues arise, for conference calls or if they contact Geosyntec for information about the Site. In 2018-19, there was also an Additional Communication with EPA task included in the budget. These tasks have now been merged. This revised task will include addressing normal communications as well as any further discussions with the EPA on their comments on the Annual Reports, the CTW-20 Transect area, and PFAS. The cost estimate includes costs for two conference calls, and the preparation of an additional memo on the response to comments on the Annual Reports (2016, 2017 and 2018 Annual Reports have not yet been commented on by EPA), planned repairs to the CTW and the PFAS sampling efforts. We do not know what, if any, additional work may result from these discussions and as such have not provided any additional cost estimate. If additional work results from these discussions with the EPA, then Geosyntec will prepare a cost estimate once the scope has been defined and get WSD approval prior to doing the work. Proposed costs are given in Table 5.

Additional Task for 2019-2020

The following task is not part of the regular operations and maintenance and monitoring activities at the Site.

2.6 Task 5: Update the SAP (OAPP and FSP)

In October 2018, the EPA advised that the data validation guidelines referenced in the current Sampling and Analysis Plan (SAP, 2011) are now out of date. They requested that the SAP be reviewed and updated as soon as possible. Proposed costs are given in Table 6.

ARTICLE 3 – MISCELLANEOUS PROVISIONS

3.1 Compensation

Compensation for Consultant's services covered under this Amendment shall be in accordance with the terms and conditions of the original Agreement, unless a new agreement is put in place in 2019, subject to the estimated fee contained in Table 1 of this Amendment. As discussed, our billing rates have been updated to new preferred rates, as shown in Table 8. Geosyntec will not surpass the authorized amount without first identifying the basis for any change and submitting an appropriate change order request to the WSDs for review and consideration prior to incurring any costs in excess of the authorized amount. Invoices will be submitted on a monthly basis reflecting services provided to date.

3.2 Entire Agreement

This amendment, together with the Agreement and other documents incorporated therein by reference, shall constitute the entire agreement and supersedes all prior negotiations, representations or agreements, between the parties. This Contract can only be amended by written document executed by the Group and Consultant.

IN WITNESS WHEREOF the Group and Consultant have made and executed this Contract as of the day and year first written above.

**THE SOMERSWORTH LANDFILL GROUP
THE CITY OF SOMERSWORTH**

GEOSYNTEC CONSULTANTS, INC.

By: _____

By: _____

Title: _____

Title: _____

THE GENERAL ELECTRIC COMPANY

By: _____

Title: _____

TABLE 1
ESTIMATED COSTS FOR PROJECT TASKS
REMEDIAL ACTION - SOMERSWORTH SUPERFUND SITE, NH

2018-19 Task Number and Description	2018-19 Budget	2019-20 Task Number and Description	2019-20 Budget	Individual Task Comparison	Comments
01 Groundwater Monitoring	\$49,371	01 Groundwater Monitoring	\$48,193	-\$1,178	Hydraulic pumping not included in 2019-20; 2019 is off-year for biennial sampling, therefore fewer samples; however, extra samples for 5 YR evaluation in 2020 added
02 Extraction Well Shutdown Monitoring	\$0			-\$12,373	Discontinued per EPA/NHDES approval. Removed \$12,373 from 2018-19 budget.
03 Contingency for PFAS Sampling (7 locations plus 7 QA/QC samples)	\$10,260	02 PFAS Sampling	\$49,566	\$39,367	PFAS Sampling - 2 events (fall and spring) Assumes 15 samples plus QA/QC for each event.
03 Landfill Gas Monitoring	\$6,030			-\$6,030	Not included in 2019-20 (biennial)
05 Annual Monitoring Report	\$32,484	03 Annual Monitoring Report	\$43,873	\$11,389	2019-20 includes extra \$10K to complete statistical analysis (per Optimization Review). Discounting this, increase is \$1,461.
04 Comm with EPA	\$6,165			-\$6,165	In 2019-20, merged Comm with EPA and Additional Comm EPA into one task.
06 Additional Comm EPA	\$12,368	04 Communication with EPA	\$13,005	\$637	2018-19 budget to be used for initial statistical analysis requested by EPA after Optimization Review (included in 2018 report). With merging of Tasks 04 and 06, overall decrease is \$5,528.
07 Excavation Investigation of CTW 20 Transect	\$24,182			-\$24,182	To be completed in spring 2019 under 2018-19 budget. Not expected to be carried over in 2019-20.
	\$0	05 Update the SAP (QAPP and FSP)	\$9,767	\$9,767	Requested by EPA in October 2018 as NHDES guidelines have changed.
Change Order Requested January 2019					
08- Additional Monitoring for PFAS in Spring 2019 (15 locations plus 11 QA/QC samples)*	\$23,734				EPA requested second event for 2018-19. Change order requested.

Notes:

- 1 Total Budget for 2018-19 (before requested Change Order): \$140,800
- 2 Total Budget for 2018-19 with requested Change Order: \$164,534
- 3 Total Budget for 2019-20: \$164,404
- 4 Difference between 2 and 3: -\$130
- 5 * - Note that requested Change Order uses 2017-18 bill rates

TABLE 2
DETAILED BREAKDOWN OF ESTIMATED COSTS
Somersworth Sanitary Landfill Superfund Site, New Hampshire

TASK 01: Groundwater Monitoring for 2019-2020

Activity	Company Category	Person	Hourly Rate	GeoSyntec										Other		ACTIVITY TOTAL (\$)
				PA	FM	PRO	SR ST	STAF	GRPH	PA	Total Prof Time (\$)	Travel Hotel Meals	Phone Copies Freight	Other	Cost (\$)	
P DB 186	SO 163	SW 150	SH 118	118	118	118	100	86	106	70						
Planning		8	2	10			4		2		3,306	300	200	100		4,196
CTW In-Wall Pump Test (not in 2019-2020)																
Water Levels (1 round)				8			8				2,412	300	100	300		3,112
Initial PDBs in wells (1 round)		4		10			10				3,602	300		200		4,192
Sample PDBs (1 round)		4		8			18				4,944	300	750	300		6,294
Sample wells with Watters (1 round)				14			14				4,236	300		400		4,936
Lab Analyses - VOCs															5,800	5,800
Lab Analyses - Wet Chem & Metals															3,200	3,200
Lab Analyses - Full WMD Sure																
Data Compilation & Reporting		15	10	10					10	24	7,865			650		8,515
Chemistry/Field Data Project Management		28	8	8							6,708					6,708
TASK TOTAL (\$)		0	50	20	48	0	54	50	12	24	33,293	1,500	1,050	2,150	10,200	48,193

Notes:

1. Assumes that we are sampling once a year and that we will not need to sample for the additional parameters requested by NIDDES

PDBs - passive diffusion bags

ALS - ALS laboratories formerly Columbia Analytical Services

VOCs - volatile organic compounds

TABLE 3
DETAILED BREAKDOWN OF ESTIMATED COSTS
Somersworth Sanitary Landfill Superfund Site, New Hampshire

TASK 01: Sampling for PFAS in 2019-2020

Company Categories Person Hourly Rate	Task/Volunteer																		Company		Other		ACTIVITY TOTAL (\$)
	P	DB	SS	SV	PM	JM	JS	PK	SR	ST	TA	OR	TH	TR	PL	CP	FR	Other	Total (\$)	Other			
Planning and Document Review																							
PFAS Sampling - to be completed in Fall 2019 and Spring 2020																							
Lab Analysis - PFAS (15 samples plus QACs & 2 Events (all Spring)																							
Data Compilation & Review - Validation																							
Project Management																							
TASK TOTAL (\$)	0	14	20	72	16	16	12	55	4	8										32,966	49,566		

Notes:
Alpha - Alpha analytical
PFAS - per- and poly-fluoroalkyl substances

TABLE 4
DETAILED BREAKDOWN OF ESTIMATED COSTS
 Somersworth Sanitary Landfill Superfund Site, New Hampshire

TASK 03: Annual Monitoring Report for 2019-2020

Company Category	Person	Hourly Rate	Geosyntec																	Other		ACTIVITY TOTAL (\$)			
			P	SPM	PM	FM	PRO	SR	ST	STAF	JK	GRPH	PA	TG	70	Total Prof Time (\$)	Travel	Hotel	Meals	Phone	Copies		Freight	Company Total (\$)	Cost (\$)
	DB	186		163	150	118	118	118	100	86	106														
Activity			8	16					5																
Data Compilation & Validation			2			8			20																
Compilation of Sampling Reports into Database			4	12				8																	
Evaluation of Temporal Trends - Water Levels			4	12				3																	
Evaluation of Temporal Trends - GW Chem																									
Evaluation of Temporal Trends - Soil Gas (not in 2019, 2020)																									
Statistical Evaluation of MNA per Optimization Report recommendations (additional 10K)			16	24				10	4			20													
Evaluation of CTW Performance			10	20				3	2																
Preparation of Draft Report for EPA Submittal			12	40				3				20													
Project Management			5	16																					
Total	0		61	140	8	8	37	31	0	40	4														
TASK TOTAL (\$)																									

TABLE 5
DETAILED BREAKDOWN OF ESTIMATED COSTS
REMEDIAL ACTION - SOMERSWORTH SUPERFUND SITE, NH
TASK 04: Additional Communication with EPA for 2019-2020

Activity	Company Category	Person	GeoSyntec												Other		ACTIVITY TOTAL (\$)	
			P	SPM	PAI	PRO	Grph	PA	TG	70	Total Prof. Time (\$)	Disbursements (\$)			Company Total (\$)	Cost (\$)		Notes
												Travel	Phone	Other				
		DB	186	163	150	118	106											
		Hourly Rate																
Activity				35		44				10		13,005				13,005		
Communications				35		44				10		13,005				13,005		
Total Hours			0	35		44	0	0	0	10								
TASK TOTAL (\$)																		13,005

TABLE 6
DETAILED BREAKDOWN OF ESTIMATED COSTS
REMEDIAL ACTION - SOMERSWORTH SUPERFUND SITE, NH

TASK 05: Update the SAP (QAPP and FSP)

Activity	Company		GeoSyntec										Other		ACTIVITY TOTAL (\$)
	P	DB	SPM	PM	PRO	Grph	PA	TG	Total Prof. Time (\$)	Disbursements (\$)				Company Total (\$)	
Category	SO	163	SW	150	SH	106	70			Travel	Phone	Copies	Other		
Person										Hotel		Fax			
Hourly Rate										Meals					
Prepare draft SAP for WSDs	8		24			4	1		5,398	*	-	-	-	5,398	5,398
Revise & Submit SAP to EPA	4		8			1	1		2,028	-	-	-	-	2,028	2,028
Revise & Resubmit to EPA	4		8			1	1		2,028	-	-	-	-	2,028	2,028
Teleconferences with WSDs	1		1						313	*	-	-	-	313	313
Total Hours	0	17	41		0	6	3							9,767	9,767
TASK TOTAL (\$)															

TABLE 8
COMPARISON OF 2012 and 2019 RATE SCHEDULES
REMEDIAL ACTION - SOMERSWORTH SUPERFUND SITE, NH

Labor Category	2012 Labor Rate (\$/hr)	2019 Labor Rate (\$/hr)
Senior Principal	NA	\$215.00
Principal	\$177.00	\$186.00
Senior Professional	\$150.00	\$163.00
Project Professional	\$137.00	\$150.00
Professional	\$108.00	\$118.00
Senior Staff Professional	\$92.00	\$100.00
Staff Professional	\$79.00	\$86.00
Graphics Professional	\$98.00	\$106.00
Senior Technician I	\$68.00	\$70.00
Senior Technician II	NA	\$77.00
Project Administrator	\$92.00	\$70.00
Clerical	\$58.00	\$52.00
Subcontractor ¹ / Direct Expenses Cost	Cost plus 2.5%	Cost plus 5%
Personal Automobile (per mile)	Current Government Rate	

Notes:

NA - Not applicable Position was not billed in 2018-20

1. In 2012, driller subcontractors were marked up 5%. Drilling subcontractors not inc

MITCHELL MUNICIPAL GROUP, P.A.

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

WALTER L. MITCHELL
LAURA A. SPECTOR-MORGAN
STEVEN M. WHITLEY
JUDITH E. WHITELAW (OF COUNSEL)

TELEPHONE (603) 524-3885

February 15, 2019

CERTIFICATION

Re: City of Somersworth, New Hampshire

Ordinance No. 15-19

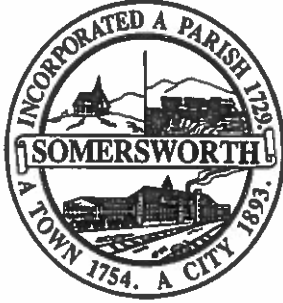
Title: **TO AMEND CHAPTER 19, ZONING ORDINANCES, SECTION 21,**
REQUIRING PAVED PARKING SPACES FOR RESIDENTIAL USE AND
DELETING PARKING REQUIREMENT IN THE HISTORIC
MODERATE DENSITY DISTRICT

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

MITCHELL MUNICIPAL GROUP, P.A.
City Attorney

Date: Feb 15, 2019

By: 



MEMORANDUM

To: Bob Belmore, City Manager

From: Scott Smith, Director of Finance and Administration

Date: February 14, 2019

Re: **Monthly Report**

Finance Department:

- Working with Departments on developing FY19-20 budget proposal.
- Received/Reviewing Draft audited financial statements. Assistant Finance Director prepared the MD&A to include in the audit.
- Participated in interviews for staff openings.
- Participated in union negotiations.
- Bids:
 - Millennium Park Ballfield Improvements – Due 3/7/19
 - Pavement Condition Assessment – Due 3/14/19

City Clerk:

- Prepared for and took minutes at two scheduled City Council meetings, and various standing committee meetings during the month.
- Permits:
 - American Legion – Queen of Hearts 1/3/19
 - American Legion – Dice Game 1/3/19
 - Somersworth Festival Association – 1/14/19
 - St. Ignatius of Loyola Parish – Flag Raising 1/16/19
 - GSGMW Troop 58750 – 1/11/19
 - GS Troop 10904 –Irving Gas - 1/28/19
 - GS Troop 10904 –Wal-Mart - 1/28/19

○ GS Troop 10904 –Market Basket - 1/28/19

- Started the 2018 Annual Report.
- Posted for Ward 4 Vacancy
- Total receipts for the month were \$4,800.

Tax Collector:

- Mailed out the Notice of arrearage for property tax and utility bills.
- Motor vehicle registrations were a total of \$165,543 during the month.
- Collected \$5,385 for Municipal Transportation Fund during month.
- Total receipts for the month were \$1,403,199.

Library

- The Library provided 7 story time programs and the book discussion group.
- The Library started a “Tinker Table” program during winter break.
- Staff and volunteers continue to work on relabeling the Children’s room to improve identifying different reading labels.
- The Library had 2,335 visits in January.

Human Services:

- Total assistance for the month was \$19,991. That compares to \$15,103 for the month of December 2018 and \$6,654 for January 2018. Of the total amount of assistance provided in January, \$12,228 was rental assistance, and \$6,088 was paying for motel stays for homeless families.
- 9 new cases were opened compared to 2 in 2018.
- 24 cases were approved for varying levels of assistance, with 3 cases still pending, and 2 denials. 24 cases were referred to other agencies for support.

Information Technology

- Spent time in general server maintenance, checked systems, checked and cleared logs.

Assessing

- Receiving responses to income and expense letters. Income and Expense letters are looking for rental/lease information and the costs to the owner to maintain & operate the building. We are not looking for personal business income or over the counter sales information.
- Sent out letters to re-certify blind exemptions. These type of recertification letters are all done in connection with the revaluation process.



DEPARTMENT OF DEVELOPMENT SERVICES

Date: January 31, 2019
From: Shanna B. Saunders, Director
Re: January 2019 Monthly Report

In addition to the Department's various activities listed in the attached staff reports, I attended the following Land Use Board meetings:

- Zoning Board – no meeting
- Conservation Commission – January 9
- Planning Board – January 16
- SRTC – January 2
- Historic District Commission meeting – January 23

And attended the following Special Meetings:

- SRPC Transportation Advisory Committee – January 4
- NH Planner's Association – January 25
- Economic Development Committee – January 15
- Vision 2020 – January 15
- Traffic Safety Committee Meeting – January 16
- Recreation Committee Meeting – January 7
- Bankers/Investors/Brokers - January 17
- TAP Community Meeting – January 22
- CMAQ Scoping Meeting – January 31

Building and Health Departments:

Major Building Permits Applied for in January 2019 Construction Costs and Fee

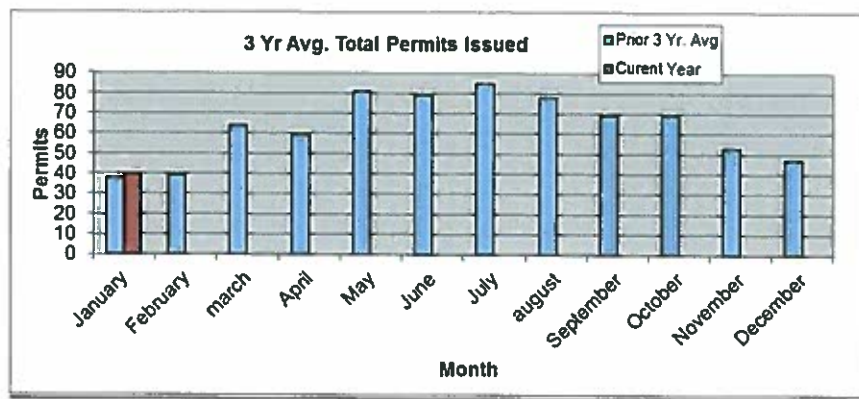
Address	Construction cost	Fee
99 High	\$5,000.00	\$50.00

Minor Building Permits Applied for in January 2019

	Address	Construction cost	Fee
164	West High	\$12,000.00	\$106.00
350	Rt. 108	\$2,800.00	\$32.40
300	High	\$70,000.00	\$570.00
25	Lincoln	\$10,300.00	\$92.40
30	Lincoln	\$20,000.00	\$210.00
64	Winter	\$1,989.00	\$25.91

Permit Receipts

	2017	2018	2019	DIFFERENCE this year to last	% OF CHANGE
January	\$15,262.40	\$12,784.00	\$2,867.72	-\$9,916.28	-16.2%
February	\$9,264.40	\$4,087.20	\$0.00	N/A	
March	\$23,362.82	\$5,307.00	\$0.00	N/A	
April	\$6,935.89	\$7,899.24	\$0.00	N/A	
May	\$11,780.49	\$8,966.00	\$0.00	N/A	
June	\$10,058.40	\$7,652.50	\$0.00	N/A	
July	\$5,776.84	\$7,621.00	\$0.00	N/A	
August	\$9,724.60	\$4,329.00	\$0.00	N/A	
September	\$7,400.00	\$3,039.60	\$0.00	N/A	
October	\$6,460.00	\$7,291.00	\$0.00	N/A	
November	\$8,584.44	\$19,126.00	\$0.00	N/A	
December	\$2,621.00	\$14,154.00	\$0.00	N/A	
Year total	\$117,231.28	\$102,256.54	\$2,867.72	-\$9,916.28	



Total Permits

	2017	2018	2019	DIFFERENCE this month to last year's month	% OF CHANGE
January	51	29	40	40	27.5%
February	36	31	0	N/A	0.0%
March	79	43	0	N/A	0.0%
April	58	62	0	N/A	0.0%
May	99	84	0	N/A	0.0%
June	94	68	0	N/A	0.0%
July	75	91	0	N/A	0.0%
August	88	67	0	N/A	0.0%
September	83	56	0	N/A	0.0%
October	77	73	0	N/A	0.0%
November	61	50	0	N/A	0.0%
December	49	38	0	N/A	0.0%
YTD Total	850	689	40	11	-94.2%

Property Maintenance

Map	Lot	Number	Street	Complaint	Notice Sent	Date to Comply
12	20	61	Winter	Rubbish	1/4/19	1/10/19
11	190A	50	Main	Roof	1/11/19	1/17/19
09	261	261	Main	Rubbish	1/14/19	1/21/19
09	178	7-9	Walnut	Trash	1/14/19	1/21/19
11	81	27	Prospect	Rubbish	1/14/19	1/21/19
08	55	5	Alicia	Trash	1/17/19	1/25/19
11	93	17-31	Market	Trash	1/17/19	1/22/19
09	246	20-22	Spring	Trash	1/18/19	1/25/19
03	45	2	Rita Rd	Trash	1/18/19	1/25/19

Land Use Boards:

Conservation Commission January 2019:

No applications.

Historic District Commission January 2019:

The HDC reviewed the following at their January meeting:

- Fabienne Flanagan is seeking a certificate of appropriateness to install a fence on property located at 64 Winter Street, in the Residential Single Family-A, with a Historic Overlay (R1AH) District, Assessor's Map 12, Lot 23, HDC #50-2018. Application was **approved**.
- Hummingbird Realty, LLC is seeking a certificate of appropriateness to replace a window with a new door and install a new window on property located at 99 High Street, in the Residential Single Family-A, with a Historic Overlay (R1AH) District, Assessor's Map 11, Lot 36, HDC #49-2018. Application was **approved**.
- Matthew Hawkins is seeking a certificate of appropriateness for window, deck and roof repairs on property located at 30 Lincoln Street, in the Residential Single Family-A, with a Historic Overlay (R1AH) District, Assessor's Map 11, Lot 106, HDC #02-2019. Application was **approved**.
- Hilltop School, LLC is seeking a certificate of appropriateness for exterior renovations including window replacement and demolition of a shed on property located at 17 Grand Street, in the Residential Single Family-A, with a Historic Overlay (R1AH) District, Assessor's Map 11, Lot 49, HDC# 03-2019. Application was **approved**.

Planning Board January 2019:

The Board reviewed the following at their January meeting:

- John J. Flatley is seeking an amendment to SITE #12-2014 to relocate building #3, the garage and associated infrastructure on property located at Tri City Road, in the Business (B) District, Assessor's Map 39, Lot 03, SITE #12-2014. Application was **approved**.

Zoning Board January 2019:

The Board reviewed the following at their January meeting:

- Monroe Muffler Brake, Inc. is seeking a variance from Table 5.A.1 of the Zoning Ordinance to place a structure within rear setbacks on property located at 497 High Street, in the Residential Commercial (RC) District, Assessor's Map 90 Lots 54C and 54CC, ZBA #01-2019. Application was **approved**.
- 200 Main Street, LLC is seeking a variance from Table 4.A.1 superscript 2 of the Zoning Ordinance to allow new residential use on the first floor on property located at 200 Main Street, in the Business (B) District, Assessor's Map 09, Lot 282, ZBA #02-2019 – Application was **approved**.

- The 204 Route 108 Somersworth Realty Trust is seeking a variance from Section 6.C.1a of the Zoning Ordinance to expand a nonconforming use on property located at 204 and 208 Route 108, in the Commercial Industrial (CI) District, Assessor's Map 62, Lot 09, ZBA #03-2019. Application was **withdrawn** by the applicant.

Economic Development – January 2019

- **Upcoming Roundtables:**
 - ✓ Downtown: 2-14-19 @ 8:30
 - ✓ Malley Farm Business: 3-21-19 @ 9:00
 - ✓ BIBED (Bankers-Investors- Brokers & E.D.): 4-18-19 @ 8:30
- **New Vacancy: Site for sale and/or lease (meetings and conversations)**
 - ✓ All Dolled Up: 8 Government Way
 - ✓ Phuggin' Burger: 6 Main Street
 - ✓ Chinburg: 22 Canal Street (3 vacancies)
 - ✓ Sole City (Back Side): 187 – Route 108
 - ✓ Financial Planner: 90 High Street
 - ✓ Jasmine's Journey: 90 Market
- **Vacant space filled with new tenants and/or new tenants in process**
 - ✓ Cozy Nest: 60 High Street
 - ✓ Moon Spa: 62-70 High Street
 - ✓ Teased Hair Shop: 67 High Street
 - ✓ 1886 Barber Shop: 4 Main Street
 - ✓ 9th Network: 103 Main Street
- **Potential tenant/ business - exploring/considering Somersworth**
 - ✓ Charter Art & Music School
 - ✓ Art Studio w/retail space
 - ✓ Audio installation
 - ✓ Poutine Specialty Restaurant
- **Marketing and Brand Identity**
 - ✓ Working with new Marketing Firm: Open the Door- Christina Pappas
 - ❖ Logo/Brand/Identity/continuity
- **Volunteer Role**
 - ✓ Great Falls Development Corporation - BOD
 - ✓ Skyhaven Airport - BOD
 - ✓ CTC Internship - Advisory
- **Miscellaneous**
 - ✓ Downtown beautification project (Sidewalk Features) Proposal
 - ❖ Flower Pots/Outside Seating /Sale racks
 - ✓ 32 business *drop-off info* visits: ERZ application deadline (2-10-19)

Parks and Recreation – January 2019

- The Rec Youth Basketball program concluded on Saturday, January 12th. This was an 8-week instructional program coached by many parent volunteers, high school coaches and players, and the Rec Supervisor. We had 115 players participate this year in grades 1-6. We thank our volunteers for another successful season as we can't run these programs without their help and support.
- Travel Basketball games started the first week in January. This year we have a 5/6 grade boys' team, an all 5th grade boys' team, and a 3/4 grade boys' team. Teams will play games against surrounding Seacoast teams throughout the season. The program is run entirely by parent volunteers to include coaching and running the score clock and score books. The Rec Dept. handles the practice and game scheduling as well as scheduling for referees. We follow the school's cancellation policy in the event of inclement weather.
- Biddy Basketball is slated to begin on Saturday, January 26th. We currently have 10 children signed up for the 3/4 age group and 23 signed up for the 5/6 age group. The program is coached by the Rec Supervisor and a handful of parent volunteers. There will be 6 sessions run on Saturday mornings only from January 26- March 9. Due to the number of players signed up the 3/4 age group will play from 8-8:50 a.m. and the 5/6 age group will play 9-9:50 a.m. at Idlehurst school gym.
- Tickets are now on sale for the annual Father/Daughter Valentine's Dance on Thursday, Feb. 7th at Idlehurst. The cost is \$25 in advance (until Feb. 5th) per couple or \$30 at the door. The DJ has been booked and staff will be finalizing plans for the event in the next couple weeks. We are still seeking volunteers to help out with decorating and running the event. We have reach out to the Interact Club at the high school as students typically come volunteer.
- Planning for our annual Frosty Basketball Tournament is in full swing. We are co-hosting this double elimination tournament for 5/6 grade teams with the Somersworth High School Boys Basketball Boosters. The tournament will be held Wednesday, February 13-Sunday, February 17th. We have invited numerous teams throughout the Seacoast area to participate and will take the first 10 girls and 10 boys' team that register.
- Staff are busy updating the 2019 Summer Camp documents and planning the field trip locations for both Kids Camp and Trends Camp. We are also updating forms for the spring Granite State Track and Field program offered to children ages 9-14.



MEMORANDUM from Director Public Works & Utilities

TO: Robert M. Belmore, City Manager

DATE: February 13, 2019

SUBJECT: Public Works Department Monthly Report for January, 2019 – February, 2019

FROM: Michael Bobinsky, Director of Public Works & Utilities

DIRECTOR'S COMMENTS

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

- Completed initial reviews of the Departments' FY20 Budget requests with the City Manager and Deputy City Manager
- Met with officials of Waste Management to discuss the City's curbside recycling costs and better understand current recycling service fees.
- Participated in interviews with consultants for 3rd party engineering reviews for Planning and Development needs. Recommended a finalist consulting firm for Planning Director and the City Manager to pursue a contract agreement.
- Participated in a meeting with the attorney representing the abutters of Fair Court dealing with further negotiations on abandoning the street.
- Highway personnel responded to several winter storm events during this period, including conducting downtown snow removal operations. Plant personnel responded to snow storm events as well.
- Participated in a SRPC strategic planning workshop with other Commissioners. SRPC is developing updates to past strategic plans, goals and objectives; one new focus area will be to improve the alignment of transportation policy issues with municipal and legislative delegate objectives.
- Offered comments at SRTC meeting on proposed plans for the reuse of the Hilltop Elementary School.
- Continued review with the City Engineer on several project initiatives including preliminary design report for the WWTF upgrades, development of RFP and RFQ's for an update to the City's pavement condition report, CMAQ Traffic Signal Upgrade project and review of current design plans for the TAP grant pedestrian improvement project.
- Completed comments on final design plans for the Dover-Somersworth Inter-municipal Water Agreement to officials of Underwood Engineering and the City of Dover. Planning on next steps with the project including planning for future pre construction meetings and neighborhood meetings with officials of the City of Dover.
- Attended the annual New England Water Environment Association (NEWEA) conference in Boston. Stephanie Rochefort, chemist at the wastewater treatment facility, received an award for "Laboratory Analyst Excellence".

HIGHWAY DIVISION

Operations/Maintenance:

- Performed monthly metal collections
- Performed maintenance and repairs to city equipment
- Performed Pothole patching city wide
- Performed preventative cleaning and greasing on trucks, plows, and salters.

- Filled School salt barrels after snow events
- Installed street signs that had been damaged or stolen
- Performed annual Christmas Tree Collection
- Removed all Christmas Decorations downtown to include Lights on Poles, wreathes from city buildings, and changing banners on poles
- Responded 10 times for treating and plowing events
- Performed 2 Load outs in downtown area

Recreation:

- Closed Willand Park for the Season

Cemetery:

- Began soliciting quotes for a new roof on the Italian Well House
- Removed 2 Hazard trees from Cemetery

Water Distribution Support:

- Assisted with a water Break on High St.

Sewer Collections Maintenance:

- Responded to 16 Digsafes

WASTEWATER DIVISION

Operations/Maintenance:

- Operating under the (A2O) process mode which is used during our winter season limits. The winter season runs from Oct 1st thru April 30th.
- Hackworth Fire & Security was onsite on 1/16 and installed a new security system for the wastewater treatment facility. The main building is now fully secure. All alarms will be monitored by Lydia Security Monitoring who also monitors our fire alarm system.
- City staff met with Wright-Pierce on 1/22 and reviewed the revised Preliminary Design Report (PDR) for the upcoming construction project. This version includes the additional \$1.9 million approved by City Council this past fall. Staff expects to go out to bid in September with substantial completion taking place in July 2021. The duration of the project is expected to last 18-22 months.
- Laviolette Controls has begun the Blackwater Rd pump station SCADA system installation.
- Treated a total of 3,750 gallons of septage from residents not on city sewer.

Compliance:

- Prepared monthly reports to US-EPA and NH-DES.
- Reported no permit exceedances for the month of January.
- Treated a total of 54-million gallons of wastewater during the month.
- Submitted the annual septage report to both agencies.

Capital Improvements Plan Items:

- Blackwater Rd pump station upgrade – Submitted a formal warranty claim on the leaking check valves on both pumps. The warranty was filed through Underwood Engineers and forwarded to the contractor Apex for resolution.

WATER DIVISION

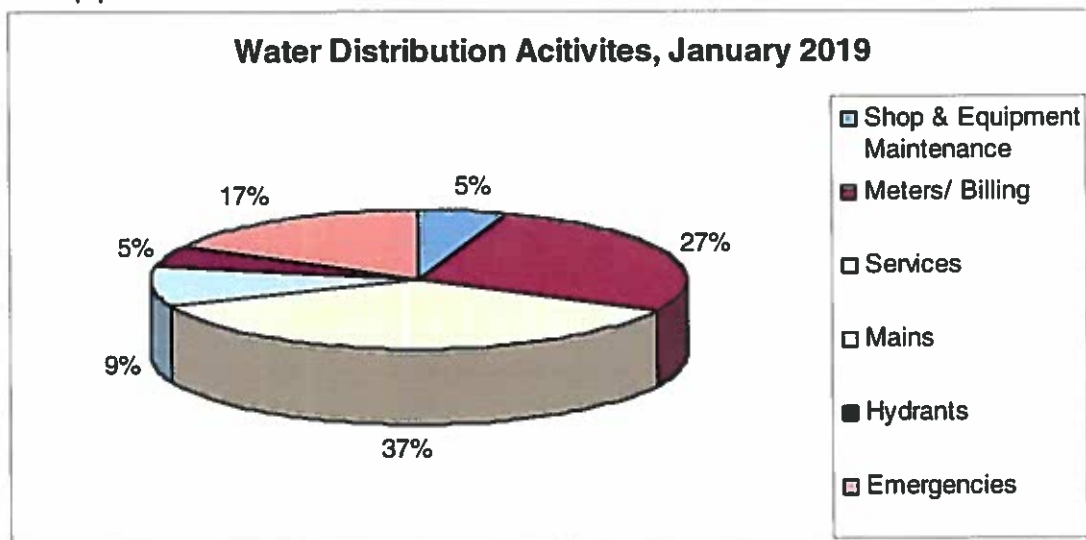
Items completed this month:

- Bacteria's and TOC's tests were conducted
- Pumped 34,671,719 gallons of raw water
- Filtered and pumped to the city 32,532,438 of finished water
- Submitted quarter #4 D/DBP report to NHDES
- Began 2019 chemical bid cycle for SMRWC
- Completed the piping install on replacement chlorine tank

- Repaired large clear well chlorine analyzer
- Rebuilt polymer pump #4 train 2
- Laviolette controls responded to PLC failure on polymer system
- Repaired heating system boiler
- Contacted DBS for repair on Train #1&2 scraper hydraulic motors
- Began servicing train #1 for service

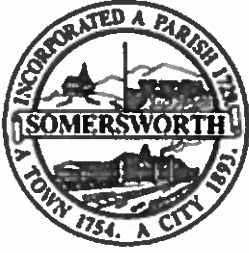
WATER DISTRIBUTION

- Water Distribution operators responded to 48 non-emergency service requests.
- Operators completed leak surveys in the area of Morning, Myrtle and South Street.
- Operators responded to several emergencies including a broken water line at 202 High Street, a structure fire at 200 Main Street and multiple responses related to frozen or burst pipes.



CITY ENGINEER

- The Department developed and released a request for proposals (RFP) this month to update the City's previous pavement condition and management assessment. Proposals are due in mid-March. The results of the assessment will help inform the City as future road repairs are developed and prioritized.
- Continued involvement in the City's Transportation Alternatives Program (TAP) grant process, including reviewing the preliminary engineering report and providing input to the selected engineering design consultant.
- Coordination with the Department of Development Services on the Congestion Mitigation and Air Quality (CMAQ) grant that will be used to assess and improve the traffic signal coordination along the High Street corridor. We anticipate releasing a Request for Qualifications (RFQ) and selecting a traffic design consultant this upcoming spring; project involves linking the High street corridor traffic signal system in with the City of Dover for improved traffic timing.



Somersworth Police Department

12 Lilac Lane

Somersworth, NH 03878

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

David B. Kretschmar
Chief of Police

MEMORANDUM

Memo To: Bob Belmore, City Manager
From: David Kretschmar, Chief of Police
Date: February 4, 2019
Subject: Monthly Report – Month of January 2019

Bob:

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

COMMUNITY POLICING:

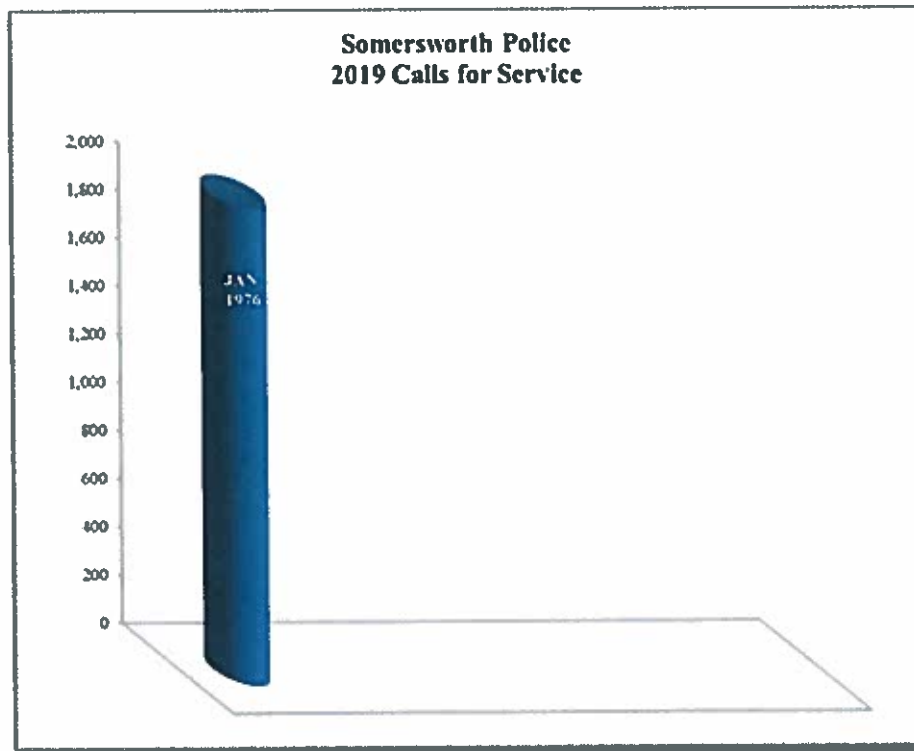
- SRO Fuller gave a class on Cyber Safety to Middle Students in 6th, 7th and 8th grades on January 18th.
- On January 24th, members of the Somersworth Police Department Patrol Division conducted their first, in the series crime reduction training, to the staff of Profile Bank. Today's topic was focused on what to do during a bank robbery. The course was designed to show different points of views on reactions and response from the tellers and law enforcement. There was a heavy emphasis placed on safety as well as what types of information SPD would be looking for going forward on an investigation.

Laraine Hults the Business Development Manager, for the Somersworth Profile Bank was instrumental in helping set up this course. She and the staff appreciated the efforts that the SPD put forth and the community connections that were made today. Additional trainings will be scheduled with the other financial institutions of the city and going forward the SPD will be reaching out to conduct crime prevention surveys and will assist with the creation of preemptive drills to other local branches in the city.

- SRO Fuller had lunch with the "Lunch Bunch" from Maplewood Elementary School for their second month of this new program. The "Lunch Bunch" is a where (2) students from each class room are selected by the Teachers and Staff to have lunch with first responders.

TRAINING: Right to Know Law, Safer Environments via Collaborative, Unified Responses to Emergencies (SECURE Training), Intoxilizer 9000 Training.

STATISTICS



Month	2019	2018
January	1,976	2,085
Feb		1,878
March		2,215
April		2,452
May		2,409
June		2,406
July		2,174
August		2,238
Sept		2,263
Oct		2,123
Nov		2,055
Dec		1,936
TOTAL	1,976	26,234



City of Somersworth

Fire Department

195 Maple Street – Somersworth, NH 03878-1594



Keith E. Hoyle
Fire Chief & Emergency Management Director
khoyle@somersworth.com

Business: (603) 692-3457
Fax: (603) 692-5147
www.somersworth.com

JANUARY 2019 MONTHLY REPORT

EMERGENCY ACTIVITIES

Building Fires:	9
Vehicle Fires:	2
Outside Fires:	0
Emergency Medical:	51
Motor Vehicle Crash:	18
Malfunction/false alarm:	8
Accidental/public service:	27
Hazardous Condition:	16
Hazardous Materials:	5

NON-EMERGENCY ACTIVITIES

Burning Permits:	18
Fireworks Permits:	1
Oil Burner Permits:	0
Place of Assembly Permits:	0
Fire Safety Inspections:	7
Fire Drills:	0

CALLS FOR SERVICE

- We responded to 26 more emergency calls this January (136) than in January 2018 – an increase of 24%.
- The mill at 200 Main Street burned which proved to be our most challenging fire in more than a decade. 10 area Fire Departments assisted us with this incident in which no one was injured.
There also was a garage fire at 99 Indigo Hill Rd.: a kitchen fire at 14 Myrtle St.: and a gas leak at 47 Green St. which injured one woman.
We assisted DPW at a hydraulic fluid leak that spread all through the Myrtle St. area and water leaks later in the month on Freemont St. and on Garden St.
- We responded to mutual aid fires in Dover (2) and Berwick ME. (4).
- American Ambulance continues to provide excellent EMS services to the city with an average response time of 4 minutes 55 seconds.

PLANNING/PROJECTS/GRANTS

- With Director Bobinsky made conference call to FEMA to discuss administrative costs associated with the March winter storm disaster declaration.
- Meeting of the Community Mutual Aid Association to discuss progress on FEMA FIRE Act grant vehicle to replace the 1988 Air Van we operate. New vehicle is due to us on February 28.
- Assisted DPW with dismantling Christmas lights in the downtown.
- Attended FY20 Budget meetings with City Manager/Finance Director.

TRAINING/MEETINGS

- F/F Tyler Taatjes was promoted to Lieutenant after an examination/assessment center process which produced a promotional list for the next two years.
- Hired Mr. Brian Flood as a career firefighter. We now are at full staffing.
- Now training five new career FFs on shift.
- Primex conducted a driver training class.
- Attended meetings of the Public Safety Committee: JLMC: “9-1-1” Committee: Traffic Safety Committee: and the Seacoast Fire Chief’s Annual Meeting.

COMMUNITY SERVICE

- Department participated in the “Lunch Bunch” meeting at Maplewood School.
- Attended the welcoming event for the new Chamber of Commerce Executive Director.

Respectfully Submitted:
Keith E. Hoyle, Fire Chief/EMD