

CITY OF SOMERSWORTH  
AGENDA FOR MONDAY, December 3, 2018

7:00pm City Council Meeting

- 
1. Roll Call of Members
  2. Pledge of Allegiance
  3. Public Hearings
    - A. **Ordinance No. 4-19** - To Amend Chapter 19, Zoning Ordinance, Section 14, Historic District
    - B. **Resolution No. 22-19** - To Authorize the City Manager to Take the Necessary Actions to Discontinue Fair Court as a Class V Highway
  4. Comments by Visitors
  5. Consent Calendar
    - A. Approve Minutes of the City Council Workshop held on November 5, 2018
    - B. Approve Minutes of the City Council Meeting held on November 5, 2018
    - C. Approve Minutes of the City Council & School Board Goal Setting Session held on November 7, 2018
    - D. Letter of Appreciation for Dale R. Sprague and Roger Berube
  6. Announcements by City Councilors
  7. Communications
  8. Presentations of Petitions and Disposal Thereof by Reference or Otherwise
    - A. Citizen Petition to the City Council to Stop the Discontinuation of Fair Court
  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. Appointment to fill Ward 3 School Board Vacancy:

- a. Letter of interest and resume from John O'Brien for the School Board, Ward 3, with a term to expire January 2020

B. Nominations requiring Council approval:

- a. Brad Fredette, from alternate member to a full member on the Zoning Board of Adjustment, with a term to expire May 2021
- b. Mercedes O'Donohue, as a member of the Conservation Commission, with a term to expire November 2021

13. Lay on the Table

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

14. Unfinished Business

RESOLUTIONS

- A. **Resolution No. 21-19** - To Support an Initiative to Voluntarily Reduce the Distribution and Use of Single-Use Plastics and Expanded Polyesterstyrene (EPS) Products in an Effort Towards Sustaining a Cleaner and Safer Ocean, Salmon Falls River and Healthier Environment
- B. **Resolution No. 22-19** - To Authorize the City Manager to Take the Necessary Actions to Discontinue Fair Court as a Class V Highway

15. New Business

ORDINANCES

- A. **Ordinance No. 6-19** - City Council Meeting Schedule for 2019
- B. **Ordinance No. 7-19** - To Amend Chapter 13 Police Offenses, Section F.1, Time Limited Parking – Washington Street
- C. **Ordinance No. 8-19** – To Amend Chapter 13 Police Offenses, Section G, Permit and Reserved Parking – Former Nard's Appliance Parking Lot
- D. **Ordinance No. 9-19** - To Amend Chapter 13 Police Offenses, Section G, Permit and Reserved Parking – Snow Emergency Parking on Noble Street and River Street

RESOLUTIONS

- A. **Resolution No. 23-19** - Proclamation Declaring January Diversity Month in the City of Somersworth
- B. **Resolution No. 24-19** – To Authorize the City Manager to Contract with Ironwood Design Group of Newmarket, NH to Provide a Preliminary Conceptual Redesign for the Veteran's Memorial at Stein Park

- C. **Resolution No. 25-19** - To Notify the City Tax Collector that the City Council Shall not Accept a Tax Deed on Properties Located on Wexford Lane and Blackwater Road Subject to an Unredeemed Tax Lien
- D. **Resolution No. 26-19** - To Notify the City Tax Collector that the City Council Shall not Accept a Tax Deed on Certain Manufactured Housing Unit Properties Subject to an Unredeemed Tax Lien
- E. **Resolution No. 27-19** - Naming Certain Private Roads: Meadow Way, Stillwater Circle and Assigning Addresses if Required

**OTHER**

- A. Vote on the Somersworth School District SAU 56 Withdrawal: “Shall the Somersworth School District Create a Planning Committee to Study the Feasibility of Withdrawal from SAU 56?”
  - B. City Council certification of return of votes for the November 6, 2018 General Election
  - C. City Council certification of return of votes for the November 6, 2018 Special Municipal Election
- 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 – 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:

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

#### **19:14.A Section A INTRODUCTION AND BACKGROUND**

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.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**

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.

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.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;

- 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 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

<b>Authorization</b>	
<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:	NA
Public Hearing:	NA	Removed From Table:	NA
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. Motion passed, 8-0.*

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

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



## City of Somersworth – Resolution

Resolution No: 22-19

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

November 5, 2018

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

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

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

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

### Authorization

*Sponsored by Councilors:*

Dale R. Sprague  
David A. Witham

*Approved:*

City Attorney

## City of Somersworth – Resolution 22-19

### History

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

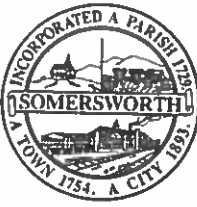
### Action

Councilor \_\_\_\_\_ moved for adoption, seconded by Councilor \_\_\_\_\_.

### Discussion

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





## City of Somersworth – Resolution

Resolution No: 21-19

**TO SUPPORT AN INITIATIVE TO VOLUNTARILY REDUCE THE DISTRIBUTION AND USE OF SINGLE-USE PLASTICS AND EXPANDED POLYESTERSTYRENE (EPS) PRODUCTS IN AN EFFORT TOWARDS SUSTAINING A CLEANER AND SAFER OCEAN, SALMON FALLS RIVER AND HEALTHIER ENVIRONMENT**

November 5, 2018

WHEREAS, the City of Somersworth is diligent in its efforts to take a leadership role to preserve the beautiful environment which supports an environmentally sound, clean and healthy community for current and future generations; and

WHEREAS, maintaining and enhancing an environmentally sound, clean and healthy community, the quality of the waters of our ponds, the Salmon Falls River and Atlantic Ocean is important to the quality of life enjoyed by Somersworth residents, businesses, and visitors; and

WHEREAS, single-use plastics include water and soda bottles, plastic straws, plastic lids, plastic bags, and plastic utensils; and

WHEREAS, EPS products include "to-go" containers, leftover food containers ("clamshells"), and drink cups; and

WHEREAS, plastic drinking straws are provided by most establishments that offer cold drinks; and

WHEREAS, an estimated 500 million straws are used daily in the United States, and, plastic drinking straws found in the Salmon Falls River, on the beach, or washed up onto the beach pose a great threat to marine and other wildlife; and

WHEREAS, single use plastics and EPS products, being non-biodegradable, litter our landscape and beaches, pollute our ponds, rivers and oceans, killing or injuring an estimated one million or more animals annually; and

WHEREAS, once plastics and EPS products enter landfills, it takes 500-1,000 years for these products to decompose and, if ignored, create permanent damage to the environment.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Somersworth, THAT the City of Somersworth hereby recognizes the efforts of Sustainable Seacoast, the Post Landfill Action Network, and local merchants and residents to reduce the distribution and use of single-use plastics and EPS products;

THAT the City of Somersworth urges all citizens to embrace and commit to use the following in their daily lives -

- Reduce
- Reuse
- Recycle

THAT the City of Somersworth urges all citizens and business owners to voluntarily participate in this initiative to reduce the use of plastic straws, single-use plastics and EPS products and packaging through the use of reusable, compostable and/or recyclable materials;

THAT the City of Somersworth urges businesses that provide a product for which a straw would be desired are encouraged to offer a non-plastic straw or provide a plastic straw only upon individual request;

THAT the City of Somersworth, through recommendations from the Sustainability Committee, will officially recognize those businesses within the City who support, initiate and commit to a single-use plastics and EPS reduction program. This recognition will consist of a Proclamation of Appreciation and Recognition for placement at their business and will be in place so long as the business demonstrates its involvement and continuous support.

<b>Authorization</b>	
<i>Sponsored by Councilor:</i> Edward Levasseur Nancie Cameron	<i>Approved:</i> City Attorney

**City of Somersworth – Resolution 21-19**

<b>History</b>			
First Read Date:	11-05-2018	Tabled:	
Public Hearing:		Removed From Table:	
Second Read:			

**Action**

<b>Voting Record</b>		<b>YES</b>	<b>NO</b>
Ward 1 Councilor	Pepin		
Ward 2 Councilor	Vincent		
Ward 3 Councilor	Dumont		
Ward 4 Councilor	McCallion		
Ward 5 Councilor	Michaud		
At Large Councilor	Witham		
At Large Councilor	Sprague		
At Large Councilor	Cameron		
At Large Councilor	Levasseur *		
<b>TOTAL VOTES:</b>			
On / / .	Resolution 21-19	<b>PASSED</b>	<b>FAILED</b>



## City of Somersworth – Ordinance

Ordinance No: 6-19

### CITY COUNCIL MEETING SCHEDULE FOR 2019

December 3, 2018

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT, in accordance with Chapter 3.7 of the City Charter which provides that the City Council's "regular meetings shall be held on the first and third Monday of the month at 7:00 p.m. unless otherwise designated by ordinance..." and Chapter 6, City Officials, Section 6.8.2 of the City Ordinances which also provides that the "City Council shall meet in regular session on the first and third Mondays of each month at 7:00 p.m., unless otherwise agreed on by a majority of the members of the Council" that the City Council Meeting schedule for 2019 shall be as follows:

- Monday, January 7<sup>th</sup> and Tuesday, January 22<sup>nd</sup>
- Monday, February 4<sup>th</sup> and Tuesday, February 19<sup>th</sup>
- Monday, March 4<sup>th</sup> and Monday March 18<sup>th</sup>
- Monday, April 1<sup>st</sup> and Monday, April 15<sup>th</sup>
- Monday, May 6<sup>th</sup> and Monday, May 20<sup>th</sup>
- Monday, June 3<sup>rd</sup> and Monday, June 17<sup>th</sup>
- Monday, July 1<sup>st</sup>
- Monday, August 5<sup>th</sup>
- Tuesday, September 3<sup>rd</sup> and Monday September 16<sup>th</sup>
- Monday, October 7<sup>th</sup> and Monday, October 28<sup>th</sup>
- Monday, November 18<sup>th</sup>
- Monday, December 16<sup>th</sup>

This Ordinance shall take effect upon its passage.

#### Authorization

*Sponsored by:*  
Mayor Dana S. Hilliard

*Approved:*  
City Attorney

**City of Somersworth – Ordinance 6-19**

**History**

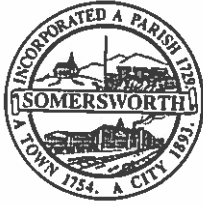
First Read Date:	12/3/2018	Tabled:	
Public Hearing:		Removed From Table:	
Second Read:			

**Action**

Councilor \_\_\_\_\_ moved for adoption, seconded by Councilor \_\_\_\_\_.

**Discussion**

<b>Voting Record</b>		<b>YES</b>	<b>NO</b>
Ward 1 Councilor	Pepin *		
Ward 2 Councilor	Vincent		
Ward 3 Councilor	Dumont		
Ward 4 Councilor	McCallion		
Ward 5 Councilor	Michaud		
At Large Councilor	Witham		
At Large Councilor	Sprague		
At Large Councilor	Cameron		
At Large Councilor	Levasseur		
<b>TOTAL VOTES:</b>			
On / / . Ordinance 6-19		<b>PASSED</b>	<b>FAILED</b>



## City of Somersworth – Ordinance

Ordinance No: 7-19

**TO AMEND CHAPTER 13 POLICE OFFENSES, SECTION F.1, TIME LIMITED PARKING – WASHINGTON STREET**

December 3, 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.1, Time Limited Parking, Three Hour, by deleting:

- Washington St. on the southerly side between High St. and Green St. except the westerly 100 feet

This Ordinance shall take effect upon its passage.

### Authorization

*Sponsored by:*

Mayor Dana S. Hilliard  
Councilor Edward Levasseur

*Approved:*

City Attorney

**City of Somersworth – Ordinance 7-19**

**History**

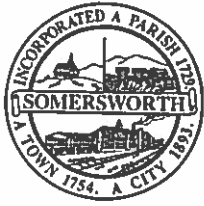
First Read Date:	12/3/2018	Tabled:	
Public Hearing:		Removed From Table:	
Second Read:			

**Discussion**

The Traffic Safety Committee conducted a test period of parking on Washington Street. This was specific to suspending the 3 hour stalls on Washington Street. The change was to allow open parking. The test period was conducted during the month of October. As a result of this test the Traffic Safety Committee would recommend rescinding the current 3 hour parking area and replacing it with open parking.

The original request was through The Somersworth Housing Authority. Director Debbie Evans had indicated the 3 hour parking was a hindrance to the use of their Pavilion. The issue was simply that most events at the pavilion ran longer than the 3 hour parking allowed by ordinance. Some similar concerns were echoed by visiting service providers to the seniors residing on Washington Street.

<b>Voting Record</b>		<b>YES</b>	<b>NO</b>
Ward 1 Councilor	Pepin		
Ward 2 Councilor	Vincent		
Ward 3 Councilor	Dumont		
Ward 4 Councilor	McCallion		
Ward 5 Councilor	Michaud		
At Large Councilor	Witham		
At Large Councilor	Sprague		
At Large Councilor	Cameron		
At Large Councilor	Levasseur *		
<b>TOTAL VOTES:</b>			
On / /		Ordinance 7-19	



## City of Somersworth – Ordinance

Ordinance No: 8-19

**TO AMEND CHAPTER 13 POLICE OFFENSES, SECTION G,  
PERMIT AND RESERVED PARKING – FORMER NARD'S  
APPLIANCE PARKING LOT**

December 3, 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 G, Permit and Reserved Parking, by deleting:

- When signs are erected giving notice thereof, it shall be unlawful for anyone having custody or control of a vehicle to park without a permit issued by the Chief of Police or his designee to the owners of businesses located in the downtown area of High Street for a parking area (rear City Parking lot of the former Nard's Appliance, 74 High Street,) known as Constitutional Way Parking Lot, 16 parking stalls for permit parking only at a rate of \$20.00 per month.

This Ordinance shall take effect upon its passage.

### Authorization

*Sponsored by Request:*  
Mayor Dana S. Hilliard

*Approved:*  
City Attorney

**City of Somersworth – Ordinance 8-19**

**History**

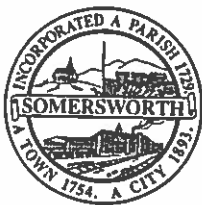
First Read Date:	12/3/2018	Tabled:	
Public Hearing:		Removed From Table:	
Second Read:			

**Discussion**

The former City parking lot off Constitution Way (rear of former Nard's Appliance) is no longer City owned.

<b>Voting Record</b>		<b>YES</b>	<b>NO</b>
Ward 1 Councilor	Pepin *		
Ward 2 Councilor	Vincent		
Ward 3 Councilor	Dumont		
Ward 4 Councilor	McCallion		
Ward 5 Councilor	Michaud		
At Large Councilor	Witham		
At Large Councilor	Sprague		
At Large Councilor	Cameron		
At Large Councilor	Levasseur		
<b>TOTAL VOTES:</b>			
On / / Ordinance 8-19			





## City of Somersworth – Ordinance

Ordinance No: 9-19

**TO AMEND CHAPTER 13 POLICE OFFENSES, SECTION G,  
PERMIT AND RESERVED PARKING – SNOW EMERGENCY  
PARKING ON NOBLE STREET AND RIVER STREET**

December 3, 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 G, Permit and Reserved Parking, by adding:

When signs are erected giving notice thereof, it shall be unlawful for anyone having custody or control of a vehicle to park or cause to be parked in a designated area:

- 17 parking stalls along Noble Street (south side) adjacent to Noble Pines Park, and
- 5 parking stalls along River Street, adjacent to Jules Bisson Park,

without a valid permit issued by the Chief of Police. These parking stalls will be available November 1<sup>st</sup> thru March 31<sup>st</sup> each year for permit parking only at a rate of \$20.00 per month. Permitted vehicles displaying a valid permit are authorized to park a vehicle in this area during the designated dates and during a declared “Snow Emergency”. However at the completion of the “Snow Emergency” vehicles in these permitted areas will be moved no later than 8:00am of the following day.

This Ordinance shall take effect upon its passage.

### Authorization

*Sponsored by Councilors:*

Martin Pepin  
Kenneth S. Vincent  
David A. Witham

*Approved:*

City Attorney

**City of Somersworth – Ordinance 9-19**

**History**

First Read Date:	12/3/2018	Tabled:	
Public Hearing:		Removed From Table:	
Second Read:			

**Discussion**

The permits may be obtained through the Police Department and will be offered on a first come basis.

<b>Voting Record</b>		<b>YES</b>	<b>NO</b>
Ward 1 Councilor	Pepin *		
Ward 2 Councilor	Vincent		
Ward 3 Councilor	Dumont		
Ward 4 Councilor	McCallion		
Ward 5 Councilor	Michaud		
At Large Councilor	Witham		
At Large Councilor	Sprague		
At Large Councilor	Cameron		
At Large Councilor	Levasseur		
<b>TOTAL VOTES:</b>			
On / / Ordinance 8-19			



## City of Somersworth – Resolution

Resolution No: 23-19

### PROCLAMATION DECLARING JANUARY DIVERSITY MONTH IN THE CITY OF SOMERSWORTH

December 3, 2018

WHEREAS, January 15, 2019 will mark the 90<sup>th</sup> birthday of the Rev. Martin Luther King, Jr.; and

WHEREAS, the “dream” of equal treatment, is the foundation of human rights and democratic values; and

WHEREAS, our nation has worked towards the goal of fulfillment of this commitment for over 242 years; and

WHEREAS, the City of Somersworth has become a model of a community which embraces and promotes its diversity; and

WHEREAS, the City of Somersworth is committed to the values of equality and liberty stated in the Declaration of Independence, United States Constitution, New Hampshire State Constitution and City Charter; and

WHEREAS, the Rev. Martin Luther King, Jr. reminded us that freedom, liberty and equality must be protected for all citizens and that “from the prodigious hilltops of New Hampshire, let freedom ring.”

NOW, THEREFORE, BE IT RESOLVED THAT the City of Somersworth encourages all residents, including community groups, schools and institutions to continue to work toward fulfilling Dr. King’s dream of the elimination of all barriers to the fulfillment of equal opportunities and human rights; and

The City of Somersworth calls upon all citizens to reflect during this month on the message of Rev. Martin Luther King, Jr. and commit themselves throughout the year to join the fight for the elimination of all forms of discrimination and disadvantage and to ensure that everyone has the right to live in conditions of dignity, respect and peace; and

The Somersworth Mayor and City Council hereby declare that January, 2019 be Diversity and Equality Month in the City of Somersworth and that the City of Somersworth along with all of its citizens hereby recommits itself to the fulfillment of Rev. Martin Luther King, Jr.’s “Dream.”

#### Authorization

*Sponsored by:*

Mayor Dana S. Hilliard  
Councilor Dave A. Witham  
Councilor Dale R. Sprague  
Councilor Martin P. Dumont, Sr.  
Councilor Richard Michaud  
Councilor Edward Levasseur  
Councilor Nancie Cameron  
Councilor Jonathan McCallion  
Councilor Kenneth S. Vincent  
Councilor Martin Pepin

*Approved:*

City Attorney

## City of Somersworth – Resolution 23-19

### History

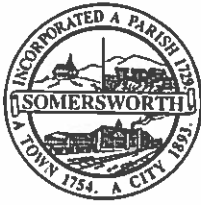
First Read Date:	12/03/2018	Tabled:	
Public Hearing:		Removed From Table:	
Second Read:			

### Action

Councilor \_\_\_\_\_ moved for adoption, seconded by Councilor \_\_\_\_\_.

### Discussion

Voting Record		YES	NO
Ward 1 Councilor	Pepin *		
Ward 2 Councilor	Vincent		
Ward 3 Councilor	Dumont		
Ward 4 Councilor	McCallion		
Ward 5 Councilor	Michaud		
At Large Councilor	Witham		
At Large Councilor	Sprague		
At Large Councilor	Cameron		
At Large Councilor	Levasseur		
<b>TOTAL VOTES:</b>			
On / / . Resolution 23-19		PASSED	FAILED



## City of Somersworth – Resolution

Resolution No: 24-19

**TO AUTHORIZE THE CITY MANAGER TO CONTRACT WITH IRONWOOD DESIGN GROUP OF NEWMARKET, NH TO PROVIDE A PRELIMINARY CONCEPTUAL REDESIGN FOR THE VETERAN'S MEMORIAL AT STEIN PARK**

December 3, 2018

WHEREAS, on June 4, 2018, Mayor Dana S. Hilliard announced the formation of the Veteran's Park Commission to redesign Stein Park so that it may become a living tribute to all the brave men and women who answered the call of defending this great nation, and

WHEREAS, the Veteran's Park Commission would like to proceed toward the goal of the Commission by preparing a definitive plan including a preliminary redesign with estimated costs, and

WHEREAS, City staff solicited a proposal from Ironwood Design Group to redesign the Veteran's Memorial at Stein Park, and

WHEREAS, the Veteran's Park Commission reviewed this proposal with City staff and supports contracting with Ironwood Design Group to provide a preliminary conceptual redesign for the Veteran's Memorial at an amount not to exceed \$7,500 (Seven Thousand Five Hundred dollars), and

WHEREAS, The Finance Committee reviewed this proposal with City staff and supports the recommendation and further supports this contract being funded out of the Cable Fund,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to contract with Ironwood Design Group, in an amount not to exceed \$7,000, to be funded out of the Cable Fund, and to take any other actions relative to this project determined to be in the best interest of the City.

### Authorization

*Sponsored by:*  
David A. Witham  
Martin P. Dumont, Sr.  
Martin Pepin

*Approved:*  
City Attorney

## City of Somersworth – Resolution 24-19

### History

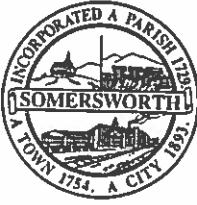
First Read Date:	12/3/2018	Tabled:	
Public Hearing:		Removed From Table:	
Second Read:			

### Action

Councilor \_\_\_\_\_ moved for adoption, seconded by Councilor \_\_\_\_\_.

### Discussion

Voting Record		YES	NO
Ward 1 Councilor	Pepin		
Ward 2 Councilor	Vincent		
Ward 3 Councilor	Dumont		
Ward 4 Councilor	McCallion		
Ward 5 Councilor	Michaud		
At Large Councilor	Witham *		
At Large Councilor	Sprague		
At Large Councilor	Cameron		
At Large Councilor	Levasseur		
<b>TOTAL VOTES:</b>			
On / / . Resolution 24-19		<b>PASSED</b>	<b>FAILED</b>



## City of Somersworth – Resolution

Resolution No: 25-19

**TO NOTIFY THE CITY TAX COLLECTOR THAT THE CITY COUNCIL SHALL NOT ACCEPT A TAX DEED ON PROPERTIES LOCATED ON WEXFORD LANE AND BLACKWATER ROAD SUBJECT TO AN UNREDEEMED TAX LIEN**

December 3, 2018

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

WHEREAS, the Governing Body of a municipality may refuse to accept a tax deed on behalf of the municipality because in its judgment, acceptance and ownership of the real estate would subject the municipality to undesirable obligations or liability risks, or for any reason that would be contrary to the public interest,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Tax Collector be notified that for those reasons the City shall refuse to accept the tax deeds on property located at the following locations:

<u>Location</u>	<u>Tax Map/Lot</u>
5 Wexford Lane	35-12A
7 Wexford Lane	35-12B
30 Blackwater Road	35-14

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

**City of Somersworth – Resolution 25-19**

**History**

First Read Date:	12/3/2018	Tabled:	
Public Hearing:		Removed From Table:	
Second Read:			

**Action**

Councilor \_\_\_\_\_ moved for adoption, seconded by Councilor \_\_\_\_\_.

**Discussion**

Note – It is believed that these properties contain contaminated soils and /or buried debris.

<b>Voting Record</b>		<b>YES</b>	<b>NO</b>
Ward 1 Councilor	Pepin		
Ward 2 Councilor	Vincent		
Ward 3 Councilor	Dumont		
Ward 4 Councilor	McCallion		
Ward 5 Councilor	Michaud		
At Large Councilor	Witham *		
At Large Councilor	Sprague		
At Large Councilor	Cameron		
At Large Councilor	Levasseur		
<b>TOTAL VOTES:</b>			
On / / . Resolution 25-19		<b>PASSED</b>	<b>FAILED</b>





## City of Somersworth – Resolution

Resolution No: 26-19

**TO NOTIFY THE CITY TAX COLLECTOR THAT THE CITY COUNCIL SHALL NOT ACCEPT A TAX DEED ON CERTAIN MANUFACTURED HOUSING UNIT PROPERTIES SUBJECT TO AN UNREDEEMED TAX LIEN**

December 3, 2018

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

WHEREAS, the Governing Body of a municipality may refuse to accept a tax deed on behalf of the municipality because in its judgment, acceptance and ownership of the real estate would subject the municipality to undesirable obligations or liability risks, or for any reason that would be contrary to the public interest,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Tax Collector be notified that for those reasons the City shall refuse to accept the tax deeds on manufactured housing unit properties located at the following locations:

<u>Location</u>	<u>Tax Map/Lot</u>
47 Colonial Village	81-47M
90 Colonial Village	81-90M
48 Crystal Springs Way	82-19M
47 Crystal Springs Way	82-22M
69 Crystal Springs Way	82-53M
65 Crystal Springs Way	82-57M
63 Crystal Springs Way	82-59M
7 Bears Way	83-26M
16 Dudley Court	83-29M
101 Sherwood Glen	87-101M
113 Sherwood Glen	87-113M
208 Sherwood Glen	87-208M
409 Sherwood Glen	87-409M
520 Sherwood Glen	87-520M
629 Sherwood Glen	87-629M
687 Sherwood Glen	87-687M

### Authorization

*Sponsored by:*

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

*Approved:*

City Attorney

**City of Somersworth – Resolution 26-19**

**History**

First Read Date:	12/3/2018	Tabled:	
Public Hearing:		Removed From Table:	
Second Read:			

**Action**

Councilor \_\_\_\_\_ moved for adoption, seconded by Councilor \_\_\_\_\_.

**Discussion**

<b>Voting Record</b>		<b>YES</b>	<b>NO</b>
Ward 1 Councilor	Pepin		
Ward 2 Councilor	Vincent		
Ward 3 Councilor	Dumont		
Ward 4 Councilor	McCallion		
Ward 5 Councilor	Michaud		
At Large Councilor	Witham *		
At Large Councilor	Sprague		
At Large Councilor	Cameron		
At Large Councilor	Levasseur		
<b>TOTAL VOTES:</b>			
On / / . Resolution 26-19		<b>PASSED</b>	<b>FAILED</b>



## City of Somersworth – Resolution

Resolution No: 27-19

### **NAMING CERTAIN PRIVATE ROADS: MEADOW WAY, STILLWATER CIRCLE AND ASSIGNING ADDRESSES IF REQUIRED**

December 3, 2018

WHEREAS, the River Valley Development Corporation has requested certain streets within their Planning Board approved subdivision off Green Street just south of Indigo Hill Road to be named Meadow Way and Stillwater Circle and

WHEREAS, this recommendation was approved by the City's E-911 Street Name and Address Committee on November 20, 2018, and

WHEREAS, the main road to this new development would be named Meadow Way intersecting with an interior road which would be named Stillwater Circle, and

WHEREAS, this action is in accordance with RSA 231:133; RSA 231:133-a; RSA 106-H; State of NH, Department of Safety, Division of Emergency Communications Addressing Standards, and Chapter 19, Section 23, of the City of Somersworth Ordinances; and furthermore, that this action does not constitute acceptance of the above-named roadways by the Somersworth City Council.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH that these private roads shall be named Meadow Way and Stillwater Circle and addresses shall be assigned as necessary.

Authorization

*Sponsored by Councilor:*

Martin Pepin

*Approved:*

City Attorney

## City of Somersworth – Resolution 27-19

### History

First Read Date:	12/3/2018	Tabled:	
Public Hearing:		Removed From Table:	
Second Read:			

### Action

Councilor \_\_\_\_\_ moved for adoption, seconded by Councilor \_\_\_\_\_.

### Discussion

Voting Record		YES	NO
Ward 1 Councilor	Pepin *		
Ward 2 Councilor	Vincent		
Ward 3 Councilor	Dumont		
Ward 4 Councilor	McCallion		
Ward 5 Councilor	Michaud		
At Large Councilor	Witham		
At Large Councilor	Sprague		
At Large Councilor	Cameron		
At Large Councilor	Levasseur		
<b>TOTAL VOTES:</b>			
On / / . Resolution 27-19		PASSED	FAILED

To: City of Somersworth New Hampshire,  
Honorable Mayor & City Council Members.

December 2018

Subj: Letter of Appreciation for Dale R. Sprague.  
2007 - 2018 Representative to The State of New Hampshire House of Representatives  
for, Strafford County District 18.  
Councilman At-Large for the City of Somersworth New Hampshire.

The main purpose of this letter of appreciation is to highlight some of the contributions made by this individuals public service, illustrated by some of the prominent committee positions that he has held during his elected term of public service as a Representative to the State of New Hampshire House of Representatives and as a City Councilman At-Large for the City of Somersworth New Hampshire.

Secondarily," I would express my concern that such individuals whom have served the State of New Hampshire and their local communities, whom may have lost an re-election bid or retired from an elected or appointed positions, are not being duly honored for that prolonged public service as they should be.

I have no explanation for this thought-provoking behavior, but do recognize it as an odd recurrence that perhaps needs to be rectified thru a shift in our human relations protocol".

I would present such a relevant case of: The Honorable Roger R. Berube of Somersworth New Hampshire,whom has served the public as a Representative for the State of New Hampshire House of Representatives, for the Strafford County District 18 since 1994 thru 2018 for a total of 24 years.

To mention just a few of his many affiliations, Mr. Berube was also a former City Council Member, a former School Board Member and a former Mayor of the City of Somersworth New Hampshire. Notably, his extensive public service to the State of New Hampshire and the City of Somersworth New Hampshire is most admirable.

However, even though Mr. Sprague, having lost his 2018 bid for re-election as a Representative for Strafford County District 18, Dale still serves holding the position of City Councilman At-Large for the City of Somersworth.

He continues to provide value added input into all committee discussions while providing assistance to his constituents within his purview.

The following listing provides but a brief glimpse of Mr. Sprague's jacket of affiliations within political organizations and committees where he was able to demonstrate his skill as a leader and his love of serving the general public.

1.) The State of New Hampshire House of Representatives.

An elected State of New Hampshire Representative 2007 thru 2018.

The Assistant Minority Floor Leader for the New Hampshire House of Representatives.

Legislative committee assignment, The Public Works and Highways.

2.) The Strafford County Commission.

As a participating Strafford County Legislative Committee Member.

As a Commissioner Candidate for the 2018 Open Position Commissioner elections.

3.) The Strafford Regional Planning Commission.

As a appointed SRPC Commissioner.

As a member of the Rail Advisory Committee.

As a member of the Policy Committee.

4.) The City of Somersworth New Hampshire.

As a long serving City Councilman At-Large.

The Chair of the Rail Advisory Committee.

The Chair of the Public Works Committee.

The Vice-Chair of the Finance Committee.

As a member of the Tri-City Coalition Committee.

This aforementioned listing of political organizations, committees and his affiliation within them has seeded and brought forth fruitage to many recognized beneficial accomplishments and contributions, thus substantially demonstrated his honorable and extensive public service to the State of New Hampshire and the City of Somersworth New Hampshire.

It is therefore my privilege to present to Dale R. Sprague, our past Representative to the New Hampshire House of Representatives for Strafford County District 18 and our current City Councilman At-Large, our sincere appreciation and gratitude for his active and mindful civic leadership.

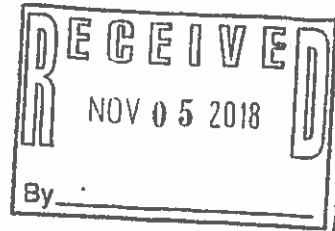
William L Connor (Bill)

41 Pinewood Drive

Somersworth N.H. 03878

Conservative Democrat.





October 30, 2018

Now comes the undersigned, being citizens and voters in the city of Somersworth, State of New Hampshire, do petition the City Council to stop the discontinuation of Fair Court.

We, citizens who reside on Elm Street and Main Street, access the public alley behind our units on a daily basis. The alley is too narrow for two-way traffic which would not only be an inconvenience but also a danger for safe passage by ambulances, police, or other emergency vehicles.

We need Fair Court to be maintained and open to the public and ~~not~~ utilized for busy, two-way traffic.

117 B Main st.  
Address  
Check one:  Owner  Renter

[Signature]  
Signature  
Mohamed L. Toure

95 Main st. unit 8  
Address  
Check one:  Owner  Renter

[Signature]  
Signature  
Sieu T Lo

82 Elm st.  
Address  
Check one:  Owner  Renter

[Signature]  
Signature  
Ferry Gosal

P O Box: 67 Greenland  
Address  
N.H.  
Check one:  Owner  Renter

[Signature]  
Signature  
Them. Tran

76 Elm St  
Address

Check one:  Owner  Renter

95 Main St unit 2  
Address

Check one:  Owner  Renter

95 MAIN ST. UNIT 7  
Address

Check one:  Owner  Renter

95 Main St unit 4  
Address

Check one:  Owner  Renter

22 Elm St Somersworth.  
Address

Check one:  Owner  Renter

95 Main St #5  
Address

Check one:  Owner  Renter

95 main st #6  
Address

Check one:  Owner  Renter

125A MAIN ST  
Address

Check one:  Owner  Renter

117C Main St  
Address

Check one:  Owner  Renter

68 Elm St  
Address

Check one:  Owner  Renter

111 MAIN ST  
Address

Check one:  Owner  Renter

117 Main St, Apt #A  
Address

Check one:  Owner  Renter

Babs.

Signature  
BABY LUMANACU

Signature

Signature  
PHI HOANG

Signature  
CHAU DAN

Signature  
JON

Phong DO

Signature  
MARGARETHA

Margaretha Margho

Christy Hewitt

Signature  
CHRISTY HEWITT

Cynthia Cyuningtyas

Cynthia Cyuningtyas

Signature  
CYNTHIA CYUNINGTYAS

Signature  
JERRY D. GIBSON

Signature  
JERRY D. GIBSON

Signature  
LUCKY NAKHON

Signature

Signature

KAREL KATILIG

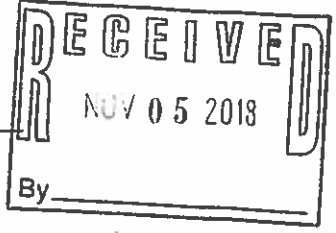
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Signature

Signature  
DENNIS PERK.

Signature  
Ken Schaepe

Signature  
Ken Schaepe





80 ELM ST

Address

Check one:  Owner  Renter

70 Elm St

Address

Check one:  Owner  Renter

70 Elm St

Address

Check one:  Owner  Renter

95. maine st

Address

Check one:  Owner  Renter

62 Elm St

Address

Check one:  Owner  Renter

64 ELM ST

Address

Check one:  Owner  Renter

10 Washington St

Address

Check one:  Owner  Renter

103 Main St

Address

Check one:  Owner  Renter

105 Main St.

Address

Check one:  Owner  Renter

103 Main St

Address

Check one:  Owner  Renter

Address

Check one:  Owner  Renter

Address

Check one:  Owner  Renter

*[Signature]*

Signature

MAUDHY PATTASINA  
*[Signature]*

Signature

JERRY RUMONDO  
*[Signature]*

Signature

*[Signature]*

Signature

*[Signature]*  
TIMOTHY  
*[Signature]*

Signature

MARK HUNTER  
*[Signature]*

Signature

*[Signature]*

Signature

Dave Frank.

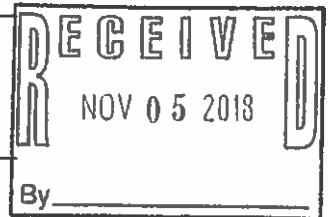
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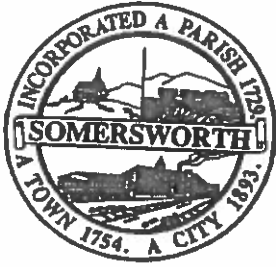
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Signature

Signature





City of Somersworth  
Boards, Commissions & Committee Application

*Instructions: Please complete all information.*

Name: John D. O'Brien

Telephone: 603-944-7214

Email: jd-obrien@hotmail.com

Residence Address: 57 Hickory Lane, Somersworth NH 03878

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

Resident of Somersworth for 13 Years

Ward 3

Registered Voter: Yes

No

Education Level:

Bachelors Degree

Please list any organizations, groups, or other committees you are involved in:  
Somersworth Youth Football League - Board

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

School Board - ward 3

My Background or Interests are: \_\_\_\_\_

over



I have served on the following Committee (s) in the past: N/A

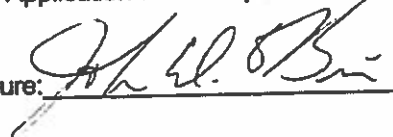
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Would you be able to commit to attending all meetings? Yes  No

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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: 

Date: 11/2/2018

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

**John D. O'Brien**  
57 Hickory Lane, Somersworth NH  
(603) 944-7214  
[John.O'Brien@LibertyMutual.com](mailto:John.O'Brien@LibertyMutual.com)

## Executive Summary

Expert at envisioning, communicating, and gaining support for technology strategies that enable key business objectives. Energetic coach and leader with a proven record of building highly motivated teams. Possess a broad and varied background that includes large-scale project & program delivery, IT operations, and change management across multiple P&C insurance functional domains. Highly skilled at establishing alliances and partnerships spanning organizational boundaries in order to achieve goals.

## Background & Select Accomplishments

**Liberty Mutual Insurance, Dover NH** 2005-present

**DIRECTOR, SOFTWARE DEVELOPMENT** 2017-present

- Responsible for management of Liberty Mutual's Global Risk Solutions billing & account receivables platforms, systems development and technology strategy.
- Manage staff, budget, and operations of GRS IT Billing department, including direct management of Managers, Technologists, and Product Owners.

**DIRECTOR, BUSINESS SYSTEMS PROJECTS** 2015-2017

- Responsible for product vision, roadmap, and ongoing development project efforts for Business Insurance Underwriting-aligned capabilities within the @Work platform.
- Accountable for continuous alignment of product strategy to BI Underwriting and Commercial Insurance business objectives, strategic direction, and operational processes.
- Through collaboration and consensus-building, led improvements in alignment between various teams within the @Work program, ultimately taking on additional responsibility for continued development and maintenance of shared platform components and capabilities.
- Led the on-time implementation and rollout of @Work to 8,500 users across Commercial Insurance, with accountability for Executive status communication, requirements, user testing, training, and change management efforts.
- As part of a small team of Underwriting Systems leaders, worked directly with Executives and Senior Managers across CI Underwriting and Product organizations to develop the product vision and roadmap for Complex Risk Underwriting capabilities in @Work, leading to the current iUnderwrite program.

**MANAGER, APP PORTFOLIO & SOFTWARE DEVELOPMENT** 2011-2015

- Accountable for successful delivery of the @Work Premium Audit Workstation project, which established the foundational platform for the Premium Audit portfolio, as well as a suite of common services and components that have been leveraged across the @Work platform.
- Managed teams and projects of increasing complexity and responsibility, including Underwriting, Regulatory Reporting, Premium Financial Reporting, and Reinsurance systems.
- Following Commercial Insurance realignment, led the IT effort and was a key contributor to the Underwriting visioning and roadmap effort leading to the establishment of the @Work program.

**IT PROJECT MANAGER**

2005 – 2011

- Responsible for successful delivery of increasingly large and complex projects spanning the Finance, Actuarial, Policy Administration, Regulatory Reporting, and Reinsurance domains.
- Managed development and steady-state support functions in parallel with new development responsibilities.

**Johnson & Johnson, Raynham MA  
PROJECT MANAGER**

2001 – 2005

- Project Manager responsible for successful delivery of several new development initiatives, resulting in the creation of Business Intelligence, Data Warehousing, and sales force automation systems.
- Managed the successful implementation of several Internet web sites and eBusiness applications enabling increased market visibility and improved efficiency for custom medical device sales.
- Recognized by senior management for the on-time and on-budget completion of a project to integrate legacy ERP systems in support of supply chain and inventory process improvements. Facing an immovable deadline, was successful in motivating team members, overcoming uncertainty following recent organizational changes, and partnering with business sponsors to control scope.

**Disney Interactive (formerly Walt Disney Internet Group), North Hollywood CA  
MANAGER, SOFTWARE ENGINEERING**

2000 – 2001

- Led a dedicated team of software engineers and analysts, responsible for ongoing support and management of software development projects in support of web site production, marketing, sales, business intelligence, and e-commerce.
- Managed enterprise-wide site traffic analysis and reporting system used by over 90 web properties, including Disney.com, DisneyStore.com, ABC.com, ABCNews.com, ESPN.com, Family.com, and Movies.com. Worked directly with President, CIO, and other senior executives as the leader of WDIG's enterprise site traffic reporting strategy.

**TAC Engineering, Irvine CA  
SENIOR TECHNICAL ANALYST / CONSULTANT**

1999 – 2000

Client Company: Walt Disney Internet Group, North Hollywood CA

**Frontier Systems Consulting, Newton MA  
SENIOR TECHNICAL ANALYST / CONSULTANT**

1997 – 1999

Client Company: Fidelity Investments, Boston MA

**Liberty Mutual Insurance Group, Portsmouth NH  
PROGRAMMER / ANALYST**

1995 – 1997

**Education**

- Bachelor of Science in Mathematics/Physics, Keene State College, Keene NH, 1993

November 2<sup>nd</sup>, 2018

John D. O'Brien  
57 Hickory Lane  
Somersworth NH 03878  
603-944-7214  
Jd\_obrien@hotmail.com

To whom it may concern:

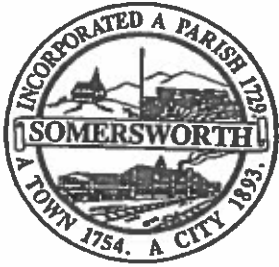
I am writing to express my interest in being appointed as the interim Somersworth School Board representative for Ward 3. My understanding is that this is, or will soon be, a vacancy that is being filled by City Council. As a 13 year resident of Somersworth and father of 3, I have a strong desire to serve our community and to do my part to help the City of Somersworth thrive. I believe that a strong public school system is a critical element of a prosperous, successful community, and benefits all residents and businesses in the city.

While not an educator by trade, I continually make an effort to be aware of and understand the challenges, opportunities, and successes of our school system and public education in general. I have many close ties to the community through my involvement in PTA activities, youth sports, and charities, and will commit to representing the interests of all the members of our community if appointed. As a technology leader in my professional life, I bring a positive, inclusive, and collaborate approach to problem solving and have ample experience managing large budgets, complex or contentious issues, and sensitive personnel matters.

I very much appreciate your consideration, and welcome any questions or discussion you would like to have about my application.

Sincerely,

John O'Brien



City of Somersworth  
Boards, Commissions & Committee Application

*Instructions: Please complete all information.*

Name: Mercedes O'Donohue

Telephone: 203 979 1103 Email: modrowct@aol.com

Residence Address: 60 Sunningdale Dr Somersworth 03878

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

Resident of Somersworth for 10 months Years Ward 4

Registered Voter: Yes  No

Education Level: BA French Education Plus some Masters courses

Please list any organizations, groups, or other committees you are involved in:  
Cocheco Quilt Guild Dover NH

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

Conservation Commission

My Background or Interests are: Quilting, Gardening

over



I have served on the following Committee (s) in the past: Vendor Assist @ Nutmeg  
Quilt Guild, CT & Member @ Large Cocheco Quilt Guild.

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

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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: Mercedes O'Donohue

Date: 9/26/18

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