



MINUTES OF CITY COUNCIL MEETING
Somersworth, NH
August 5, 2019
7:00 P.M.

ROLL CALL OF MEMBERS

The meeting was called to order at 7:00pm by His Honor, the Mayor, Dana S. Hilliard, and upon roll call the following Council members were present: Pepin, Vincent, Dumont, Austin, Michaud, Witham, Sprague, Cameron, and Levasseur.

PLEDGE OF ALLEGIENCE

Councilor Pepin led the Pledge of Allegiance.

PUBLIC HEARINGS

Ordinance No. 4-19 - To Amend Chapter 19, Zoning Ordinance, Section 14, Historic District

No Comments from the public.

Ordinance No. 1-20 - Supplemental Appropriation for Conceptual Design Services and a Preliminary Cost Estimate for a New Somersworth Fire Station

No Comments from the public.

Ordinance No. 2-20 - Supplemental Appropriation for Final Design Services for a Veterans' Memorial at Stein Park

No Comments from the public.

Ordinance No. 3-20 - To Amend Chapter 19, Zoning Ordinance, by Adding New Section 31, Special Parking Zoning Overlay District

Matthew DiNola, ward 2, stated that he addressed the Council on July 1st regarding parking overlay district. At that time, he requested that since his house is a few houses away, he would like to see the parking overlay district extend to his house.

COMMENTS BY VISITORS

Richard Brooks, 18 Linden Street, Ward 1. He thanked the City Council for the experience he had as an HDC member. All of the members of the HDC that he has worked with over the years are very dedicated to the City of Somersworth and do a fine job protecting the history of the City. In the short 3 years he spent on the board, the HDC was involved with several projects and improvements other than just televising our (their) meetings. He sat on the HDC Ordinance Revision Sub-committee, he was Chaired the HDC Boundaries Sub-

committee, he Chaired the HDC Education Outreach Sub-committee during their attempt to reach out to residence of the Historic District. He had not missed a meeting during his appointment and was the current HDC Vice Chair. He is sure the HDC members will keep up the good work, but is disappointed that he is not a part of that now. He did not expect a unanimous vote of yes for his reappointment, but he was surprised with the vote, and he does wonder why. As future election cycles come and go, he may consider re-applying to the HDC. Until then, he plans on continuing to offer his time as a member of the ZBA and as an election official in Ward 5. Why ward 5 if I live in ward 1? Seems ward 5 is usually lacking several elected positions and someone must be appointed to fill those, or the voting couldn't happen. He first volunteered for that 4 years ago and have continued to fill various slots; Ward Clerk, Moderator, whatever is needed for each election. He stated that he finds that roll, here in the City, the most rewarding. It gives you the opportunity to see and interact with people from all walks of life here in Somersworth, year after year as they return to fulfill one of their most sacred duties. He stated that he is most amazed by one elected official, who repeatedly holds a position in Ward 5. Many of you may know Joanne Demers. She has this amazing ability to call nearly everyone by name even before they get both feet in the door. And often chats with each person briefly, reminiscing about when they first met, attended school together, or whatever their acquaintance is. Somersworth needs more volunteers such as that. Volunteer positions in the City are tough to keep filled lately, and not just the various election officials. Somersworth Land Use boards currently have 5 vacancies, 7 alternate member vacancies, not counting the 2 being announced tonight. If anyone has considered volunteering, please take the leap and do so. Somersworth needs more dedicated citizens to be involved. One last thought; training for all of the land use boards would be nice suggestion, and add an exit interview. If his performance on the ZBA has been unfavorable as well, some feedback would be appreciated. He stated he typically learns fast, but as with anything, there is a learning curve. Land use board training could certainly benefit the City and the residents of Somersworth. Thank you again.

CONSENT CALENDAR

- A. Approve Minutes of the City Council Meeting held on July 1, 2019
- B. Resignation letter from Sarah McGraw – Sustainability Committee
- C. Resignation letter from Jameson Small – Planning Board
- D. Letter of Response to Governor Chris Sununu regarding vetoed State Budget
- E. Letter from Senate President and Speaker of the House to the Mayor and City Council regarding the State Budget
- F. Letter from Governor Christopher Sununu regarding State Budget

Councilor Vincent requested that items B-D to be read. Mayor stated that these will be read under Communications.

Councilor Austin, seconded by Councilor Pepin, made a motion to approve the items on the Consent Calendar. Motion passed, 9-0.

COMMENTS BY CITY COUNCILORS

Councilor Vincent stated he had the pleasure of attending the ZBA meeting. Two applicants came forward. One was Mr. Soucier, who owns a residential property on Rt 108 at Kilda Lane. This property has been in his family since the 1970's. In 1992, zoning was changed to

business commercial. Mr. Soucier wanted to build a garage and went to the ZBA for a variance, and was denied. Vincent stated that he doesn't know if we can come together and look at this zoning, since Soucier owned the home for years. The city would have revenue from the garage. Someone needs to look at it. When the chairman voted against this, he said "it was the council that wanted this."

COMMUNICATIONS

The Clerk read:

Resignation letter from Sarah McGraw – Sustainability Committee

Resignation letter from Jameson Small – Planning Board

Letter of Response to Governor Chris Sununu regarding vetoed State Budget

PRESENTATION OF PETITIONS AND DISPOSAL THEREOF BY REFERENCE OR OTHERWISE

None

MAYOR'S REPORT

Founded on August 4th, 1790, the US Coast Guard continues to serve each American with pride and honor. This week the Hilltop City continues to honor all who served and continue to serve. The flag of the United States Coast Guard now proudly waves at Citizens Place and will continue to wave throughout the week.

Join me tomorrow night as we celebrate how as united Hilltoppers, we continue to keep Somersworth a safe place for everyone. The annual National Night Out Celebration will take place tomorrow at Jules Bison Park from 5:30 – 7:30pm. Come by and have a free meal, browse through the vendors, and celebrate our great Hilltop City with all of our first responders. National Night Out is a nationwide celebration of building partnerships between first responders, community organizations, and citizens in an effort to reduce crime, and increase safety. Join me tomorrow night in celebrating our great City and how we can continue to build a Somersworth where all will be safe and honored.

This evening before the Council there are 2 Ordinances that I would urge the Council to approve. The first being Ordinance 1-20, which would approve a supplemental appropriation for conceptual designs services and a preliminary cost estimate for a new Somersworth Fire Station. If adopted, it will bring us closer to finalizing our commitment to our Fire Fighters in delivering them a 21st Century facility so that they can continue to ensure the safety of all residents and their property. The due diligence surrounding the desire and need of a new 21st Century Fire Department has been vetted by both the Fire Department Commission, and all members of this Council. It is now time for us, as an elected body to solidify the work which has been completed, engage and finalize our commitment to all members of the Fire Department, a facility that they can continue serve us, with pride.

Also before the Council this evening is Ordinance 2-20, a supplemental appropriation for final design services for a Veterans Memorial at Stein Park. The finalized design for a new Veterans park which will bring the honor and recognition that all veterans desire, was completed after months of work and inquiry by the Veteran Park Commission. The plan

encompasses a true conceptual design, with a commitment from the City, businesses and citizens. The Commission will be soliciting businesses this month and begin the fund-raising efforts to move closer to securing the needed capital. However, for this project to be successful, this Council must first commit to it. The newly designed park would not only become a living tribute to all who have served, but will also aid in the aesthetic appeal of the section of our downtown business district which is still in need of redevelopment and economic growth. This evening we have an opportunity to proudly stand by all who wore a uniform for the United States and continue to teach, through our living history, the meaning of the value of sacrifice and service, and create a gathering spot where all members of Somersworth can reflect, honor and build pride. I strongly urge all members of Council to show their united support of our Hilltop Veterans by voting for Ordinance 2-20 this evening.

This respectfully concludes my Mayor Report for August 5, 2019.

REPORTS OF STANDING COMMITTEES

Finance Committee – Councilor Witham stated that they had not met since the last Council meeting, but a Finance Committee meeting is scheduled for August 6.

Government Operations – Councilor Pepin reported that the Committee met on July 10, at 4:30pm. The Committee reviewed the HDC recommendations to the City Ordinance. The HDC Committee has worked very hard. The Committee voted 3-0 to send the amendments to full Council.

City Manager gave an update that they will be advertising to fill the full-time janitor position.

Public Safety – Councilor Pepin stated that there has not been a committee meeting since the last Council Meeting, however, the Public Safety Committee was asked to review Fire Department policies and regulations. They discussed the need for a Deputy Chief, and with the pending retirement of Chief Hoyle, he urged staff to have a replacement as soon as the Chief resigns.

REPORTS OF SPECIAL COMMITTEES, CITY OFFICERS AND CITY MANAGER

Special Committees

E911Committee – Councilor Pepin reported that the committee met on July 23, 2019. They reviewed the Flatley project, and named the project road Royal Drive. There are 3 major units, similar to Tara Meadows.

They also discussed 15 High Street which is off of Mt Vernon Street. It was suggested that the address be changed to Mt Vernon Street.

They reviewed the street numbers of Pearl Street and Hanson Street.

COAST – Councilor Pepin reported that the committee met on July 24, 2019. They reviewed the financial statements for 2019, the 2020 budget, and workforce shortages. They are in need of CDL Drivers. COAST is losing funding from Little Bay Bridge, advertising funding

is down, and the state budget not passed affects COAST. They are involved in the community events like Market Square, Children’s Festival and the Rochester Fair.

City Manager Report

TO: Mayor Dana S. Hilliard and City Council Members
FROM: Robert M. Belmore, City Manager
DATE: Friday, August 2, 2019
**SUBJECT: City Manager’s Report for Monday, August 5, 2019
City Council Agenda**

Unfinished Business (Under Section 14 of Agenda)

Ordinances

- A. Ordinance No. 4-19: To Amend Chapter 19, Zoning Ordinance, Section 14, Historic District.** This Ordinance was brought to Council on October 15, 2018, was Tabled on November 5, 2018. This was removed from the Table and sent to Government Operations Committee on June 17, 2019. Government Operations Committee met on July 10th and members voted to support the recommended revisions from the Historic District Commission (HDC) and move it forward for full Council review and vote. I have attached the latest “draft” recommended revisions. A copy of the HDC Chairwoman Laura Barry memorandum is attached.
- B. Ordinance No. 1-20: Supplemental Appropriation for Conceptual Design Services and a Preliminary Cost Estimate for a New Somersworth Fire Station.** Again, the Public Safety Committee and the Finance Committee voted to support this Supplemental Appropriation. The fund payment for the Police Station bond is on August 15, 2021.
- C. Ordinance No. 2-20: Supplemental Appropriation for Final Design Services for a Veterans’ Memorial at Stein Park.** Again, the Finance Committee voted to support this Supplemental Appropriation.
- D. Ordinance No: 3-20: To Amend Chapter 19, Zoning Ordinance, by Adding New Section 31, Special Parking Zoning Overlay District.** Again, this Amendment is intended to assist in the revitalization efforts for our Downtown. Attached is another copy of Director Shanna Saunders memorandum regarding the Amendment.

Resolutions

- A. Resolution No. 1-20: To Authorize the City Manager to Contract with Port One Architects of Portsmouth, NH to Provide Conceptual Design Services and a Preliminary Cost Estimate for a New Somersworth Fire Station to be Funded through the Cable Fund.** Again, the Public Safety Committee and the Finance Committee support City Staff's recommendation of Port One Architects. Currently the balance in the Cable Fund is \$257,185.

- B. Resolution No. 2-20: To Authorize the City Manager to Amend the Contract with Ironwood Design Group of Newmarket, NH to Provide Final Design Services for a Veterans' Memorial at Stein Park to be Funded through the Cable Fund.** Reminder, the Finance Committee voted at their June 17th meeting to support this Contract Agreement in order to move this project forward. Attached is a copy of a "draft" letter that will be utilized as part of a fund-raising campaign for the project.

New Business (Under Section 15 of Agenda)

Ordinances

- A. Ordinance No. 4-20: Supplemental Appropriation for Sewer Utility Improvements Associated with the Fiscal Year 2019-2020 Road Resurfacing Projects.** The Finance Committee met on June 17th and agreed to support this needed funding. A Public Hearing will need to be scheduled prior to any vote. I recommend scheduling it for the Tuesday, September 3rd Council Meeting. A copy of City Engineers memorandum is attached; it provides the breakdown for funding.

A Public Hearing is scheduled for September 3, 2019, without objection.

- B. Ordinance No. 5-20: Supplemental Appropriation for Water Utility Improvements Associated with the Fiscal Year 2019-2020 Road Resurfacing Projects.** The Finance Committee met on June 17th and agreed to support this needed funding. A Public Hearing will need to be scheduled prior to any vote. I recommend scheduling it for the Tuesday, September 3rd Council Meeting.

A Public Hearing is scheduled for September 3, 2019, without objection.

Resolutions

- A. Resolution No. 6-20: To Authorize the City Manager to Order Ford Pick Up Trucks for the Department of Public Works and Fire Department which will be Funded by a Lease Purchase Agreement.** Attached is a Memorandum from Chief Hoyle and Director Mike Bobinsky regarding these purchases.

- B. Resolution No. 7-20: To Authorize the City Manager to Order One 6-Wheel Dump Truck for the Department of Public Works which will be Funded by a Lease Purchase Agreement.**

The Finance Committee met on July 1st and voted on Resolution No. 6-20 & Resolution No. 7-20 to waive the bidding requirements on both of these City vehicle lease purchases for the Public Works and Fire Department. Attached are memorandums from Fire Chief Keith Hoyle and Public Works Director Mike Bobinsky regarding both of these purchases.

- C. Resolution No. 8-20: To Authorize the City Manager to Enter Into a Grant Agreement with the State of New Hampshire Department of Natural and Cultural Resources for a Land and Water Conservation Fund Grant to Make Improvements to Jules Bisson Park.** The Finance Committee met on July 1st and voted to support this Grant. Attached is a memorandum from Director Scott Smith regarding our recommended funding plan for the required City match.
- D. Resolution No. 9-20: To Authorize the City to Use Funding from the City Parks and Parks Facilities Reconstruction or Rehabilitation Capital Reserve Fund as Part of the Local Match for a Land and Water Conservation Fund Grant.** The Finance Committee met on July 1st and voted to accept this Grant and to support utilizing the Park Facilities Rehabilitation and Reconstruction Capital Reserve Fund as well as the balance of the funding as proposed by City Staff. Attached is a Memorandum from Finance Director Scott Smith that explains the availability of City funds to assist in this project. Please note that the use of \$31,500 will not deplete this Capital Reserve Fund.
- E. Resolution No. 10-20: To Authorize the City Manager to Enter into a Grant Agreement with The New Hampshire Department of Safety to Retrofit Fire Department Portable and Mobile Radios with Interoperability Technology.** Attached is the Memorandum of Agreement for the Radio Reprogramming Grant.
- F. Resolution No. 11-20: To Authorize the City Manager to Enter into a Grant Agreement with the New Hampshire Department of Safety to Purchase Equipment for the Fire Department for use in Response to Active Shooter Events.** Attached is a Memorandum from Fire Chief Keith Hoyle explaining the Grant award of \$6,000. There is no City match required.

Other

- A. Set polling times for November 5, 2019 Municipal General Election**
Hours of previous Municipal Election: 8:00am to 7:00pm

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

A. Informational Items

- a. Community Revitalization Tax Relief Incentive (Ch. 31) Application for Stripe Nine Brewery.** Stripe Nine Brewery submitted their Community

Revitalization Tax Relief Incentive Application for tax relief for 5-years. The Economic Development Committee met on July 10th and voted to forward it for Council review and vote. A Public Hearing will need to be scheduled prior to any vote. I recommend scheduling it for the Tuesday, September 3rd Council Meeting. Attached is a Memorandum from Director Shanna Saunders along with this property tax relief application.

A Public Hearing is scheduled for September 3, 2019, without objection, and will be listed under 'Other' for a Council vote during the City Council Meeting.

- b. Nobile Pines Park.** We have completed an upgrade to the surveillance cameras/system at the Park. This will allow for better and more accurate coverage of the park, ballfield, and water spray feature area.
- c. Upcoming Events.**
 - **Tuesday, August 6, 5:30pm - 7:30pm: National Night Out at Jules Bisson Park**
 - **Tuesday, August 20, 8:00am - 10:00am: Coffee with a Cop, Dunkin Donuts, Route 108**

Attachments

1. Department Heads Reports

NOMINATIONS, APPOINTMENTS AND ELECTIONS

Council vote on appointment to fill the School Board At-Large vacancy:

Ken Bolduc

Todd Marsh

Councilor Witham, seconded by Councilor Vincent, made a motion to bring forward both nominations. Todd Marsh was appointed as the School Board Member At-Large, by Roll Call vote, 8-1, with Councilor Sprague voting for Ken Bolduc.

Nominees for the Strafford Metropolitan Planning Commission Technical Advisory Committee (SMPO TAC) – Requires Council Ratification Vote

Shanna Saunders, with a term to expire, July 2021

Michael Bobinsky, Alternate 1, with a term to expire, July 2021

Bob Belmore, Alternate 2, with term to expire, July 2021

These nominations will remain open until the September 3, 2019 City Council Meeting.

UNFINISHED BUSINESS

ORDINANCES

	City of Somersworth – Ordinance
	Ordinance No: 4-19 TO AMEND CHAPTER 19, ZONING ORDINANCE, SECTION 14, HISTORIC DISTRICT

October 15, 2018

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:

19:14.A Section A INTRODUCTION AND BACKGROUND

Delete Section 19:14 in its entirety and replace with the following:

The downtown area of Somersworth was primarily built by following a master plan designed by the Great Falls Manufacturing Company starting in 1823. The design attempted to relate the brick mills, brick or wood worker-housing and small-scale commercial buildings. Also, this overall plan included large-scale landscape features like the tree-lined canal. The land use pattern created was similar to pedestrian-oriented mill cities across New England. As the mill prospered and the city grew, other commercial buildings and areas were established; these included other areas (such as High Street), and replacement of earlier, smaller businesses. By the end of the 19th Century, the downtown boasted many fine brick hotels and commercial blocks.

The topography of the city played a central role in its development; i.e. the mills were located on the river, their source of power; worker housing and early commercial development were built on the flat land on the other side of the canal, within easy walking distance to the mills; and the mill owners and managers built their houses a carriage ride away, high on the hill to take advantage of the spacious views and cool breezes. An architectural hierarchy was established that closely followed the topological and social dictates. (The higher up you were the higher up you were!)

The history of Somersworth can still be read in her streets and building, but unfortunately, some pages of her history are missing. Fire and urban renewal erased large chunks of the streetscape; especially in the downtown. The master plan as envisioned by the city founders can never be finished nor re-created and it is not even desirable that it should be. However, recognizing the value of planning and good design, the Historic District Commission hopes to guide future changes in a manner that will be complimentary to those original intentions.

19:14.B Section B AUTHORITY

19:14.B.1 **HISTORIC DISTRICT COMMISSION**. There is herein established a seven member Historic District Commission (HDC) with the membership and power and duties as set forth in New Hampshire Revised Statutes Annotated Chapter 673:4 and 674:46, as the same may be subsequently amended, and as may be needed to carry out the purposes of this section.

19:14.B.2 **POWERS AND DUTIES OF THE COMMISSION** The HDC shall have the following powers and duties:

19:14.B.2.a Maintain a system for the survey and inventory of historic properties. This survey will be the system for comprehensive historic planning within the City. It will be consistent with the technical standards issued by the United States Department of the Interior to produce reliable, understandable, and up-to-date information for decision making, related to the identification, evaluation, and protection/treatment of historical resources;

19:14.B.2.b Establish rules and regulations for the conduct of business which are consistent with the purposes of the Historic District and in conformance with applicable NH State statutes. Members shall be governed by a code of conduct, in conformance with NH State statutes, and in accordance with the City Charter, to prevent real and apparent conflicts of interest in the performance of the HDC's responsibilities;

19:14.B.2.c Establish, adopt, and make available to applicants and the public, guidelines and standards for review to be used by the HDC in reviewing and deciding on applications for Certificate of Appropriateness(COA) to construct, alter, modify, repair, move, or demolish any building and/or structure within an Historic District;

19:14.B.2.d Approve, disapprove, in whole or in part, applications for which a COA is required per the Zoning Ordinance;

19:14.B.2.e Request reports and recommendations from City departments and agencies and from other organizations and sources which may have information or can provide advice pertinent to the application or its impact to the district;

19:14.B.2.f Retain professional consultants as may be necessary to carry out the purpose of this section;

- i. Applicants may be asked to retain professional consultants in regards to supplying information on the applicant's project. This would be at the applicant's expense.
- ii. The HDC may retain professional consultants subject to the availability of funds to help provide support and information to help carry out the HDC's authority and purview.

19:14.B.2.g Investigate and recommend to the City Council new areas for designation as Historic Districts.

19:14.B.2.h Act in an advisory role to other officials agencies, departments, boards, commissions, and committees of the local government, regarding the identification, protection, and preservation of local resources;

19:14.B.2.i Act as liaison on behalf of the local government to individuals and organizations concerned with historic preservation;

19:14.B.2.j Work toward continuing education of citizens within the HDC's jurisdiction, regarding historic preservation issues and concerns;

19:14.B.2.k Recommend and propose amendments and/or revisions to the boundaries and limits of any Historic District to the City Council; and

19:14.B.2.l Keep or cause to be kept accurate and complete records and minutes of meetings, findings of the HDC, and records of each application, all of which shall be part of the public record.

19:14.C Section C DESIGNATION OF HISTORIC DISTRICT

19:14.C.1 **DESCRIPTION** The Historic District is an overlay zoning district, meaning that it is a zoning district which is superimposed over other zoning districts. In all cases where the Historic District is superimposed over another zoning district, that district whose regulations are more restrictive shall apply.

19:14.C.2 **PURPOSE** It is hereby declared as a matter of public policy that the recognition, preservation, enhancement, and continued use of structures, sites, areas, and districts within the City of Somersworth having historic, architectural, cultural or design significance is required in the interest of the health, economic prosperity, cultural enrichment, and general welfare of the community. The purposes of this ordinance are to:

19:14.C.2.a Safeguard the heritage of Somersworth by providing for the protection of the structures and areas representing significant elements of its history;

19:14.C.2.b Enhance the visual character of the City by encouraging and regulating the compatibility of architectural styles within Historic Districts reflecting unique and established architectural traditions typical of houses in excess of 50 years old;

19:14.C.2.c Foster public appreciation of and civic pride in the beauty of the City and the accomplishments of its past;

19:14.C.2.d Strengthen the economy of the City by protecting and enhancing the City's attractions to residents, tourists and visitors;

19:14.C.2.e Stabilize and improve property values within the City; and

19:14.C.2.f Promote the private and public use of structures and areas within Historic Districts for the education, prosperity and general welfare of the community.

19:14.D.2. **EXEMPT ACTIVITIES**. Exempt activities described in this section do not

19:14.C.3 **DISTRICT BOUNDARIES** The location and boundaries of both the “Hilltop Historic District” and the “Industrial and Commercial Historic District” are hereby established as shown on a map entitled "Historic Districts, City of Somersworth, New Hampshire, January 1992", and as amended, which is hereby declared to be part of this ordinance.

19:14.D Section D PURVIEW OF THE COMMISSION

require review of the applicant's proposed projects or HDC approval. This section does not exempt any property owner from being required to obtain any other permit prescribed by the State of NH or the City of Somersworth.

19:14.D.2.a Any interior construction, alteration, or repair that does not change in any way the outward appearance or any exterior details of the building.

19:14.D.2.b Ordinary maintenance, repair, or painting of any exterior architectural feature which does not involve a change in design, materials, or outer appearance. If any element of a structure must be temporarily removed for painting or repair, it shall be reinstalled within 30 days. Painting must be of standard workmanship quality.

19:14.D.2.c Landscaping that does not affect the current grade of the site, provided there is no change to any vertical structure, such as construction or alteration of walkways and patios.

19:14.D.2.d Planting or removal of vegetation, except in the case of removing a healthy or undamaged tree with a diameter larger than 12”(circumference in excess of 36”) when measured 4 feet above grade.

19:14.D.2.e Cleaning of any structure provided the cleaning is performed with proper care and will not harm any element of the structure. (Discouraged paint removal processes; sandblasting, chemical paint removers, high pressure water wash, heat tools, and rotary tools). The gentlest process is always preferred.

19:14.D.1 **ACTIVITIES REQUIRING REVIEW**. It shall be unlawful for any person to construct, alter, modify, repair, move, or demolish any building, structure, or improvement which lies within a Historic District without first obtaining a Certificate of Appropriateness (COA) from the Historic District Commission (HDC), or in the case of a project of minimal impact, the Planner, Code Officer (CO), and the HDC Chair, in the manner prescribed in this section.

19:14.D.2. **EXEMPT ACTIVITIES**. Exempt activities described in this section do not require review of the applicant's proposed projects or HDC approval. This section does not exempt any property owner from being required to obtain any other permit prescribed by the State of NH or the City of Somersworth.

19:14.D.2.a Any interior construction, alteration, or repair that does not change in any way the outward appearance or any exterior details of the building.

19:14.D.2.b Ordinary maintenance, repair, or painting of any exterior architectural feature which does not involve a change in design, materials, or outer appearance. If any element of a structure must be temporarily removed for painting or repair, it shall be reinstalled within 30 days. Painting must be of standard workmanship quality.

19:14.D.2.c Landscaping that does not affect the current grade of the site, provided there is no change to any vertical structure, such as construction or alteration of walkways and patios.

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19:14.D.2.e Cleaning of any structure provided the cleaning is performed with proper care and will not harm any element of the structure. (Discouraged paint removal processes; sandblasting, chemical paint removers, high pressure water wash, heat tools, and rotary tools). The gentlest process is always preferred.

19:14.D.3 **PROJECTS OF MINIMAL IMPACT**. For the purpose of this section, the following activities shall be considered to be projects of minimal impact and shall be reviewed and approved, conditionally approved or disapproved by the Planner, CO, and HDC Chair, or their designee, (all three required for approval). A monthly report shall be provided to the HDC informing them of any approved projects of minimal impact.

19:14.D.3.a Erection, construction, or repair of any fence or fence like structure. A fence that is less than 30 percent open such as a stockade fence should not be located in front of the house. Chain Link fence is not allowed unless necessary in cases such as, but not limited to, industrial applications or ball fields.

19:14.D.3.b Erection, construction, or repair of any signs provided the proposed signage adheres to both the HDC Sign Standards for Review, Chapter 19.20 of the Somersworth Ordinances, and other City Sign Ordinances.

19:14.D.3.c Simple roof replacements that involve no alterations to the roof, roof trim, or any roof features. Any changes to the pitch, size, angle, addition, roof feature, or any other change to any feature of the roof shall require HDC approval.

19:14.D.3.d Sheds less than 120 square feet provided they match the style and texture of the other structures on the property.

19:14.D.3.e Installation or removal of storm doors or windows provided the size and shape match the existing window/door and it adheres to the HDC Storm window and door in the Standards for Review, Section 3, Fenestration.

19:14.D.3.f Essential outdoor mechanical equipment (ducts, fans, solar panels, etc.) provided they are installed in locations which create the least disturbance to the historical integrity of the building and which involve the minimum alteration to its structure.

19:14.D.4 **APPROVAL OF MINIMAL IMPACT** The Planner, CO, and HDC Chair shall have final authority to approve, conditionally approve, or disapprove applications for projects of minimal impact. However, if the Planner, CO, and HDC Chair or the HDC Chair's designee does not unanimously agree that the application is minimal impact, the application shall be forwarded to the HDC for full review and action. Furthermore, the decision of the Planner, CO, and HDC Chair or the HDC Chair's designee may be appealed to the HDC provided that notice of the appeal is filed within ten (10) workdays of the staff's decision.

19:14.D.5 **PROJECTS OF MAJOR IMPACT** Any development activity not specifically listed as an exempt activity or as a project of minimal impact shall be considered a project of major impact and shall go through the review process of the HDC as outlined in the sections below.

19:14.E Section E PROCEDURES FOR REVIEW FOR CERTIFICATE OF APPROPRIATENESS

19:14.E.1 **APPLICATION**. All application packages shall include the items listed below, as outlined.

19:14.E.1.a **APPLICATION FORM**. A completed application form available from and provided by the Somersworth Development Services.

19:14.E.1.b **PHOTOGRAPHS**. Current photographs of each side of any building proposed for alterations, additions, or demolition. Current photographs of the streetscape in both directions of the street, or both streets if a corner lot.

19:14.E.1.c **ELEMENTS SUBJECT TO REVIEW**. It is the responsibility of the applicant and/or the contractor to describe in a clear manner every element of the proposed project that is subject to the HDC review.

19:14.E.1.d **PLANS**. Detail drawings of all project specific elements. This may be limited to a detailed drawing of one window in the case of an application proposing replacement of only windows involving no change to the window sizes, but will need additional drawings if more than one window size or style is involved.

19:14.E.1.e **MEASUREMENTS**. Measurements shall be displayed on all plans including building heights. Measurements shall be provided in a clear manner

and include dimensions building details such as but not limited to doors, windows, trim, overhangs, and siding exposure.

19:14.E.1.f **REVISIONS**. When subsequent revised plans are submitted the revised plans shall clearly indicate every change from the prior set of plans. This should not be written on or over the older set of plans.

19:14.E.1.g **SAMPLES**. Manufacturer pamphlets, cut sheets, or samples will be needed if the material proposed is not referred to in the Standards for Review document approved by the Historic District Commission.

19:14.E.2 ADDITIONAL REQUIREMENTS. The following are additional requirements if an Application proposes significant changes.

19:14.E.2.a **ELEVATION DRAWINGS**. An Application for projects involving changes to the buildings details, openings, height, roofline, mechanical units, or projections shall also provide elevation drawings. Elevation drawing shall show each affected façade of the building, structure, or sign clearly depicting existing conditions and proposed changes. If the overall height change is proposed, adjacent buildings shall be included in a streetscape drawing to act as a fixed benchmark.

19:14.E.2.b **SITE PLANS**. Any site work, new construction, demolition, or change to an existing building's footprint shall provide a Site Plan drawn to scale clearly depicting existing conditions and proposed work. This shall include topographic details in the vicinity of the building due to the steep nature of the land within the Historic District. Plans shall depict any land within 15' of any retaining walls, foundation, or new construction. A streetscape drawing depicting adjacent buildings shall be included to act as a fixed benchmark.

19:14.E.2.c **ENGINEER REPORT**. Any proposed demolition shall require a detailed report from an engineer licensed in the State of New Hampshire as to the soundness of the structure. Any dangerous conditions should be identified. Include the engineer's resume highlighting professional experience in historic property assessment/rehabilitation. Exception: Structures deemed not contributing by the HDC

19:14.E.3 **APPLICATION DEADLINE**. Complete applications must be filed with the Planning Dept, 14 days prior to the next scheduled HDC meeting to be placed on that meeting's agenda.

19:14.E.4 **REVIEW OF THE APPLICATION**

19:14.E.4.a **DETERMINATION OF APPROPRIATENESS**. In determining whether to approve or deny an application the HDC shall consider whether or not the proposed work described in the application conforms to the Somersworth HDC Standards for Review.

19:14.E.4.b **SCHEDULING AND COMPLETENESS**. The HDC will consider applications only at its scheduled meetings. At that time the HDC may consider denying the application if it is for any reason incomplete as outlined in the Application section. This will be decided by a majority vote of present HDC members. If denied for this reason a specific list of what was missing will be provided to the applicant within 10 days.

19:14.E.4.c **PRESENTATION OF THE APPLICATION**. The applicant or their designee should attend the meeting to present the application and be prepared to answer any questions. If the HDC is unable to obtain answers during the review of the application, this constitutes grounds for denial of the application.

19:14.E.4.d **PUBLIC MEETING**. Each application reviewed by the HDC shall allow comment by any abutters, citizens, or other interested people.

19:14.E.4.e **COMPLIANCE PARAMETERS**. When the Commission deems it appropriate in dealing with violations of this ordinance and other matters, it may work with property owners in a flexible manner in setting timeframes and other benchmarks to guide how and when specific work must be completed.

19:14.E.5 **ACTION ON AN APPLICATION**

19:14.E.5.a To the extent practical and appropriate, an applicant may file applications for permits simultaneously with any other board or commission. These plans should be consistent with one another in regard to all details.

19:14.E.5.b If any changes are made by other boards or commissions on elements under the HDC purview, the applicant shall reappear before the HDC for approval.

19:14.E.5.c On more complex projects involving other boards or commissions applicants may present a preliminary proposal at any HDC meeting (consisting of simple hand sketches or other lesser requirements) prior to submitting an official formal application. During the preliminary proposal the HDC shall;
19:14.E.4.d **PUBLIC MEETING**. Each application reviewed by the HDC shall allow comment by any abutters, citizens, or other interested people.

19:14.E.4.e **COMPLIANCE PARAMETERS**. When the Commission deems it appropriate in dealing with violations of this ordinance and other matters, it may work with property owners in a flexible manner in setting timeframes and other benchmarks to guide how and when specific work must be completed.

19:14.E.5 **ACTION ON AN APPLICATION**

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19:14.E.5.c On more complex projects involving other boards or commissions applicants may present a preliminary proposal at any HDC meeting (consisting of simple hand sketches or other lesser requirements) prior to submitting an official formal application. During the preliminary proposal the HDC shall;

- i. allow informal discussion about the project.
- ii. offer comments, concerns, and or suggestions to aid the applicant.
- iii. make no official decision or ruling during the discussion.

19:14.E.5.d The Commission shall file a Certificate of Appropriateness or a Certificate of Denial with the Planning Department.

19:14.E.5.e The HDC shall render a decision within thirty-five (35) days after the HDC accepts the application as complete.

19:14.E.5.f Failure to act on an application within the period of time specified above shall be deemed to constitute approval of the application as submitted.

19:14.E.5.g The Certificate of Appropriateness by approval or by default of the Commission per 19.14.E.5.f shall be effective for 1 year after the date of approval, but will not expire during an active building permit.

19:14.E.5.h If the applicant has neither obtained a building permit (or the extension for one) nor commenced work within 1 year after the date of approval, then the approval shall automatically be deemed null and void.

19:14.E.5.i When an application is rejected as being incomplete or denied, the reason(s) for the decision shall be conveyed to the applicant in writing and in the Certificate of Denial and clearly stated in the minutes of the meeting.

19:14.E.5.j At the HDC's discretion on larger or more sensitive projects, the HDC may recommend that the Code Officer oversee construction of the elements and details of the building that are part of the HDC's approval to ensure the building is constructed correctly in accordance with the proposal. The HDC may request that progress reports be submitted to the City and it may identify the requested parameters for those progress reports.

19:14.E.5.k Once a Certificate of Appropriateness has been issued, any changes in construction, due to any reason, shall be brought back to the HDC for review and approval. The Code Officer (CO) may issue a Stop Work Order if any project is not in conformance with the application approved by the HDC.

However, if a proposed change is very minor, then Planning Director, Code Enforcement and HDC Chair may approve the proposed change if:

- i. The change is deemed to be insignificant
- ii. The change would be barely noticeable, if at all, from a public right of way and
- iii. The change would be consistent with the intent of the earlier approval.

19:14.E.6 **DECISIONS / FINDINGS.** For a project of minor or major impact, a building or demolition permit shall not be issued until and unless a COA is issued by the HDC in accordance with the provisions of this section.

19:14.E.6.a At the conclusion of its review, the HDC shall issue in writing one of the following:

- i. If in the opinion of a majority of HDC members present and voting the applicant's proposal meets the purpose of this section, then the Historic District Commission shall issue a COA signed by the Chair together with any changes, conditions and/or stipulations. After the issuance of the COA, the Building Inspector may issue any building, demolition or other permit for the approved project; or
- ii. If in the opinion of the majority of the HDC members present and voting the applicant's proposal does not meet the purposes of this section, then the HDC shall issue a Notice of Disapproval in writing together with the reasons for such decision signed by the Chair and all voting HDC members. The issuance of a Notice of Disapproval shall prohibit the Building Inspector from issuing a building, demolition or other permit; or
- iii. In the opinion of the majority of the HDC members present and voting the application may be tabled.

19:14.F Section F STANDARDS FOR REVIEW

19:14.F.1 The Standards for Review shall articulate how and why a building should be similar to surrounding buildings. They will articulate the buildings form, scale, setback, materials, and other pertinent information, to properly blend a new, altered, or remodeled building into the existing historic streetscape or context.

19:14.G Section G APPEALS AND ENFORCEMENT.

19:14.G.1 **RESUBMITTAL.** If the applicant's proposal is denied, the applicant may, and is encouraged to, make modifications to the proposed plans and shall have the right to resubmit the application at any time after so doing.

19:14.G.2 **APPEAL PROCESS.** Any person aggrieved by a decision of the Historic District Commission shall have the right to appeal in accordance with RSA 677:17

19:14.G.3 **REQUIRED MAINTENANCE.**

19:14.G.3.a **RESPONSIBILITY.**A property owner in the Historic District is prohibited from allowing his or her property to deteriorate in the manners specified in Chapter 19:24 of the Somersworth Ordinances and failing to correct those conditions shall be subject to enforcement under Chapter 24, The Property Maintenance Code. Any corrective action as directed by such enforcement action must also adhere to this chapter section, 19:14, in its entirety.

19:14.G.4 **ENFORCEMENT AND VIOLATIONS.**

19:14.G.4.a **ENFORCEMENT.** These regulations, in accordance with RSA 674:49-may be enforced under the authority of either NH State RSA 676, as the same may be subsequently amended, and such other authorities as may be available, or Chapter 24 of the Somersworth Ordinance, the Property Maintenance Code or any other remedy afforded by law.

19:14.G.4.b **VIOLATIONS.** If during the regular inspections by the CO a property is found to not be in compliance with the provisions of this section, or if the property is found in violation of Chapter 24 of the Somersworth Code-shall be subject to the established violation method used for violations of Chapter 24 of the Somersworth Code

19:14.H Section H DEFINITIONS.

19:14.H.1 **CITY**; City of Somersworth

19:14.H.2 **CITY COUNCIL**; Somersworth City Council

19:14.H.3 **CO**; Code Officer (Code Enforcement Officer, Code Compliance Officer)

19:14.H.4 **COA**; Certificate of Appropriateness

19:14.H.5 **COMMISSION**; Historic District Commission

19:14.H.6 **Contributing structure**; any building, object, or structure which adds to the historical integrity or architectural qualities that make the historic district, listed locally or federally, significant

19:14.H.7 **DISTRICT**; Somersworth Historic District

19:14.H.8 **HD**; Historic District

19:14.H.9 **HDC**; Historic District Commission

19:14.H.10 **NRHP**; National Register of Historic Places

19:14.H.11 **SHPO**; State Historic Preservation Office

Authorization	
<i>Sponsored by Request by:</i> Mayor Dana S. Hilliard	<i>Approved:</i> City Attorney

City of Somersworth – Ordinance 4-19

History

First Read Date:	10/15/2018	Tabled:	11/05/2018 & 12/03/2018
Public Hearing:	11/05/2018	Removed From Table:	12/03//2018 & 07/01/2019
Second Read:	11/05/2018		

Discussion

Councilor Witham made a motion to waive Council rules to allow for Ordinance 4-19 to be read by title only. Passed, 8-0.

Ordinance 4-19 will remain in first read until the November 5, 2018 City Council Meeting.

On November 5, 2018, *Councilor Witham, seconded by Councilor Levasseur, made a motion to amended the Ordinance in Accordance with the redline version provided. The motion passed, 7-1.*

Councilor Levasseur, seconded by Councilor Witham, made a motion to table Ordinance 4-19. Motion passed, 8-0.

On December 3, 2018, *Councilor Witham made a motion that Ordinance 4-19 be removed from the table, seconded by Councilor Sprague. Motion passed 9-0.*

Councilor Pepin made a motion to adopt Ordinance 4-19, seconded by Councilor Levasseur.

Councilor Witham made a motion to table Ordinance 4-19, seconded by Councilor Pepin. Motion passed 9-0.

On June 17, 2019, *Councilor Dumont, seconded by Councilor Austin, made a motion to remove Ordinance 4-19 from the table. The motion carried, 7-0.*

Councilor Dumont, seconded by Councilor Austin, made a motion to re-refer Ordinance 4-19 to the Government Operations Committee. Motion carried 7-0.

On August 8, 2019,

Councilor Levasseur, seconded by Councilor Cameron, made a motion to approve Ordinance 4-19.

Councilor Witham said he supports the amendments, and asked when this is supposed to go into effect and when will the residents in the Historic District be notified.

City Manager Belmore stated that the ordinance change will be effective immediately. There will be updates to the hard copies and online. The HDC and Director of Community Development can inform the residents and this can be flagged online and on CH 22.

Councilor Witham, seconded by Councilor Levasseur, made a motion to amend Ord 4-19 to include an effective date of September 30, 2019. The motion passed unanimously, 9-0.

Councilor Sprague said he had questions regarding section 19:14.E.5.j and k. He stated that according to this ordinance, these decisions are to be made only by the HDC Chair and the Code Enforcement officer. He would like to see a third party, the City Planner, also involved.

Councilor Sprague then referred to section 19:14.E.2.c, regarding the proposed demolition, a detailed engineer report as to the soundness of the structure is required. Why should a resident have to pay an engineer to identify dangers, and a resume highlighting expertise of the engineer is required as well? What is the resume for?

Councilor Levasseur spoke regarding the engineering discussion; the City had a history of tearing down buildings.

Councilor Witham stated that he likes the three party resolve.

Councilor Sprague said he is concerned about the engineering report. You are given certain rights when you purchase the property. They can rip down their own properties. If this is to preserve what we think is historic, its not right. People have rights. This document is a lot better than it was, but section 19:14.E.2.c will keep him from voting on this tonight.

Councilor Levasseur said they have reports that come in with every application which details architectural features, when and who built the building. In regards to which way to demolish a building, that would depend on the report. This is more of a way to ensure that owners don't let their buildings get to that place where they would need to be demolished. He stated that there have only been two demolitions in the two years that he has been on the board.

Councilor Witham stated that this section presents some interesting conversation. He shared information about the Saloon in Portsmouth that caught fire a few years ago. It was a four-story building, which was structurally sound after the fire so it was not demolished, but it is still unrepaired and left open to the elements.

Councilor Dumont said this section is ambiguous; it can be interpreted many different ways. After the fire in the saloon, if not done in the proper fashion, carries a lot of risk. Look at it as a point of safety. He would want an engineer to advise of risks in taking care of the building. He does not see that every demolition needs an engineering report.

Councilor Austin stated that he understands Councilor Sprague's comment about property owners' rights. Property owners are under the understanding that they can do whatever they want but there are rules and regulations. Council has a certain set of standards and he is not one to put more burden on the property owner, but he recognizes the need to maintain the historic structures.

Vincent, recommends to the council, if it isn't ready to go, lets table it and figure it out.

Councilor Witham, seconded by Councilor Sprague, made a motion to amend 19:14.E.2.c, to be stricken from the ordinance.

Councilor Witham stated that it can be reworked and can be brought before Council future as a change to the Ordinance.

Councilor Dumont, seconded by Councilor Cameron, made a motion to have the HDC Chair, Laura Barry address the issues. Motion passed 8-1, with Councilor Pepin opposed.

HDC Chair Barry stated that the requirement for the Engineer report is in our current ordinance. This is in there for commercial buildings, not for a simple house. We have had houses demolished. We have had applicants come in and state that the property was not structurally sound, but there was nothing to base their claims on. The engineers report is required and used to make a more educated decision.

Councilor Sprague asked if he wanted to remove a structurally sound garage, that is not attached to the house, he would need to pay an engineer?

HDC Chair Barry said a report would not be required for something like that.

Councilor Vincent said if we passed this, and take this away, it is dangerous, we have no information other than what we can see from the street.

Councilor Witham said it is true that if you demolish a building in the city and demo permit must be pulled through the Building and Code office. You can't just tear down a building. This is simply should we tear it down or not.

The motion to amend Ordinance 4-19, by striking section 19:14.E.2.c was adopted, 8-1, with Councilor Levasseur opposed, by roll call vote.

Councilor Levasseur made a motion to amend section 19:14.3.5.k, to include the Planning Director, along with the HDC Chair and Code Enforcement to approve minor changes, by majority vote. Motion passed, 9-0, by voice vote.

Councilor Levasseur made a motion to move the question. Motion passed, 9-0.

Voting Record		YES	NO
Ward 1 Councilor	Pepin	X	
Ward 2 Councilor	Vincent	X	
Ward 3 Councilor	Dumont	X	
Ward 4 Councilor	McCallion *Resigned Effective 02/01/2019		
Ward 4 Councilor	Austin	X	
Ward 5 Councilor	Michaud	X	
At Large Councilor	Witham	X	
At Large Councilor	Sprague	X	
At Large Councilor	Cameron	X	
At Large Councilor	Levasseur	X	
TOTAL VOTES:		9	0
On 08/05/2019	Ordinance 4-19	PASSED	



City of Somersworth – Ordinance

Ordinance No: **1-20**

SUPPLEMENTAL APPROPRIATION FOR CONCEPTUAL DESIGN SERVICES AND A PRELIMINARY COST ESTIMATE FOR A NEW SOMERSWORTH FIRE STATION

July 1, 2019

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

The annual budget for the City of Somersworth for Fiscal Year 19-20 is amended as follows:

Appropriate \$39,100 from the Cable Fund budget as follows:

Original Budget	Amendment	Revised Budget
\$ 60,839	\$ 39,100	\$ 99,939

Approved as to Funding:

Scott A. Smith
Director of Finance and Administration

Recorded by:

Trish Harris
City Clerk

Background:

This Ordinance appropriates funding for a contract with Port One Architects of Portsmouth, NH to provide conceptual design services and a preliminary cost estimate for a Somersworth Fire Station. This is one of two proposed supplemental appropriations from the Cable Fund; the other being for \$25,000, which if both are adopted would amend the Cable Fund budget to \$124,939.

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

Authorization	
<p><i>Sponsored by Councilors:</i></p> <p>David A. Witham Dale R. Sprague Martin Pepin Martin P. Dumont, Sr. Kenneth S. Vincent Edward LeVasseur Nancie Cameron</p>	<p><i>Approved:</i></p> <p>City Attorney</p>

City of Somersworth – Ordinance 1-20

History

First Read Date:	7/1/2019	Tabled:	NA
Public Hearing:	08/05/2019	Removed From Table:	NA
Second Read:	08/05/2019		

Discussion

Councilor Pepin, seconded by Councilor Vincent, made a motion to approve Ordinance 1-20.

Voting Record		YES	NO
Ward 1 Councilor	Pepin	X	
Ward 2 Councilor	Vincent	X	
Ward 3 Councilor	Dumont	X	
Ward 4 Councilor	Austin	X	
Ward 5 Councilor	Michaud	X	
At Large Councilor	Witham *	X	
At Large Councilor	Sprague	X	
At Large Councilor	Cameron	X	
At Large Councilor	LeVasseur	X	
TOTAL VOTES:		9	0
On 08/05/2019		Ordinance 1-20 PASSED	



City of Somersworth – Ordinance

Ordinance No: 2-20

SUPPLEMENTAL APPROPRIATION FOR FINAL DESIGN SERVICES FOR A VETERANS' MEMORIAL AT STEIN PARK

July 1, 2019

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

The annual budget for the City of Somersworth for Fiscal Year 19-20 is amended as follows:

Appropriate \$25,000 from the Cable Fund budget as follows:

Original Budget	Amendment	Revised Budget
\$ 60,839	\$ 25,000	\$ 85,839

Approved as to Funding:

Scott A. Smith
Director of Finance and Administration

Recorded by:

Trish Harris
City Clerk

Background:

This Ordinance appropriates funding for a contract amendment with Ironwood Design Group of Newmarket, NH, to provide final design services for a Veterans' Memorial at Stein Park. This is one of two proposed supplemental appropriations from the Cable Fund; the other being for \$39,100, which if both are adopted would amend the Cable Fund budget to \$124,939.

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

Authorization	
<i>Sponsored by Councilors:</i> David A. Witham Martin Pepin Martin P. Dumont, Sr.	<i>Approved:</i> City Attorney

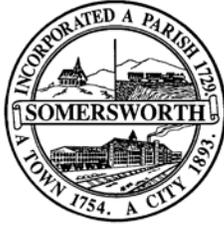
City of Somersworth – Ordinance 2-20

History			
First Read Date:	7/1/2019	Tabled:	NA
Public Hearing:	08/05/2019	Removed From Table:	NA
Second Read:	08/05/2019		

Discussion

Councilor Austin, seconded by Councilor Michaud, made a motion to approve Ordinance 2-20.

Voting Record		YES	NO
Ward 1 Councilor	Pepin	X	
Ward 2 Councilor	Vincent	X	
Ward 3 Councilor	Dumont	X	
Ward 4 Councilor	Austin	X	
Ward 5 Councilor	Michaud	X	
At Large Councilor	Witham *	X	
At Large Councilor	Sprague	X	
At Large Councilor	Cameron	X	
At Large Councilor	LeVasseur	X	
TOTAL VOTES:		9	0
On 08/05/2019 Ordinance 2-20		PASSED	



City of Somersworth – Ordinance

Ordinance No: **3-20**

TO AMEND CHAPTER 19, ZONING ORDINANCE, BY ADDING NEW SECTION 31, SPECIAL PARKING ZONING OVERLAY DISTRICT

JULY 1, 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, by adding new Section 31:

Section 31 Special Parking Zoning Overlay Ordinance

19.31.A Title: This Ordinance shall be known as the “Special Parking Zoning Overlay Ordinance” of the City of Somersworth, New Hampshire.

19.13.B Authority: Pursuant to the authority granted by RSA 674:17.I., Purposes of Zoning Ordinances, this Ordinance is hereby adopted by the City of Somersworth, New Hampshire to protect the public health, safety, and general welfare.

19.31.C Purpose: The Downtown Special Parking District encompasses an area of downtown where the build out pattern is traditionally characterized by a high volume of vehicular trips, a dense and connective fabric of buildings, and a dynamic, ever-changing mix of uses. This volume of vehicular trips generates high parking demand and is typically characterized by 1-3 hour multipurpose vehicle trips. Sufficient and reasonably convenient parking in the special parking district area should be provided through joint public and private efforts on a block and/or district level.

19.31.D District Boundaries: Special Parking Overlay District boundaries are as follows: Starting at a point where Market Street and Winter Street intersect and including parcel 11-181A, 1 Winter Street, and parcel 11-96, 1 Market Street, The Queensbury Mill, the overlay includes all units fronting on the west side of Market Street, the west side of High Street, up to Mount Vernon Street, including parcel 11-26, 117 High Street, but NOT parcel 10-148, 125 High Street, across High Street to include properties that front on the east side of High Street starting with parcel 10-158, 118 High Street, to Constitutional Way, to include all properties that front on Constitutional Way to the corner of Green Street and Washington Street, including all properties that front on Washington Street from the intersection of Washington Street and Green Street to Elm Street, NOT including parcel 10-107, 1 Green Street, including all parcels on the east side of Elm Street to Fayette Street. Then from the corner of Fayette Street and Elm Street, NOT including parcel 10-07, 14 Fayette Street, or parcel 10-01, 161 Main Street, to Main Street and including all parcels that front on Main Street all the way back to Market Street. This should create a polygon. All parcels not already specified above that are within this polygon are included in the Special Parking Overlay District.

19.31.E Applicability: The standards contained herein shall constitute the rules of an overlay zone and shall be superimposed over other zoning districts or portions thereof. The provisions herein shall apply in addition to all other applicable ordinances and regulations.

This Ordinance shall take effect upon passage.

Authorization	
<i>Sponsored by Councilors:</i> Martin P. Dumont, Sr. David A. Witham Nancie Cameron Edward Levasseur	<i>Approved:</i> City Attorney

City of Somersworth – Ordinance 3-20

History			
First Read Date:	07/01/2019	Tabled:	NA
Public Hearing:	08/05/2019	Removed from Table:	NA
Second Read:	08/05/2019		

Discussion

Councilor Witham, seconded by Councilor Pepin, made a motion to approve Ordinance 3-20.

Councilor Vincent stated that he received a call from Mr. Dinola and brought his request to extend the overlay to include his residence to the attention of city staff.

Councilor Witham asked if staff supports expanding the area?

City Manager Belmore said he would only caution as others could request the same.

Councilor Pepin said this was brought to a committee and was advised to leave as it is. This can be adjusted and could expand in the future.

Councilor Levasseur stated that when this process was first started, a developer downtown was looking to do a mixed-use project. There is not much open developable land downtown; there is some space that could see a 3-4 story property. He is in favor, recommends that council support moving the boundary a bit.

Councilor Vincent said what happens is, others call and want to expand to their property, there is a tumbling effect. He is in the position to accept what the City Staff recommends.

Voting Record		YES	NO
Ward 1 Councilor	Pepin	X	
Ward 2 Councilor	Vincent	X	
Ward 3 Councilor	Dumont *	X	
Ward 4 Councilor	Austin	X	
Ward 5 Councilor	Michaud	X	
At Large Councilor	Witham	X	
At Large Councilor	Sprague	X	
At Large Councilor	Cameron	X	
At Large Councilor	Levasseur	X	
TOTAL VOTES:		9	0
On	Ordinance 3-20	PASSED	

RESOLUTIONS

	City of Somersworth – Resolution
	<p>Resolution No: 1-20</p> <p>TO AUTHORIZE THE CITY MANAGER TO CONTRACT WITH PORT ONE ARCHITECTS OF PORTSMOUTH, NH TO PROVIDE CONCEPTUAL DESIGN SERVICES AND A PRELIMINARY COST ESTIMATE FOR A NEW SOMERSWORTH FIRE STATION TO BE FUNDED THROUGH THE CABLE FUND</p>

July 1, 2019

WHEREAS, on June 2, 2014, Mayor Dana S. Hilliard announced the formation of the Fire Station Advisory Committee in accordance with Resolution 39-14 to conduct a comprehensive study to examine the need for the construction of a new fire station, and

WHEREAS, after a thorough review the Fire Station Advisory Committee recommended a new facility be constructed, and

WHEREAS, the City contracted with Municipal Resources, Inc. of Meredith, NH to conduct an analysis to determine the most advantageous location for the construction of a new Fire Station, and

WHEREAS, the analysis provided by Municipal Resources determined the location of the present Fire Station on Maple Street is the most advantageous, and

WHEREAS, City Staff prepared a request for proposal from qualified consultants to provide a conceptual design and develop preliminary cost estimates to construct a new Fire Station at the location of the current station, and

WHEREAS, City Staff interviewed consultants that responded to the request and recommends awarding the contract to Port One Architects of Portsmouth, NH at a cost not to exceed \$39,100 (Thirty Nine Thousand One Hundred dollars), and

WHEREAS, the Public Safety Committee reviewed this project with staff and supports this recommendation,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to contract with Port One Architects of Portsmouth, NH to provide conceptual design services and a preliminary cost estimate for a new Fire Station, funded out of the Cable Fund, at a cost not to exceed \$39,100 (Thirty Nine Thousand One Hundred dollars), and to take any other actions relative to this project determined to be in the best interest of the City.

Authorization	
<i>Sponsored by Councilors:</i> Martin Pepin David A. Witham Dale R. Sprague Martin P. Dumont Sr. Kenneth S. Vincent Edward LeVasseur Nancie Cameron	<i>Approved:</i> City Attorney

City of Somersworth – Resolution 1-20

History			
First Read Date:	07/01/2019	Tabled:	NA
Public Hearing:	NA	Removed From Table:	NA
Second Read:	08/05/2019		

Discussion

Councilor Pepin, seconded by Councilor Vincent, made a motion to approve Resolution 1-20.

Voting Record		YES	NO
Ward 1 Councilor	Pepin *	X	
Ward 2 Councilor	Vincent	X	
Ward 3 Councilor	Dumont	X	
Ward 4 Councilor	Austin	X	
Ward 5 Councilor	Michaud	X	
At Large Councilor	Witham	X	
At Large Councilor	Sprague	X	
At Large Councilor	Cameron	X	
At Large Councilor	LeVasseur	X	
TOTAL VOTES:		9	0
On 08/05/2019		Resolution 1-20	PASSED

	City of Somersworth – Resolution
	<p>Resolution No: 2-20</p> <p>TO AUTHORIZE THE CITY MANAGER TO AMEND THE CONTRACT WITH IRONWOOD DESIGN GROUP OF NEWMARKET, NH TO PROVIDE FINAL DESIGN SERVICES FOR A VETERANS’ MEMORIAL AT STEIN PARK TO BE FUNDED THROUGH THE CABLE FUND</p>

July 1, 2019

WHEREAS, the City Council adopted Resolution 24-19 to authorize the City Manager to contract with Ironwood Design Group to provide a conceptual design for a Veterans’ Memorial at Stein Park, and

WHEREAS, Ironwood Design Group presented this conceptual design to the Veteran’s Park Commission and they support the conceptual design as presented and recommend proceeding with final design services, and

WHEREAS, this recommendation was presented to the Finance Committee and they support the recommendation, and

WHEREAS, final design services include geotechnical engineering and survey of the site, final design plans, and bid documents with bid services at a cost not to exceed \$25,000 (Twenty Five Thousand dollars),

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to amend the contract with Ironwood Design Group of Newmarket, NH to provide final design services for a Veterans’

Memorial at Stein Park, funded through the Cable Fund, at a cost not to exceed \$25,000 (Twenty Five Thousand dollars), and to take any other actions relative to this project determined to be in the best interest of the City.

Authorization	
<i>Sponsored by Councilors:</i> David A. Witham Martin Pepin Martin P. Dumont Sr.	<i>Approved:</i> City Attorney

City of Somersworth – Resolution 2-20

History			
First Read Date:	07/01/2019	Tabled:	NA
Public Hearing:	NA	Removed From Table:	NA
Second Read:	08/05/2019		

Discussion

Councilor Dumont, seconded by Councilor Michaud, made a motion to approve Resolution 2-20.

Voting Record		YES	NO
Ward 1 Councilor	Pepin	X	
Ward 2 Councilor	Vincent	X	
Ward 3 Councilor	Dumont	X	
Ward 4 Councilor	Austin	X	
Ward 5 Councilor	Michaud	X	
At Large Councilor	Witham *	X	
At Large Councilor	Sprague	X	
At Large Councilor	Cameron	X	
At Large Councilor	LeVasseur	X	
TOTAL VOTES:		9	0
On 08/05/2019 Resolution 2-20		PASSED	

NEW BUSINESS

ORDINANCES

	City of Somersworth – Ordinance
	Ordinance No: 4-20 SUPPLEMENTAL APPROPRIATION FOR SEWER UTILITY IMPROVEMENTS ASSOCIATED WITH THE FISCAL YEAR 2019-2020 ROAD RESURFACING PROJECTS

August 5, 2019

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

The annual budget for the City of Somersworth for FY2019-2020 is amended as follows:

Appropriate \$95,730 from the Sewer Fund budget as follows:

Original Budget	Amendment	Revised Budget
\$ 2,290,705	\$ 95,730	\$ 2,386,435

Approved as to Funding:

Scott A. Smith
Director of Finance and Administration

Recorded by:

Trish Harris
City Clerk

Background:

This Ordinance appropriates funding for improvements to the City's sewer system that are associated with the FY2019-2020 road resurfacing projects.

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

Authorization	
<i>Sponsored by Councilors:</i> David A. Witham Dale R. Sprague Martin Pepin Martin P. Dumont, Sr.	<i>Approved:</i> City Attorney

City of Somersworth – Ordinance 4-20

History

First Read Date:	08/05/2019	Tabled:	
Public Hearing:		Removed From Table:	
Second Read:			

Discussion

Ordinance 4-20 will remain in first read until the September 3, 2019 City Council Meeting.

Voting Record		YES	NO
Ward 1 Councilor	Pepin		
Ward 2 Councilor	Vincent		
Ward 3 Councilor	Dumont		
Ward 4 Councilor	Austin		
Ward 5 Councilor	Michaud		
At Large Councilor	Witham *		
At Large Councilor	Sprague		
At Large Councilor	Cameron		
At Large Councilor	LeVasseur		
TOTAL VOTES:			
On / / . Ordinance 4-20		PASSED	FAILED



City of Somersworth – Ordinance

Ordinance No: 5-20

SUPPLEMENTAL APPROPRIATION FOR WATER UTILITY IMPROVEMENTS ASSOCIATED WITH THE FISCAL YEAR 2019-2020 ROAD RESURFACING PROJECTS

August 5, 2019

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

The annual budget for the City of Somersworth for FY2019-2020 is amended as follows:

Appropriate \$52,380 from the Water Fund budget as follows:

Original Budget	Amendment	Revised Budget
\$ 2,286,386	\$ 52,380	\$ 2,338,766

Approved as to Funding:

Scott A. Smith
Director of Finance and Administration

Recorded by:

Trish Harris
City Clerk

Background:

This Ordinance appropriates funding for improvements to the City’s water system that are associated with the FY2019-2020 road resurfacing projects.

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

Authorization	
<p><i>Sponsored by Councilors:</i></p> <p>David A. Witham Dale R. Sprague Martin Pepin Martin P. Dumont, Sr.</p>	<p><i>Approved:</i></p> <p>City Attorney</p>

City of Somersworth – Ordinance 5-20

History			
First Read Date:	08/05/2019	Tabled:	
Public Hearing:		Removed From Table:	
Second Read:			

Discussion

Ordinance 5-20 will remain in first read until the September 3, 2019 City Council Meeting.

Voting Record		YES	NO
Ward 1 Councilor	Pepin		
Ward 2 Councilor	Vincent		
Ward 3 Councilor	Dumont		
Ward 4 Councilor	Austin		
Ward 5 Councilor	Michaud		
At Large Councilor	Witham *		
At Large Councilor	Sprague		
At Large Councilor	Cameron		
At Large Councilor	LeVasseur		
TOTAL VOTES:			
On / / . Ordinance 5-20		PASSED	FAILED

RESOLUTIONS

Councilor Witham, seconded by Councilor Vincent, made a motion to waive Council Rules to have Resolutions 6-20 through 11-20 read by title only, as a second read. The motion passed 9-0.



City of Somersworth – Resolution

Resolution No: **6-20**

TO AUTHORIZE THE CITY MANAGER TO ORDER FORD PICKUP TRUCKS FOR THE DEPARTMENT OF PUBLIC WORKS AND FIRE DEPARTMENT WHICH WILL BE FUNDED BY A LEASE PURCHASE AGREEMENT

August 5, 2019

WHEREAS the City of Somersworth’s Capital Improvement Plan proposes a replacement schedule for City equipment to maintain fleet integrity, standardize equipment and reduce maintenance costs, and

WHEREAS, the City of Somersworth’s approved FY2019-2020 budget provides funding through a lease purchase agreement for the following vehicle replacements,

- Ford F-350 with Plow for the Fire Department;
- Ford F-450 Chassis for the Fire Department to be outfitted as a Forestry Vehicle under a separate contract;
- Ford F-550 Truck Chassis for the Department of Public Works and to contract with Howard P. Fairfield for the winter plow related equipment including plow gear; and

WHEREAS, City staff has evaluated the advantage of the use of a standard vehicle manufacturer acquisition policy and recommends the use of the NH State bid list for Ford vehicles as the most efficient method of procuring these new vehicles, and

WHEREAS, the Finance Committee has reviewed these purchases with staff and supports the recommendation,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to order the aforementioned vehicle replacements with winter plow equipment which is funded in the approved FY2020 City budget through a lease purchase agreement, and take any and all other such actions relative to the purchases determined to be in the best interest of the City.

Authorization

Sponsored by Councilors:

David A. Witham
Dale R. Sprague
Martin Pepin
Martin P. Dumont, Sr.

Approved:

City Attorney

City of Somersworth – Resolution 6-20

History			
First Read Date:	08/05/2019	Tabled:	NA
Public Hearing:	NA	Removed From Table:	NA
Second Read:	08/05/2019		

Discussion

Councilor Witham, seconded by Councilor Cameron, made a motion to approve Resolution 6-20.

Voting Record		YES	NO
Ward 1 Councilor	Pepin	X	
Ward 2 Councilor	Vincent	X	
Ward 3 Councilor	Dumont	X	
Ward 4 Councilor	Austin	X	
Ward 5 Councilor	Michaud	X	
At Large Councilor	Witham *	X	
At Large Councilor	Sprague	X	
At Large Councilor	Cameron	X	
At Large Councilor	LeVasseur	X	
TOTAL VOTES:		9	0
On 08/05/2019		Resolution 6-20 PASSED	



City of Somersworth – Resolution

Resolution No: 7-20

TO AUTHORIZE THE CITY MANAGER TO ORDER ONE 6-WHEEL DUMP TRUCK FOR THE DEPARTMENT OF PUBLIC WORKS WHICH WILL BE FUNDED BY A LEASE PURCHASE AGREEMENT

August 5, 2019

WHEREAS the City of Somersworth’s Capital Improvement Plan proposes a replacement schedule for public works equipment to maintain fleet integrity, standardize equipment and reduce maintenance costs, and

WHEREAS, the City of Somersworth’s approved FY2019-2020 budget provides funding for a new 6-Wheel Dump Truck through a lease purchase agreement, and

WHEREAS, City staff evaluated equipment from qualified vendors for the purchase of the 6-wheel dump/plow truck and related equipment and recommends contracting with Peterbilt of Bow, New Hampshire for the truck and chassis, and to contract with Howard P. Fairfield Equipment of Pembroke, New Hampshire for the winter plow related equipment including plow gear; and

WHEREAS, the Finance Committee has reviewed these purchases with staff and supports the recommendation,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to order one new 6-Wheel Dump Truck with winter plow equipment which is funded in the approved FY2020 City budget through a lease purchase agreement, and take any and all other such actions relative to the purchase determined to be in the best interest of the City.

Authorization

Sponsored by Councilors:

David A. Witham
Dale R. Sprague
Martin Pepin
Martin P. Dumont, Sr.

Approved:

City Attorney

City of Somersworth – Resolution 7-20

History			
First Read Date:	08/05/2019	Tabled:	NA
Public Hearing:	NA	Removed From Table:	NA
Second Read:	08/05/2019		

Discussion

Councilor Austin, seconded by Councilor Witham, made a motion to approve Resolution 7-20.

Voting Record		YES	NO
Ward 1 Councilor	Pepin	X	
Ward 2 Councilor	Vincent	X	
Ward 3 Councilor	Dumont	X	
Ward 4 Councilor	Austin	X	
Ward 5 Councilor	Michaud	X	
At Large Councilor	Witham *	X	
At Large Councilor	Sprague	X	
At Large Councilor	Cameron	X	
At Large Councilor	LeVasseur	X	
TOTAL VOTES:		9	0
On 08/05/2019 Resolution 7-20		PASSED	

	City of Somersworth – Resolution
	Resolution No: 8-20 TO AUTHORIZE THE CITY MANAGER TO ENTER INTO A GRANT AGREEMENT WITH THE STATE OF NEW HAMPSHIRE DEPARTMENT OF NATURAL AND CULTURAL RESOURCES FOR A LAND AND WATER CONSERVATION FUND GRANT TO MAKE IMPROVEMENTS TO JULES BISSON PARK

August 5, 2019

WHEREAS, the City of Somersworth has been notified of the award of a Land and Water Conservation Fund Grant for improvements to Jules Bisson Park, and

WHEREAS, the City of Somersworth is eligible to receive \$45,000 (Forty Five Thousand dollars) requiring a local match of \$45,000 (Forty Five Thousand dollars), and

WHEREAS, the grant will allow the City of Somersworth to make certain improvements to the Jules Bisson Park to include replacement of the playground structure, install a new picnic shelter, expand and improve accessibility in the parking area, and

EXPLANATION OF TOTAL PROJECT GRANT BREAKDOWN

LWCF Grant (50%)	=	\$45,000
City Cash Match (50%)	=	\$45,000
<u>Total Project Award</u>	=	<u>\$90,000</u>

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, expend the grant proceeds in accordance with the grant documents, and take any and all other such actions relative to this grant determined to be in the best interest of the City.

Authorization	
<i>Sponsored by Councilors:</i> David A. Witham Dale R. Sprague Martin Pepin Martin P. Dumont, Sr.	<i>Approved:</i> City Attorney

City of Somersworth – Resolution 8-20

History

First Read Date:	08/05/2019	Tabled:	NA
Public Hearing:	NA	Removed From Table:	NA
Second Read:	08/05/2019		

Discussion

Councilor Pepin, seconded by Councilor Cameron, made a motion to approve Resolution 8-20.

Voting Record		YES	NO
Ward 1 Councilor	Pepin	X	
Ward 2 Councilor	Vincent	X	
Ward 3 Councilor	Dumont	X	
Ward 4 Councilor	Austin	X	
Ward 5 Councilor	Michaud	X	
At Large Councilor	Witham *	X	
At Large Councilor	Sprague	X	
At Large Councilor	Cameron	X	
At Large Councilor	LeVasseur	X	
TOTAL VOTES:		9	0
On 08/05/2019 Resolution 8-20		PASSED	



City of Somersworth – Resolution

Resolution No: **9-20**

TO AUTHORIZE THE CITY TO USE FUNDING FROM THE CITY PARKS AND PARKS FACILITIES RECONSTRUCTION OR REHABILITATION CAPITAL RESERVE FUND AS PART OF THE LOCAL MATCH FOR A LAND AND WATER CONSERVATION FUND GRANT

August 5, 2019

WHEREAS, the City Council adopted Resolution 20-18 to authorize the City Manager to apply for a Land and Water Conservation Fund (LWCF) Grant for improvements to Jules Bisson Park, and

WHEREAS, the City Council has been notified the City has been awarded the LWCF Grant for the improvements to Jules Bisson Park, and

WHEREAS, the grant award requires a local match in the amount of \$45,000 (Forty Five Thousand dollars), and

WHEREAS, the City Council intends to fund a portion of the amount required for this match from the City Parks and Parks Facilities Reconstruction or Rehabilitation Capital Reserve Fund which has \$31,500 (Thirty One Thousand Five Hundred dollars) available, and

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

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City may utilize \$31,500 (Thirty One Thousand Five Hundred dollars) from the City Parks and Parks Facilities Reconstruction or Rehabilitation Capital Reserve Fund toward the match for the Land and Water Conservation Fund Grant, and take any and all other such actions relative to this grant determined to be in the best interest of the City.

Authorization

Sponsored by Councilors:

David A. Witham
Dale R. Sprague
Martin Pepin
Martin P. Dumont, Sr.

Approved:

City Attorney

City of Somersworth – Resolution 9-20

History			
First Read Date:	08/05/2019	Tabled:	NA
Public Hearing:	NA	Removed From Table:	NA
Second Read:	08/05/2019		

Discussion

Councilor Vincent, seconded by Councilor Cameron, made a motion to approve Resolution 9-20.

Voting Record		YES	NO
Ward 1 Councilor	Pepin	X	
Ward 2 Councilor	Vincent	X	
Ward 3 Councilor	Dumont	X	
Ward 4 Councilor	Austin	X	
Ward 5 Councilor	Michaud	X	
At Large Councilor	Witham *	X	
At Large Councilor	Sprague	X	
At Large Councilor	Cameron	X	
At Large Councilor	LeVasseur	X	
TOTAL VOTES:		9	0
On 08/05/2019 Resolution 9-20		PASSED	



City of Somersworth – Resolution

Resolution No: **10-20**

TO AUTHORIZE THE CITY MANAGER TO ENTER INTO A GRANT AGREEMENT WITH THE NEW HAMPSHIRE DEPARTMENT OF SAFETY TO RETROFIT FIRE DEPARTMENT PORTABLE AND MOBILE RADIOS WITH INTEROPERABILITY TECHNOLOGY

August 5, 2019

WHEREAS, the City of Somersworth has been notified of the availability of the 2019 Federal Homeland Security Grant Program through the New Hampshire Department of Safety; and

WHEREAS, the City of Somersworth is eligible to receive up to \$1,000 (One Thousand dollars); and

WHEREAS, the City of Somersworth is not required to provide a match, but be reimbursed for vendor services to retrofit one base station radio: 34 portable radios: and 8 mobile radios with interoperability technology to meet federal P-25 statewide compliance; and

EXPLANATION OF TOTAL PROJECT GRANT BREAKDOWN

HSGP GRANT	=	\$ 1,000
<u>CITY MATCH</u>	=	<u>\$ 0</u>
TOTAL PROJECT AWARD	=	\$ 1,000

WHEREAS, the grant will allow the City of Somersworth to bring Fire Department communications systems into Federal P-25 interoperability compliance;

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to execute any documents, agreements and take any and all such actions 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

Sponsored by Councilors:

David A. Witham
Dale R. Sprague
Martin Pepin
Martin P. Dumont, Sr.

Approved:

City Attorney

City of Somersworth – Resolution 10-20

History			
First Read Date:	08/05/2019	Tabled:	NA
Public Hearing:	NA	Removed From Table:	NA
Second Read:	08/05/2019		

Discussion

Councilor Pepin, seconded by Councilor Austin, made a motion to approve Resolution 10-20.

Voting Record		YES	NO
Ward 1 Councilor	Pepin	X	
Ward 2 Councilor	Vincent	X	
Ward 3 Councilor	Dumont	X	
Ward 4 Councilor	Austin	X	
Ward 5 Councilor	Michaud	X	
At Large Councilor	Witham *	X	
At Large Councilor	Sprague	X	
At Large Councilor	Cameron	X	
At Large Councilor	LeVasseur	X	
TOTAL VOTES:		9	0
On 08/05/2019 Resolution 10-20		PASSED	



City of Somersworth – Resolution

Resolution No: **11-20**

TO AUTHORIZE THE CITY MANAGER TO ENTER INTO A GRANT AGREEMENT WITH THE NEW HAMPSHIRE DEPARTMENT OF SAFETY TO PURCHASE EQUIPMENT FOR THE FIRE DEPARTMENT FOR USE IN RESPONSE TO ACTIVE SHOOTER EVENTS

August 5, 2019

WHEREAS, the City of Somersworth has been notified of the availability of the 2017 New Hampshire Homeland Security Grant Program grant through the New Hampshire Department of Safety; and

WHEREAS, the City of Somersworth is eligible to receive up to \$6,000 (Six Thousand dollars) for the purchase of equipment used in response to active shooter events; and

WHEREAS, the equipment purchased with the grant funding will enhance the Fire Department’s operational ability as a support agency in active shooter events; and

WHEREAS, the City of Somersworth is not required to provide a local match:

EXPLANATION OF TOTAL PROJECT GRANT BREAKDOWN

HSGP GRANT	=	\$6,000
<u>CITY MATCH</u>	=	<u>\$ 0</u>
TOTAL PROJECT AWARD	=	\$6,000

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, and take any and all such actions 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 request:</i></p> <p>Mayor Dana S. Hilliard</p>	<p><i>Approved:</i></p> <p>City Attorney</p>

City of Somersworth – Resolution 11-20

History

First Read Date:	08/05/2019	Tabled:	NA
Public Hearing:	NA	Removed From Table:	NA
Second Read:	08/05/2019		

Discussion

Councilor Vincent, Seconded by Councilor Cameron, made a motion to approve Resolution 11-20.

Voting Record		YES	NO
Ward 1 Councilor	Pepin	X	
Ward 2 Councilor	Vincent	X	
Ward 3 Councilor	Dumont	X	
Ward 4 Councilor	Austin	X	
Ward 5 Councilor	Michaud	X	
At Large Councilor	Witham *	X	
At Large Councilor	Sprague	X	
At Large Councilor	Cameron	X	
At Large Councilor	LeVasseur	X	
TOTAL VOTES:		9	0
On 08/05/2019 Resolution 11-20		PASSED	

OTHER

Set polling times for November 5, 2019 Municipal Election

Hours of previous Municipal Election: 8:00am to 7:00pm

Councilor Vincent made a motion to approve the hours of 8:00am to 7:00pm

Councilor Sprague said he would like to see polls open at 7am.

Councilor Vincent withdrew his motion.

Councilor Vincent, seconded by Councilor Cameron, made a motion to set the polling times for 7:00am to 7:00pm. The motion passed, 9-0.

Councilor Levasseur said people expressed their dissent for the later start.

Councilor Vincent said he is comfortable with 7pm closing time. It is a late night for the Clerks and election officials

Councilor Dumont stated that there are a handful of voters that come in before 8am. The 7am start time means the election officials day starts at 5:15am. The people we are not accommodating are the people who work the polls. Presidential elections start at 7am.

Councilor Austin said every year, when the elections come up, he hears from people who wish the polls were open at 7am.

The motion for the polls to be open 7:00am to 7:00pm passed by voice vote, 7-2.

CLOSING COMMENTS BY VISITORS

Richard Brooks, 18 Linden Street, stated, regarding election day, some voters come in too early; there is always some confusion. 7am-7pm is easier to remember. Thanks for passing the ordinance for the HDC. It was a lot of work by a lot of people.

Laura Barry, 211 Green, stated she was happy to hear a unanimous vote in our favor. She can't be happier. She said they will see a revision soon. She thanked those involved in the cleaning workshop in the Cemetery. They learned about cleaning and up righting the headstones.

CLOSING COMMENTS BY COUNCIL MEMBERS

Councilor Pepin stated that he was disappointed that Mr. Brooks did not get re-appointed to the HDC. He knows the reason why he wasn't appointed. He got emotionally involved. We, as councilors, have said things that have been out of line especially during the budget. He has dedicated a lot of time, his interest and dedication in the HDC. Mr. Bolduc, it was a hard decision to vote tonight.

Councilor Vincent stated that he voted for Mr. Brooks re be reappointed to the HDC. It was not a unanimous no.

He stated that Mr. Bolduc is a standup guy.

In the Mayor's Report, regarding the Fire Department he added that it is not just the safety of the citizens, but the safety of the fire personnel. They need an area to gear; a new fire department is very much needed. He stated that he owns Hilltop Fireworks, and as a business owner in Somersworth, just because you pay taxes, doesn't mean business owners shouldn't do more. Councilor Vincent stated that he is donating \$2,500 to the Public Works Department, \$500 to the Fire Department and \$500 to the Police Department, from his business, Hilltop Fireworks. More business should do this to make this city better.

Councilor Dumont it would be great if all the businesses in our community would do the same (as Councilor Vincent)

He read an article in Fosters, that the Somersworth Little League became state champs in 2009. The names of the coaches and players on the team. Those memories will last forever.

Ken Bolduc and Todd Marsh, the vote is difficult when you have 2 excellent people who ask to serve. Mr. Bolduc, you bring everything you have to the table when you are at the table. It has been a distinct honor and pleasure in working with you.

The month of July was a difficult one. He thanked all the people who reached out and offered get well soon. To Stewarts Ambulance Service, the staff presented themselves very professionally, Wentworth Douglass hospital, couldn't say enough. They use the team approach, every floor that he was on, every member did what they had to do as a team. The most uplifting were those who reached out.

He recently learned that he always had a prejudice that some things are a women's thing to do. He took his wife on sound advice, and while he was home, he went and had a pedicure with his wife. There was a lady there that said she was so proud of him. Good things come out of bad things. They now have a standing date, every 6 weeks, for a pedicure.

Councilor Austin said the vote tonight between Bolduc and Marsh for the School Board was one on the most difficult. Ken has done an outstanding job. There is no blackmark on his service to the community.

He noticed that as he was driving around the city, the area of Maple Street and Blackwater Road is overgrown. The Municipal elections are coming up. Anyone interest in serving, now is the time to think about it. Give it serious consideration. Ask about commitment and duties. Being here is a different perspective. If you would like to consider that, talk to the other councilors.

Councilor Michaud stated that Tuesday, August 6th, is national night out. September 7th is the Indonesian festival.

He thanked the Police Department for the apprehending the suspects of the Bleachery Fire. He also thanked Ken Bolduc and Todd Marsh, it was a difficult decision.

Councilor Witham stated a few weeks ago, he attended a meeting of community leaders, by invitation by the Governor. There were 75-80 people in the room discussing the Governors decision to veto the budget. There were various levels of displeasure about the cost shifting that occurs from the state, retirement, education, roads. Decisions at the state level have a dramatic effect at the local level.

Whatever the compromised budget is, it will hopefully help us here in Somersworth. We are not the only one that is singing from that sheet of music, there are many other communities in the same struggles that we see. Reports from communities like Berlin are really hurting. He is happy to say that Dover American Legion Post 8 will be competing for the state title. They are also funded by Somersworth American Legion post 69.

Councilor Sprague said he was glad to see the Public Works Department is working on Main Street. Trimming is needed on Stackpole Road, some trees are hanging low. Mr. Bolduc, this wasn't a hard vote, he voted for Bolduc. Sorry he didn't get the nomination. He would like to see the sports betting on the ballot this fall. Letter HB480, Apologized didn't realize what was going on.

Councilor Cameron thanked Mr. Bolduc for the years on service to the community. Remembers the summer of 99, her Son was at the game when they won the district. Coach Lapoint asked her son to be in the parade with the boys. She stated that it is very important that the active shooter response training be in place. It is very difficult to go to work right now. We always say it will never happen in our community, but you just never know. Hope to see people at Somersworth night out.

Councilor Levasseur thanked the Council for passing the HDC ordinance. This has been ongoing for his whole term. Hopefully in the future, they will be able to pursue some grants. He is glad to be able to work through it tonight, and he is proud to be part of the effort to pass the ordinance; proud to be able to preserve the history.

FUTURE AGENDA ITEMS

None

NONPUBLIC SESSION

None

ADJOURNMENT

Councilor Michaud, seconded by Councilor Pepin, made a motion to adjourn. The meeting adjourned at 9:16 pm. Motion passed, 8-1, with Councilor Sprague opposed.

Trish Harris, City Clerk

Dana Hilliard, Mayor