

CITY OF SOMERSWORTH
CITY COUNCIL MEETING
AGENDA FOR FEBRUARY 5, 2018

7:00pm – City Council Meeting

1. Roll Call of Members
2. Pledge of Allegiance
3. Minutes of Previous Meetings
 - A. MINUTES of the INAUGURATION held on January 11, 2018
 - B. MINUTES of the CITY COUNCIL MEETING held on January 16, 2018
4. Comments by Visitors
5. Comments by Councilors
6. Communications
7. Presentation of Petitions and Disposal Thereof by Reference or Otherwise
 - A. Petition regarding Sidewalks on Hamilton Street
8. Mayor's Report
9. Reports of Standing Committees
10. Reports of Special Committees, City Officers and City Manager
11. Nominations, Appointments and Elections
 - A. Mayoral Nomination - Requires Council confirmation vote
 - a. Amy LaBelle as a member of the Board of Cemetery Trustees with a term to expire, February 2021
 - b. Woodard Openo reappointment as a Member of the Board of Cemetery Trustees, with a term to expire April 2021
 - c. Coty Donohue as an Alternate member of the Zoning Board of Adjustment, with a term to expire February 2021

- d. Shawn Kinneavy as an Alternate member of the Zoning Board of Adjustment, with a term to expire February 2021
- e. Jameson Small change from Alternate Member of Planning Board to Member, with a term to expire February 2021

B. Mayoral Appointment

- a. Rebecca England reappointment as a member of the Somersworth Housing Authority Board of Commissioners, with term to expire May 2023

12. Lay on Table

13. Unfinished Business

14. New Business

Ordinances

- A. Ordinance 3-18 Amending Chapter 4, Personnel Rules & Regulations, Section 6. Hiring, Promotion, Transfer and Layoff and Appendix 1, Assignment of Class to Grade
- B. Ordinance 4-18 Supplemental Appropriation for Engineering Services for Improvements at the Somersworth Wastewater Treatment Facility

Resolutions

- A. Resolution 22-18 To Authorize the City Manager to Amend the Contract with Wright Pierce Engineers of Portsmouth, NH to Include Additional Engineering Services at the Somersworth Wastewater Treatment Facility
- B. Resolution 23-18 To Authorize the City Manager to Enter into the Contribution Assurance Program with Primex of Concord, NH for Property and Liability Insurance
- C. Resolution 24-18 To Authorize The City Manager To Order One SUV Style Police Cruiser Which Will Be Funded By A Lease Purchase Agreement

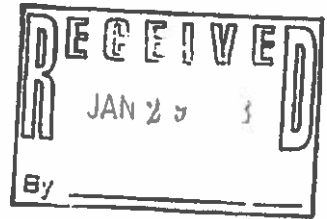
15. Comments by Visitors

16. Closing Comments by Council Members

17. Future Agenda Items

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

19. Adjournment



Tom & Nancy Argue
21 Hamilton Street
Somersworth, NH 03878
603-767-3836

Somersworth City Council
City of Somersworth
One Government Way
Somersworth, NH 03878

Dear Councilors,

We are writing to request your attention to a concern that we share with our neighbors on Hamilton Street, and one we have previously, on several occasions, brought to the attention of the City Council and the Public Works Department over the thirty-two years we have owned our house on Hamilton Street.

We understand the many responsibilities and challenges the Council faces on a regular basis, and understand this may be a relatively minor issue in contrast to the significant issues you have to address on an ongoing basis, but it is important to the residents of Hamilton Street and to the many families with children who walk up and down Hamilton Street on their way to and from Noble Pines Park for the activities the city provides there.

The sidewalks on both sides of Hamilton Street are dangerously deteriorated, especially on the north side of the street, and have been for years. The asphalt is extremely coarse, and even where it is not cracked and broken, it is impossible to walk on in bare feet, and has been for decades. As a result, most people walk or push their strollers in the street instead of on the sidewalk. Because of the popularity of the park, especially during baseball season, vehicle traffic is heavier than your typical residential street with many younger drivers who are driving too fast and not stopping for stop signs, making it a dangerous area for pedestrians.

We are aware of a child who lives on Hamilton Street with hemophilia, and the sidewalk presents a special concern to his parents. We understand this needs to be reviewed as part of the capital budget process and that it won't happen overnight, but would respectfully request, once again, along with other neighbors on Hamilton Street, that the Hamilton Street sidewalks be replaced as soon as possible with safe sidewalks to provide the residents of Somersworth with safe walking areas to and from our beautiful Noble Pines Park.

Thank you for your time and consideration.

Sincerely,

Tom Argue Nancy E Argue
Tom & Nancy Argue, 21 Hamilton Street

Jeff Parodi Sean Collins
Jeff Parodi, 17 Hamilton St. Sean Collins, 17 Hamilton St.

Giggie Larson Nita Larson
16 Hamilton St. Simonsworth, NH

[Signature]

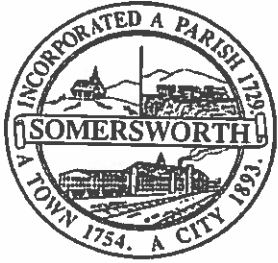
[Signature] [Signature]
10 Hamilton St

[Signature] [Signature]
14 Hamilton St.

Ann Miller [Signature]
7 Hamilton St.

Jeanne Laramie

Patrick De Cola
161 High St.



City of Somersworth
Boards, Commissions & Committee Application

Instructions: Please complete all information.

Name: Amy C. LaBelle

Telephone: 603-767-8895 Email: alabelle@sau56.org

Residence Address: 178 Maple St. Somersworth.

Mailing Address (if different): _____

Resident of Somersworth for 14+ Years Ward _____

Registered Voter: Yes No _____

Education Level:
M. Ed CUNH

Please list any organizations, groups, or other committees you are involved in:
I've been involved as a ward clerk/selectman for Ward 5 for 3 years.

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

Forest Glade Cemetery

My Background or Interests are: As a teacher at Somersworth Middle School, I've utilized the chapel for lessons. My residence is also across the street from the cemetery & is used often by myself and my children.



I have served on the following Committee (s) in the past: None

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

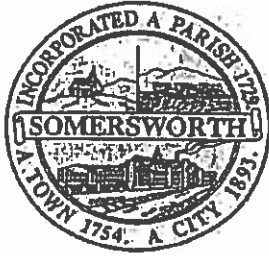
By submitting this Application you understand that:

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: Amy C. Gabelle

Date: 1/16/18

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



City of Somersworth
Boards, Commissions & Committee Application

Instructions: Please complete all information.

Name: Woodard D. Open
Telephone: 692-6057 Email: wp.open@myfairpoint.net
Residence Address: 25 Grand Street, Somersworth, NH 03878
Mailing Address (if different): P.O. Box 618, Somersworth, NH 03878
Resident of Somersworth for 33 Years Ward 1
Registered Voter: Yes No
Education Level: Ph.D., University of Michigan (art history, special field: 19c American architecture)
Please list any organizations, groups, or other committees you are involved in:
Presently on Cemetery Board. (Term expires in April).

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

Cemetery Board: We have some important architectural projects pending; I would like to participate & lend my expertise.

My Background or Interests are: Art and architectural history, Seacoast N.H. history, classics.

over



I have served on the following Committee (s) in the past: Cemetery Board,
Historic District Commission

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

Except that I may miss the July meeting (on vacation)

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: Woodard D. Openo

Date: 2/01/18

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



City of Somersworth – Ordinance

Ordinance No: 3-18

AMENDING CHAPTER 4, PERSONNEL RULES & REGULATIONS, SECTION 6. HIRING, PROMOTION, TRANSFER AND LAYOFF AND APPENDIX 1, ASSIGNMENT OF CLASS TO GRADE.

February 5, 2018

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. Amend Chapter 4, Personnel Rules & Regulations, Section 6. Hiring, Promotion, Transfer and Layoff, as follows:

- Add: *6.9 Deputy City Manager designation.*

The Deputy City Manager is appointed by the City Manager and serves at the pleasure of the City Manager or until such time that the Deputy City Manager tenders his/her resignation. Each appointment will be considered on the basis of merit and fitness to perform duties as assigned.

2. Amend Chapter 4, Personnel Rules & Regulations, Appendix 1, Assignment of Class to Grade (Covering Classes Classified as Exempt under the Fair Labor Standards Act), as follows:

- Add: The regular rate of pay for a designated Deputy City Manager shall be three pay grades above the regular rate of pay that would otherwise be paid for performance of their department head duties.

These ordinance changes shall take effect upon passage.

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

City of Somersworth – Ordinance 3-18

History

First Read Date:	02/05/2018	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	Messier		
At Large Councilor	Witham		
At Large Councilor	Sprague		
At Large Councilor	Cameron		
At Large Councilor	Levasseur		
TOTAL VOTES:			
On / / .	Ordinance 3-18	PASSED	FAILED



City of Somersworth – Ordinance

Ordinance No: 4-18

SUPPLEMENTAL APPROPRIATION FOR ENGINEERING SERVICES FOR IMPROVEMENTS AT THE SOMERSWORTH WASTEWATER TREATMENT FACILITY.

February 5, 2018

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

The annual budget for the City of Somersworth for Fiscal Year 17-18 is amended as follows:

Appropriate \$519,200 from Sewer Utility Fund budget as follows:

Original Budget	Amendment	Revised Budget
\$ 2,159,074	\$ 519,200	\$ 2,678,274

Approved as to Funding:

Scott A. Smith
Director of Finance and Administration

Recorded by:

Trish Harris
City Clerk

Background:

This ordinance appropriates funding for an amendment to the engineering design services portion of the contract with Wright/Pierce Engineers for necessary improvements at the Somersworth Wastewater Treatment Facility.

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

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

City of Somersworth – Ordinance 4-18

History

First Read Date:	02/05/2018	Tabled:	
Public Hearing:		Removed From Table:	
Second Read:			

Action

Councilor _____ moved for adoption, seconded by Councilor _____.

Discussion

Surrounding Community Rate Comparison – Current Rates:

	<u>Water/Unit</u>	<u>Sewer/Unit</u>
Somersworth	\$4.40	\$6.05
Dover	\$4.98	\$8.52
Rochester	\$5.29	\$6.52
Portsmouth < 10 Units	\$4.15	\$12.73
Portsmouth > 10 Units	\$5.00	\$14.00

Voting Record		YES	NO
Ward 1 Councilor	Pepin		
Ward 2 Councilor	Vincent		
Ward 3 Councilor	Dumont		
Ward 4 Councilor	McCallion		
Ward 5 Councilor	Messier		
At Large Councilor	Witham *		
At Large Councilor	Sprague		
At Large Councilor	Cameron		
At Large Councilor	Levasseur		
TOTAL VOTES:			
On / / . Ordinance 4-18		PASSED	FAILED



City of Somersworth – Resolution

Resolution No: 22-18

TO AUTHORIZE THE CITY MANAGER TO AMEND THE CONTRACT WITH WRIGHT PIERCE ENGINEERS OF PORTSMOUTH, NH TO INCLUDE ADDITIONAL ENGINEERING SERVICES AT THE SOMERSWORTH WASTEWATER TREATMENT FACILITY.

February 5, 2018

WHEREAS, The City Council adopted Resolution 19-17 to authorize the City Manager to contract with Wright Pierce Engineers for an amount not to exceed \$343,800 (Three Hundred Forty Three Thousand Eight Hundred dollars) to provide engineering services to provide a plant facility assessment and engineering and design specifications for facility improvements at the Wastewater Treatment Facility, and

WHEREAS, the plant facility assessment identified additional improvements such as a third clarifier, return sludge pumping and grinding systems, aeration tank upgrades, and building improvements that weren't included in the original scope of work, and

WHEREAS, Wright Pierce Engineers has provided the City a proposal to provide engineering and design services for the additional improvements at a cost of \$519,200 (Five Hundred Nineteen Thousand Two Hundred dollars) which would increase the total contract to an amount not to exceed \$863,000 (Eight Hundred Sixty Three Thousand dollars) ;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to amend the contract with Wright Pierce Engineers of Portsmouth, NH to include additional engineering services at the Somersworth Wastewater Treatment Facility for an amount of \$519,200 (Five Hundred Nineteen Thousand Two Hundred dollars) thereby increasing the total contract to an amount not to exceed \$863,000 (Eight Hundred Sixty Three Thousand dollars), and to take any other action related to this contract determined to be in the best interest of the City.

Authorization

Sponsored by Councilors:

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

Approved:

City Attorney

City of Somersworth – Resolution 22-18

History

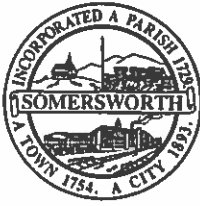
First Read Date:	02/05/2018	Tabled:	
Public Hearing:		Removed From Table:	
Second Read:			

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	Messier		
At Large Councilor	Witham		
At Large Councilor	Sprague *		
At Large Councilor	Cameron		
At Large Councilor	Levasseur		
TOTAL VOTES:			
On / / . Resolution 22-18		PASSED	FAILED



City of Somersworth – Resolution

Resolution No: 23-18

TO AUTHORIZE THE CITY MANAGER TO ENTER INTO THE CONTRIBUTION ASSURANCE PROGRAM WITH PRIMEX OF CONCORD, NH FOR PROPERTY AND LIABILITY INSURANCE.

February 5, 2018

WHEREAS, the City of Somersworth contracts with PRIMEX of Concord, NH to provide property and liability insurance coverage, and

WHEREAS, PRIMEX offers a contribution assurance program whereby if the City agrees to extend the contract for coverage for an additional 3 (three) years, PRIMEX will agree that any annual rate increases will not exceed 7%, and

WHEREAS, city staff reviewed this proposal with the Finance Committee and they support this proposal,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to enter into the contribution assurance program with PRIMEX of Concord, NH for property and liability insurance and extend our contract for coverage for an additional three years.

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

City of Somersworth – Resolution 23-18

History

First Read Date:	02/05/2018	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	Messier		
At Large Councilor	Witham		
At Large Councilor	Sprague *		
At Large Councilor	Cameron		
At Large Councilor	Levasseur		
TOTAL VOTES:			
On / / . Resolution 23-18		PASSED	FAILED



City of Somersworth – Resolution

Resolution No: 24-18

TO AUTHORIZE THE CITY MANAGER TO ORDER ONE SUV STYLE POLICE CRUISER WHICH WILL BE FUNDED BY A LEASE PURCHASE AGREEMENT.

February 5, 2018

WHEREAS the City of Somersworth's Capital Improvement Plan proposes a replacement schedule for police cruisers to maintain fleet integrity and reduce maintenance costs, and

WHEREAS the Somersworth City Council has an established goal whereby they may review and approve a priority list of CIP (capital improvement plan) items earlier than the actual FY budget approval process is complete in order to allow timely ordering, and

WHEREAS, the Somersworth City Council would like to improve the fleet of police cruisers by maintaining the replacement of traditional sedan style cruisers with a more modern SUV style of police cruiser.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to order one new "SUV" style police cruiser which will be funded in the FY2019 budget through a lease purchase arrangement.

Authorization

Sponsored by Councilors:

Martin Pepin
Edward Levasseur
Kenneth S. Vincent

Approved:

City Attorney

City of Somersworth – Resolution 24-18

History

First Read Date:	02/05/2018	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	Messier		
At Large Councilor	Witham		
At Large Councilor	Sprague		
At Large Councilor	Cameron		
At Large Councilor	Levasseur		
TOTAL VOTES:			
On / / . Resolution 24-18		PASSED	FAILED