



CITY OF SOMERSWORTH  
AGENDA FOR MONDAY, OCTOBER 28, 2019

7:00pm City Council Meeting

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1. Roll Call of Members
2. Pledge of Allegiance
3. Public Hearings
  - A. **Ordinance No. 10-20** - To Amend Chapter 29 Administrative Code, to Reassign the Responsibility of Maintaining Parks and Recreational Facilities and Grounds to the Department of Public Works
  - B. Community Revitalization Tax Relief Incentive Program Application, City Ordinance Chapter 31 Somedowntown LLC., 8 Government Way
4. Comments by Visitors
5. Consent Calendar
  - A. Approve Minutes of the Workshop – NH DOT Presenting the Road Safety Audit of Old Rochester Road and Blackwater Road held on October 7, 2019
  - B. Approve Minutes of the City Council Meeting held on October 7, 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 Confirmation Vote
    - a. Jason Barry, from Alternate Member to Full Member of the Planning Board, with a term to expire, October 2022
    - b. Lindsey Gagnon, from Alternate Member to Full Member of the Historic District Commission, with term to expire, October 2022

13. Lay on the Table

14. Unfinished Business

ORDINANCES

- A. **Ordinance No. 10-20** - To Amend Chapter 29 Administrative Code, to Reassign the Responsibility of Maintaining Parks and Recreational Facilities and Grounds to the Department of Public Works

15. New Business

ORDINANCES

- A. **Ordinance No. 11-20** - Supplemental Appropriation for Additional Improvements to Maple Wood Elementary School Funded by State Building Aid
- B. **Ordinance No. 12-20** - To Amend Chapter 20, Building Codes, Section 20.L, Fees, Fines, and Penalties, and Add Appendix A, Fee Schedule

RESOLUTIONS

- A. **Resolution No. 18-20** - City Council Commitment to Support the Veterans Memorial at Stein Park by Pledging to Provide the Balance of Funding Required at the Conclusion of the Veterans Park Commission's Fund-Raising Campaign

OTHER

- A. Vote on Community Revitalization Tax Relief Incentive Program Application, City Ordinance Chapter 31, Somedowntown LLC., 8 Government Way
- B. Vote for Re-adoption of the City of Somersworth Investment Policy
- C. Vote on sale of City Surplus Property – Vehicles, per Administrative Code, Chapter 29, Section 8.5 Disposal of City Property

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: 10-20

**TO AMEND CHAPTER 29 ADMINISTRATIVE CODE TO REASSIGN THE RESPONSIBILITY OF MAINTAINING PARKS AND RECREATIONAL FACILITIES AND GROUNDS TO THE DEPARTMENT OF PUBLIC WORKS**

October 7, 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 Section 29.3.6.12A and Section 29.3.6.16 as follows:

### Section 29.3.6.12A Division of Recreation

The Division of Recreation shall:

- a) Provide recreational programs for the residents of the City and others, as authorized.
- b) Perform such other related duties as may be assigned.

### Section 29.3.6.16 Division of Public Works

The Division of Public Works shall be responsible for all the physical structures and facilities of the City not assigned to another organizational body. The Division of Public Works will coordinate operations in Forest Glade Cemetery with the board of Cemetery Trustees. In addition, the Division of Public Works shall:

- a) Repair, maintain, construct and operate the public streets, bridges, sidewalks and rights-of-way of the City.
- b) Repair, maintain, construct and operate the storm and sanitary sewer systems of the City.
- c) Maintain City buildings and land except as may be assigned to another department, and to maintain all City parks and recreational facilities and grounds not otherwise assigned. (Amended 06/06/2016.)
- d) Provide specific maintenance assistance in the Forest Glade Cemetery as mutually agreed upon with the Cemetery Trustees.
- e) Maintain and repair all City mechanical equipment except items for which other maintenance arrangements have been made.
- f) Direct and maintain the equipment maintenance records for all motor vehicles and equipment.
- g) Provide lubricants, fuel and other vehicle consumables for authorized vehicles on a reimbursement basis.
- h) Perform such other related duties as may be assigned.

This Ordinance shall take effect upon its passage.

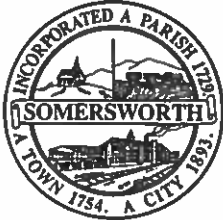
<b>Authorization</b>	
<i>Sponsored by Councilors:</i> Martin P. Dumont, Sr. David A. Witham Nancie Cameron Edward LeVasseur	<i>Approved:</i> City Attorney

**City of Somersworth – Ordinance 10-20**

<b>History</b>			
First Read Date:	10/07/2019	Tabled:	
Public Hearing:	10/28/2019	Removed From Table:	
Second Read:	10/28/2019		

**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	Austin		
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 10-20		<b>PASSED</b>	<b>FAILED</b>



## City of Somersworth – Ordinance

Ordinance No: 11-20

### **SUPPLEMENTAL APPROPRIATION FOR ADDITIONAL IMPROVEMENTS TO MAPLE WOOD ELEMENTARY SCHOOL FUNDED BY STATE BUILDING AID**

October 28, 2019

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

The annual budget for the City of Somersworth for Fiscal Year 2019-2020 is amended as follows:

Appropriate \$669,865 from unanticipated School Department Revenue, State Building Aid, as follows:

Original Budget	Amendment	Revised Budget
\$26,103,113	\$669,865	\$26,772,978

Approved as to Funding:

Recorded by:

Scott A. Smith  
Director of Finance and Administration

Trish Harris  
City Clerk

#### Background:

This Ordinance appropriates funding for improvements to Maple Wood Elementary School, with funding provided by the State of New Hampshire through School Building Aid. The total amount of Building Aid to complete the improvements is \$1,835,649. The School will receive a distribution of \$669,865 this fiscal year, and a distribution of \$1,165,784 next fiscal year.

*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

##### *Sponsored by Councilors:*

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

##### *Approved:*

City Attorney

**City of Somersworth – Ordinance 11-20**

**History**

First Read Date:	10/28/2019	Tabled:	
Public Hearing:		Removed From Table:	
Second Read:			

**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	Austin		
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 11-20	<b>PASSED</b>	<b>FAILED</b>



**City of Somersworth – Ordinance**

Ordinance No: 12-20

**TO AMEND CHAPTER 20, BUILDING CODES, SECTION 20.L, FEES, FINES, AND PENALTIES, AND ADD APPENDIX A, FEE SCHEDULE**

October 28, 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:

Delete Sections 20.L.1, 20.L.2, 20.L.3, 20.L.4, 20.L.6, 20.L.7, in their entirety,

and Add the following:

**20.L.1.1 BUILDING PERMIT FEE SCHEDULE**

See Appendix A

**20.L.1.2 COMMERCIAL/INDUSTRIAL–THIRD PARTY INSPECTIONS**

Third party inspections may be required as determined by the City Engineer, Code Enforcement Officer, City Planner or, Fire Chief or their appointees. These inspections are, but not limited to: compaction, slump, torque, welding, structural, loading, lighting, drainage, subsurface waste, water treatment, pollution, and fire safety. The expense of such third party inspections is the responsibility of the applicant.

Add Appendix A

Chapter 20 Appendix A

<b>SERVICES:</b>	<b>FY 20 FEES</b>
<b>BUILDING PERMIT FEES:</b>	
Residential 1 & 2 Family Dwellings: •Single < 4,000 sqft •2 Family <8,000 sqft	Application fee of \$25.00
Residential Construction or Alteration with labor cost	\$9.00 per thousand dollars
Residential Construction or Alteration without labor cost	\$12.00 per thousand dollars
Estimate cost first floor (w/an unfinished basement or crawl space)	\$50.00/sqft
Estimate cost other finished areas	\$40.00/sqft
Estimate cost other unfished areas	\$30.00/sqft
Estimate cost first floor on a slab or over finished basement	\$40.00/sqft
Commercial/Industrial	\$9.00 per thousand plus \$25.00

Construction/Renovation	application fee
<b>DEMOLITION PERMIT FEES:</b>	
Demolition Application Fee	\$35.00 Structure
<b>PLUMBING PERMIT FEES:</b>	
Residential Application Fee	\$25.00
Residential Install, Add or Change Water Distribution Fee	\$10.00
Residential Install, Add or Change Water Piping Fee	\$10.00
Residential Boiler & Associated Plumbing for Hot Water Heating Fee	\$10.00 per thousand dollars
Residential Fixtures Fee * See list below	\$5.00/fixture
Commercial Application Fee	\$9.00 per thousand dollars plus \$25.00 application fee
<b>MECHANICAL PERMIT FEES:</b>	
Mechanical Permit Application Fee	\$9.00 per thousand dollars plus \$25.00 application fee
<b>SUBSURFACE SEWER DISPOSAL, INSTALLATION OR REPAIR PERMIT FEES:</b>	
Subsurface sewer disposal, installation or repair permit fee	\$35.00
<b>ELECTRICAL PERMIT FEES:</b>	
<b>Residential Service Installations or Upgrades:</b>	
• <100 amp service	\$7.00 plus \$25.00 application fee
• >100 – 400 amp	\$10.00 plus \$25.00 application fee
• >400 – 800 amp	\$12.00 plus \$25.00 application fee
• >800 – 1000 amp	\$15.00 plus \$25.00 application fee
• >1000 amp	\$18.00 plus \$25.00 application fee
<b>Residential Meter Installation:</b>	
• Domestic	\$5.00 plus \$25.00 application fee

<b>SERVICES:</b>	<b>FY 20 FEES</b>
• Quick Recovery	\$5.00 plus \$25.00 application fee
• Off Peak	\$5.00 plus \$25.00 application fee
• Primary	\$5.00 plus \$25.00 application fee
• Power	\$5.00 plus \$25.00 application fee
• Temporary Service	\$15.00 plus \$25.00 application fee
<b>Residential Switches:</b>	
• Standard	\$1.00 plus \$25.00 application fee
• With Light	\$1.00 plus \$25.00 application fee
• Generator transfer	\$5.00 plus \$25.00 application fee
<b>Fixtures:</b>	
• Standard incandescent	\$1.00 each plus \$25.00 application fee
• Standard fluorescent	\$1.00 each plus \$25.00 application fee
• 4 light tube fluorescent	\$3.00 each plus \$25.00 application fee
• Sign	\$10.00 each plus \$25.00 application fee



• Suspended ceiling fixture	\$3.00 plus \$25.00 application fee
• Smoke and/or CO detector	\$3.00 each (\$25.00 max) plus \$25.00 application fee
• Neon, LED sign, strip rope lighting	\$3.00 plus \$25.00 application fee
<b>Outlets:</b>	
• Duplex, Quadruple or GFCI	\$1.00 each plus \$25.00 application fee
• Hi-Intensity Lighting	\$10.00 each plus \$25.00 application fee
• Power (special i.e. generator) less than 10 KW	\$10.00 plus \$25.00 application fee
• Power (special i.e. generator) 10 – 25 KW	\$16.00 plus \$25.00 application fee
• Power (special i.e. generator) more than 25 KW	\$24.00 plus \$25.00 application fee
<b>Baseboard Heat:</b>	
• < 10 KW	\$3.00 plus \$25.00 application fee
• 10 – 25 KW	\$5.00 plus \$25.00 application fee
• > 25K W	\$.50 per KW plus \$25.00 application fee
<b>Equipment:</b>	
• Solar Photovoltaic Array	\$2.00 per panel plus \$25.00 application fee
• Microwave, Disposal, Dishwasher, Exhaust Fan, Oven, Range/Oven Combo, Warmer Table, Surface Range, Washing Machine, Clothes Dryer, Hot Water Heater, Air Conditioner, Oil Burner, Electrical Furnace, Motors less than ½ hp	\$5.00 plus \$25.00 application fee
<b>Transformers:</b>	
• Up to 25 KVA	\$10.00 plus \$25.00 application fee
• 25 KVA and Over	\$25.00 plus \$25.00 application fee
• Commercial work and installations	\$9.00 per thousand dollars plus \$25.00 application fee

\* Fixtures are, but not limited to the following:

- |                     |                         |
|---------------------|-------------------------|
| Stacks              | Sill Cocks              |
| Sinks               | Showers                 |
| Bath Tubs           | Urinal                  |
| Water Closet        | Catch Basin             |
| Lavatory            | Dishwasher              |
| Water Heaters       | Humidifier              |
| Water Storage Tanks | Kitchen Disposal        |
| Laundry Tray        | Clothes Washer          |
| Floor Drains        | Special Wastes          |
| Sewage Ejector      | Rainwater Leaders       |
| Drinking Fountain   | Main backflow preventer |
| Pump                | Miscellaneous Fixtures  |

This Ordinance shall take effect upon its passage.

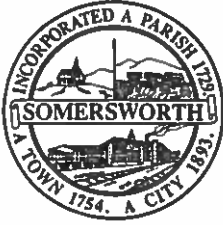
<b>Authorization</b>	
<i>Sponsored by Councilors:</i> David A. Witham Dale R. Sprague Martin Pepin Martin P. Dumont, Sr.	<i>Approved:</i> City Attorney

**City of Somersworth – Ordinance 12-20**

<b>History</b>			
First Read Date:	10/28/2019	Tabled:	
Public Hearing:		Removed From Table:	
Second Read:			

**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	Austin		
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 12-20		<b>PASSED</b>	<b>FAILED</b>



## City of Somersworth – Resolution

Resolution No: 18-20

**CITY COUNCIL COMMITMENT TO SUPPORT THE VETERANS MEMORIAL AT STEIN PARK BY PLEDGING TO PROVIDE THE BALANCE OF FUNDING REQUIRED AT THE CONCLUSION OF THE VETERANS PARK COMMISSION'S FUND-RAISING CAMPAIGN**

October 28, 2019

WHEREAS, on June 4, 2018, Mayor Dana S. Hilliard announced the formation of the Veterans Park Commission to re-design 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 City Council adopted Resolution 2-20 to authorize the City Manager to contract with Ironwood Design Group to provide final design services for a Veteran's Memorial at Stein Park, and

WHEREAS, the City, through the Veterans Park Commission, has embarked on a fund-raising campaign to partner with local businesses and citizens in an effort to construct this living tribute and make it a reality, and

WHEREAS, the City Council wants to demonstrate their support to all those who wish to contribute to this Veterans Memorial by pledging to provide the balance of funding required at the conclusion of the fund-raising campaign and move expeditiously toward the completion of this lasting Memorial,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT that the City Council is committed to support the development of the Veterans Memorial at Stein Park and pledges to provide the balance of funding required at the conclusion of the Veterans Park Commission's fund-raising campaign.

### Authorization

*Sponsored by:*

Mayor Dana S. Hilliard  
Martin P. Dumont, Sr.  
Martin Pepin  
Nancie Cameron  
Richard R. Michaud  
Kenneth S. Vincent

*Approved:*

City Attorney

**City of Somersworth – Resolution 18-20**

**History**

First Read Date:	10/28/2019	Tabled:	
Public Hearing:		Removed From Table:	
Second Read:			

**Discussion**

<b>Voting Record</b>		<b>YES</b>	<b>NO</b>
Ward 1 Councilor	Pepin		
Ward 2 Councilor	Vincent		
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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 18-20		<b>PASSED</b>	<b>FAILED</b>