

MINUTES OF CITY COUNCIL MEETING

Somersworth, NH
September 19, 2016
7:00 P.M.

The meeting was called to order by His Honor, the Mayor, Dana Hilliard, and upon roll call the following Council members were present: Pepin, Soldati, Dumont, McCallion, Messier, Witham, Cameron, and Paradis. Councilor Sprague was excused.

MINUTES OF THE PREVIOUS MEETING.

MINUTES FOR PUBLIC HEARING – ORD. 2-17 HELD ON SEPTEMBER 6, 2016
Councilor Pepin, seconded by Councilor McCallion, made a motion to accept the minutes. The motion passed unanimously.

MINUTES FOR CITY COUNCIL MEETING HELD ON SEPTEMBER 6, 2016
Councilor Cameron, seconded by Councilor Pepin, made a motion to accept the minutes. The motion passed unanimously.

MAYOR'S REPORT

Mayors Report for City Council Meeting September 19th, 2016

- Since settling within the Hilltopper City, the Indonesian community has already added chapters to our “Proud Past” and continues to work to ensure that all citizens of Somersworth will have a “Bright Future”. We honor their commitment to helping keep Somersworth “On the Move”, by continuing to celebrate our rich cultural diversity. This week through Saturday September 24th, the day of the 4th annual Somersworth Indonesian festival, the flag of Indonesia will share the city hall flag pole.
- Congratulations to the Greater Somersworth Chamber of Commerce for a successful 3rd annual Bluegrass festival. The festival which took place on Saturday highlight top Bluegrass entertainers and mirrored our strong sense of community.
- I had the honor of partaken in the festivities celebrating the 10th Anniversary of the Indonesian community members from Tomohon locating to Somersworth and the greater seacoast area. The evening highlighted their strong and proud commitment to traditions and also reinforced the love they universally share for their new home the Hilltop City. It is by honoring are individual heritages and

celebrating them together as a community, that we continue to build a Somersworth that all of us can be proud of.

- Special thanks to the Rochester Museum of Fine Arts, for their successful 1st annual LGBT pride event. The event defined how community celebrates and respects everyone. It was an honor to be part of the event speaking on the importance of embracing diversity.
- On September 6th officials from Berwick and Somersworth gathered on our gateway bridge as a symbol of our once again unified communities. While a combined Christmas parade might seem to some as a nothing so grand, the moment cannot be overlooked to how two communities in two different states, with two different forms of government are able to jointly work together in the name of progress and cooperation. Missing from the photo was a man who spearheaded the efforts to open dialog between Berwick and Somersworth. His commitment to having Somersworth and Berwick become partners again was not driven by any hidden agenda, but by the love he shared for both communities. Special thanks to the late Robert “Bob” Crichton, for your unwavering commitment and love to Berwick and Somersworth.
Your vision and dream of both communities focusing on what they share in common has led to a shared Christmas parade and dialog, on how we can now ensure that both communities continue to work together in the name of progress and citizenry.
- The next Mayor’s Community forum will take place October 15th from 9:00 – 10:30 at City Hall. Including in this forum will be Ward 1 Council member Marty Pepin and Ward 1 School Board member Sean Collins. *The* purpose of the forums are to foster dialog and ideas, in a non-formal setting to continue to move our community forward. All members of the community are welcome to attend any forums.

Nominations, Appointments and Elections:

- Under nominations, appointments and Elections; **In accordance with Council Rule 17 Appointments**, the following are being brought for nomination.
- **Sarah McGraw**, as a Member of the Sustainability Committee
- **In accordance with Council Rule 17 Appointments, the nomination shall remain open until the October 3rd, scheduled Council meeting.**

This respectfully concludes my September 19th, 2016 Mayors Report

REPORTS OF STANDING COMMITTEES

Finance Committee – Councilor Witham said they met on September 16th at 8am, many of the things they discussed will have to be vetted through the Public Works and Environment Committee. They discussed caulking the gaps between the sidewalks to avoid future damage. The committee approved up to \$10,000 for a hybrid approach with Public Works working beside Severino. The committee also discussed premature waring of the crossway lines. They discussed the road work that is currently underway on Indigo Hill Road; the sidewalk from Williams Street to Davis Street. The committee agreed that they could not leave that area untouched. The committee endorsed supporting up to \$100,000 to finish that scope of work. The committee also discussed repairing and repaving the parking lot at City Hall. They will wait until Spring to discuss this again. There was discussion about the City’s Investment Policy. There were no changes. Councilor Soldati mentioned that she would like the City to look into using more local banks. The Committee endorsed the Policy. They went on to talk about tax deeded property. There were 3 properties that they would like to move forward to deed. There are also several properties that the city will not take for various reasons. The Bretons Cleaners property at 1 Winter Street could receive a grant, however, the City needs to own the property. The committee agreed to move forward with a resolution to obtain that property.

The City will begin to move forward with advertising the Director of Community Development position. They also discussed looking into increasing the water and sewer rates. Projects will dig into that cash flow.

Economic Development – Councilor McCallion said the committee met on September 15th @ 3:30. They discussed the Hilltop School Reuse. It was referred to by council by the committee to approve. The report had just come in for the cleanup of the former Police Department. It was very optimistic; city staff will review and report back. There was discussion about microflats and micro businesses.

The committee also talked about the TIF timeline. They believe that based on Director Saunders previous experience, everything will go as planned.

The committee also briefly discussed the Director of Community Development position, Dairy Queen, and Chabots Dairy.

REPORTS OF SPECIAL COMMITTEES, CITY OFFICERS AND CITY MANAGER

Special Committees

School Board – Councilor Pepin said the school board met in the new facility. It is a very nice building. Nothing else to report.

Coast Bus Workshop – Councilor Pepin said the met to discuss the FY17 budget, and are expecting an increase of about 18%. More staff will be added, especially on Saturdays. The increase will be for in salaries and benefits.

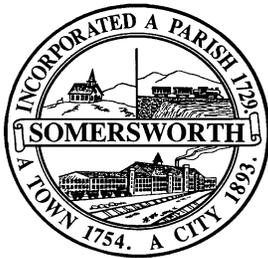
Vision 2020 – Councilor Paradis said they met to discuss recent events and functions. They updated the matrix. The next meeting is scheduled for October 10, at 5:30.

JBC, Messier, met to approve expenditures and view the facility.

Sustainability Committee – Councilor Soldati said they met with the gardeners. They think the community garden could be better organized. It’s been a challenge, with 4 different directors in Public Works. There is a lot of interest in the community gardens. The committee also discussed a tree replacement policy for the city. The next meeting is scheduled for October 20th.

Mayor Hilliard reported that the date for the Joint Goal Setting Session between City Council and the School board is October 19@ 5:30 at the CTC center in the engineering room.

City Manager’s Report



CITY OF SOMERSWORTH
Office of the City Manager

TO: Mayor Dana Hilliard and City Council Members

FROM: Robert M. Belmore, City Manager

DATE: Friday, September 16, 2016

**SUBJECT: City Manager’s Report for Monday, September 19, 2016
City Council Agenda**

Unfinished Business (under Section 13 of Agenda)

Resolutions

- A. Resolution No. 11-17 To Authorize the City Manager to Request Proposals for the Re-use of Hilltop School in Accordance with the Recommendations of the Hilltop Commission.** The Economic Development Committee met on this past Thursday to review this Resolution. As you will hear, the Committee is recommending the Request for Proposal move forward without any change to this Draft RFP submitted by City staff.

New Business (under Section 14 of Agenda)

Resolutions

- A. Resolution No. 15 – 17 To Notify the City Tax Collector that the City Council Shall Accept a Tax Deed on Property Located at 1 Winter Street, Tax Map/Lot Number 11-181a.** The Finance Committee reviewed a list of properties attached to this report and the Committee will be sponsoring Resolutions that will be introduced at the next Council meeting. The NH Department of Environmental Services hired engineering firm, GZA, will be moving forward with their site work in anticipation of the City applying for a Brownfield's Grant this fall. I am still hopeful that we can meet the application deadline, but it is critical that the engineering work is completed in time.

It is my understanding that the City Council will need to accept the property for the City to forward. The Finance Committee is sponsoring this Resolution for discussion and an eventual vote at one of the upcoming City Council Meetings. Unless Council directs differently, I will arrange for our Environmental Counsel, Attorney Mark Beliveau, to attend an October Council meeting.

Other

- A. Vote for Re-adoption of 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. Attached is a copy of the City Investment Policy. The Finance Committee recommends re-adoption.

City Manager's Items (under section 10 of Agenda)

A. Informational Items

- 1. Former Police Station Site.** Attached is a copy of the Phase I Environmental Site Assessment conducted by the engineering firm of Crede Associates, engaged for this project through the Strafford Regional Planning Commission's (SRPC) Brownfield's Grant Program. Staff is contacting SRPC to determine if this project can receive additional funding to move forward with Phase II work.
- 2. Natural Resource Assessment Event.** The Somersworth Conservation Commission and its partners will be having a walking tour at Mast Point Dam Park on Wednesday, September 21st at 5:30 p.m. Attached is a brochure which outlines the event.
- 3. Skyhaven Airport Advisory Council – Member Appointment.** I have appointed Public Works Director Mike Bobinsky to the Skyhaven Airport

Advisory Committee as a City representative as authorized under NH RSA 422:37 (g).

B. Attachments:

- 1. City Attorney Certification.**
- 2. Department Head Reports.**
- 3. Report: Combining the Fire Department Administrations of Rochester, Somersworth and Dover submitted to the Tri-City Coalition on September 15, 2016.**
- 4. Email Correspondence from Ross Forester Re: Veteran's Living Memorial at Malley Farm.**

NOMINATIONS, APPOINTMENTS AND ELECTIONS

Mayoral Appointment

Sarah McGraw as a member of the Sustainability Committee.

Remain open until the October 3, 2016 City Council Meeting.

UNFINISHED BUSINESS

Resolutions:

RESOLUTION NO. 11-17 TO AUTHORIZE THE CITY MANAGER TO REQUEST PROPOSALS FOR THE RE-USE OF HILLTOP SCHOOL IN ACCORDANCE WITH THE RECOMMENDATIONS OF THE HILLTOP COMMISSION.

Councilor Dumont, seconded by Councilor Paradis, made a motion to approve Resolution 11-17. The motion passed unanimously.

NEW BUSINESS

Resolutions:

RESOLUTION NO. 15-17 TO NOTIFY THE CITY TAX COLLECTOR THAT THE CITY COUNCIL SHALL ACCEPT A TAX DEED ON PROPERTY LOCATED AT 1 WINTER STREET, TAX MAP/LOT NUMBER 11-181A.

Somersworth, NH
September 19, 2016

WHEREAS RSA 80:76 directs the Tax Collector, after 2 years, to execute to the City a deed of the land subject to the real estate tax lien and not redeemed, and

WHEREAS the City Council believes it is in the best interest of the City to accept this deed,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Tax Collector be notified that the City shall accept the tax deed on property located at 1 Winter Street, Tax Map/Lot number 11-181A.

Sponsored by Councilors:

David A. Witham
Jennifer G. Soldati
Martin Pepin

Approved by:

City Attorney

Resolution 15-17 will remain in first read until the October 3rd, 2016 City Council Meeting.

Other:

VOTE FOR RE-ADOPTION OF THE CITY OF SOMERSWORTH INVESTMENT POLICY

The motion passed unanimously, and the policy is adopted.

CLOSING COMMENTS BY COUNCIL MEMBERS

Councilor McCallion said Sports teams in Somersworth will be doing cleanup at the Loudon Raceway. It is a big fundraiser. He was very impressed with the open house at the schools.

Councilor Cameron said she had a wonderful time at the Bluegrass Festival. She was there representing Vision 2020.

Councilor Paradis reminded everyone about the Indonesian fair, scheduled for Saturday, September 24th, 2016.

NONPUBLIC SESSION

Councilor Witham, seconded by Councilor Dumont, made a motion to go into nonpublic session. The motion passed, 8-0, by Roll Call vote.

ADJOURNMENT

Trish Harris, City Clerk

Dana Hilliard, Mayor