

CITY OF SOMERSWORTH  
CITY COUNCIL MEETING

AGENDA FOR AUGUST 13, 2018  
7:00pm

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1. Roll Call of Members
2. Pledge of Allegiance
3. Public Hearings
  - A. **Ordinance No. 1-19** - Amend Chapter 29 Administrative Code, Section 6, City Seal
  - B. **Ordinance No. 2-19** - Amending Chapter 13 Police Offenses
  - C. **Resolution No. 1-19** - Appropriate Funds from the State Revolving Loan Fund for Upgrades to the Wastewater Treatment Facility
  - D. Proposed City Charter Amendment to the Section Entitled, Changes to Ward Boundaries (Article 1.4)
  - E. Community Revitalization Tax Relief Incentive Application from Sara Nadeau for the Hall at Great Falls located at 49 Market Street.
4. Comments by Visitors
5. Consent Calendar
  - A. Approve Minutes of the City Council Meeting held on July 23, 2018
  - B. Approve Minutes of the City Council Site Visit held on August 3, 2018
6. Announcements by City Councilors
7. Communications
  - A. Presentation of COAST Comprehensive Operations Analysis by Rad Nichols
8. Presentations of Petitions and Disposal Thereof by Reference or Otherwise
9. Mayor's Report
10. Report of Standing Committees
11. Report of Special Committees, City Officers and City Manager
12. Nominations, Appointments and Elections

A. Nominations Requiring Council Approval:

- a. Virginia Hahn, as Supervisor of the Checklist for Ward 2, with term to expire August 2023.

13. Lay on the Table

**Resolution No. 4-19 - To Authorize Participation and Funding for a Regional Homeless Master Plan with the Cities of Dover and Rochester**

14. Unfinished Business

ORDINANCES

**Ordinance No. 1-19 - Amend Chapter 29 Administrative Code, Section 6, City Seal**

**Ordinance No. 2-19 - Amending Chapter 13 Police Offenses**

RESOLUTIONS

**Resolution No. 1-19 - Appropriate Funds from the State Revolving Loan Fund for Upgrades to the Wastewater Treatment Facility**

**Resolution No. 2-19 - To Adopt a Policy for Flag Raising at Citizen's Place**

**Resolution No. 3-19 - To Authorize the City to Use Funding from the Municipal and Transportation Fund for the Local Match of a Congestion Mitigation and Air Quality (CMAQ) Improvement Program Grant**

15. New Business

RESOLUTIONS

**Resolutions No. 5-19 – To Authorize the City Manager to Contract with Brox Industries, Inc. of Dracut, MA. for Road Improvements on Salmon Falls Road, Washington Street, Otis Road, Horne Street, Tates Brook Road, Constitutional Way, and a Portion of High Street From Blackwater Road to South Street**

**Resolution No. 6-19 - To Authorize the City Manager to Purchase One Tymco Regenerative Air Street Sweeper which will be Funded by a Lease Purchase Agreement**

**Resolution No. 7-19 - To Authorize the City Manager to Purchase One 6-Wheel Dump Truck for the Department of Public Works which will be Funded by a Lease Purchase Agreement**

**Resolution No. 8-19 - To Authorize the City Manager to Purchase a Pickup Truck for the Water Treatment Plant**

**Resolution No. 9-19 - To Authorize the City Manager to Contract with Severino Trucking Co., Inc. of Candia, NH to Replace a Culvert on West High Street**

**Resolution No 10-19 - To Name the Walking Trail at the Mast Point Dam Recreation Area as the Frank Richardson Conservation Trail**

**OTHER**

- A. Vote to approve the Community Revitalization Tax Relief Incentive Application from Sara Nadeau for the Hall at Great Falls located at 49 Market Street (under City Ordinance Chapter 31)

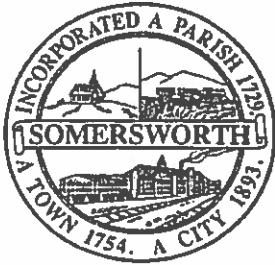
16. Comments By Visitors

17. Closing Comments by Council Members

18. Future Agenda Items

19. Nonpublic Session (as necessary, pending roll call vote by Council)

20. Adjournment



City of Somersworth  
Boards, Commissions & Committee Application

*Instructions: Please complete all information.*

Name: Virginia Hahn

Telephone: 603-692-4657 H <sup>C 603-866 4235</sup> Email: ginnyandheather@myfairpoint.net

Residence Address: 1 Pinkham Ave, Somersworth, NH

Mailing Address (if different): \_\_\_\_\_

Resident of Somersworth for 30 Years Ward 2

Registered Voter: Yes  No

Education Level:  
Masters - Concordia Univ, BS - UCONN

Please list any organizations, groups, or other committees you are involved in:  
school committees, union treasurer

I am interested in serving on the following Board, Commission or Committee (s):  
Supervisor of Checklist

My Background or Interests are: \_\_\_\_\_  
Ward clerk for a couple years, educator in town

over



I have served on the following Committee (s) in the past: \_\_\_\_\_

\_\_\_\_\_

Would you be able to commit to attending all meetings? Yes  No

\_\_\_\_\_ if evening

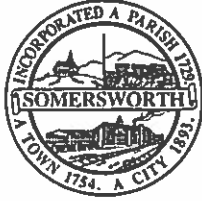
By submitting this Application you understand that:

1. This application is for consideration and does not mean you will necessarily be appointed to this Board/Commission; and
2. The Mayor will review your application, may contact you, check your references, and determine any potential conflict of interests; and
3. This application will be forwarded to the City Council for consideration.
4. Application will be kept on file for one (1) year from date of receipt.

Signature: Virginia Haskin

Date: 8-2-18

**Please submit application to:  
City Clerk's Office  
City Hall, One Government Way  
Somersworth, NH 03878**



## City of Somersworth – Resolution

Resolution No: 4-19

### **TO AUTHORIZE PARTICIPATION AND FUNDING FOR A REGIONAL HOMELESS MASTER PLAN WITH THE CITIES OF DOVER AND ROCHESTER**

July 23, 2018

WHEREAS, the City of Somersworth is a member of the Tri-City Mayors' Task Force on Homelessness whose mission is to foster dialog, exploration and implementation of joint policies and programs which would identify regional homeless issues; and

WHEREAS, the Task Force would like to retain a consultant to assist with the preparation of a Master Plan to be reviewed and adopted by each Community, as well as identifying strategies to achieve long term solutions to address these issues; and

WHEREAS, the Task Force received a proposal from the Strafford Regional Planning Commission (SRPC), entity all three communities are members of and work with in the review of regional issues, in the amount of \$14,997 (Fourteen Thousand Nine Hundred Ninety-Seven dollars) to complete said Master Plan; and

WHEREAS, the City of Dover has accepted the role of fiscal agent and will contract directly with the consultant and requests that each community provide one-third of the funding for this Master Plan,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to work with the City of Dover and provide one-third of the cost of the regional homeless master plan and to take any other actions relative to this project determined to be in the best interest of the City.

Authorization

*Sponsored by:*  
Mayor Dana S. Hilliard

*Approved:*  
City Attorney



City of Somersworth – Ordinance

Ordinance No: 1-19

**AMEND CHAPTER 29 ADMINISTRATIVE CODE, SECTION 6,  
CITY SEAL**

July 23, 2018

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT City Ordinance Chapter 29, as amended, be further amended as follows:

ADD Section 29.6.4,:

Section 29.6.4 Unauthorized Use of the Seal

No other use of the City Seal is permitted without prior written permission from the City Council's Government Operations Committee.

The City reserves the right to take appropriate legal action to remedy any unauthorized use of the City Seal, including but not limited to, seeking injunctive relief, costs and attorney's fees in the Superior Court.

This Ordinance shall take effect upon its passage.

Authorization

*Sponsored by Councilors:*

Martin P. Dumont, Sr.  
David A. Witham  
Nancie Cameron  
Edward Levasseur

*Approved:*

City Attorney



## City of Somersworth – Ordinance

Ordinance No: 2-19

### AMENDING CHAPTER 13 POLICE OFFENSES

July 23, 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:

Amend Chapter 13, Police Offenses, Section F.5, Time Limited Parking, 15 Minutes, by deleting:

- Grove St. on the northerly side from Grand St. westerly to the telephone pole (NET&T CO 7 PSNN 35/6).

And further amend Chapter 13, Police Offenses, Section D. No Parking Anytime, by deleting:

- Grove St. on the northerly side from the telephone pole (NET&T CO 7 PSNN 35/6) westerly to Prospect St.

And adding:

- Grove Street on the northerly side from Grand Street Westerly to Prospect Street.

This Ordinance shall take effect upon its passage.

#### Authorization

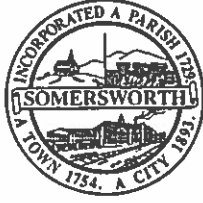
*Sponsored by Councilor:*

Kenneth S. Vincent

*Approved:*

City Attorney





## City of Somersworth – Resolution

Resolution No: 1-19

### TO APPROPRIATE FUNDS FROM THE STATE REVOLVING LOAN FUND FOR UPGRADES TO THE WASTEWATER TREATMENT FACILITY

July 23, 2018

WHEREAS, the City Council adopted Resolution No. 36-18 granting authority to file an application to the State revolving fund for a loan to fund wastewater facility upgrades; and

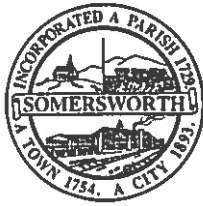
WHEREAS, the project costs include engineering, construction, and any other ancillary costs associated with the project;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT an amount not to exceed \$10,540,000 (Ten Million Five Hundred Forty Thousand dollars) is appropriated to upgrade the Wastewater Treatment Facility; and

BE IT FURTHER RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT:

- (a.) the City Manager is authorized to borrow up to \$10,540,000 (Ten Million Five Hundred Forty Thousand dollars) from the State Revolving Loan Fund, and
- (b.) the City Manager is authorized to apply for, obtain and accept federal, state or other aid, if any, which may be available for said project, and
- (c.) 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 Dale R. Sprague Martin Pepin Martin P. Dumont, Sr.	<i>Approved:</i> City Attorney



## City of Somersworth – Resolution

Resolution No: 2-19

### TO ADOPT A POLICY FOR FLAG RAISING AT CITIZEN'S PLACE

July 23, 2018

WHEREAS, the City Council of the City of Somersworth adopted Resolution No. 26-17, officially naming the traffic island at the intersection of High Street and Government Way “Citizen’s Place”, and

WHEREAS, the flag poles located on Citizen’s Place are reserved for the City of Somersworth and its Citizens, for use by any person, group or organization that promotes benevolence, tolerance and diversity, and

WHEREAS, the Cultural Committee has reviewed the process for the raising of flags at Citizen’s Place and recommends a Citizen’s Place Flag Policy in order to ensure the spirit and intent for the use of these flag poles is met in the future,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT in order to accomplish this purpose, the attached Citizen’s Place Flag Policy is hereby adopted and effective upon passage of this Resolution.

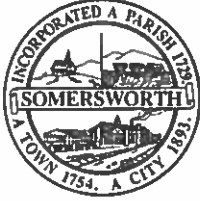
#### Authorization

*Sponsored by:*

Mayor Dana S. Hilliard  
Councilor Martin P. Dumont, Sr.  
Councilor Richard Michaud

*Approved:*

City Attorney



## City of Somersworth – Resolution

Resolution No: 3-19

**TO AUTHORIZE THE CITY TO USE FUNDING FROM THE MUNICIPAL AND TRANSPORTATION FUND FOR THE LOCAL MATCH OF A CONGESTION MITIGATION AND AIR QUALITY (CMAQ) IMPROVEMENT PROGRAM GRANT**

July 23, 2018

WHEREAS, the City Council adopted Resolution No. 17-13 to create the Municipal and Transportation Fund for the purpose of improvements in the local or regional transportation system including roads, bridges, bicycle and pedestrian facilities, parking and intermodal facilities, and public transportation, and

WHEREAS, the City Council has been notified that the City has been awarded a Congestion Mitigation and Air Quality (CMAQ) grant through the New Hampshire Department of Transportation, and

WHEREAS, the grant award requires a local match in the amount of \$139,750 (One Hundred Thirty Nine Thousand Seven Hundred Fifty dollars), and

WHEREAS, the City Council intends to utilize funding for this match from the Municipal and Transportation Fund, 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 \$139,750 (One Hundred Thirty Nine Thousand Seven Hundred Fifty dollars) for the local match of a Congestion Mitigation and Air Quality (CMAQ) grant through the New Hampshire Department of Transportation .

### Authorization

*Sponsored by Councilors:*

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

*Approved:*

City Attorney



## City of Somersworth – Resolution

Resolution No: 5-19

**TO AUTHORIZE THE CITY MANAGER TO CONTRACT WITH BROX INDUSTRIES, INC. OF DRACUT, MA. FOR ROAD IMPROVEMENTS ON SALMON FALLS ROAD, WASHINGTON STREET, OTIS ROAD, HORNE STREET, TATES BROOK ROAD, CONSTITUTIONAL WAY, AND A PORTION OF HIGH STREET FROM BLACKWATER ROAD TO SOUTH STREET**

August 13, 2018

WHEREAS, the City prepared and requested sealed bids from qualified contractors for road improvements to Salmon Falls Road, Washington Street, Otis Road, Horne Street, Tates Brook Road, Constitutional Way, and a portion of High Street between Blackwater Road and South Street, and

WHEREAS, City staff reviewed the results of the bids received and recommends contracting with Brox Industries of Dracut, MA. to make these improvements at a cost not to exceed \$657,010 (Six Hundred Fifty Seven Thousand Ten dollars), and

WHEREAS, the Public Works and Environment Committee has reviewed the recommendation by staff to award the contract to Brox Industries, and supports the recommendation, and

WHEREAS, the Finance Committee has reviewed the recommendation by staff to award the contract to Brox Industries, 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 contract with Brox Industries, Inc. of Dracut, MA. for road improvements to Salmon Falls Road, Washington Street, Otis Road, Horne Street, Tates Brook Road, Constitutional Way, and a portion of High Street between Blackwater Road and South Street at a cost not to exceed \$657,010 (Six Hundred Fifty Seven Thousand Ten dollars) and to take any other actions on behalf of this project determined to be in the best interest of the City.

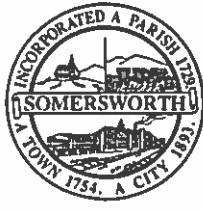
### Authorization

*Sponsored by Councilors:*

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

*Approved:*

City Attorney



## City of Somersworth – Resolution

Resolution No: 6-19

**TO AUTHORIZE THE CITY MANAGER TO PURCHASE ONE TYMCO REGENERATIVE AIR STREET SWEEPER WHICH WILL BE FUNDED BY A LEASE PURCHASE AGREEMENT**

August 13, 2018

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 FY2018-2019 Budget provides funding for a new Street Sweeper through a lease purchase agreement, and

WHEREAS, City staff evaluated equipment from qualified vendors for the purchase of a street sweeper and recommends contracting with Donovan Equipment of Londonderry, New Hampshire for a Tymco Regenerative Air Street Sweeper, and

WHEREAS, the Public Works and Environment Committee supports the purchasing of this equipment,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to purchase one new Tymco Regenerative Air Street Sweeper which is funded in the approved FY2019 City budget through a lease purchase agreement, and

BE IT FURTHER RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the Department of Public Works shall retain the current street sweeper to be used as a back-up unit and used in conjunction with the new unit for special events.

### Authorization

*Sponsored by Councilors:*

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

*Approved:*

City Attorney



## City of Somersworth – Resolution

Resolution No: 7-19

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

August 13, 2018

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

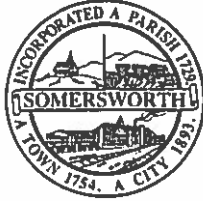
WHEREAS, the City of Somersworth's approved FY2018-2019 Budget provides funding for a new 6-Wheel Dump Truck through a lease purchase agreement, and

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 Public Works and Environment Committee supports the ordering of this equipment,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to purchase one new 6-Wheel Dump Truck with winter plow equipment which is funded in the approved FY2019 City budget through a lease purchase agreement.

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



## City of Somersworth – Resolution

Resolution No: 8-19

**TO AUTHORIZE THE CITY MANAGER TO PURCHASE A PICKUP TRUCK FOR THE WATER TREATMENT PLANT**

August 13, 2018

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

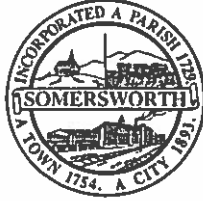
WHEREAS, the City of Somersworth's approved FY2018-2019 Budget provides funding for a new half-ton pickup truck to be used by the Water Treatment Plant staff, and

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 Public Works and Environment Committee has reviewed this 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 purchase one new Ford half-ton pickup truck for use by the Water Treatment Plant staff which is funded in the approved FY2019 City budget.

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



## City of Somersworth – Resolution

Resolution No: 9-19

**TO AUTHORIZE THE CITY MANAGER TO CONTRACT WITH SEVERINO TRUCKING CO., INC. OF CANDIA, NH TO REPLACE A CULVERT ON WEST HIGH STREET**

August 13, 2018

WHEREAS, the City Council adopted Resolution No. 39-18 to authorize the City Manager to contract with Pike Industries to pave a portion of West High Street, and

WHEREAS, a culvert within the project area near Ronwyn Drive has failed and should be replaced before that section of West High Street is paved, and

WHEREAS, in an effort to move this project forward and avoid delays in the paving, staff reviewed this project with the Public Works and Environment Committee and they supported waiving the bidding requirements and seeking a quote from a qualified contractor, and

WHEREAS, staff requested and received a quote from Severino Trucking Co. in the amount of \$49,000 (Forty Nine Thousand dollars), and recommends including an additional \$5,000 (Five Thousand dollars) for contingencies, making the total project cost \$54,000 (Fifty Four Thousand dollars),

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to contract with Severino Trucking Co., Inc. of Candia, NH to replace a culvert on West High Street near Ronwyn Drive for a cost not to exceed \$54,000 (Fifty Four Thousand dollars) and to take any other action relative to this project determined to be in the best interest of the City.

### Authorization

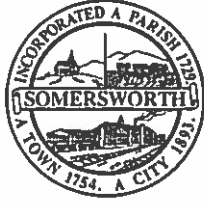
*Sponsored by Councilors:*

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

*Approved:*

City Attorney





## City of Somersworth – Resolution

Resolution No: 10-19

**TO NAME THE WALKING TRAIL AT THE MAST POINT DAM RECREATION AREA AS THE FRANK RICHARDSON CONSERVATION TRAIL**

August 13, 2018

WHEREAS, the City Council of the City of Somersworth is authorized to name certain public spaces and properties as outlined in City Ordinance, Chapter 6.10, City Accolades, and

WHEREAS, Frank Richardson having served since April 1, 1985 as a dedicated and professional member of the City's highly regarded Conservation Commission, and

WHEREAS, the Mast Point Dam Recreation area was enhanced in 2017 to include a natural walking trail that takes advantage of a sizeable tract of conservation land that was established in part due to the efforts of Frank Richardson and members of the Conservation Commission, and

WHEREAS, the City Council of the City of Somersworth held a public hearing on the naming request,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the natural walking trail at the Mast Point Dam Recreation Area be named the Frank Richardson Conservation Trail and that passage of this Resolution shall provide cause for a sign be erected denoting such name at the trailhead.

### Authorization

*Sponsored by Councilor:*

David A. Witham

*Approved:*

City Attorney