

CITY OF SOMERSWORTH
AGENDA FOR TUESDAY, FEBRUARY 19, 2019

6:00pm Council Workshop

“Open the Door” Presentation by Christina Pappas - Marketing Plan / Branding Identity

7:00pm City Council Meeting

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1. Roll Call of Members
 2. Pledge of Allegiance
 3. Public Hearings
 - A. **Ordinance No. 13-19** - To Amend Chapter 7, Streets, Highways, Sewers, by Renaming the Title to Solid Waste & Recycling, and Amend Chapter 7.1.C, Residential Recycling Bins
 - B. **Ordinance No. 14-19** - To Amend Chapter 8A, Sewer Ordinance, Section XV.C, by Deleting Language Regarding the Sewer Special Assessment District
 4. Comments by Visitors
 5. Consent Calendar
 - A. Approve Minutes of the City Council Meeting held on February 4, 2019
 6. Comments by City Councilors
 7. Communications
 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. For Council Vote:
 - a. Philip Munck, reappointment as a member of the Ethics Commission with a term to expire, February 2022
 - b. Roger Berube, reappointment as a member of the Ethics Commission with a term to expire, February 2022

c. Christien Dubois, appointment as an Alternate Member of the Zoning Board of Adjustment, with a term to expire, February 2022

B. City Council, Ward 4, with term to expire November 2020:

- a. Steven Potter
- b. Donald Austin

13. Lay on the Table

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

14. Unfinished Business

ORDINANCES

A. **Ordinance No. 13-19** - To Amend Chapter 7, Streets, Highways, Sewers, by Renaming the Title to Solid Waste & Recycling, and Amend Chapter 7.1.C, Residential Recycling Bins

B. **Ordinance No. 14-19** - To Amend Chapter 8A, Sewer Ordinance, Section XV.C, by Deleting Language Regarding the Sewer Special Assessment District

15. New Business

ORDINANCES

A. **Ordinance No. 15-19** - To Amend Chapter 19, Zoning Ordinances, Section 21, Requiring Paved Parking Spaces for Residential Use and Deleting Parking Requirement in the Historic Moderate Density District

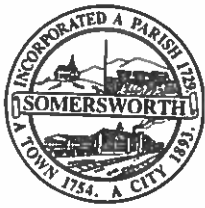
16. Comments By Visitors

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: 13-19

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

February 4, 2019

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

1. Rename Chapter 7, by:
 - Deleting the Title: 'STREETS, HIGHWAYS, SEWERS'
 - And replacing with: 'SOLID WASTE & RECYCLING'

2. And further amend Chapter 7, Section 7.1, Container, Section C, Residential Recycling Bins, by deleting this section in its entirety and replacing it with the following:
 - C. RESIDENTIAL RECYCLING BINS/CONTAINERS: Eighteen (18) gallon plastic bins or other such solid plastic, metal or fiberglass container identified as acceptable residential recycling containers by the City Manager.

This Ordinance change shall take effect upon passage.

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

City of Somersworth – Ordinance 13-19

History

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

Action

Discussion

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



City of Somersworth – Ordinance

Ordinance No: 14-19

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

February 4, 2019

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

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

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

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

- “which is outside of the Sewer Special Assessment District,”

This Ordinance change shall take effect upon passage.

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

City of Somersworth – Ordinance 14-19

History

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

Action

Discussion

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



City of Somersworth – 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	
<i>Sponsored by Councilors:</i> Dale R. Sprague David A. Witham	<i>Approved:</i> City Attorney

City of Somersworth – Resolution 22-19

History

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

Discussion

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

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

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

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

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



City of Somersworth – Ordinance

Ordinance No: 15-19

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

February 19, 2019

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

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

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

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

2. Delete Section 19.21.A.2. in its entirety.

3. Renumber 19.21.A accordingly.

This Ordinance shall take effect upon passage.

Authorization

Sponsored by:

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

Approved:

City Attorney

City of Somersworth – Ordinance 15-19

History

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

Discussion

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

January 22, 2019

Steven Potter
8 Maize Drive
Somersworth NH 03878
603-841-5895
scplip@comcast.net

Dear Mr. Hilliard,

I am writing to express my interest in being appointed as the interim Somersworth Council representative for Ward 4. As a 16 year resident of Somersworth, I continually have the motivation to volunteer and/or serve in our community which exhibits the best of inclusivity and diversity. Over the years, I have kept myself aware of how the Somersworth Council prides itself on creating a modern successful community that benefits all residents and businesses in the city.

Through my volunteer efforts, I have been very fortunate to meet a number of Somersworth residents who like myself have great pride in this community of ours. Over the past 5 years, I have been a coach in the Somersworth Youth Football league as well as a SYFL Board Member the past 2 years. Additionally, I have served on the Finance Board at St. Ignatius of Loyola Church over the past 16 years and was a past member of the Pastoral Council. In the late 1990's, I was a board member of the Tri City Visiting Nurse Association. As an Operations Manager in my professional life, I bring a collaborative approach to problem solving as well as experience in managing complex issues.

I greatly appreciate your consideration for the open Ward 4 City Council Seat, and welcome any questions you may have. I intend to reach out to you in the next week or so to ask about your thoughts about this great city of ours and where you believe we are heading.

Sincerely,



Steven C. Potter

Steven

8 Maize Drive, Somersworth NH 03878 

603.781.4784 

SCPLJP@Comcast.net 

Potter

Dynamic, self-motivated professional with history of achieving key priorities through aligning business opportunities with IT abilities. Consistently deliver service to internal and external stakeholders.

Skills

- Analytical/Financial
- Influencing techniques; establishing and maintaining trust
- Objective prioritization; tactical and strategic planning
- Managing multiple projects simultaneously
- Problem Solving

Experience

APRIL 2013 – PRESENT

Accounting Manager / Liberty Mutual, Dover, NH

Manage the Loss Billing Department of 14 Business Analyst with responsibility of managing \$3B in deductible loss billing to medium to large National Customers. Work with Corporate Finance to ensure the integrity of Liberty Mutual Insurance financial results.

JANUARY 2009 – MARCH 2013

Supervising Accountant / Liberty Mutual, Dover, NH

Manage a team of 9 Receivable Analyst with the responsibility of managing \$2B in receivable collection. Work with various internal departments such as Finance to ensure that the deferred premium is correct for the Quarterly and Annual Financial results.

APRIL 2001 – DECEMBER 2008

Sr. Accountant / Liberty Mutual, Dover, NH

Responsible for managing the deductible billing of approximately 600 National Accounts for \$240M annually. Work directly with customers to ensure that deductible billing meets the needs of the customer. Additionally, work with Finance to ensure the integrity of Liberty Mutual Insurance financial results.

APRIL 1997 – NOVEMBER 2000

Business Development & Sales Manager / Bank of NH, Rochester NH

Manage banking center consisting of 12 team members with \$58M in deposits. Responsible for creating business relationships that led to increased business lending, on demand deposits, and residential mortgages.

SEPTEMBER 1994 – MARCH 1997

Branch Manager / Fleet Bank, Rochester, NH

Manage Branch Office consisting of 10 team members with \$40M in deposits. Responsible for the general operations of the retail branch.

Education

DECEMBER 2011

Master of Business Administration / University of Southern NH

MAY 1992

Bachelor of Science / University of New Hampshire

- Major: Mathematics
- Minor: Statistics

COMMUNITY AFFILIATIONS

SOMERSWORTH YOUTH FOOTBALL LEAGUE

- SYFL BOARD MEMBER: 2017 & 2018 - TRESURER
- SYFL FOOTBALL COACH: 2014 THRU 2018

ST. IGNATIUS OF LOYOLA CHURCH

- FINANCE COMMITTEE: 2004 TO CURRENT
- PASTORAL COMMITTEE: 2009 AND 2010
- LECTURE: 2004 TO CURRENT

TRI CITY VISITING NURSE ASSOCIATION

- BOARD MEMBER: Mid 1990's

MISC. VOLUNTEER OPPORTUNITIES

- SOMERSWORTH FOOTBALL BOOSTER FLAG FOOTBALL PROGRAM: 2013 TO CURRENT
- DOVER YOUTH HOCKEY: PARENT TEAM MANAGER 2017 AND 2018
- NOBLE NIGHTHAWK MIDDLE SCHOOL YOUTH HOCKEY: PARENT VOLUNTEER

January 28, 2019

Somersworth City Council
C/o Office of the City Clerk
One Government Way
Somersworth, NH 03878

RE: Vacancy of the Ward 4 City Council Seat

Honorable Mayor and Members of the Somersworth City Council:

With this letter, I hereby declare my interest in filling Council seat for Ward 4 left vacant with the resignation of Councilor Jon McCallion. I also certify that I have been a resident of Ward 4 for nearly 28 years and, thusly, am legally qualified to accept this appointment pending your final decision.

By way of biographical information, I hold a Bachelor of Science degree in Business Administration from the University of Southern Maine, am married and have three adult children and two grandchildren. My wife and I have lived on Cinnamon Ridge since June 1991 and have deep roots in Somersworth.

I have been privileged to have held leadership positions in the following boards and organizations over the last several years:

- New Hampshire Parent-Teacher Association, President 2002-2005 and Board Member 1991-2009
- New Hampshire School Boards Association, President 2016-2018 and Board Member 2013-Present
- Somersworth School Board Member 2010-Present, Chair June 2010-Present
- St. Ignatius Parish, Parish Council President 2011-Present

These roles have provided me with a solid understanding of boardsmanship and the value of open, honest, and respectful debate of the issues as well as a commitment to support the decisions made by the group regardless of my personal perspective. This has been a guiding principle for me and will continue to be so.

I have a long record of service within the city of Somersworth, as many of you are aware, and have been a lifelong advocate for the education and welfare of our public school students locally, statewide, and nationally. Becoming a City Councilor would allow me to expand into other areas of importance to the community such as public safety, economic development, sustainability of services, and fiscal responsibility. These, along with our education system, are all vital to our continued growth and all interrelated – we cannot favor one aspect over the other in the long term and expect our community to prosper. They are all important and must be taken as a whole in our consideration of any issues on our agenda.

I also firmly believe in, and strongly support, the view that the City and the school district must continue to work in partnership in order to advance the goals and opportunities available to all of us. This model of collaboration, communication, and cooperation has resulted in a higher level of trust and respect among the members of both elected bodies and a vision that allows both groups to take advantage of opportunities that may not have been identified or available to one or the other in the absence of that partnership.

My work on the School Board has provided me with a breadth of knowledge and understanding about developing policies, negotiating with organized labor, guiding small and large construction projects, creating budgets under significant financial restraints, dealing with personnel issues, and many other areas that are not dissimilar to those faced by the City Council. I also value the committee structure and acknowledge that much of the background work of the city is accomplished in those committees. I look forward to active participation on any of these committees.

Finally, I support becoming actively involved in advocacy for the city of Somersworth with our state and federal legislative delegations. Having been in a local elected office for nearly 10 years, I know the value of input from constituents and the frustration that occurs when that input is missing. As much as the partnerships within the City are helping to move us forward, so must new and enduring partnerships be formed with the broader political bodies to give our citizens a voice and to avail ourselves of any opportunities that may not otherwise be apparent.

I know I would be a valuable member of the City Council representing the citizens for Ward 4 and would appreciate your support. I also look forward to speaking with each of you in the coming days.

Respectfully,



Donald Austin
51 Cinnamon Ridge Road
Somersworth, NH 03878
Home: 603-692-7266
Cell: 603-988-9979
Email: Donald.austin@comcast.net