



**ROCHESTER CITY COUNCIL SPECIAL MEETING**  
**April 15, 2014**  
**CITY COUNCIL CHAMBERS**  
**7:00 PM**

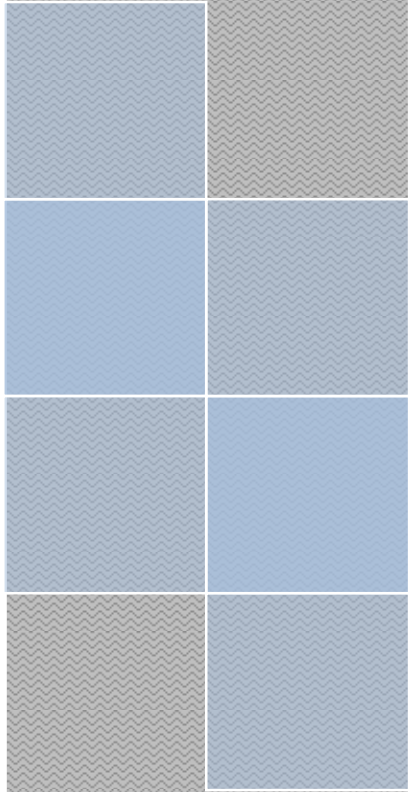
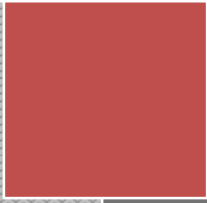
**AGENDA**

1. Call to Order
  2. Amendment to Ordinances Repealing Chapter 42 of the General Ordinances of the City of Rochester and Adopting a New Comprehensive Zoning Ordinance to be known as Chapter 42 of the General Ordinances of the City of Rochester, in its Stead **First Reading** P. 5
    - Public Hearing Notice P. 9
    - Recommendations From Codes and Ordinances Committee P. 11
    - March 27, 2014, Special Codes and Ordinances Committee P. 21
    - April 3, 2014, Special Codes and Ordinances Committee P. 33
  3. Resolution Adopting a 2014-2015 Rochester CDBG “Action Plan” for the City of Rochester, New Hampshire and Approving and Appropriating the 2014-2015 **First Reading and Refer to a Public Hearing** P. 47
    - Public Hearing Notice P. 53
    - Action Plan Draft P. 55
  4. Information about Recommended City Funding for Public Services – General Fund Fiscal Year 2014 - 2015 P. 63
  5. Adjournment
- 

**ROCHESTER CITY COUNCIL PUBLIC HEARING**  
**April 15, 2014**  
**COUNCIL CHAMBERS**  
***(Immediately following Special City Council Meeting)***

**AGENDA**

1. Call to Order



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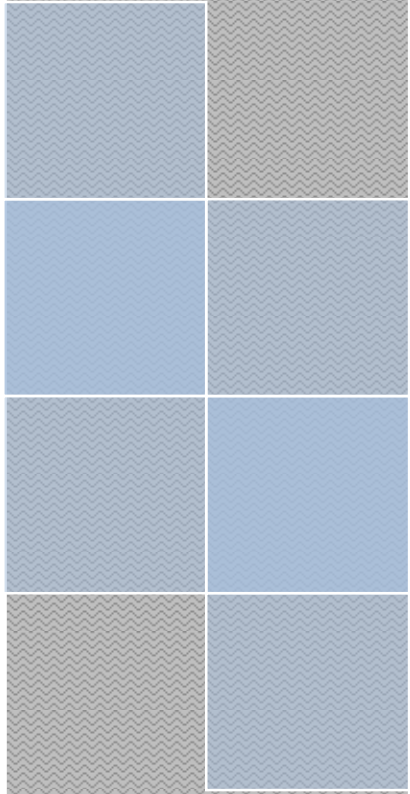
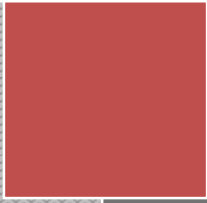


2. **Amendment to Ordinances Repealing Chapter 42 of the General Ordinances of the City of Rochester and Adopting a New Comprehensive Zoning Ordinance to be known as Chapter 42 of the General Ordinances of the City of Rochester, in its Stead P. 5**
  3. **Adjournment**
- 

**ROCHESTER CITY COUNCIL WORKSHOP**  
**April 15, 2014**  
**CITY COUNCIL CHAMBERS**  
***(Immediately following Public Hearing)***

**AGENDA**

1. **Call to Order**
2. **Public Input**
3. **Communications from the City Manager**
  - 3.1 **City Manager's Report P. 65**
  - 3.2 **City Manager's Presentation of Fiscal Year 2015 O&M and CIP Budget**
4. **Communications from the Mayor**
5. **Amendment to Ordinances Repealing Chapter 42 of the General Ordinances of the City of Rochester and Adopting a New Comprehensive Zoning Ordinance to be known as Chapter 42 of the General Ordinances of the City of Rochester, in its Stead – Discussion P. 5**
6. **Department Reports P. 79**
7. **Other**
8. **Adjournment**



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**AMENDMENT TO ORDINANCES**  
**REPEALING CHAPTER 42**  
**OF THE GENERAL ORDINANCES OF THE CITY OF ROCHESTER**  
**AND ADOPTING A NEW COMPREHENSIVE ZONING ORDINANCE,**  
**TO BE KNOWN AS CHAPTER 42 OF THE GENERAL ORDINANCES**  
**OF THE CITY OF ROCHESTER, IN ITS STEAD**

THE CITY OF ROCHESTER ORDAINS:

**I.** That Chapter 42 of the General Ordinances of the City of Rochester, as presently amended and enacted as of April 1, 2014, is hereby repealed in its entirety, and a new comprehensive zoning ordinance, in the form set forth and annexed hereto as **EXHIBIT A** (the text of the proposed new Chapter 42) and **EXHIBIT B** (proposed new Official Zoning Map(s) for the City of Rochester) including the tables and map(s) included therein, whether by specific inclusion therein or by inclusion by reference thereto is adopted in its stead, said comprehensive zoning ordinance to be known as Chapter 42 of the General Ordinances of the City of Rochester.

**II.** That the City Clerk, or her designee, is hereby authorized to format and/or reformat the aforesaid new Chapter 42 of the General Ordinances of the City of Rochester, in its form as herein adopted, in a manner consistent and/or compatible with the formatting utilized in the existing General Ordinances of the City of Rochester, of which such new Chapter 42 will hereinafter constitute a part.

**III.** That the new Chapter 42 of the General Ordinances of the City of Rochester shall take effect upon its passage.

# **EXHIBIT A**

to

**“AMENDMENT TO ORDINANCES  
REPEALING CHAPTER 42  
OF THE GENERAL ORDINANCES OF THE CITY OF ROCHESTER  
AND ADOPTING A NEW COMPREHENSIVE ZONING ORDINANCE,  
TO BE KNOWN AS CHAPTER 42 OF THE GENERAL ORDINANCES  
OF THE CITY OF ROCHESTER, IN ITS STEAD”**

**TEXT OF PROPOSED NEW CHAPTER 42  
of the General Ordinances of the City of Rochester**

# **EXHIBIT B**

to

**“AMENDMENT TO ORDINANCES**  
**REPEALING CHAPTER 42**  
**OF THE GENERAL ORDINANCES OF THE CITY OF ROCHESTER**  
**AND ADOPTING A NEW COMPREHENSIVE ZONING ORDINANCE,**  
**TO BE KNOWN AS CHAPTER 42 OF THE GENERAL ORDINANCES**  
**OF THE CITY OF ROCHESTER, IN ITS STEAD**

**PROPOSED NEW OFFICIAL ZONING MAP(S) FOR THE CITY OF ROCHESTER**  
**See Article I (J) of Chapter 42 of the General Ordinances of the City of Rochester**



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**CITY OF ROCHESTER**  
**NOTICE OF PUBLIC HEARING**

Notice is hereby given that the Rochester City Council will conduct a Public Hearing on Tuesday, April 15, 2014 at 7:00 p.m. in the City Council Chambers, City Hall, 31 Wakefield Street, Rochester, NH, relative to the following matter:

**AMENDMENT TO ORDINANCES**  
**REPEALING CHAPTER 42**  
**OF THE GENERAL ORDINANCES OF THE CITY OF ROCHESTER**  
**AND ADOPTING A NEW COMPREHENSIVE ZONING ORDINANCE,**  
**TO BE KNOWN AS CHAPTER 42 OF THE GENERAL ORDINANCES**  
**OF THE CITY OF ROCHESTER, IN ITS STEAD**

This amendment, if adopted, would repeal the provisions of Rochester's current zoning ordinance, Chapter 42 of the General Ordinances of the City of Rochester, in its entirety, and would adopt, in its stead, a new comprehensive zoning ordinance applicable throughout the City of Rochester, to be known as Chapter 42 of the General Ordinances of the City of Rochester. The new comprehensive zoning ordinance (Chapter 42), would, among other things:

- (a) abolish all existing zoning districts in the City and replace them with a new scheme of zoning district classification throughout the City;
- (b) establish a revised scheme of the permitted and non-permitted uses in each new zoning district;
- (c) establish a new set of definitions for terms used in the new zoning ordinance for use in connection with the administration, interpretation, and enforcement of such new zoning ordinance;
- (d) establish new standards, requirements and/or regulations relative to such matters as lot size, building and other set-backs; signage; required parking; and other matters;
- (e) establish new Official Zoning Map(s) for the City of Rochester; and
- (f) make numerous significant additional changes to the zoning provisions that would be applicable to properties in the City of Rochester.

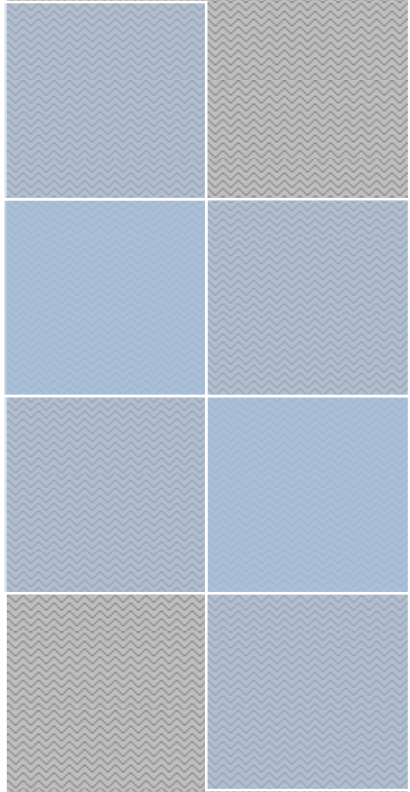
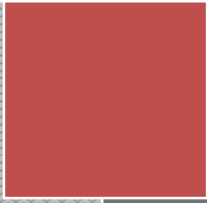
Copies of the proposed ordinance amendment entitled "Amendment to Ordinances Repealing Chapter 42 of the General Ordinances of the City of Rochester and Adopting a New Comprehensive Zoning Ordinance, to be known as Chapter 42 of the General Ordinances of the City of Rochester, in its stead", including **EXHIBIT A** (the text of the proposed new Chapter 42) and **EXHIBIT B** (proposed new Official Zoning Map(s) for the City of Rochester) are available in the City Clerk's Office.

The **PUBLIC HEARING** on the above matter will be conducted by the Mayor and City Council in the City Hall, City Council Chambers, 31 Wakefield Street, Rochester, New Hampshire.

Citizens are invited to attend the **PUBLIC HEARING** and to ask questions or otherwise speak on the proposal.

Persons with disabilities requesting accommodations should contact the City Clerk's Office, (tel. 332-2130) on or before April 14, 2014 in order to make arrangements.

Kelly Walters,  
Rochester, City Clerk



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**Draft :**

**Codes and Ordinances Recommendations from the March 27, 2014 and April 3, 2014, Special Codes and Ordinances Committee Meetings**

**Recommendation 1:**

**Removal of Density Rings and Rezoning of Chesley Hill Road to Residential (1) in the Comprehensive Rezoning Proposal**

Councilor Varney **MOVED** to recommend to the full City Council that the Mitchell Property located on the south westerly end of Chesley Hill Road, which is currently being proposed as Residential (2), in the Comprehensive Rezoning Proposal, be reverted back to Residential (1). Additionally, all language pertaining to the density rings be removed from the Comprehensive Rezoning proposal along with the density rings on the map. Councilor Gates seconded the motion. The **MOTION CARRIED** by a 6 to 0 roll call vote. Councilors Kittredge, Gates, Lauterborn, Varney, Lachapelle, and Mayor Jean voted in favor of the motion. ***Please note: an additional recommendation has been made to place the density rings back in the Comprehensive Rezoning Proposal, which can be found under Recommendation 4.***

**Recommendation 2:**

**Labrador Drive and Fillmore Blvd reverted back to Residential (1) in the Comprehensive Rezoning Proposal**

Mayor Jean **MOVED** to recommend to the full City Council that Labrador Drive, currently being proposed as Neighborhood Mixed Use, be reverted back to Residential (1), and that Fillmore Blvd., currently being proposed as Highway Commercial, be reverted back to Residential (1), in the Comprehensive Rezoning Proposal. Councilor Lachapelle seconded the motion. The **MOTION CARRIED** by a 6 to 0 roll call vote. Councilors Lauterborn, Gates, Varney, Kittredge, Lachapelle, and Mayor Jean voted in favor of the motion.

**Recommendation 3:**

**Retain the Special Downtown Review Process in the Comprehensive Rezoning Proposal**

Councilor Lauterborn **MOVED** to recommend to the full City Council that the Special Downtown Review Process be retained in the Comprehensive Rezoning Proposal. Councilor Gates seconded the motion. Mr. Sylvain gave some insight to why this was changed; however, he did not object to the motion made by Councilor Lauterborn. The **MOTION CARRIED** by a unanimous voice vote.

#### **Recommendation 4:**

##### **Amendment to the Comprehensive Rezoning Proposal, Article XIX – Dimensional Regulations, Section 8 – Density Rings**

Councilor Varney referred to Article XIX – Dimensional Regulations, Section 8 – Density Rings. He **MOVED** to recommend to the full City Council that the following amendment be made:

Density Rings. The density rings are shown on the Official City of Rochester Map that is adopted as part of this Ordinance **and only apply to multi-family dwellings/developments.** The rings are defined as follows:

The ~~minimum lot area and~~ minimum lot area per dwelling unit with a one and one-half (1 1/2) mile radius of the center of Rochester, shall be 5,000 square feet. The minimum lot area and minimum lot area per dwelling unit outside of the one and one-half (1 1/2) mile radius of the center of Rochester, shall be 7,500 square feet.

The ~~minimum lot area and~~ minimum lot area per dwelling unit within a one-half (1/2) mile radius of the center of Gonic and East Rochester shall be 5,000 square feet. The minimum lot area and minimum lot area per dwelling unit outside of the one-half (1/2) mile radius of the center of Gonic and East Rochester, shall be 7,500 square feet.

Any lot that is partially within the radius of a density ring shall be treated as if it were entirely within the radius of the density ring. Councilor Gates seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

#### **Recommendation 5:**

##### **Amendment to Article II, Definitions of Dwellings: Dwellings Multifamily; Dwelling, Apartment Building; and Dwelling, Multifamily.**

Councilor Varney **MOVED** to recommend to the full City Council that Article II, Definitions, be amended pertaining to the definition of multifamily units, be increased from (3) to (5) in the following definitions in the Comprehensive Rezoning Proposal:

- Development, Multifamily ~~three (3)~~ **five (5)**
- Dwelling, Apartment Building ~~three (3)~~ **five (5)**
- Dwelling, Multifamily ~~three (3)~~ **five (5)**

Councilor Gates seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

### **Recommendation 6:**

#### **Amendment to the Comprehensive Rezoning Proposal Map – Reinsert all Density Rings**

Councilor Varney **MOVED** to recommend to the full City Council to reinsert the Density Rings in the Comprehensive Rezoning map. *He noted that the language had been modified in Recommendation 4.* Councilor Gates seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

### **Recommendation 7:**

#### **Amendment to Article II, Definitions, relative to Minimum Lot Area and Minimum Lot Area per Dwelling Unit in the Comprehensive Rezoning Proposal**

Councilor Varney **MOVED** to recommend to the full City Council that Article II, Definitions Minimum Lot Area [pages 17 and 18], be amended as follows:

Minimum Lot Area: The computed area contained within a lot that meets the Dimensional Standards of the Zoning Ordinance excluding very poorly drained soils and steep slopes greater than 25%. ~~Twenty-Five percent (25%) of poorly drained soils may be used to fulfill the minimum lot area. For example, if there was a 20 acre parcel and 10 acres were useable upland and 10 acres were poorly drained soils, you would be able to use 2.5 acres of poorly drained soils to use toward the minimum lot area. Therefore, you would have total of 12.5 acres of minimum lot area.~~

Minimum Lot Area per Dwelling Unit: The computed area contained within a lot for each additional dwelling unit that meets the Dimensional Standards of the Zoning Ordinances excluding very poorly drained soils and steep slopes greater than 25%. ~~Twenty-Five percent (25%) of poorly drained soils may be used to fulfill the minimum lot area per dwelling unit. For example, if there was a 20 acre parcel and 10 acres were useable upland and 10 acres were poorly drained soils, you would be able to use 2.5 acres of the poorly drained soils to put toward the minimum lot area per dwelling unit. Therefore, you would base you density on 12.5 acres.~~

Councilor Gates seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

### **Recommendation 8:**

#### **Amendment to Article II Definitions, Solid Waste Facility [page 25] in the Comprehensive Rezoning Proposal**

Councilor Varney **MOVED** to recommend to the full City Council that the second paragraph under definitions of Article II, pertaining to Solid Waste Facility, be amended as shown below:

...Solid waste facility includes, **but is not limited to**, composting facility, junkyard, and recycling facility.

Councilor Gates seconded the motion. Councilor Lachapelle requested to be recused from the vote. The **MOTION CARRIED** by a unanimous voice vote, with Councilor Lachapelle abstaining.

### **Recommendation 9:**

#### **Amendment to Article XX, Standards for Specific Permitted Uses, Removal of the description of a Townhouses [#13]**

Councilor Varney stated that the definition of a Townhouse should be removed from the ordinance since the term would no longer be utilized in the Comprehensive Rezoning Proposal. He **MOVED** that Article XX, Standards for Specific Permitted Uses, Townhouses [# 13] be removed. *This can be found in Article II, page 5, of the Comprehensive Rezoning Proposal document.* Councilor Gates seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

### **Recommendation 10:**

#### **Amendment to Article XXI, Conditions for Particular Uses, Assisted Living Facility**

Councilor Varney **MOVED** to recommend to the full City Council that the permitted density for an Assisted Living Facility, be increased by 1 ¼ times that otherwise would be permitted for residential uses in the district, in the Comprehensive Rezoning Proposal. *This can be found under Article XXI, Conditions for Particular Uses, Assisted Living Facilities, page 4.*

Councilor Gates seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

#### **Recommendation 11:**

##### **Amendment to Article XXI Conditions for Particular Uses, Nursing Home**

Councilor Varney **MOVED** to recommend to the full City Council that the permitted density for a Nursing Home be increased by 1 ¼ times that otherwise would be permitted for residential uses in the district. *This can be found under Article XXI, page 6.*

Councilor Gates seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

#### **Recommendation 12:**

##### **Amendment to Article XXI, Conditions for Particular Uses, Senior Housing**

Councilor Varney **MOVED** to recommend to the full City Council that the following statement be **removed** from Senior Housing: The permitted density shall be that of 1 ¼ times that otherwise would be permitted for residential uses in the district. *This can be found under Article XXI, page 7.* Councilor Gates seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

#### **Recommendation 13:**

##### **Amendment to Article XXVIII, Performance Standards, Waste Disposal**

Councilor Varney **MOVED** to recommend to the full City Council that Article XXVIII, Performance Standards, Waste Disposal [#11], Dumpsters [b], in the Comprehensive Rezoning Proposal be amended as follows:

Dumpsters. All dumpsters **associated with new applications, including changes in use** , shall be fully screened so they are not visible from a public way (road, sidewalk, footpath , trail, park, or navigable waterway owned by the City of Rochester or another governmental agency and intended to be accessible to the public. ) ~~All property owners, property managers, tenants, and businesses shall bring existing dumpsters into compliance with this requirement within 6 months of notification or as stipulated by the~~

~~Code Enforcement Officer. This provision does not apply to dumpsters used specifically for active construction projects.~~

Councilor Gates seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

#### **Recommendation 14:**

##### **Amendment to Table XXVIII [C] Food-Lodging-Public Recreation Uses**

Councilor Varney **MOVED** to recommend to the full City Council that the Lodging, Bed and Breakfast, conditional use, be amended, by removing the conditional use from Residential (1), and allow Lodging, Bed and Breakfast to be listed as a conditional use under Residential (2). Councilor Gates seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

#### **Recommendation 15:**

##### **Amendment Table XVIII [D] Industrial-Storage-Transport-Utility Uses; Junkyard and Recycle Facility**

Councilor Varney **MOVED** to recommend to the full City Council that table XVIII-D, Industrial-Storage-Transport-Utility Uses, be amended by removing the exception [E] from both the Junkyard and Recycle Facility under the Highway Commercial District column. Councilor Gates seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

#### **Recommendation 16:**

##### **Amendment to XXVIII [A] Residential Uses, by Removing Dwelling, Townhouse, from the table**

Councilor Varney **MOVED** to recommend to the full City Council that an Amendment to XXVIII [A]: Residential Uses, by removing “Dwelling, Townhouse” from the table of Residential Uses. Councilor Gates seconded the motion. The **MOTION CARRIED** by a majority voice vote.

#### **Recommendation 17:**

##### **Amendment to Article XXIII Accessory Uses – (f) Chickens, Fowl and Other Small Livestock**



Councilor Lauterborn **MOVED** to recommend to the full City Council the following amendment to Article XXIII, Accessory Uses, (f) Chickens, Fowl and Other Small Livestock:

(f) Chickens, Fowl and Other Small Livestock

iii – No area or structure for the housing, storage of manure/animal waste, of feeding of animals shall be located within—any property setback areas **20 feet of any abutting property lines;**

Councilor Lauterborn asked if this setback applies to all zones. Councilor Varney replied yes. Councilor Hamann asked if this would preclude a homeowner from raising chickens.

Councilor Lachapelle stated if the Committee did not object he would allow a comment to be made from the audience. Tom Kaczynski, resident, stated that the motions are not being made clear and the public does not know what is being voted upon this evening. Councilor Lachapelle apologized and distributed information to Mr. Kaczynski to be shared with the public. Councilor Kittredge expressed concern that more information should be sought prior to making a recommendation. Mr. Sylvain asked if someone would be able to make an appeal to the Zoning Board of Adjustment if necessary. Councilor Gates replied yes. Councilor Gates seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

#### **Recommendation 18:**

##### **Amendment to Article XXIII Accessory Uses – Fences**

Councilor Lauterborn **MOVED** to recommend to the full City Council an amendment to Article XXIII, Fences, by adding (h) and (i) as follows:

h. **No fence shall be erected that blocks or limits the existing sight distance of an abutting driveway or right-of-way. A clear vision area extending along the full width of the front lot line between side lot lines shall be maintained 10 feet from the edge of road pavement or sidewalk at 3 feet 6 inches above the driveway surface (the height of a typical driver's eyes) to points 3 feet 6 inches above the road surface in both directions.**

i. **With regard to existing fences on the effective date of this provision, which fence fails to comply with the requirements of subsections (g) or (h) of this Section, in the event that the Code Enforcement Officer, in a written administrative decision, determines that an existing fence, by virtue of this its height, location or otherwise, constitutes a hazard to public health and/or safety,**

**then such fence shall be required to comply with the requirements of said subsection (g) or (h) hereof within six (6) months of the owners official notification by the Codes Enforcement Officer of the City of Rochester of such administrative decision, failing which, the fence in question shall be removed.**

Councilor Keans questioned if this was the language reviewed by Attorney Wensley. Chief Planner Campbell replied that paragraph (h) deals with a specific matter that the Planning Board wished to address and paragraph (l) is the exact same language submitted by Attorney Wensley. Councilor Gates seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

**Recommendation 19:**

**Amendment to Boundary Lines on Highland Street**

Councilor Varney **MOVED** to recommend to the full City Council that the proposed Commercial District on Highland Street retain the same boundary lines that it does on the existing zoning map and that it be changed to Neighborhood Mixed Use. Councilor Gates seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

**Recommendation 20:**

**Amendment to Article XX Yard Sales [22]**

Councilor Varney **MOVED** to recommend to the full City Council that an amendment be made to Article XX Standards for Mixed Use Yard Sales [22] by removing the words ~~in the front yard~~, which means it cannot be left out overnight. Councilor Gates seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

**Recommendation 21:**

**Amendment to North Main Street revert back to Residential (1)**

Councilor Gates **MOVED** to recommend to the full City Council that the proposed Neighborhood Mixed Use on North Main Street be changed to Residential (1) in the Comprehensive Rezoning Proposal. Councilor Varney seconded the motion. Mr. Sylvain advised the Committee that this motion would in effect make Carriage Hill non-conforming. It was determined that the specific area of location is to be from Strafford Square north, starting after the CPA office next to Holy Rosary Parish, up to Claire Street, *the other side of Claire Street is the Shell Station [ Highway Commercial]*, to the street prior to Holy Rosary Parish. It was further determined that Residential (1) begin at Strafford Square up to Burger King, but not including Burger King. The **MOTION CARRIED** by a unanimous voice vote.

**Recommendation 22:**

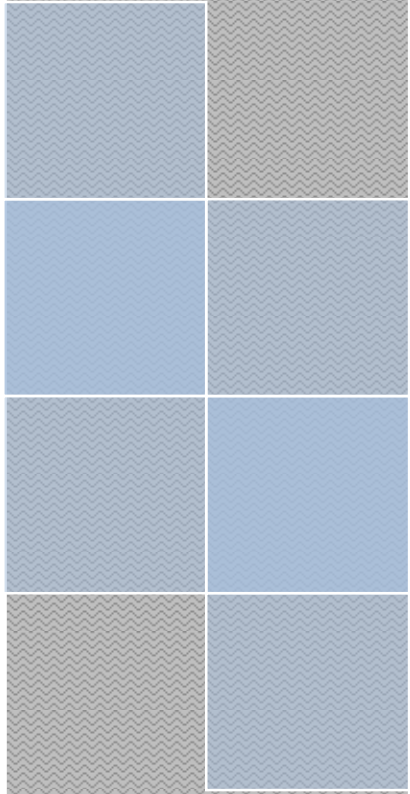
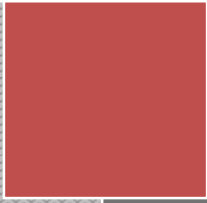
**Amendment to Article XXVIII [A] Residential Uses**

Councilor Varney stated that multifamily units are proposed as “permitted” use in the agricultural zone. He **MOVED** to recommend to the full City Council an amendment to XXVIII [A] Residential Uses, by removing the conditional use, in the Agricultural Zone, for the following dwelling uses: Multifamily Development, Multifamily, and Three & Four Family, Dwelling. This would only allow single family homes and duplexes, in the Agricultural zone, which is how the existing ordinance is written. Councilor Gates seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

**Recommendation 23:**

**Rochester Hill Road near Crocket Street**

Councilor Lauterborn **MOVED** to recommend to the full City Council that the Neighborhood Mixed Use, be reverted back to Residential (1), beginning just south of Crocket Street, traveling north on Rochester Hill Road, to the edge of the Downtown Commercial District, only on the west side, *which is located on the opposite side of Frisbie Hospital*. Councilor Gates seconded the motion. The **MOTION CARRIED** by a majority voice vote.



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**SPECIAL CODES AND ORDINANCES COMMITTEE**

Of the Rochester City Council  
**Thursday March 27, 2014**  
City Council Chambers  
31 Wakefield Street, Rochester, NH  
7:00 PM

**Committee Members Present**

Councilor Peter Lachapelle, Chair  
Councilor Elaine Lauterborn, Vice Chair  
Councilor Ray Varney  
Councilor Robert Gates  
Councilor Derek "Mac" Kittredge  
Mayor Jean

**Others Present**

City Manager Fitzpatrick  
Jim Campbell, Chief Planner  
Councilor Larochelle  
Councilor Walker  
Councilor Keans  
Councilor Hamann  
Councilor Collins  
Councilor Gray  
Councilor Gates  
William Elwell, Resident  
Michael Provost, Executive Director  
Of Rochester Main Street  
Lucien Levesque, Resident  
George Pelletier, Resident  
Louis Archambault, Resident  
Ric Perreault, Resident  
Ken Billings, Resident  
Don Gilbert, Resident  
Frank Chiaramitaro, Great Traditions,  
Home Builders Incorporated  
Francis Bruton, Attorney  
Richard Lundborn, Norway Plains  
Kent Melchior, Resident  
Lyndon Rickards, Resident  
Mona Perreault, Resident  
Gregg DeNobile, Resident

**MINUTES**

**1. Call to Order**

Councilor Lachapelle called the Special City Council meeting to order at 7:03 PM. Kelly Walters, City Clerk, took a silent roll call. All Committee members were present.

**2. Public Input**

William Elwell, 281 North Main Street, addressed the Committee concerning the proposed Chapter 42 re-zoning amendment. He stated that Carriage Hill is located on the corner of McDuffee Street and North Main Street. This parcel of land is, and always has been,

assessed as being a property with a warehouse. This area is currently being proposed as Neighborhood Mixed Use. He said the area does not meet the criteria for Neighborhood Mixed Use; however, it does meet the criteria for the Highway Commercial Use. He distributed material to backup his conclusion and a transcript of the Planning Board meeting in which this matter was discussed. *This can be found as an addendum to the Codes and Ordinances packet dated for March 27, 2014.*

Mr. Elwell spoke about four residential lots located on North Main Street between Carriage Hill located on McDuffee Street and Claire Street. He pleaded with the Planning Board to rezone these lots as Highway Commercial. He submitted a letter written by Mary Ellen Humphrey, Economic Development Specialist, supporting his request to rezone parcel #0115-0055-0000 to Commercial Us. The letter supported rezoning additional lots in the area too. He hoped the City Council would review this entire area carefully.

Michael Provost, Executive Director of Rochester Main Street, spoke on behalf of the Rochester Main Street board. He said the Special Downtown Review provisions have been left out of the final draft of Chapter 42 and the board strongly felt these provisions should be retained with the final proposal and making the downtown area more welcoming for existing and potential business owners.

Lucien Levesque, 10 Letourneau Street, addressed the Committee about the proposed rezoning of North Main Street [near Letourneau Street]. A petition was presented to the Planning Board with the intent of keeping this portion of North Main Street as Residential (1). He stated that this is a real safety issue. Traffic is a problem now and will continue to be a problem with the development of the Strafford Square Roundabout.

George Pelletier, 119 Walnut Street, addressed the Committee about keeping the Chesley Hill Road Development [Mitchell Property] as Residential (1). He wished to clarify that there had been no mention about rezoning this area until a developer purchased this property and requested this lot be rezoned to Residential (2). He stated that the Chesley Hill Road residents have been told not to worry about this development because 91 high-end rental units would be developed; however, the reality is that anything that is considered acceptable to Residential (2) would be open for development.

Lew Archambault, 224 Chesley Hill Road, addressed the Committee on behalf of Gregg DeNobile. He stated that Mr. DeNobile has not received an answer to his question about the definition of Section 8 Housing. What is it?

Mr. Archambault stated that the Attorney representing the Chesley Hill Developer mentioned that they had entered into a verbal agreement with the Planning Department. What is this status of this agreement? *This question was addressed by Mayor Jean later in this set of minutes clarifying that there is no such verbal agreement.*

Mr. Archambault requested to know what spot zoning is.



Mr. Archambault stated that it has been said that residents would not be notified of the zoning changes. Is this true? How will this be impacted by Senate Bill 228?

Mr. Archambault stated that Mr. DeNoblie is questioning how this proposed ordinance is in the best interest of the City.

Councilor Lachapelle requested that City Clerk Walters ensure that all of Mr. DeNobile's questions are answered.

Ric Perreault, 159 Chesley Hill Road, spoke about how many times the local police are called to apartment buildings for criminal matters. He spoke against rezoning Chesley Hill Road to Residential (2). He provided information about the general purpose of zoning, which should enhance the general safety, welfare of its community, and wise use of the land.

Mr. Perreault spoke against spot zoning and requested that the Chesley Hill Road Development remain Residential (1).

Ken Billings, 161 Chesley Hill Road, addressed the Committee. He stated that this rezoning process has taken nearly ten years and within this timeframe no proposal had been made to change any part of Chesley Hill Road from Residential (1) to Residential (2), until now; however, now that there is an interested developer, this part of Chesley Hill Road is being proposed as Residential (2). He questioned who is responsible for this change. He spoke about high density neighborhoods and urged the Committee to recommend to the full City Council that all of Chesley Hill Road remain as Residential (1).

Don Gilbert, 75 Chesley Hill Road, addressed the Committee about farming. The new proposal states that a farm must have a minimum of 10 acres. He disagreed that 10 acres of land is necessary for farming activities.

Frank Chiaramitaro, landlord of property located on Rochester Hill Road, addressed the Committee. He spoke in favor of allowing multi-family units on Rochester Hill Road. He has concerns about the density requirements. He questioned if it is appropriate to limit the multi-family units to four-family units in a Residential (2) Zone.

Mr. Chiaramitaro said the density rings bisect parcels of land on Chesley Hill Road and Rochester Hill Road, when this happens to a parcel of land, then the density requirement defaults to the lower of the two density requirements.

Mr. Chiaramitaro stated that the Conservation Overlay District prohibits development on various types of wetlands; however, poorly drained soils can be used to fulfill twenty-five percent of the density requirements and allow buffer zones to be used to fulfill density requirements. Both areas cannot be built upon. He opined that since the land cannot be built upon then it should not be used to fulfill density requirements. He gave an example. He invited the Committee to speak to him about any of his concerns at a later date.

Francis Bruton, III, Attorney for the Robie Family/Rochester Hill Trust, addressed the Committee. He spoke in favor of the Compressive Rezoning as it has been presented.

Attorney Bruton disagreed with Mr. Chiaramitaro's comments about how other communities calculate density requirements. He disagreed with other material presented by Mr. Chiaramitaro, as well, and distributed information of his findings. He hoped that the Committee would respect the significant effort that the Planning Board has put forth and recommend the adoption of the existing proposed comprehensive zoning ordinances. *This packet of information provided by Attorney Bruton can be found with the Codes and Ordinances Committee packet dated for March 28, 2014.*

Richard Lundborn, P.E., Project Engineer for Norway Plains Associates, Inc., addressed the Committee on behalf of his clients, the Robie Family. He spoke against comments made by Mr. Chiaramitaro and distributed material to the Committee for consideration. He stated his qualifications to speak about poorly drained soils, noting that poorly drained soils are not the same as wetlands. He said the current Residential (2) Zone and proposed Residential (2) Zone would allow elderly housing development by special exception (current) or conditional use (proposed). Lastly, he noted that the actual design, State permits, and the stormwater regulations have the final say on density. The Planning Board has created an ordinance that is in line with other communities in the area, especially with Durham. *This packet of information provided by Mr. Lundborn can be found with the Codes and Ordinances Committee packet dated for March 28, 2014.*

Kent Melchior, 43 Labrador Drive, spoke against the proposed ordinance amendment which would change Labrador Drive from Residential (1), to Neighborhood Commercial. He stated that the residents have provided a signed petition requesting that Labrador Drive remain Residential (1) in this neighborhood. He mentioned that a map had been provided to the Planning Board which shows the amount of wetlands in the particular area proposed to be developed. He spoke against changing Fillmore Blvd. from Residential (1) to Highway Commercial. He added that this is a safety issue as well.

Mr. Melchior pointed out that the developer did not want to discuss creating a buffer between the residences and the commercial businesses.

Lyndon Rickards, 58 Labrador, addressed the Committee. He opposed the proposed Neighborhood Commercial Zone for the entrance of Labrador Drive. He listed the permitted uses for Neighborhood Commercial. He added that this zone would allow for a drive-thru service by special exception.

Mr. Rickards requested clarification about the architectural standards. It states that individual non-residential buildings shall not exceed 4,000 square feet; however, 2,000 square feet had also been discussed. He wished to have clarification about which regulation is correct.

Mr. Rickards stated that the Planning Department provided information regarding a question from Councilor Varney pertaining to Conditional Use. Mr. Rickards requested more information about Conditional Use for the Neighborhood Mixed Use, which allows for conditional use, depended upon the size of the building [Article 5 – 3-D]. He stated that all other variances require an appeal to be made to the Zoning Board of Adjustments. He asked the Committee to think about this and questioned how this would benefit the City.

Mr. Rickards spoke against zoning along lot lines, specifically Neighborhood Commercial near Residential (1) Zones. He also spoke against spot zoning and questioned whether all of Councilors Varney and Hamann's questions have been answered.

Mona Perreault, 159 Chelsey Hill Road, attended this meeting to protect her property, as her neighbors are doing, too. She spoke against the density rings. She urged the Committee to follow its "mission statement" which states that the City of Rochester's biggest concern is the overall quality of life. They can achieve this by keeping Chesley Hill Road zoned for Residential (1).

Gregg DeNobile, 146 Chesley Hill Road, addressed the Committee. He requested to have his previous questions submitted to the City Council answered. He stated that this zoning ordinance is going to set the tone for the City for the next thirty or so years and the City Council should think about how this would tie into the "branding of the City" project.

Councilor Lachapelle closed public input at 8:15 PM.

### **3. Chapter 42 Discussion**

- **No Verbal Agreement Between the City of Rochester and the Chesley Hill Developer:**

Mayor Jean stated that a rumor has circulated about the City of Rochester making a verbal agreement with the owner of the Chesley Hill Development. This was spoken about during public input and the record should be set straight. He asked Nel Sylvain, Planning Board Chairman, if he and/or any member of the Planning Board had made a verbal agreement with this developer about rezoning the lot in question to Residential (2). Mr. Sylvain stated that he has not made any such agreement nor has he knowledge of any such agreement. Mayor Jean later asked the same question to Jim Campbell, Chief Planner, and Dan Fitzpatrick, City Manager. Chief Planner Campbell and City Manager Fitzpatrick both replied no.

- **Farms, Farm Crops:**

Councilor Gray stated that a comment made during public input indicated that the proposed ordinance would require a lot size of 10 acres [minimum] for the purpose of farming. Chief Planner Campbell replied that is correct, and read the following proposal from Article 20 and the definition of a farm:

#### Article 20 – Standards for Specific Permitted Uses:

##### 4. Farm; Farm, Crop

a. Lot Size. The minimum lot size is 10 gross acres for a farm and 5 gross acres for a crop farm.

#### Article 2 – Definition:

Farm - All uses and activities as articulated in RSA 21:34-a. (Also see “Farmer’s Market”, “Forestry”, “Livestock”, “Plant Nursery”, and “Roadside Farm Stand”).

Councilor Gray asked what the proposed Permitted Use in an Agricultural Zone is for a farm and what farm type activities are permitted for lot sizes less than 5 acres in size. Chief Planner Campbell replied that farm, farm crops, and road side stands, are permitted. There are special exceptions listed as well.

Councilor Kittredge questioned if there is a distinction between operating a commercial farm and farming for your own family’s use. Chief Planner Campbell explained that the proposed ordinance links the definition of farming to the State RSA 21:34-a, which deals more with commercial farms.

- **Density Rings and the Zoning of Chesley Hill Road**

Councilor Gates asked the audience to raise their hands in support of keeping all of Chesley Hill Road zoned as Residential (1). He stated for the record that many people in the audience raised their hands in support of keeping Chesley Hill Road zoned as Residential (1).

Councilor Varney stated that one of the density rings touches the property [Mitchell Hill] located on Chesley Hill Road. He said if Chesley Hill Road is being proposed as Residential (2), then the minimum lot area is 5,000 square feet vs. the minimum lot area of 6,000 square feet in the current ordinance. This equates to a seventeen percent increase in density.

Councilor Varney stated that the density rings are in direct conflict with the dimensional table. He said if the Chesley Hill Road Development lot remains Residential (1) and the density ring stays in place, the lot size would be reduced from 10,000 square feet to 5,000 square feet, which would mean the potential of 200 new homes in this area.

Councilor Walker asked for the Chief Planner to give an overview of why the density rings are being proposed in Chapter 42. Chief Planner Campbell replied that the idea of implementing density rings was to create a central area of density in the middle of each ring and to have less density on the outer edges of the rings.

Councilor Lauterborn asked if the Planning Board had been in total agreement about implementing the density rings. Councilor Walker replied that the majority of the Planning Board members were in favor of implementing the density rings; however, the Planning Board members did have a debate about the size of the rings.

Councilor Lauterborn stated that the map shows that only a third of the Chesley Hill Development property [Mitchell Hill] is inside the density ring; however, if this location is rezoned to Residential (2) the entire area becomes eligible for the higher density. She said that would defeat the purpose of keeping the high density areas to the core of the density ring.

Councilor Varney stated that the implementation of the density rings over-complicates the zoning process. Councilor Walker stated that it is the same idea as an overlay district. Councilor Kittredge suggested sending specific issues to the Zoning Board of Adjustment. Councilor Walker spoke against this idea.

Mayor Jean asked about the Residential (1) lots located outside of the density rings and why there is a conflict for these specific lots. All Residential (1) lots are classified as 10,000 square feet with the exception of Residential (1) lots located outside of the density rings, which are being classified as 7,500 square feet. Chief Planner Campbell stated that there is a minimum lot area requirement, which is the minimum acreage required for a single-family home or duplex. There is also a minimum lot area per dwelling unit, which is what most of the density rings were geared toward. The idea is that a proposed lot must first meet the minimum lot area requirement and then, in order to have more than one unit, there is an additional requirement of minimum lot area per dwelling unit. He said having two requirements is a bit confusing; by removing the first requirement of minimum lot area would resolve some confusion and keep the focus on the minimum lot area per dwelling unit.

### **Recommendation 1:**

#### **Removal of Density Rings and Rezoning of Chesley Hill Road to Residential (1) in the Comprehensive Rezoning Proposal**

Councilor Varney **MOVED** to recommend to the full City Council that the Mitchell Property located on the south westerly end of Chesley Hill Road, which is currently being proposed as Residential (2), be reverted back to Residential (1), in the Comprehensive Rezoning Proposal. He added that all language pertaining to the density rings be removed from the Comprehensive Rezoning Proposal along with the density rings on the map. Councilor Gates seconded the motion. Councilor Lachapelle asked if the motion should be split. Councilor Varney replied no. He explained that if the Chesley Hill Development remains Residential (1) and the density rings are still active, then it would allow “double” the units to be permitted in this area. Councilor Walker reiterated that the intent of the density rings is to make a requirement of the minimum lot area per dwelling unit and by correcting the language the density rings could remain in the proposal. Councilor Lauterborn stated that someone should reword and present the matter to the full City Council. The **MOTION CARRIED** by a 6 to 0 roll call vote. Councilors Kittredge, Gates, Lauterborn, Varney, Lachapelle, and Mayor Jean voted in favor of the motion.

- **Poorly Drained Soils**

Councilor Varney had requested to get a map which indicates where the “poorly drained” soils are located. It seems that the City has a lot of poorly drained soils. He said poorly drained soils are not the same as wetlands. The City should restrict development on wetlands, but not on poorly drained soils. Councilor Walker stated that by restricting development on poorly drained soils keeps the City of Rochester in line with other communities, such as Durham.

Councilor Varney recalled that the City had already researched how much property in the City has poorly drained soils and it seems that it equates to more than half of the City's

development. He stated that a soil scientist should give an opinion of what is considered wetlands and what is not. Councilor Walker stated that the Planning Department would be willing to eliminate this requirement; however, restricting development on poorly drained soils had been discussed at great length at the Planning Board level with experts and what is being restricted is the result of that compromise.

- **Labrador Drive**

Councilor Walker stated that he and Rick Healey, Planning Board Member, were against rezoning Labrador Drive to Neighborhood Mixed Use; however, the Planning Board voted in favor of the change.

### **Recommendation 2:**

#### **Labrador Drive and Fillmore Blvd reverted back to Residential (1) in the Comprehensive Rezoning Proposal**

Mayor Jean **MOVED** to recommend to the full City Council that Labrador Drive, currently being proposed as Neighborhood Mixed Use, be reverted back to Residential (1), and that Fillmore Blvd., currently being proposed as Highway Commercial, be reverted back to Residential (1) in the Comprehensive Rezoning Proposal. Councilor Lachapelle seconded the motion. The **MOTION CARRIED** by a 6 to 0 roll call vote. Councilors Lauterborn, Gates, Varney, Kittredge, Lachapelle, and Mayor Jean voted in favor of the motion.

- **Special Downtown District**

Chief Planner Campbell clarified that there is a difference between the Special Downtown District and the requirement for a Minor Site Plan Review. He said that the minor site plan review process includes filing a minor site plan application, paying a fee, and notifying the abutters, whereas the Special Downtown District does not. The Special Downtown District is usually handled by the Planning Department.

### **Recommendation 3:**

#### **Retain the Special Downtown Review Process in the Comprehensive Rezoning Proposal**

Councilor Lauterborn **MOVED** to recommend to the full City Council that the Special Downtown Review Process be retained in the Comprehensive Rezoning Proposal. Councilor Gates seconded the motion. Mr. Sylvain gave some insight to why this was changed; however, he did not object to the motion made by Councilor Lauterborn. The **MOTION CARRIED** by a unanimous voice vote.

- **Screened-in Dumpsters**

Councilor Lachapelle stated that there is a proposed provision that would require businesses to screen in their dumpsters. He agreed this would aesthetically look great;



however, it poses a financial hardship on business owners. He agreed with this requirement for all “new” construction, but not to place this requirement on existing structures. Mr. Sylvain stated this was an attempt to rid the City of unnecessary eyesores. Councilor Lachapelle suggested that this section be reworded. Councilor Walker questioned if the current ordinances require businesses to screen in their dumpsters. Mr. Sylvain replied no. Mr. Sylvain agreed to reword this section and to present it at the next Codes and Ordinances Committee meeting on Thursday, April 3, 2014.

- **Downtown Commercial District**

Councilor Varney stated that the Downtown Commercial District used to reach Strafford Square. Chief Planner Campbell stated that part of the reason this district no longer reaches Strafford Square is that section of the City is now being considered for Neighborhood Mixed Use. He stated that the downtown area used to be split between Business (1) and Business (2), which was two separate districts, and now there is one Downtown Commercial District.

- **Highland Street**

Councilor Varney said Highland Street should be a commercial corridor; however, he pointed out that there is a problem with the way in which Highland Street is being rezoned. He said the commercial zone reaches parts of Portland Street and Salmon Falls Road. He added that there is also a commercial zone reaching Abbot Street. Councilor Walker stated that one of the City Council's concerns with the original Chapter 42 is the fact that there were several properties with split zones. The Planning Board has eliminated all split zones in the new proposal. This is the result of that effort not to split zones. He said this is a residential use with a commercial component and it is limited by size and conditional use. Councilor Lauterborn said regardless of what the original intent of the City Council had been, it is obvious that there are now unintended consequences and the City Council ought to correct the zoning of this area even if means some split lots are needed. Chief Planner Campbell stated that the Neighborhood Mixed Use is classified as a Residential District. The Commercial activity was intended to support the residential areas that surround it. There are many conditional uses that would require a site plan to be reviewed by the Planning Board and any “special exceptions” would require an application to the Zoning Board of Adjustment prior to approval.

Councilor Gray suggested rezoning just the lots that reach to Portland Street and Salmon Falls Road, back to Residential (1). Councilor Walker stated that it would make some of the development non-conforming and it would pose a hardship on some home owners as well.

Mayor Jean stated that the Highland Street area seems to be an anomaly to the rest of the zoning in the City. He asked if it would be appropriate to insert a lot line on these few properties that would provide for the Highland Street's Neighborhood Mixed Use and Residential (1) behind the line. He added that if the City is requesting the revision then it would make sense for the City to pay for the revision. Mayor Jean stated that this would be exclusive for these particular lots in question. Mr. Sylvain stated that he understood the concerns of the

Committee members and he would revisit this location. He agreed to bring back a proposal to next week's Codes and Ordinances Committee meeting.

- **Milton Road**

Councilor Varney cautioned not to set the lot line for Highway Commercial back too far near the scrap yard on Milton Road.

Chief Planner Campbell stated that scrap/junk yards are listed under special exceptions for Highway Commercial. Councilor Varney questioned if a non-conforming use would need to seek the Planning Board's approval as well as the Zoning Board of Adjustment's approval prior to expanding its business. Chief Planner Campbell replied yes.

- **Dimensional Table for Residential and Agricultural Zones**

Councilor Varney asked why there was such a dramatic difference between the current and proposed Dimensional Table for Residential and Agricultural Zones. He stated that the current requirements for a single family home required a minimum of 10,000 square feet whether one has City utilities [water/sewer] or not. Councilor Gray explained that one must obtain the State's approval prior to installing water/sewer on a property so there was no need for the City to list the requirement of water/sewer.

Councilor Varney stated that there are changes to the setbacks, too. Councilor Walker stated that the changes were made to reduce the restrictions on the property owners. Councilor Gray added that it was intended to be more consistent from zone to zone as well.

- **North Main Street**

The Committee briefly discussed the zoning on North Main Street. Mr. Sylvain stated that by zoning this area as Neighborhood Mixed Use, it would require a Planning Board Site Review for home occupations. Councilor Varney stated that residents have made it clear that they do not want commercial business at the end of those streets near Burger King.

- **Rochester Hill Road**

Councilor Varney asked if the bottom of Rochester Hill Road had been rezoned for Office Commercial. Mr. Sylvain replied yes, and also some Neighborhood Mixed Use. Councilor Varney asked if the area near Benedict's is classified as Neighborhood Mixed Use. Mr. Sylvain replied yes. Councilor Walker stated that this would make all the non-conforming businesses in that area to conforming. Councilor Varney stated that there would be a potential for more commercial use at the end of these streets near Harding Street and Dodge Street.

Mr. Sylvain stated that there is more Office Commercial further south on Rochester Hill Road. Councilor Varney stated that there is a lot of inconsistent zoning in this area and questioned what the Rochester Hill Road corridor should look like. Councilor Walker stated that most of the Rochester Hill Corridor is being proposed as Office Commercial; however, after a lot of testimony from the residents, some areas were reverted back to Residential (1).

Councilor Keans asked why the Office Commercial Zone is so far back near Crocket Street. Councilor Walker recalled that it was a single lot. Councilor Keans disagreed, she stated that there is a dentist office located on the end of the street and there is another lot behind it. There only seemed to be one lot.

- **Setbacks for Raising Chickens in Residential Zones**

The Committee briefly discussed setbacks for raising chickens in the residential zones. Councilor Walker stated that the restriction is that no roosters are allowed and the chickens cannot be a nuisance to the neighbors, including sound and smell. Councilor Varney suggested looking at this closer.

#### **4. Other**

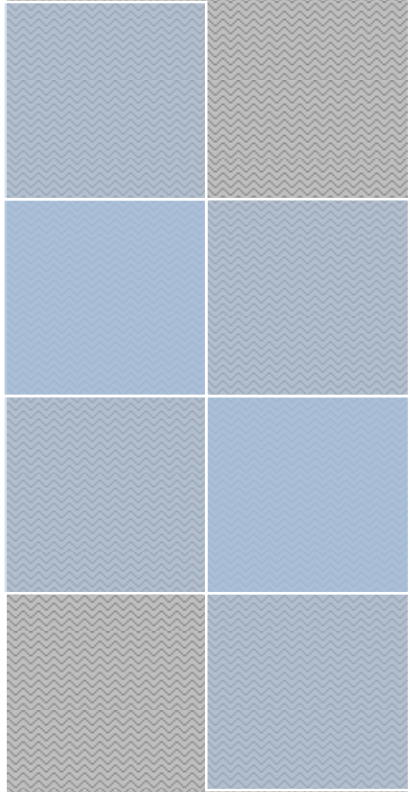
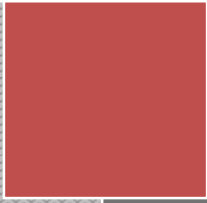
No Discussion.

#### **5. Adjournment**

Councilor Varney stated that he believed that the pending matter would require a longer discussion than the Committee has time for this evening. He **MOVED** to **ADJOURN** to meet next Thursday, April 3, 2014, at 7:00 PM. Councilor Lachapelle seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

Respectfully submitted,

Kelly Walters  
City Clerk



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## **SPECIAL CODES AND ORDINANCES COMMITTEE**

Of the Rochester City Council

**Thursday April 3, 2014**

City Council Chambers

31 Wakefield Street, Rochester, NH

7:01 PM

### **Committee Members Present**

Councilor Peter Lachapelle, Chair  
Councilor Elaine Lauterborn, Vice Chair  
Councilor Ray Varney  
Councilor Robert Gates  
Councilor Derek "Mac" Kittredge

### **Others Present**

City Manager Fitzpatrick  
Jim Campbell, Chief Planner  
Nel Sylvain, Chairman of Planning Board  
Councilor Keans  
Councilor Collins  
Councilor Gray  
Councilor Hamann  
Councilor Torr  
Fred Leonard, Resident  
Gregg DeNobile, Resident  
Tom Abbott, Resident  
Frank Chiaramitaro, Great Traditions,  
Home Builders Incorporated,  
Lucien Levesque, Resident  
Richard Breton, Resident  
Traci McMath-Hlavac, Resident

## **MINUTES**

### **1. Call to Order**

Councilor Lachapelle reconvened the Special Codes and Ordinances Committee meeting at 7:01 PM. Kelly Walters, City Clerk took a silent roll call. All Committee members were present.

### **2. Comprehensive Rezoning Proposal Chapter 42 – *discussion continued.***

Councilor Varney **MOVED** to suspend the rules and reopen Public Input. Councilor Gates seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

Councilor Lachapelle informed the public that three recommendations to the full City Council were approved at the March 27, 2014, Special Codes and Ordinances Committee meeting as follows:

### **Recommendation 1:**

**Removal of all Density Rings and Rezoning of Chesley Hill Road to Residential (1) in the Comprehensive Rezoning Proposal**

**Recommendation 2:**

**Labrador Drive and Fillmore Blvd. reverted back to Residential (1) in the Comprehensive Rezoning Proposal**

**Recommendation 3:**

**Retain the Special Downtown Review Process in the Comprehensive Rezoning Proposal**

Councilor Lachapelle requested that the public address the Committee about topics they had not previously discussed with the Committee. He invited the public to come forward to address the Committee.

Fred Leonard, 10 Sandia Drive, requested to know which meeting is scheduled to discuss an Amendment to the Ordinances relative to Chapter 17 Water. Councilor Lachapelle stated that a Public Hearing would be held at the next Codes and Ordinances Committee, May 1, 2014, at 7:00 PM.

Gregg DeNobile, 146 Chesley Hill Road, addressed the Committee. He asked what meeting is scheduled for the full City Council to discuss these recommended changes. Councilor Lachapelle replied the first reading and public hearing is scheduled for Tuesday, April 15, 2014, at 7:00 PM. Mr. DeNobile questioned if the document can be amended after the first reading takes place. Councilor Lachapelle replied yes.

Tom Abbott, 24 Railroad Avenue, addressed the Committee. He spoke against the definition of a Kennel License which limits the amount of dogs [3] a homeowner is permitted, with very few exceptions.

Mr. Abbott spoke against the regulations for the Contracted Storage Yards, which used to be a permitted use in the Agricultural Zone.

Mr. Abbott spoke against the requirement for 10 acres of land needed to have a farm and the regulations pertaining to crop growing, which by law, cannot not be prohibited.

Mr. Abbott spoke against the regulations of parking commercial vehicles in a yard and regulations that would prohibit parking on a street.

Mr. Abbott spoke against the regulation that would prohibit your recreational vehicle from parking within the front setback of the property.

Mr. Abbott spoke against the regulations associated with non-buildable land, which are basically private restrictions consisting of private land covenants and private restricted easements.

Mr. Abbott spoke against the restriction of “glare”, which is the requirement for shielded lighting on residential, single family dwellings.

Mr. Chiaramitaro, President of Great Traditions Home Builders Incorporated, distributed information that rebutted comments made on March 27, 2014, at the Special Codes and Ordinances Committee meeting by Richard Lundborn, Norway Plains Association, and Attorney Bruton, pertaining to density requirements on Rochester Hill Road. *This can be found as an addendum to the Codes and Ordinances Committee packet of April 3, 2014.*

Lucien Levesque, 10 Letourneau Street, addressed the Committee. He reiterated that the residents of North Main Street are opposed to commercial business being permitted to build at the end caps of their streets. He requested that individuals in the audience opposed to this proposal stand up. City Clerk Walters indicated that about 16 to 18 people stood up in agreement. He said the residents in his area can only exit their streets by using North Main Street, which is not the same for the other side of the street. The other side of the street can exit onto Walnut Street. It is a traffic and safety concern for residents on his side of the street [Letourneau Street].

Richard Breton, 9 Riverside Drive, addressed the Committee. He spoke against the rezoning of North Main Street from Residential (1) to Neighborhood Mixed Use, noting that traffic and safety issues are a factor.

Mr. Breton stated that all residents that he approached last year to sign a petition against this rezoning matter signed the petition without hesitating.

Mr. Breton spoke about the rezoning process. He felt there were conflicts of interest along the way. He said decisions should be made for the best interest for the City of Rochester.

Mr. Breton noted that variances are almost always approved. He noted that there is a restriction against erecting billboards in the downtown; however, the commercial businesses have found a way around this regulation, by parking a large truck in the yard with a large sign.

Traci McMath-Hlavac, 8 McDuffie Street, addressed the Committee. She spoke against the rezoning of North Main Street, noting that the streets in the area are already

noisy and busy with traffic. She further noted that there is a business located at the end of McDuffie Street which blocks traffic from time to time.

Councilor Lachapelle closed public input at 7:31 PM.

Councilor Varney stated that at the time the motion was made to rid the ordinance and map of the density ring, it was not clear that the density rings were intended only to be applicable to multifamily dwellings. Now that this has been made clear, the density rings should be reinstated into the ordinance with the changes that have been documented by Chief Planner Campbell.

Chief Planner Campbell clarified how the documents were being presented this evening. He said all language to be removed is ~~crossed-out~~ and all language to be inserted is **underlined and bold**.

#### **Recommendation 4:**

##### **Amendment to the Comprehensive Rezoning Proposal, Article XIX – Dimensional Regulations, Section 8 – Density Rings**

Councilor Varney referred to Article XIX – Dimensional Regulations, Section 8 – Density Rings. He **MOVED** to recommend to the full City Council that the following amendment be made:

Density Rings. The density rings are shown on the Official City of Rochester Map that is adopted as part of this Ordinance **and only apply to multi-family dwellings/developments.** The rings are defined as follows:

The ~~minimum lot area and~~ minimum lot area per dwelling unit with a one and one-half (1 1/2) mile radius of the center of Rochester, shall be 5,000 square feet. The minimum lot area and minimum lot area per dwelling unit outside of the one and one-half (1 1/2) mile radius of the center of Rochester, shall be 7,500 square feet.

The ~~minimum lot area and~~ minimum lot area per dwelling unit within a one-half (1/2) mile radius of the center of Gonic and East Rochester shall be 5,000 square feet. The minimum lot area and minimum lot area per dwelling unit outside of the one-half (1/2) mile radius of the center of Gonic and East Rochester, shall be 7,500 square feet.

Any lot that is partially within the radius of a density ring shall be treated as if it were entirely within the radius of the density ring.

#### **Recommendation 5:**

##### **Amendment to Article II, Definitions of Dwellings: Dwellings Multifamily; Dwelling, Apartment Building; and Dwelling, Multifamily.**



Councilor Varney **MOVED** to recommend to the full City Council that Article II, Definitions, be amended pertaining to the definition of multifamily units, be increased from (3) to (5) in the following definitions in the Comprehensive Rezoning Proposal:

- Development, Multifamily ~~three (3)~~ **five (5)**
- Dwelling, Apartment Building ~~three (3)~~ **five (5)**
- Dwelling, Multifamily ~~three (3)~~ **five (5)**

Councilor Gates seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

#### **Recommendation 6:**

##### **Amendment to the Comprehensive Rezoning Proposal Map – Reinsert all Density Rings**

Councilor Varney **MOVED** to recommend to the full City Council to reinsert the Density Rings in the Comprehensive Rezoning map. Councilor Gates seconded the motion.

Councilor Lachapelle sought clarification on the motion. He asked City Manager Fitzpatrick if the Committee should rescind the original motion made at the last Codes and Ordinances Committee relative to removing the density rings. He recalled that it was a combined motion with rezoning of Chesley Hill Road. City Manager Fitzpatrick stated that it would not be necessary since this is a separate motion.

City Clerk Walters wished to clarify if this motion included the language found in the text of Chapter 42. Councilor Varney stated that the previous motion [Recommendation 4] inserted the text pertaining to reinserting the density rings, as further amended. The **MOTION CARRIED** by a unanimous voice vote.

#### **Recommendation 7:**

##### **Amendment to Article II, Definitions, relative to Minimum Lot Area and Minimum Lot Area per Dwelling Unit in the Comprehensive Rezoning Proposal**

Councilor Varney **MOVED** to recommend to the full City Council that Article II, Definitions Minimum Lot Area [pages 17 and 18], be amended as follows:

Minimum Lot Area: The computed area contained within a lot that meets the Dimensional Standards of the Zoning Ordinance excluding very poorly drained soils and steep slopes greater than 25%. ~~Twenty-Five percent (25%) of poorly drained soils may be used to fulfill the minimum lot area. For example, if there was a 20-acre parcel and~~

~~10 acres were useable upland and 10 acres were poorly drained soils, you would be able to use 2.5 acres of poorly drained soils to use toward the minimum lot area. Therefore, you would have total of 12.5 acres of minimum lot area.~~

Minimum Lot Area per Dwelling Unit: The computed area contained within a lot for each additional dwelling unit that meets the Dimensional Standards of the Zoning Ordinances excluding very poorly drained soils and steep slopes greater than 25%. ~~Twenty-Five percent (25%) of poorly drained soils may be used to fulfill the minimum lot area per dwelling unit. For example, if there was a 20 acre parcel and 10 acres were useable upland and 10 acres were poorly drained soils, you would be able to use 2.5 acres of the poorly drained soils to put toward the minimum lot area per dwelling unit. Therefore, you would base you density on 12.5 acres.~~

Councilor Gates seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

#### **Recommendation 8:**

##### **Amendment to Article II Definitions, Solid Waste Facility [page 25] in the Comprehensive Rezoning Proposal**

Councilor Varney **MOVED** to recommend to the full City Council that the second paragraph under definitions found on page 25 of Article II pertaining to Solid Waste Facility be amended as shown below:

...Solid waste facility includes, **but is not limited to**, composting facility, junkyard, and recycling facility.

Councilor Gates seconded the motion. Councilor Lachapelle wished to recuse himself from the vote. The **MOTION CARRIED** by a unanimous voice vote, with Councilor Lachapelle abstaining.

#### **Recommendation 9:**

##### **Amendment to Article XX, Standards for Specific Permitted Uses, Removal of the description of a Townhouses [#13]**

Councilor Varney stated that the definition of a Townhouse should be removed from the ordinance since the term would no longer be utilized in the Comprehensive Rezoning Proposal. He **MOVED** to recommend to the full City Council, that Article XX, Standards for Specific Permitted Uses, Townhouses [# 13] be removed. *This can be found in Article II, page 5, of the Compressive Rezoning Proposal document.* Councilor Gates seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

**Recommendation 10:**

**Amendment to Article XXI, Conditions for Particular Uses, Assisted Living Facility**

Councilor Varney **MOVED** to recommend to the full City Council that the permitted density for an Assisted Living Facility, be increased by 1 ¼ times that otherwise would be permitted for residential uses in the district, in the Comprehensive Rezoning Proposal. *This can be found under Article XXI, Conditions for Particular Uses, Assisted Living Facilities, page 4.*

Councilor Lauterborn stated that this does make sense, but questioned how this amendment came about. She asked if this was originally an oversight. Councilor Varney replied this came about during a discussion of allowing a density bonus for this type of housing. Councilor Gates seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

**Recommendation 11:**

**Amendment to Article XXI Conditions for Particular Uses, Nursing Home**

Councilor Varney **MOVED** to recommend to the full City Council that the permitted density for a Nursing Home be increased by 1 ¼ times that otherwise would be permitted for residential uses in the district. *This can be found under Article XXI, page 6.*

Councilor Gates seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

**Recommendation 12:**

**Amendment to Article XXI, Conditions for Particular Uses, Senior Housing**

Councilor Varney **MOVED** to recommend to the full City Council that the following statement be **removed** from Senior Housing: The permitted density shall be that of 1 ¼ times that otherwise would be permitted for residential uses in the district. *This can be found under Article XXI, page 7.* Councilor Gates seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

**Recommendation 13:**

**Amendment to Article XXVIII, Performance Standards, Waste Disposal**

Councilor Varney **MOVED** to recommend to the full City Council that Article XXVIII, Performance Standards, Waste Disposal [#11], Dumpsters [b], [page 4 and 5], in the Comprehensive Rezoning Proposal be amended as follows:

Dumpsters. All dumpsters **associated with new applications, including changes in use** , shall be fully screened so they are not visible from a public way (road, sidewalk, footpath , trail, park, or navigable waterway owned by the City of Rochester or another governmental agency and intended to be accessible to the public. ) ~~All property owners, property managers, tenants, and businesses shall bring existing dumpsters into compliance with this requirement within 6 months of notification or as stipulated by the Code Enforcement Officer. This provision does not apply to dumpsters used specifically for active construction projects.~~

Councilor Gates seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

#### **Recommendation 14:**

##### **Amendment to Table XXVIII [C] Food-Lodging-Public Recreation Uses**

Councilor Varney **MOVED** to recommend to the full City Council that the Lodging, Bed and Breakfast, conditional use, be amended, by removing the conditional use from Residential (1), and allow Lodging, Bed and Breakfast to be listed as a conditional use under Residential (2).

Councilor Lauterborn questioned if there were any existing bed and breakfast establishments located in Residential (1). No one at the meeting recalled that there is an existing bed and breakfast located in Residential (1).

Councilor Kittredge asked if these units were problematic for the Residential (1) zone. Councilor Varney stated that the more suitable place to have a bed and breakfast are located in the Residential (2) zone. Councilor Kittredge asked what would happen if a bed and breakfast was discovered in the Residential (1) Zone. Councilor Lachapelle stated that the establishment would be grandfathered. Councilor Gates seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

#### **Recommendation 15:**

##### **Amendment Table XVIII [D] Industrial-Storage-Transport-Utility Uses; Junkyard and Recycle Facility**

Councilor Varney **MOVED** to recommend to the full City Council that table XVIII-D, Industrial-Storage-Transport-Utility Uses, be amended by removing the exception [E]

from both the Junkyard and Recycle Facility under the Highway Commercial District column. Councilor Gates seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

**Recommendation 16:**

**Amendment to XXVIII [A] Residential Uses, by Removing Dwelling, Townhouse, from the table**

Councilor Varney **MOVED** to recommend to the full City Council that an Amendment to XXVIII [A]: Residential Uses, by removing “Dwelling, Townhouse” from the table of Residential Uses. Councilor Gates seconded the motion. The **MOTION CARRIED** by a majority voice vote.

**Recommendation 17:**

**Amendment to Article XXIII Accessory Uses – (f) Chickens, Fowl and Other Small Livestock**

Councilor Lauterborn **MOVED** to recommend to the full City Council the following amendment to Article XXIII, Accessory Uses, (f) Chickens, Fowl and Other Small Livestock:

(f) Chickens, Fowl and Other Small Livestock

iii – No area or structure for the housing, storage of manure/animal waste, of feeding of animals shall be located within ~~any property setback areas~~ **20 feet of any abutting property lines;**

Councilor Lauterborn asked if this setback applies to all zones. Councilor Varney replied yes. Councilor Hamann asked if this would preclude a homeowner from raising chickens.

Councilor Lachapelle stated if the Committee did not object he would allow a comment to be made from the audience. Tom Kaczynski, resident, stated that the motions are not being made clear and the public does not know what is being voted upon this evening. Councilor Lachapelle apologized and distributed information to Mr. Kaczynski to be shared with the public. Councilor Kittredge expressed concern that more information should be sought prior to making a recommendation. Mr. Sylvain asked if someone would be able to make an appeal to the Zoning Board of Adjustment if necessary. Councilor Gates replied yes. Councilor Gates seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

**Recommendation 18:**

### **Amendment to Article XXIII Accessory Uses – Fences**

Councilor Lauterborn **MOVED** to recommend to the full City Council an amendment to Article XXIII, Fences, by adding (h) and (i) as follows:

h. **No fence shall be erected that blocks or limits the existing sight distance of an abutting driveway or right-of-way. A clear vision area extending along the full width of the front lot line between side lot lines shall be maintained 10 feet from the edge of road pavement or sidewalk at 3 feet 6 inches above the driveway surface (the height of a typical driver's eyes) to points 3 feet 6 inches above the road surface in both directions.**

i. **With regard to existing fences on the effective date of this provision, which fence fails to comply with the requirements of subsections (g) or (h) of this Section, in the event that the Code Enforcement Officer, in a written administrative decision, determines that an existing fence, by virtue of its height, location or otherwise, constitutes a hazard to public health and/or safety, then such fence shall be required to comply with the requirements of said subsection (g) or (h) hereof within six (6) months of the owners official notification by the Codes Enforcement Officer of the City of Rochester of such administrative decision, failing which, the fence in question shall be removed.**

Councilor Keans questioned if this was the language reviewed by Attorney Wensley. Chief Planner Campbell replied that paragraph (h) deals with a specific matter that the Planning Board wished to address and paragraph (i) is the exact same language submitted by Attorney Wensley. Councilor Gates seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

- **Chapter 42 Signs**

Chief Planner Campbell stated that the existing Chapter 42 sign ordinance is being carried over to the proposed ordinances. Mr. Sylvain stated that the Planning Board would begin work on the City's Master Plan. He proposed to put the Master Plan on hold in order to complete a proposed sign ordinance to the City Council to be presented to the full City Council as an amendment to the ordinances. Councilor Lachapelle stated that he would be in favor of this recommendation. Councilor Lauterborn recalled that the sign ordinance had been reviewed fairly recently anyway. Councilor Gates asked if a motion would be appropriate. Councilor Lachapelle stated that the Planning Board could potentially make some additional changes and submit a new proposal at the City Council Workshop.

- Business 1 Business 2 removed from the text

Councilor Varney recommended that the Planning Department seek to rid the references in the text Business (1) and Business (2) since the terms are no longer utilized in the Chapter 42 proposed ordinance. Chief Planner concurred.

- Public Comments Discussed

Councilor Gray recommended that the Planning Board review some of the issues brought up during public input relative to dog kennels, storage units, crop growing, and parking of commercial vehicles. They could submit a recommendation.

Councilor Lachapelle asked if a commercial farm is the type of farm which would need a 10 acre requirement. Mr. Sylvain stated that Planning Board's intent was not to prevent someone from growing a small garden and the Planning Board would likely be willing to amend the language, if necessary. Chief Planner Campbell stated that the proposed ordinance is the same text as the existing text and he agreed that it would not prevent someone from growing a garden in their backyard. Mr. Sylvain invited the public to come forward and ask questions.

Councilor Varney asked if the Planning Board could address some of these issues at their next Planning Board meeting. Mr. Sylvain concurred.

Councilor Torr spoke against the 10 acre requirement. Councilor Collins stated that the ordinances should be made simple enough for the residents to understand without having to do a lot of research.

#### **Recommendation 19:**

##### **Amendment to Boundary Lines on Highland Street**

Councilor Varney **MOVED** to recommend to the full City Council that the proposed Commercial District on Highland Street retain the same boundary lines that it does on the existing zoning map and that it be changed to Neighborhood Mixed Use. Councilor Gates seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

#### **Recommendation 20:**

##### **Amendment to Article XX Yard Sales [22]**

Councilor Varney **MOVED** to recommend to the full City Council that an amendment be made to Article XX Standards for Mixed Use Yard Sales [22] by removing the words ~~in the front yard~~, which means it cannot be left out overnight.

Councilor Gates seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

- **Discussion: XVIII-A Residential Uses – Apartment, In-law**

Councilor Varney **MOVED** to recommend to the full City Council that Permitted Use be changed to Conditional Use under the Residential (1) zone. Councilor Varney stated that abutters should be notified. Chief Planner Campbell explained that in-law apartments must be part of the existing dwelling and cannot have its own entrance. Councilor Keans asked if the in-law apartment could have a full kitchen. Chief Planner Campbell replied that there is only so much square footage allowed for an in-law apartment. Councilor Varney asked if Accessory Apartments are permitted by special exception in a Residential (1) Zone, would they still have to appear before the Zoning Board of Adjustment. Chief Planner Campbell replied yes.

- **Request to extend Highway Commercial further down on North Main Street**

Councilor Varney stated that he is not in favor of allowing the Highway Commercial District any further down on North Main Street. He added that Highway Commercial permits some intense uses. Mr. Sylvain stated that is the lot of Carriage Hill and it is being proposed as Neighborhood Mixed Use.

### **Recommendation 21:**

#### **Amendment to North Main Street revert back to Residential (1)**

Councilor Gates wished to open up the discussion of North Main Street.

Councilor Keans stated that the businesses can have unsightly back yards and the home owners in this area should be protected from this type of situation. Mr. Sylvain stated that by proposing this area as Neighborhood Mixed Use would require proposed business owners to first seek the Planning Board's approval. He added that a site plan review would prevent unwanted businesses from being located at the end of these streets.

Councilor Varney spoke against trying to fix this situation with the Neighborhood Mixed Use. He stated that an administrative issue occurred a few years ago that allowed a problematic home occupation to grow its business; this problem could be avoided in the future by administration.

Councilor Keans asked about allowing commercial vehicles to park overnight at a particular business. She read that only one small commercial vehicle is permitted to be parked overnight. How is it that there is a problem with commercial vehicles on North Main Street? Mr. Sylvain replied that there is only a regulation in place for parking such



a vehicle overnight. He agreed to check to check the regulations about parked vehicles for a home occupation.

Councilor Gates **MOVED** to recommend to the full City Council that the proposed Neighborhood Mixed Use on North Main Street be changed to Residential (1). Councilor Varney seconded the motion. Mr. Sylvain advised the Committee that this motion would in effect make Carriage Hill non-conforming. It was determined that the specific area of location is to be from Strafford Square north, starting after the CPA office next to Holy Rosary Parish, up to Claire Street, *the other side of Claire Street is the Shell Station [Highway Commercial]*, to the street prior to Holy Rosary Parish. It was further determined that Residential (1) begin at Strafford Square up to Burger King, but not including Burger King. Councilor Hamann stated that this was a tough decision for him. He said this action would **not** prevent the original problem from happening. He said no Planning Board Site Plan review would be in place. Mr. Sylvain replied that is correct, if there is a home occupation request in a Neighborhood Mixed Use, then the application is sent to the Planning Board or Zoning Board of Adjustment. Councilor Varney did not agree. Chief Planner Campbell stated that the intent of the Planning Board was to allow businesses in that area that would serve the neighborhoods; it was not to create large businesses. The Committee debated the matter. The **MOTION CARRIED** by a unanimous voice vote.

### **Recommendation 22:**

#### **Amendment to Article XXVIII [A] Residential Uses**

Councilor Varney stated that multifamily units are proposed as “permitted” use in the agricultural zone. He **MOVED** to recommend to the full City Council an amendment to XXVIII [A], Residential Uses, by removing the conditional use in the Agricultural Zone for the following dwelling uses: Multifamily Development, Multifamily, and Three & Four Family, Dwelling. This would only allow single family homes and duplexes, which is how the existing ordinance is written. Councilor Lauterborn questioned what zones the multifamily units of three units or more would be permitted. Councilor Varney stated that they would be permitted in the Granite Ridge District, Neighborhood Mixed Use, Downtown Commercial, Office Commercial, and Highway Commercial. Councilor Gray spoke against the motion and suggested making an “exception” use. Councilor Collins read the five objectives of the agricultural district and stated that these objectives would be in direct conflict of allowing multifamily units in this zone. Councilor Gates seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

#### **Discussion – Rochester Hill Road inconsistent zoning**

A discussion ensued about the inconsistent zoning of Rochester Hill Road. Councilor Varney asked what is this corridor supposed to look like. He added that there are three different zones as you travel up Rochester Hill Road. The Committee discussed the zones in this area. It was determined that this should be kept in

Committee. Councilor Varney stated that the area on Rochester Hill Road that is currently a Residential (1) zone is now being proposed as Residential (2); should this be changed to back to Residential (1) to be consistent with the area across the street. Councilor Lauterborn stated if the Cornerstone Apartments were allowed to be developed in this area then someone else could seek a variance too. She wished to clarify if this is the same property which a density ring runs through. Councilor Varney replied yes. Councilor Lachapelle asked why the Planning Board decided to propose this area as Residential (2). Mr. Sylvain stated that the airport is located in this area. Chief Planner Campbell stated that there are other multifamily units located in the area. City Manager Fitzpatrick could not see anyone wishing to build a single family home dwelling on this parcel. He questioned what is the best use for the City. Councilor Lauterborn suggested leaving this in Committee for now.

A discussion ensued about the lots directly across from the airport. Chief Planner Campbell agreed to review this area.

### **Recommendation 23:**

#### **Rochester Hill Road near Crocket Street**

Councilor Lauterborn **MOVED** to recommend to the full City Council that the Neighborhood Mixed Use be reverted back to Residential (1), beginning just south of Crocket Street, traveling north on Rochester Hill Road, to the edge of the Downtown Commercial District, only on the west side, *which is located on the opposite side of Frisbie Hospital*. Councilor Gates seconded the motion. The **MOTION CARRIED** by a majority voice vote.

### **3. Other**

Jim Grant, Building Zoning, and Licensing Services gave a brief update to the Committee about the housing and stated that he would provide more information at the next Codes and Ordinances Committee.

### **3. Adjournment**

Councilor Kittredge **MOVED** to **ADJOURN** the meeting at 9:37 PM. Councilor Gates seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

Respectfully submitted,

Kelly Walters  
City Clerk

**RESOLUTION ADOPTING A 2014-2015 ROCHESTER CDBG**  
**“ACTION PLAN FOR THE CITY OF ROCHESTER, NH” AND**  
**APPROVING AND APPROPRIATING THE 2014-2015**  
**COMMUNITY DEVELOPMENT BUDGET FOR THE CITY OF ROCHESTER**

**BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF ROCHESTER, AS FOLLOWS:**

I. That the Mayor and City Council of the City of Rochester, by adoption of this Resolution, hereby adopt the one-year 2014-2015 “Action Plan for the Department of Planning and Development for the City of Rochester, NH”, as prepared, and presented to the Mayor and City Council, by the City of Rochester Department of Planning and Development, in connection with the City’s CDBG program, including the goals, objectives and concepts set forth therein.

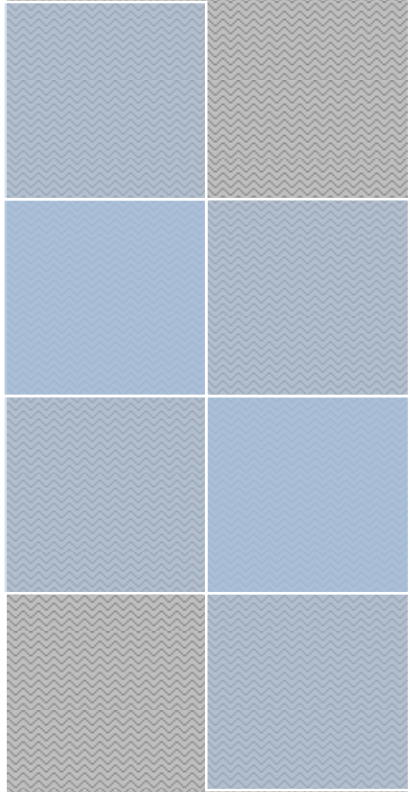
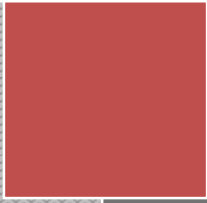
II. Further, that a twelve (12) month Community Development Block Grant budget for the Department of Planning and Development for the City of Rochester in the total amount of Two Hundred Thirty-Nine Thousand Dollars (\$239,000.00) be, and hereby is, approved and appropriated for fiscal year 2014-2015, such funds to be deposited in a special non-lapsing reserve account to be designated/established by the Finance Director pursuant to the provisions of RSA 34-1-a. Included in said approval and appropriation are expenditures set forth in the one-year action plan of the Department of Planning and Development for the City of Rochester for the Community Development Block Grant program, in the following categories and amounts:

Administration	\$ 47,800.00
Public Service Agencies	\$ 35,850.00
Economic Development	\$ 12,000.00
Housing	\$ 50,000.00
Public Facilities/Infrastructure	\$ 93,350.00
<b>Total</b>	<b><u>\$239,000.00</u></b>

This budget and the one-year action plan for 2014-2015 may be reconsidered if federal funding is changed or if it is inconsistent with the total 2014-2015 budget adopted for the Department of Planning and Development.

The sums necessary to fund the above appropriation in the amount of Two Hundred Thirty-Nine Thousand Dollars (\$239,000.00) shall be drawn in their entirety from the above-mentioned 2014-2015 fiscal year Community Development Block Grant from the federal government to the City of Rochester. The Finance Director is hereby authorized to create such line item accounts as shall be necessary to implement this Resolution.

Furthermore, in the event that federal funding for the above Community Development Block Grant budget is less than the total appropriation amount provided for in this Resolution, then, and in such event, the City Manager, or his designee in the Department of Planning and Development, is authorized to proportionately reduce the amounts for the budgetary categories stated above, as well as for any planned grants and/or other expenditures made from within such budgetary categories.



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## City of Rochester Formal Council Meeting

### AGENDA BILL- Amended

**NOTE: Agenda Bills are due by 10 AM on the Monday the week before the City Council Meeting.**

AGENDA SUBJECT: Adoption of FY 14-15 Community Development Block Grant Action Plan

COUNCIL ACTION ITEM <input checked="" type="checkbox"/> INFORMATION ONLY <input type="checkbox"/>	FUNDING REQUIRED? YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> * IF YES ATTACH A FUNDING RESOLUTION FORM
RESOLUTION REQUIRED? YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	FUNDING RESOLUTION FORM? YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>

AGENDA DATE	April 15th, 2014- 1 <sup>st</sup> reading of Draft/Public Hearing April 29 <sup>th</sup> - Public Hearing May 6th- 2 <sup>nd</sup> reading and Adoption	
DEPT. HEAD SIGNATURE	Karen Pollard Original signature on file with City Clerk	
DATE SUBMITTED	March 31, 2014	
ATTACHMENTS YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	

#### COMMITTEE SIGN-OFF

COMMITTEE	Community Development Committee March 27, 2014
CHAIR PERSON	James Gray

#### DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	Dan Fitzpatrick Original signature on file with City Clerk
CITY MANAGER	Blaine Cox Original signature on file with City Clerk

#### FINANCE & BUDGET INFORMATION

DIRECTOR OF FINANCE APPROVAL	Roland Connors Original signature on file with City Clerk
SOURCE OF FUNDS	Federal Grant- U.S. Dept. of Housing and Urban Development
ACCOUNT NUMBER	TBD by Finance Dept.
AMOUNT	\$239,000
APPROPRIATION REQUIRED YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	

#### LEGAL AUTHORITY

Council action is required

### **SUMMARY STATEMENT**

The FY 14-15 allocation for the Community Development Block Grant is \$239,000. The “Draft” Action Plan is based on these estimates. Final funding has not been provided from HUD- final funding allocations may need to be revised post-adoption. A Public Hearing is required by the Citizen’s Participation Plan of the 2010-2015 Consolidated Plan. The attachment to this document contains the “Draft” Action Plan for FY 14-15 CDBG funding, including funding for administration (subject to a 20% cap) public service agencies (subject to a 15% funding cap), funding for agencies under the housing and economic development categories (not subject to a cap), and facility/infrastructure projects.

### **RECOMMENDED ACTION**

After review of applications and presentations from several public service organizations, the Community Development Committee met on March 27<sup>th</sup> and prepared their recommendations for CDBG Funding. Following initial presentation of the draft plan and public hearing on the plan on April 15<sup>th</sup> and a Public Hearing will be held on April 29<sup>th</sup>. It is requested that council review the recommendations of this draft plan, make changes if required and adopt the plan on May 6<sup>th</sup> in preparation for the May 15<sup>th</sup> deadline to HUD.

## AGENDA BILL - FUNDING RESOLUTION- Amended

### EXHIBIT

Project Name:

Date:

Fiscal Year:

Fund (select):

GF ☐

Water ☐

Sewer ☐

Arena ☐

CIP ☐

Water CIP ☐

Sewer CIP ☐

Arena CIP ☐

Special Revenue ☒

Fund Type: Annual Lapsing ☐ Multi-year Non-Lapsing ☒

#### Deauthorization

	Org #	Object #	Project #	Fed Amount \$	State Amount \$	Local Amount \$
1				-	-	-
2				-	-	-
3				-	-	-
4				-	-	-

#### Appropriation

	Org #	Object #	Project #	Fed Amount \$	State Amount \$	Local Amount \$
1	TBD	TBD		239,000.00	-	-
2				-	-	-
3				-	-	-
4				-	-	-

#### Revenue

	Org #	Object #	Project #	Fed Amount \$	State Amount \$	Local Amount \$
1	TBD	TBD		239,000.00	-	-
2				-	-	-
3				-	-	-
4				-	-	-

DUNS #

CFDA #

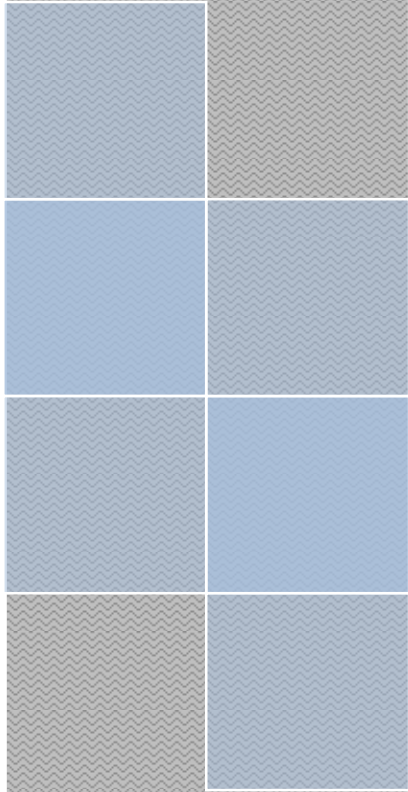
Grant #

Grant Period: From   
To

If de-authorizing Grant Funding appropriations: (select one)

Reimbursement Request will be reduced ☐

Funds will be returned ☐



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**CITY OF ROCHESTER**  
**NOTICE OF PUBLIC HEARING**

Notice is hereby given that the Codes and Ordinances Committee of the Rochester City Council will conduct a **PUBLIC HEARING** on May 1, 2014, at 7:00 p.m. in the City Council Chambers, City Hall, 31 Wakefield Street, Rochester, NH, relative to the following matter:

**AMENDMENTS TO CHAPTER 17 OF THE**  
**GENERAL ORDINANCES OF THE CITY OF ROCHESTER**  
**REGARDING WATER LEAKAGE PREVENTION,**  
**MITIGATION PROCEDURES AND RESPONSIBILITIES**

The ordinance amendments, if adopted, would establish certain procedures designed to deal with water conservation issues by recognizing that treated drinking water supplied to residential, commercial and industrial customers by the City through the Rochester Water Works distribution system is a valuable public resource, which is protected against waste by leakage occurring outside of the water distribution located on/within City owned and/or controlled property. The proposed amendments to Chapter 17 of the General Ordinances of the City of Rochester, entitled “Water”, would, if adopted:

- (a) Amend Section 17.2 of the General Ordinances of the City of Rochester (the “GOCR”) to define the term “Water Leakage” for purposes of Chapter 17 GOCR;
- (b) Amend Section 17.3 of the GOCR of Chapter 17, entitled “Policy Statement”, by adding a provision recognizing that treated drinking water supplied to Rochester’s water customers through the Rochester Water Works distribution system is a valuable public resource, which needs to be conserved by water customers against loss through leakage occurring on the customer’s property (or on other private property over which the customer’s water service extends); and
- (c) Would adopt a new provision of Chapter 17 of the GOCR, to be designated as Section 17.20-A of the GOCR which would establish a procedure designed to (a) reduce water leakage on private property; (b) establish a system of notification by the City to customers experiencing unexplained increases in water consumption associated with customers account, and (3) establishing the responsibility of the customer to check for potential leakage on the customer’s property (or on other private property over which the customer’s water service extends) and to fix any leak detected and/or to report to the City the cause for the increased consumption, among other responsibilities and consequences.

Copies of the “Amendments to Chapter 17 of the General Ordinances of The City of Rochester Regarding Water Leakage Prevention, Leakage Mitigation Procedures and Responsibilities” are available in the City Clerk’s Office.

The **PUBLIC HEARING** on the above matter will be conducted by the Codes and Ordinances Committee of the City Council at the City Hall, City Council Chambers, 31 Wakefield Street, Rochester, New Hampshire.

Citizens are invited to attend the **PUBLIC HEARING** and to ask questions or otherwise speak on the proposal.

Persons with disabilities requesting accommodations should contact the City Clerk's Office, (tel. 332-2130) on or before May 1, 2014, in order to make arrangements.

Kelly Walters,  
Rochester, City Clerk



# Fifth Program Year Action Plan (DRAFT)



## The City of Rochester, NH

DUNS # 09-944-6879

### Fifth Program Year Action Plan (2014-2015) Consolidated Plan (2010-2015)

*City Council-First Reading of Proposed Action Plan: April 15, 2014*

*City Council- Public Hearing: April 29, 2014*

*City Council - Second Reading of Proposed Action Plan/Adoption: May 6, 2014*

## EXECUTIVE SUMMARY

The Action Plan represents year five (5) of the City of Rochester's Five (5) year Consolidated Plan (FY 2010-2015). Each year the City outlines a specific plan for the activities planned in a given year in order to improve conditions within low-income community, and meet pressing housing, facilities, infrastructure and economic development needs as defined in the Consolidated Plan and ongoing analysis of current conditions.

The FY 2013 CDBG grant amount for the City of Rochester is **\$239,000** with \$47,800 (20%) for Administration, \$35,850 (15%) for Public Services and the balance of \$155,350 for Projects that will be focused in the areas of housing, economic development and public facilities/infrastructure. In addition, there is approximately \$21,740 from prior year projects where all the funds were not utilized that are available for investment in future projects. The focus of the Action Plan this year is similar to that of prior years to support the needs of local public service agencies, facility, infrastructure, housing and economic development projects that will benefit persons of low-moderate income. The 2014 household median income in Rochester is \$84,300. Investment of funds in each activity is tied to one of the three national objectives set forth by HUD: To provide decent housing; to provide a suitable living environment; to expand economic opportunities.

## CDBG BUDGET FOR FY 2014-2015

CDBG Administration (20% of Total Grant Amount)		
		Funding Amount
General Administration		\$47,800
CDBG- Public Services (15% of Total Grant Amount)		
Consolidated Plan Priority Category	Public Service Agency	Funding Amount
Basic	Homeless Center for Strafford County	\$7,650
Basic	SHARE Fund	\$5,000
Basic	My Friends Place	\$6,600
Basic	Cross Roads House	\$4,600
Safety Net	Tri-City Coop	\$2,000
Investment	Dover Adult Learning Center	\$5,000
Investment	Project Pride	\$5,000
		\$35,850
CDBG- Economic Development		
Consolidated Plan Priority Category	Economic Development Project(s)	Funding Amount
Investment	New Hampshire- Small Business Development Center	\$12,000.00
CDBG- Housing Rehab		
Consolidated Plan Priority Category	Housing Rehab Project(s)	Funding Amount
Basic	Community Action of Strafford County- Weatherization Assistance Program	\$50,000.00
CDBG- Facility/Infrastructure		
Facility/Infrastructure Project(s)		Estimated Project Cost
Rochester Library Heating/Cooling		\$50,000
Hanson Pines Park Improvements		\$43,350
		\$93,350
<b>TOTAL</b>		<b>239,000</b>

## **ADMINISTRATION**

**\$47,800**

**(20% of total grant)**

This plan represents the fifth and last year of the 2010-2015 Consolidated Plan. Planning and administrative expenses are authorized under CDBG regulation 570.206. For FY 14-15, **\$47,800** or (20%) is allocated for Planning and Administration of the Community Development Block Grant. Funding in this category pays for staff, supplies, legal services, proportional share city audit costs, etc. Although funding for FY 14-15 was increased from last year's budget, it is still lower than in earlier years so the Community Development Department will continue to work on additional projects in the City including the administration of the Tax Increment Finance Districts (TIF) and writing and managing other grants.

Staff coordinates the projects selected in this plan and provides technical assistance to agencies and the public on how best to invest in their neighborhoods in compliance with the federal guidelines governing the Community Development Block Grant. Community Development staff will continue to review the goal of the consolidated plan and encourage or initiate activities to meet them. The CAPER shall be published in late September to assess progress towards plan goals and report the investment expenditures of the program. This document is available to the public, as is the City of Rochester Annual Report, which contains a summary of Community Development Block Grant funded activities and the impacts of those investments.

The mission of Community Development is to work with the community, nonprofit and private sector partners to improve neighborhoods and assist lower income people to improve the quality of their lives. We know CDBG cannot fill every gap and meet every need, but we believe the policies and guidance provided by our Consolidated Plan will give us a fair and consistent way to secure prudent and long lasting, measurable benefits to the community.

## **PUBLIC SERVICES**

**\$35,850**

**(15% of total grant)**

### **Crossroads House:**

Crossroads House, located in nearby Portsmouth, NH (Rockingham County) is one of the largest emergency and transitional homeless shelters to families and individuals in the state and has the lowest barriers to admission and the only shelter in the area that will accept single males. Residents are provided with basic human needs and assisted with their return to permanent housing. Individual case management is provided, in addition to a variety of services provided by partner agencies. Transitional housing residents receive more intensive case management geared towards the return to permanent housing.

**FY 14-15 FUNDING: \$4,600**

### **Homeless Center for Strafford County:**

The Homeless Center for Strafford County (HCSC) is a six-month seasonal shelter that has been providing safe, secure shelter and case management to single women and families located in Strafford County during the winter months since 1998. The past years have shown that most

residents obtain temporary or permanent housing when leaving the shelter. The shelter also has a transitional housing program that allows families, to receive in-depth case management, parenting classes, establish credit, and obtain wrap around support services from staff that will lead them to successful permanent housing (18 months to 2 years). Referrals to the shelter are primarily arranged through city welfare offices and are screened before entry. The shelter receives 3800 hours of volunteer service annually that allows the ability to keep the staffing budget to a minimum.

**FY 14-15 FUNDING: \$7,650**

**My Friend's Place:**

My Friend's Place is Strafford County's only full-time, year round shelter that provides housing for homeless individuals and families. Since it's opening in 1989, it has been providing temporary housing, food, emergency transportation, case management and referrals to help rebuild meaningful lives. Rochester residents who are homeless seek adequate permanent housing while staying at My Friend's Place, and receive comprehensive case management to help them reduce or eliminate their housing barriers.

**FY 14-15 FUNDING: \$6,600**

**Holy Rosary SHARE Fund:**

The SHARE Fund provides food, clothing and financial assistance to Rochester residents in need thereby reducing the burden on other publicly funded services like the Rochester Welfare Department. Benefactors sponsor all operational expenses. The SHARE Fund also provides Emergency Housing Services which helps prevent/alleviate homelessness in the community by providing Rochester households with help to secure and/or maintain affordable and adequate housing in times of crisis or financial emergency.

**FY 14-15 FUNDING: \$5,000**

**Tri-City Coop:**

Tri-City Coop provides a non-medical approach to mental health wellness and recovery for adults eighteen (18) year and older who reside in Strafford County. Two philosophies are utilized; Intentional Peer Support (ISP) and Wellness and Recovery Action Plan (WRAP) in daily groups. Also offered are employment trainings, recovery art, life skills, communication and interpersonal skills, goal setting and personal growth, nutrition and exercise, computer literacy and internet skills and education about recovery and wellness. Other programming is also provided based on the client's needs and preferences. Services are free and include free transportation to and from a member's home to the Co-Op if needed.

**FY 14-15 FUNDING: \$ 2,000**

**Dover Adult Learning Center:**

Dover Adult Learning Center provides adult basic education in four different areas including basic skill and literacy, high school or GED completion, vocational education and community enrichment. Classes are offered in many accessible locations, including in Rochester, classes are offered at night as well as during the day for enhanced flexibility and can include childcare in order to reduce yet another barrier. Students have access to comprehensive counseling as well to help them map out and attain their educational goals.

**FY 13-14 FUNDING: \$5,000**

**Project Pride:**

Project Pride provides education and occupational training to low-income youth in need of basic skills review, work-based skills training and a career. Clients include children of incarcerated parents, foster children, youth who have been involved with the juvenile court system, youth with documented disabilities, homeless and very low-income youth. While enrolled in the program youth acquire pre-employment, academic and occupational skills training that lead to training-related employment. This program assists youth in becoming self-sufficient thus alleviating the stress on other programs including homeless shelters and welfare programs.

Additionally, each young person participates in fifty (50) hours of community, volunteer and leadership experience and each is matched with a mentor from the community. An important aspect of the Project PRIDE program is follow-up. Each student receives a full year of follow-up services to ensure they retain employment and receive appropriate assistance to continue their progress toward self sufficiency.

**FY 13-14 FUNDING: \$5,000**

<b>ECONOMIC DEVELOPMENT</b>
-----------------------------

<b>\$12,000</b>
-----------------

**Small Business Development Center:**

A Micro-enterprise Assistance Program to promote job creation through a process of education and counseling for local small business owners and those looking to start new enterprises. Counseling and workshops are offered throughout the year, live and now online as well. Staff from the SBDC is frequently called upon to work with recipients of the JOB Loan program, merchants in the downtown and frequent referrals by the Economic Development Department.

**FY 13-14 FUNDING: \$12,000**

<b>HOUSING</b>
----------------

<b>\$50,000</b>
-----------------

**Community Action of Strafford County- Weatherization Program:**

The CAP Weatherization Program is designed to reduce household energy use and costs in the homes of low-moderate income persons, specifically those who are most vulnerable to high-energy costs with no means to afford improvements, by installing energy efficiency improvements. Strafford County has approximately 4000 units that are income eligible for weatherization, 500 of which have been served in Rochester since 2001. CAP leverages funds from Unital, PSNH, and Rochester and Dover Community Development Block Grant funds to conduct weatherization measures. The American Recovery and Reinvestment Act (ARRA) allowed for 312 units to be weatherized mid-2009 through 2011 with a cost of \$6,500 per unit, however, funding has since decreased, only allowing for 24 units to be weatherized. The need far surpasses the availability of funds and due to the need to address several mobile homes, not currently in mobile home coop parks; the CAP program is requesting additional funds to do this fiscal year. The program has been proven to achieve an average energy savings of 40% of home energy costs, with a minimum standard payback of 100% in five years.

**FY 13-14 FUNDING: \$50,000**



<b>PUBLIC FACILITIES AND INFRASTRUCTURE IMPROVEMENT</b>
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<b>\$93,350</b>
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**Library Rooftop Heating/Cooling Unit:**

The Rochester Library was started in 1893 and was one of the three earliest public libraries in the state. The Library moved into the current building in the early 1900's and has served not only as a library but a center that provides classes, meeting space and events that benefit the entire community.

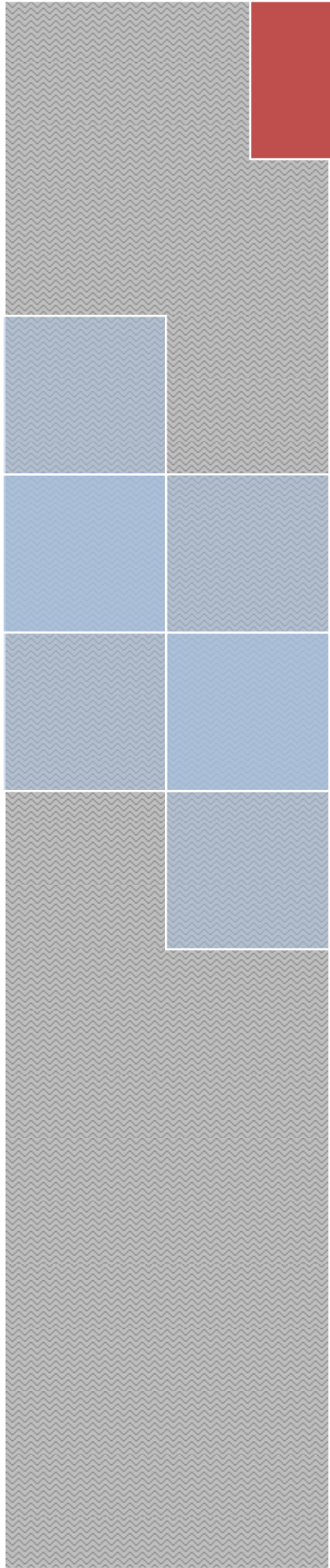
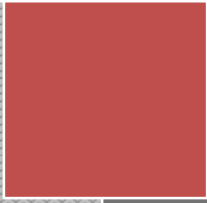
The current heating/cooling system for the Library was installed in 1996 with an expected life of 15 years. The current system is not efficient and the unit itself is exposed and deteriorated. Replacing this system with a new, more modern system will lower energy costs, improve energy efficiency and improve the overall atmosphere of the library for its patrons.

**FUNDING: \$50,000**

**Hanson Pines Improvements:**

Hanson Pines is a community park in Rochester that provides many activities and classes to the community. The park includes an outdoor pool, bathhouse, a playground, 2 basketball courts, a skateboard park, a well-defined wooded walking trails, footbridge over the Cocheco River and free parking. This is a heavily utilized community park that hosts many individuals, families, school groups and camps. There are several improvements needed in the park that have been prioritized by the Recreation Department in the Master Plan for this park including a covered gazebo area with picnic tables where groups or individuals can host activities. This new meeting area would replace the current skate park that will be removed after being deemed unsafe. Other priorities for the park include shuffleboard right next to the basketball court, upgrades to two of the basketball fixtures, signage, improvements to the trails behind the park, lighting on the basketball courts and potentially improvements to the playground, however, the focus for this initial phase of the improvements will be the gazebo/activity area in the current skate park area for FY 14-15 CDBG investment.

**FUNDING: \$43,350**



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## City of Rochester Formal Council Meeting

### AGENDA BILL- Amended

**NOTE: Agenda Bills are due by 10 AM on the Monday the week before the City Council Meeting.**

AGENDA SUBJECT: Recommended City Funding for Public Services- General Fund- FY 14-15

COUNCIL ACTION ITEM <input type="checkbox"/> INFORMATION ONLY <input checked="" type="checkbox"/>	FUNDING REQUIRED? YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> * IF YES ATTACH A FUNDING RESOLUTION FORM
RESOLUTION REQUIRED? YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	FUNDING RESOLUTION FORM? YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>

AGENDA DATE	April 15th, 2014- Presentation of CD Committee recommended funding- information only  This will be presented as part of the City Managers Budget and approved at the time of budget adoption on June 3, 2014- no action required at this time.	
DEPT. HEAD SIGNATURE		
DATE SUBMITTED	March 31, 2014	
ATTACHMENTS YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	

#### COMMITTEE SIGN-OFF

COMMITTEE	Community Development Committee March 27, 2014
CHAIR PERSON	James Gray

#### DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	
CITY MANAGER	

#### FINANCE & BUDGET INFORMATION

DIRECTOR OF FINANCE APPROVAL	
SOURCE OF FUNDS	City of Rochester- General Fund
ACCOUNT NUMBER	TBD by Finance Dept.
AMOUNT	\$47,500
APPROPRIATION REQUIRED YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	To be included in the City Manager's Budget- this agenda bill is for information only.

**CC FY14 04-15 AB47 (City Funding Public Services)**

<b>LEGAL AUTHORITY</b>
------------------------

Council action is required
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<b>SUMMARY STATEMENT</b>
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<p>The City of Rochester provides annual funding directly to public service organizations that provide services to Rochester residents. The Community Development Committee reviews applications and listens to presentations of those applying for this funding and makes recommendations which are provided to the City Manager for review and inclusion in the budget.</p>
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<p>*Funding is leveled at the prior year amount of \$47,500</p>
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<b>RECOMMENDED ACTION</b>
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<p>After review of applications and presentations from several public service organizations, the Community Development Committee met on March 27<sup>th</sup> and prepared their recommendations for City funded public service organizations. At this time, these recommendations have been forwarded to the City Manager for his review and inclusion in the budget. The Community Development Committee is recommending the City Council approve recommendations attached as part of the FY 14-15 budget adoption on June 3, 2014.</p>
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*City of Rochester, New Hampshire*  
OFFICE OF THE CITY MANAGER  
31 Wakefield Street • Rochester, NH 03867  
(603) 332-1167

**CITY MANAGER'S REPORT**  
**April 15, 2014**

For your information, please see the enclosed Management Team Meeting minutes:

- March 24, 2014
- March 31, 2014

Please see the attached Department Head Meeting minutes:

- April 3, 2014

Contracts and documents executed since last month:

- McCrillis computer lease/purchase
- Harriman Architect & Engineers – Change Order #4
- RH Lord – bleacher summary proposal
- Memorandum of Understanding - Fire Department - resources to school
- Crossroads Sewer & Water Project – Wright Pierce design phase contract



*City of Rochester*  
OFFICE OF THE CITY MANAGER  
MANAGEMENT TEAM  
31 Wakefield Street • Rochester, NH 03867  
(603) 332-1167  
www.RochesterNH.net

**MANAGEMENT TEAM MEETING**  
**March 24, 2014**  
**9:00 A.M.**

**PRESENT:**

Daniel Fitzpatrick, City Manager  
Blaine Cox, Deputy City Manager  
Peter Nourse, DPW Director  
Michael Allen, Police Chief

Karen Pollard, Economic Development Manager  
Samantha Rodgerson, Executive Asst.

Danford Wensley, City Attorney  
Chris Bowlen, RAYS Director  
Norman Sanborn, Fire Chief  
Jim Grant, Director BZLS  
Brian Sylvester, Library Director  
Jim Campbell, Chief Planner

**MINUTES**

City Manager Fitzpatrick called the Management Team meeting to order at 9:05 A.M.

**1. Management Team Minutes – March 17, 2014**

There were no changes, no discussion. Minutes were approved by general consensus.

**2. City Council Inquiry Report**

There were no additional items. The two open items were answered at the Public Works Committee and are now closed.

**3. City Calendar for Week**

Briefly mentioned upcoming City meetings. There will be a special Codes & Ordinances Committee meeting on Thursday regarding Ch. 42 revisions. There was some brief discussion about the timeline and any properties or areas that are in question.

**4. Right to Know Requests**

There were no new requests, no discussion.

**5. Other**

**Director Nourse**

- Advised that they had a positive meeting last week with DES on the PEER Review.

#### **Director Sylvester**

- Advised that Councilor Gates has requested a department overview and tour. Will get some dates and have Samantha coordinate.
- Advised that he is still dealing with the issues with the heat.
- Discussed that the City Manager designee for the Library Trustees just resigned, and that a new candidate has just met with the Appointments Committee.

#### **Director Bowlen**

- Informed that the presentation at the Public Works Committee went well.
- Advised that they pulled the ice out last week and they are preparing to put in the sport court.

#### **Chief Planner Campbell**

- Advised of some upcoming applicants that will be going to the Planning Board in April; such as: Waterstone Development and some other investor/developers.

#### **Manager Pollard**

- Advised that she is working on the TIF development agreement and anticipates that it will go to City Council in May.

#### **Deputy City Manager Cox**

- Advised that the website design team completed the design and that the website has now been sent for the content movement.
- Advised that the budget book draft should be ready this week.
- Informed that the Government Channel equipment was being updated and rebuilt this week.

#### **Director Grant**

- Advised that he was preparing for the Codes & Ordinances meeting on zoning.
- Advised that he is estimating \$65 million in permits with \$42 million of it outside of the TIF district.
- Advised that there has been an influx of new home permits.

**Chief Allen**

- Advised that the new crime analyst started last week.
- Advised that Jason Thomas would be graduating from the FBI Academy on Friday.
- Informed that they are still in the process of hiring 3 police officers.
- Advised that they had gone to Concord to receive their partner of the year award from the Retail Merchants Association of NH. Tracy Hayes received an award for her website work with retailers to network information. The Police Department received an award for their proactive work in the community targeting shoplifting and thefts from retailers.
- Advised that he met with Turbocam, who has a training facility in Rochester, last week to provide some training.
- Advised that he is setting up a demo of the Surface Pro for Wednesday morning.

**City Manager Fitzpatrick**

- Thanked those who participated on Friday morning for the State of the City breakfast, he had received several compliments.

The Management Team meeting adjourned at 9:55 A.M.

Respectfully submitted,

Samantha Rodgers  
Executive Assistant



4/3/14  
City Department Head Meeting

## **MINUTES**

**Attending:** Lauren Colanto, Assistant Recreation Director; Blaine Cox, Deputy City Manager / Finance Director; Assistant Chief Mark Dupuis, RFD; Daniel Fitzpatrick, City Manager; Jim Grant, Director of Building, Zoning and Licensing Services; Diane Hoyt, Director of Human Resources; Karen Pollard, Director of Economic Development; Doreen Jones, Tax Collector; Tom Mullin, City Assessor; Marcia Roddy, Deputy City Clerk, Chief Norman Sanborn Jr., RFD; Dennis Schafer, Director of MIS; Brian Sylvester, Library Director; Todd Marsh, Welfare Director

**Guests:** Jennifer Murphy Aubin, United Way campaign chairperson / Economic Development Executive Secretary

### **Called to order 9:04 A.M.**

City Manager Fitzpatrick called the meeting to order and invited Jennifer Murphy Aubin to update the group on the United Way campaign.

Mrs. Murphy Aubin has worked with the United Way and similar organizations for many years. The city previously participated in United Way campaigns, but this practice stopped for a period of time. Discussion followed about the program and why it was discontinued in the past.

The campaign will make it possible for city employees to have donations deducted directly from their pay and sent to the charity of their choice. There are various Rochester-based charities that will benefit from the campaign. The campaign is expected to roll-out later this summer.

Human Resources Director Hoyt updated the group on mandatory supervisory training sessions which will take place on the 17<sup>th</sup> and 24<sup>th</sup> of April, in the morning. The topic of the training is Effective Communication and Managing a Multigenerational Workforce. As of 4/3/14, the session for the 17<sup>th</sup> is full. Discussion followed on attendance requirements.

Chief Sanborn and Deputy Chief Dupuis attended a funeral and wake service for a Boston Firefighter who was killed in active duty. The funeral was attended by firefighters from around the world.

City Manager Fitzpatrick opened discussion on the Affordable Care Act and its impact on the city's financial outlook. The so-called "Cadillac Tax", a 40 percent excise tax

imposed on the value of health insurance benefits exceeding a certain threshold, is scheduled to take effect in 2018 and will be problematic for the city's budget. Stabilizing or reducing the insurance rates for the city will alleviate this problem. Encouraging employees to 'shop' for less expensive medical care providers is one way to reduce costs. Discussion followed.

Human Resources Director Hoyt notified the group that the city is considering forming a Cost Containment Committee for health care, to explore further options. Other communities have successfully formed similar committees. Committee membership would include members from all city bargaining units.

**Meeting Adjourned**



*City of Rochester*  
OFFICE OF THE CITY MANAGER  
MANAGEMENT TEAM  
31 Wakefield Street • Rochester, NH 03867  
(603) 332-1167  
www.RochesterNH.net

**MANAGEMENT TEAM MEETING**  
**March 31, 2014**  
**9:00 A.M.**

**PRESENT:**

Daniel Fitzpatrick, City Manager  
Blaine Cox, Deputy City Manager  
Peter Nourse, DPW Director  
Michael Allen, Police Chief  
Karen Pollard, Economic Development Manager  
Norman Sanborn, Fire Chief  
Jim Grant, Director BZLS

Danford Wensley, City Attorney  
Chris Bowlen, RAYS Director  
Brian Sylvester, Library Director  
Samantha Rodgers, Executive Asst.

**ABSENT:**

Jim Campbell, Chief Planner

**MINUTES**

City Manager Fitzpatrick called the Management Team meeting to order at 9:05 A.M.

**1. Management Team Minutes – March 24, 2014**

There were no changes, no discussion. Minutes were approved by general consensus.

**2. City Council Inquiry Report**

There were no additional items. All items have been closed.

**3. City Calendar for Week**

Reviewed the upcoming City meetings. The Codes & Ordinances Committee meeting last week was adjourned and will meet this Thursday, picking up where they left off.

**4. Right to Know Requests**

There was a new request seeking information on a property off Route 108. There was some discussion and it was determined that this information is protected as it has to do with land negotiations.

## **5. NH DOT – Route 202/Estes Road sight distance improvements**

This letter was received from NH Department of Transportation, nothing needs to be done at this time as it was for informational purposes only.

## **6. Roberge Center – Rochester Housing Authority**

Stacy Price had met with City Manager Fitzpatrick to discuss options for the Roberge Center. The City Manager requested that staff forward any recommendations for use to him.

This item will be on the agenda for the April 8th Finance Committee and the April 10th REDC meetings so that they are aware and can make any recommendations for Council consideration.

## **7. Other**

### **Chief Allen**

- Attended FBI Academy graduation for Jason Thomas
- Informed that they responded to a suicide on Flagg Road over the weekend
- Advised that Karen Bonneau, records secretary resigned as she needed a full-time position
- PD & dispatch negotiations are scheduled for tomorrow
- MRI completed their analysis of dispatch, they will make final edits and we should have by end of the week

### **Deputy City Manager Cox**

- Advised that the government channel install and budget preparations were continuing

### **Director Nourse**

- Provided a new Right to Know request for Salmon Falls Road/Bacon Felt dam information

### **Manager Pollard**

- Advised that she is continuing work on the TIF development agreement
- Reminded that the Safran grand opening event is scheduled for later today

**Chief Sanborn**

- Advised that there was a lot of fire activity over the past week.
  - Chestnut Hill mobile home fire - still under investigation
  - Mutual aid fire in Barrington
  - Portland Street – started as a chimney fire
  - Bunker Hill Drive – barn fire - still under investigation – this fire was challenging as there was no water at the site

**City Solicitor Wensley**

- Provided an update on the Blaisdell case

**Director Grant**

- Advised that he is putting the numbers together for tax cap information
- Advised that they are working on the dilapidated building on Columbus/Hancock Street and getting it taken down

The Management Team meeting adjourned at 9:31 A.M.

Respectfully submitted,

Samantha Rodgerson  
Executive Assistant

**FORM A**

(To be completed by the employee and returned to the City Manager)

**TO: DAN FITZPATRICK, CITY MANAGER**

**FROM:**

*Shirley McGillis*  
(name, department & title)

**SUBJECT: REQUEST TO PARTICIPATE IN EMPLOYEE COMPUTER  
LEASE/PURCHASE PROGRAM**

I have read and understand the terms and conditions of the Employee Computer Lease/Purchase Agreement and I wish to be considered for participation in the plan. I request the City reimburse me after I have made the purchase and submitted an itemized vendor's receipt. I understand that this request must be approved by the City and that I must complete a lease purchase agreement before I purchase the equipment. I understand that my request will be evaluated based upon my application to purchase equipment meeting or exceeding minimum recommended specifications system requirements which are subject to change based on the latest hardware technologies. I understand that only brand name, new equipment which must include an industry standard manufacturer's warranty will be considered for this program.

Attached is a quote which describes the equipment intended to be acquired through this program.

The estimated cost of the equipment to be acquired: \$839.98 (not to exceed \$2,000)

Please provide a brief narrative explaining how participation in this program may enhance your computer literacy skills and assist you in your work activities with the City of Rochester.

*New Laptop would keep me current with  
new technologies and help support  
me in performing my job*

I have ☒ have not ☐ (check one) previously purchased equipment under this program.

3/26/2014  
Date

*Shirley McGillis*  
Employee Signature

I have reviewed and recommend this request:

3/26/14  
Date

*B. Dean Cox*  
Supervisor or Department Head and Title

Approved:

MAR 27 2014  
Date


*Dan Fitzpatrick*  
City Manager or designee



# ROCHESTER RECREATION & ARENA

## LETTER OF TRANSMITTAL

CITY OF  
Received  
APR 3 2014  
City Manager  
ROCHESTER

TO: Dan Fitzpatrick, City Manager  
CC: Blaine Cox, Deputy City Manager  
FROM: Chris Bowlen, Director   
DATE: April 2, 2014

I am sending you: ☒ Attached ☐ Under Separate Cover

The following items: Change order #4 for upgrade of service window for skate shop.

These are transmitted as checked below:

<input checked="" type="checkbox"/> For Approval	<input type="checkbox"/> For Your Use/Information
<input type="checkbox"/> As Requested	<input type="checkbox"/> For Review & Reply
<input type="checkbox"/> Approved as Submitted	<input type="checkbox"/> Approved as Noted
<input type="checkbox"/> Returned for Corrections	
<input type="checkbox"/> Re-submit <input type="checkbox"/> Copies for approval	
<input type="checkbox"/> Submit <input type="checkbox"/> Copies for distribution	

### SUPPLEMENTAL INFORMATION:

Attached please find an proposal for professional services from Harriman Architect and Engineers to further research and develop design options for identified areas within the arena. Funding for this is available in the arena CIP account.

This should conclude our needs for these services for renovations.

Blaine M Cox

Digitally signed by Blaine M Cox  
DN: cn=Blaine M Cox, o=City of Rochester  
New Hampshire, ou=Department of Finance,  
email=blaine.cox@rochester-nh.net, c=US  
Date: 2014.04.02 09:31:12 -0400

Reviewed by:

Finance Director, Dep. City Manager

Date: 2014-04-02



City of Rochester, New Hampshire  
Department of Recreation, Arena

Recreation & Youth Services: 150 Wakefield Street, Suite #1, Rochester, NH 03867 • 603-332-4120

Arena: 63A Lowell Street, Rochester, NH 03867 • 603-335-6749

Fax: 603-335-7573 • [www.rochesterrec.com](http://www.rochesterrec.com)





# ROCHESTER RECREATION & ARENA

## LETTER OF TRANSMITTAL

CITY OF  
Received  
APR 1 2014  
City Manager  
ROCHESTER

TO: Dan Fitzpatrick, City Manager

CC: Blaine Cox, Deputy City Manager

FROM: Chris Bowlen, Director

DATE: April 1, 2014

I am sending you:  X  Attached      Under Separate Cover

The following items: Services for Bleacher bid

These are transmitted as checked below:

<u> X </u>	For Approval	<u>    </u>	For Your Use/Information
<u>    </u>	As Requested	<u>    </u>	For Review & Reply
<u>    </u>	Approved as Submitted	<u>    </u>	Approved as Noted
<u>    </u>	Returned for Corrections		
<u>    </u>	Re-submit <u>    </u> Copies for approval		
<u>    </u>	Submit <u>    </u> Copies for distribution		

### SUPPLEMENTAL INFORMATION:

Attached is a summary proposal sheet that was part of the accepted bid for the bleacher replacement by RH Lord Company. Kindly sign and date in the appropriate section so that I can send this along with the PO to get the project started.



City of Rochester, New Hampshire  
Department of Recreation, Arena

Recreation & Youth Services: 150 Wakefield Street, Suite #1, Rochester, NH 03867 · 603-332-4120  
Arena: 63A Lowell Street, Rochester, NH 03867 · 603-335-6749  
Fax: 603-335-7573 · [www.rochesterrec.com](http://www.rochesterrec.com)





Norman Sanborn, Jr.  
Chief of Department

Rochester Fire Department  
City of Rochester  
37 Wakefield Street • Rochester, NH 03867

Tel (603) 335-7545  
Fax (603) 332-9711

March 27, 2014

CITY OF  
Received

MAR 27 2014

City Manager  
ROCHESTER

TO: Dan Fitzpatrick, City Manager  
FROM: Norm Sanborn, Jr., Fire Chief *Norm Sanborn Jr.*  
SUBJECT: Memorandum of Understanding

I am asking to have the attached MOU between the City and School Department signed by yourself if possible. The Superintendent of Schools, Mike Hopkins has also signed this for the School Department.

This MOU is to establish an agreement between the City and the Rochester School Department to provide available resources to support expanded public health capacity. This could be required in the event of a public health event, affecting a large proportion of the Strafford County population.

If you have any questions or concerns on this MOU please feel free to contact me.

Attachment



RECEIVED  
CITY OF  
Received  
APR 8 2014  
APR 7 2014  
FINANCE OFFICE  
CITY OF ROCHESTER  
City Manager  
ROCHESTER

## City of Rochester Dept of Public Works

45 Old Dover Road  
Rochester, NH 03867  
Phone: (603) 332-4096  
Fax: (603) 335-4352

# Memo

**To:** Blaine Cox.  
Finance Director/Deputy City Manager

**From:** Gretchen Young, Construction Engineer

**Date:** 4/7/2014

**Re:** Crossroads Sewer and Water Project; Wright Pierce - Engineering Design Phase Contract

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Enclosed please find the Wright-Pierce Engineering Design Phase Contract for Professional Engineering Services for the Crossroads sewer and water project.

As you are aware, there are agreements with the EDA and private contributors, which have not been finalized. Once the enclosed engineering contract is approved/executed by the city, we will submit to the EDA for their review and formal approval. Upon receiving authorization to proceed from the EDA, Karen Pollard and the City Manager will again reach out to two private contributors to finalize those agreements. Depending on the outcome of those conversations, the city may have to decide whether to fund any additional portion of the project that may be required.

The execution of the enclosed document is the first step in the process. No work will begin on this project until we receive authorization from the City Council or City Manager.

If you have any questions please let me know, if not, please sign and pass on to the City Manager for signatures. These documents should be returned to the DPW for distribution.

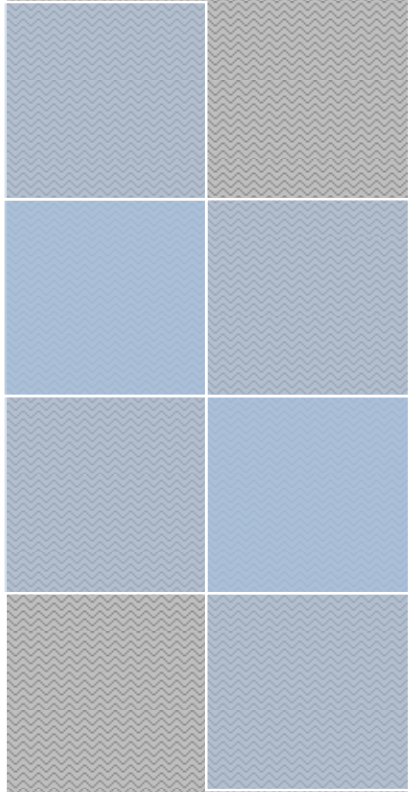
Signature

Blaine Cox 4/8/14

(Blaine Cox, Finance Director / Deputy City Manager)

## Department Reports March

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**City of Rochester, New Hampshire**  
**Assessor's Office**  
19 Wakefield Street  
Rochester, New Hampshire 03867-1915

Telephone  
(603) 332-5109  
Fax  
(603) 335-7591

April 10, 2014

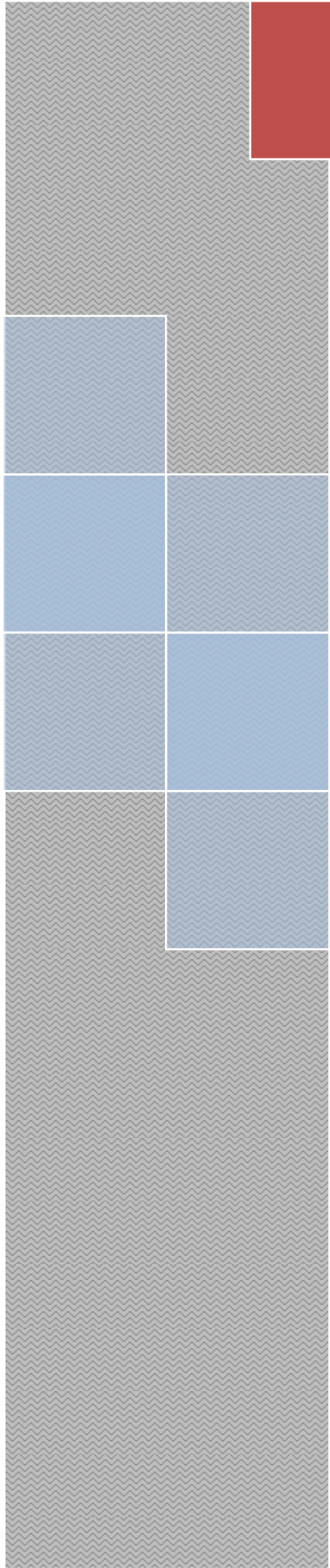
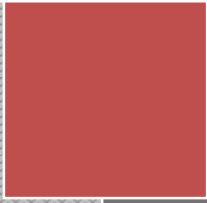
To: City Manager/Council  
From: Thomas Mullin, Assessor  
Subject: March Council Report

Revenue Received/Collection Warrants issued:

Prorated New Manufacture Homes	\$ 3,010.00
PILOT (Woodsville Hydro Assoc)	\$ 397.87
Property Records, Maps & Copies	\$ 21.00

- After a review of sales that have occurred in the past year, it appears that to maintain proportional assessments as required by state law a statistical update of value will be required this year.
- Approaching the numerous statutory deadlines on April 15th, the office is busy verifying income and assets of those with exemptions, accepting new applications from veterans, reviewing the status of religious, charitable and educational properties, closing out building permits and performing daily duties.
- All properties that were issued building permits for last year have been inspected and a new construction amount will be ready by the end of the month and provided to the finance office.





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**City Clerk's Office**  
**City Hall - First Floor**  
**31 Wakefield Street, Room 105**  
**ROCHESTER, NEW HAMPSHIRE 03867-1917**  
**(603) 332-2130 - Fax (603) 509-1915**  
**Web Site: <http://www.rochesternh.net>**

Clerk of the Council Elections Vital Records Dog Licensing Notary Public Services
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## City Clerk's Report

**2014**

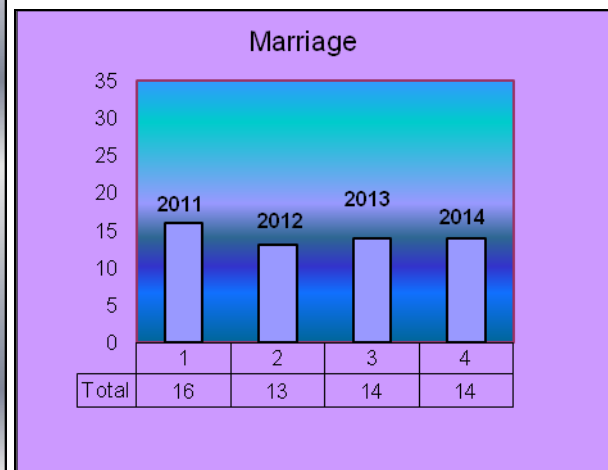
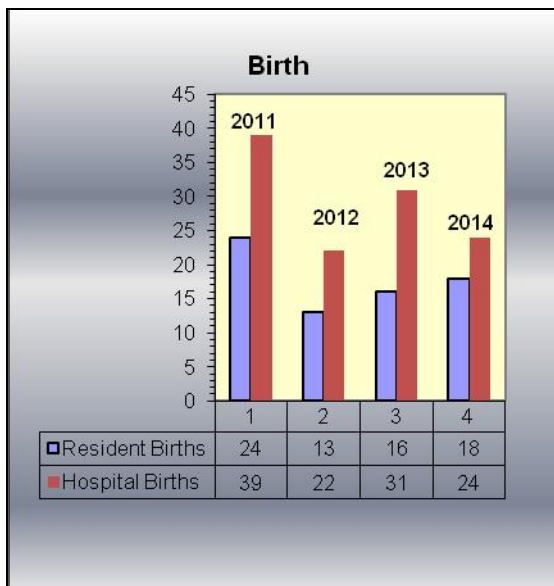
April 10, 2014

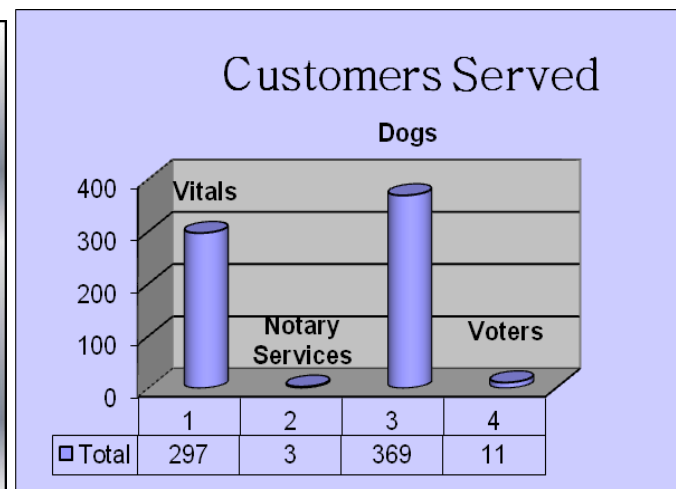
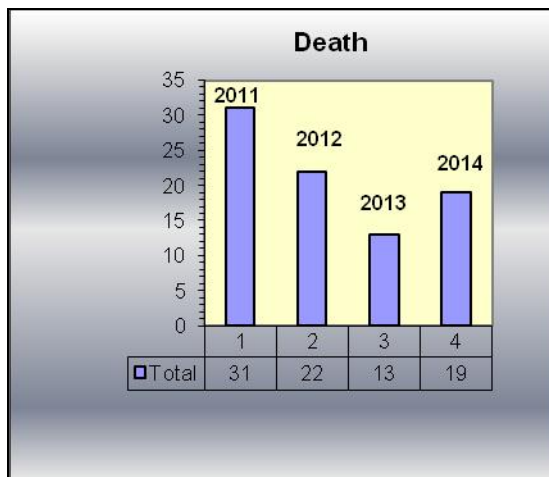
### Vital Statistics

The City Clerk's staff issued 212 initial copies of vital records, 71 subsequent copies of vital records, and 14 marriage licenses in March. The New Hampshire Division of Vital Records Administration generated the following report of statistics for the City of Rochester. There were 24 babies born in Rochester during the month of March, 18 of which were of Rochester residents. A total of 21 deaths occurred in Rochester during the month of February.

#### Revenue – Vital Records/Marriage Licenses

	State	City
Initial/Subsequent copies	\$2,051	\$1,839
Marriage Licenses	<u>\$ 532</u>	<u>\$ 98</u>
	\$2,583	\$1,937





## Dog Licensing

The City Clerk's office licensed 369 dogs during the month of March.

## Elections

### Voter registration summary by party as of March 31, 2014:

	<u>Democrats</u>	<u>Republicans</u>	<u>Undeclared</u>	<u>Total</u>
<b><u>Ward 1</u></b>	913	926	1,238	3,077
<b><u>Ward 2</u></b>	885	975	1,308	3,168
<b><u>Ward 3</u></b>	927	1,008	1,218	3,153
<b><u>Ward 4</u></b>	784	714	1,299	2,797
<b><u>Ward 5</u></b>	793	869	1,352	3,014
<b><u>Ward 6</u></b>	882	658	1,175	2,715
	5,184	5,150	7,590	17,924

Respectfully submitted,

*Marcia Roddy*

Marcia Roddy  
Deputy City Clerk



## End of Month Council Report

**To the Honorable Mayor and City Council of the City of Rochester, the following is a summary of the revenue collected and the activities performed by the Department of Building, Zoning and Licensing Services for the month of March 2014 with fiscal Year to Date**

### Department Revenue

	Current Month		Year to Date		Projected Revenue
Food Establishments	\$	85.00	\$	16,327.50	\$ 29,000.00
Taxi Service Permits	\$	60.00	\$	800.00	\$ 700.00
Amusement License	\$	100.00	\$	2,040.00	\$ 4,000.00
Building Permits	\$	18,979.00	\$	191,077.02	\$ 225,000.00
Hawkers & Peddlers	\$	00.00	\$	225.00	\$ 500.00
Second Hand Dealer	\$	100.00	\$	1,550.00	\$ 1,000.00
Pawnbroker License	\$	0.00	\$	200.00	\$ 100.00
Junk Yard & MVJY	\$	0.00	\$	0.00	\$ 175.00
Misc. Permits and Fees	\$	1,025.50	\$	1,587.90	\$ 100.00
<hr/>					
<b>GROSS REVENUE</b>	\$	20,349.50	\$	213,807.42	\$ 260,575.00
Fees Refunded	\$	55.00	\$	264.00	
Fees Waived – Veteran	\$	174.00	\$	2,265.00	
Fees Waived - Municipal	\$	127.00	\$	868.00	
<hr/>					
Total	\$	356.00	\$	3,397.00	
<hr/>					
<b>NET REVENUE</b>	\$	19,993.50	\$	210,410.42	

## Department Activities

### Permits :

Foundation Only	<b>1</b>
Building Permit	<b>39</b>
Demolition Permit	<b>5</b>
Sign Permit	<b>3</b>
Plumbing Permit	<b>28</b>
Electrical Permit	<b>43</b>
Mechanical Permit	<b>35</b>
Pool Permit	<b>0</b>
Fire Alarm/Sprinkler	<b>7</b>
Violation	<b>14</b>

### Licenses :

Second Hand Dealer	<b>2</b>
Junk Dealer	<b>0</b>
Motor Vehicle Junk Yard	<b>0</b>
Pawn Broker	<b>0</b>
Taxi - Owner	<b>0</b>
Taxi - Driver	<b>0</b>
Taxi - Vehicle	<b>2</b>
Health	<b>0</b>
Mechanical Devices	<b>0</b>
Day Care	<b>0</b>
Temporary Food	<b>1</b>
Video Games	<b>0</b>
Movie Theater	<b>0</b>
Pool Table	<b>0</b>
Hawkers & Peddlers	<b>0</b>
Mobile Home Parks	<b>0</b>
Food Establishments	<b>2</b>

### Actions:

Building Final	<b>10</b>
Demo	<b>0</b>
Electric Final	<b>11</b>
Electric Rough	<b>13</b>
Electrical Underground	<b>1</b>
Foundation	<b>3</b>
Framing	<b>9</b>
Gas Line	<b>9</b>
Health Inspection	<b>10</b>
Insulation	<b>10</b>
Mechanical Final	<b>7</b>
Mechanical Rough	<b>5</b>
Perm Service	<b>1</b>
Plumbing Final	<b>7</b>
Plumbing Rough	<b>12</b>
Plumbing Underground	<b>0</b>
Pool Bonding	<b>0</b>
Pool Final	<b>0</b>
Re-Bar	<b>2</b>
Service & Service Upgrade	<b>2</b>
Sheetrock	<b>3</b>
Slab	<b>0</b>
Temp Service	<b>1</b>
Walk Through	<b>0</b>

# Building Permit Detail

New Permits	Month: March 2014		Fiscal Year to Date	
	Permits Issued	Estimated Construction Value	Permits Issued	Estimated Construction Value
Sign	1	\$ 1,400	34	\$ 252,446
Plumbing	26	72,460	149	\$ 669,990
Electrical	42	\$ 318,473	302	\$ 2,301,193
Mechanical	34	\$ 283,046	388	\$ 1,915,588
Fire				
Alarm	3	\$ 15,895	19	\$ 448,535
Protection	3	\$ 33,900	31	\$ 340,528
Foundation Only	1	\$ 0.00	32	\$ 164,390
Building Permit				
Multi-category	0	\$ 0.00	5	\$ 13,144
New Home	4	412,050	34	\$ 3,396,576
Addition Non Res	0	\$ 0.00	2	\$ 42,000
Alteration Non Res	5	\$ 736,610	31	\$ 3,283,548
Repair / Replace Non Res	0	\$ 0.00	9	\$ 208,255
Footing	4	\$ 15,000	7	\$ 15,000
Pool	0	\$ 0.00	2	\$ 6,600
Garage	0	\$ 0.00	17	\$ 501,950
Other	4	\$ 55,800	39	\$ 217,042
Demo	0	\$ 0.00	1	\$ 4,900
Shed	1	\$ 4,139	23	\$ 93,997
Addition Res	0	\$ 0.00	14	\$ 130,861
Alteration Res	13	\$ 299,465	66	\$ 839,457
Repair / Replace Res	9	\$ 61,780	146	\$ 1,272,115
Condo	0	\$ 0.00	0	\$ 0.00
Apartment	0	\$ 0.00	3	\$ 1,788,000
Mobile Home	1	\$ 0.00	14	\$ 928,182
Building Non Res	0	\$ 0.00	2	\$ 713,000
<b>Total New Permit</b>	<b>151</b>	<b>\$ 2,310,018</b>	<b>1,370</b>	<b>\$ 19,547,297</b>
Permit Renewals	4	\$ 2,750	23	\$ 33,861
Demolition	5	\$ 14,300	21	\$ 82,200
<b>Total Permits Issued</b>	<b>160</b>	<b>\$ 2,292,968</b>	<b>1,414</b>	<b>\$ 19,431,236</b>

Respectfully Submitted,



James Grant

Note: The above data is subject to adjustment & revision pending further review and analysis as well as year-end closing adjustments.

## **CODE VIOLATION TYPE & OCCURRENCES**

**Month of: March 2014**

### **Code Compliance Deficiencies**

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There are up to four steps of actions being used to deal with complaints/ violations: The first being verbal contact. The next method is a written notice of violation. This consists of a notice that is mailed first class as well as certified mail giving the property owner or violator a detailed description of the deficiencies and a date to make the appropriate corrections. The requested date depends on the time that is considered reasonable for the requested action that needs corrected, for instance, a minor repair to a fence may warrant a couple of days, while replacing an entire fence may require a few weeks. If there has been no contact made by the recipient of the notice, a follow up inspection is then made. If the violation(s) still exist, a second notice of violation is mailed with a new correction date on it. This process is then followed through again with a final notice. If the violation has still not been corrected after these notices, the paper work is turned over to Attorney Grossman for legal/court action to be taken. If the violation was a time sensitive issue, such as trash piling up, we would skip the second notice and go straight to a final notice to help expedite the process.

#### **RUBBISH & GARBAGE:**

- Five recent in Ward 6  
Four were resolved and closed
- One recent in Ward 2  
Resolved and closed

#### **INTERIOR VIOLATIONS:**

- Five recent in Ward 6  
Three were resolved and closed  
Two remain open and pending
- Two recent in Ward 1  
Both were resolved and closed
- One recent in Ward 4  
Resolved and closed

#### **EXTERIOR VIOLATIONS:**

- Two recent in Ward 5  
Both are open and pending
- Two recent in Ward 6  
Both are open and pending
- Two recent in ward 2  
One resolved and closed  
One open and pending

- One recent in Ward 1  
Resolved and closed
- One recent in Ward 4  
Resolved and closed

**VEHICLE VIOLATIONS:**

- One Recent in Ward 6  
Resolved and closed

**SIGNS:**

- Three recent in Ward 6
- Fifty recent in Ward 4
- Two recent in Ward 5
- One recent in Ward 2  
Fifty five resolved and closed  
One open and pending

**SITE PLAN/ZONING VIOLATIONS:**

-



**City of Rochester, New Hampshire**  
**Department of Building, Zoning and Licensing**  
**Services**

**31 Wakefield Street \* Rochester, NH 03867**  
**(603) 332-3508 \* Fax (603) 509-1912**

March 2014

**APPLICATIONS REVIEWED BY THE ZONING BOARD**

**2014-03** Application by Granite Ridge Marketplace for a variance under Article 42.8 Section (c)(2)&(5) of the City's Zoning Ordinance to permit three (3) general advertising signs in excess of the required 150 sq. ft. size and taller than the required 30 ft.

**Location:** 92 Farmington Rd. Map 216 Lot 11 GRD Zone – **APPROVED**

**2014-04** Application by The Lamoureux Family Revocable Living Trust for a variance under Article 42, Section 10 (a) of the City's Zoning Ordinance to approve an 8 ft. fence in height.

**Location:** 6 Cemetery Rd. Map 258 Lot 36 Agricultural Zone - **APPROVED**

## **Economic Development Department Management Report for March 2014**

**Mary Ellen Humphrey**

**Economic Development Specialist**

### **Entrepreneurial Program Activity & Strategic Development**

Continued preparation for the Startup competition, team tours facility, promotional activity for the event, the gathering and sorting of applications. Mary Ellen Humphrey attended the advisory meeting on March 26 at the Creteau Center. This was an opportunity to connect the teachers with local businesses to offer internships and apprenticeships to students in the centers specialized programs. There was a tour as well. This complements the BIZ ED Connect program, a tri-city effort to provide actual job experience for students and to connect businesses with potential employees. Manufacturers have expressed great interest in connecting with students as well. Mary Ellen Humphrey attended a meeting and tour at Dartmouth Regional Technology Center - TRTC. This is one of the state's premier high tech incubators, with a specialty of wet labs and biotechnology.

In collaboration with the Creteau Center and the School to Career program coordinator, Courtney Ritchings, Economic Development Executive Secretary, Jennifer Murphy Aubin launched an initiative, Infinite Canvas: Rochester, NH. The mission has mutually beneficial purpose: to provide an internship for aspiring student photographer/graphic designers to capture Downtown Rochester, the community, the retail and architecture of the City; and for the City to access a database of images for use on collateral materials, a considerable savings in professional photography services. The program's first session attracted 10 students, who have provided over 200 images to promote the City.

### **Technical Review Process**

Staff met with local property owners and developers to discuss development opportunities along Rt.11 in the Granite Ridge Development District. Two sessions focused on the new Market Place development project. Several new projects entered the pipeline as well.

### **Business Retention & Expansion**

Mary Ellen Humphrey attended the Medtronic & Sig Sauer Business After-Hours, bringing two local manufacturing companies along. Along with learning about best practices and manufacturing strategy, there was a presentation of the Business Industry Association highlighting newly released Strategic Economic Plan for New Hampshire.

Mary Ellen is also visiting local manufacturers. There are over 60 manufacturing companies in the city of Rochester. She has already visited a number of them, including The Rubber Group, Renaissance Signs, Turbo Cam Training Center, Thompson Investment Casting, RPA Abrasives, Dover FLEXCO, Simple Life LLC, and LHR Sporting Arms. (Coincidentally, Dover FLEXCO is located in Rochester, and in fact, has never been in Dover.)

New resources for business expansion are being explored and information disseminated to local companies, in particular, the SBA HUB Zone (Historically Underutilized Business Zone). A large part of Rochester, mostly in the downtown area, is a HUB zone. This offers some great advantages to companies regarding Federal contracts, of which 3% must come from a HUB zone, either as a prime contractor or sub-contractor. Several local companies are already utilizing this advantage, but here is potential for much more.

### **Community Development & Marketing**

Scout Camp - staff has been previewing the new Buxton data and learning how we may utilize it in promoting our community to prospective retail business investors. We are also looking at ways to get this information to our local retail and hospitality companies so they can maximize their inventory and services to fit the local market place.

United Way Program was presented by Campaign Chair, Jennifer Murphy Aubin, to the Departmental Meeting. The campaign will roll out over the first two weeks of June.

### **Other**

Mary Ellen Humphrey attended a REMI session about transportation and the tools for evaluating the total economic effects of changes to transportation systems and regional forecasting. It shows that infrastructure improvement positively impacts economic development. Given the recent turnpike investment of over one hundred million dollars, the increased investments are beginning to come to our city.

Staff attended the NEDA spring workshop in Laconia. Helpful topics were presented such as learning how to use economic impact analysis to make the case for projects in your community and how to read economic impact studies critically; and an interactive session focused on best practices in ED marketing online, social media, and use of LinkedIn for economic development.

The monthly Business Round Table had some interesting discussion. See attached recap. All are welcome. Next one is April 15 at 7:30 AM at City Hall.



## Business Round Table - Discussion Recap

March 18, 2014

City Hall, Rochester NH

### Action Items:

- HUB Zone information for Rochester Businesses
- Let people know about the Job Fair - April 15th at the Community Center for 14-20 year-olds.
- Munch Madness - restaurants cooperatively promoting eating in Rochester
- Special Downtown process needs to be retained in new Zoning!

Hugh Curley from the SBA spoke briefly about what is a HUB Zone, how much impact it has had on Rochester businesses over the years, and how a company may take advantage of being in a HUB zone with regards to federal government contracts. HUB stands for Historically Underutilized Business Zone, and is unique in that it combines both Geographic and Demographic criteria. Hugh agreed to speak about this at next week's Rotary (the 24th) and you may also obtain information from the Economic Development Office (335-7522) here in Rochester.

This is another tool that may be used as an incentive to attract and retain businesses in Rochester. We want to let local real estate agents know as well, so they may promote the HUB zone in their appropriate listings.

- You can view the HUB zone map at: <http://www.sba.gov/content/hubzone-maps>
- Learn more about the HUB Zone program at: <http://www.sba.gov/hubzone>

Gary J. DeColfmaeker from Goodwin Community Health gave a brief update on how the sign up for the Affordable Care Act is going. His organization has assistants to help people through the process. Apparently more people are succeeding in signing up, and March 31 is the deadline. There is a penalty (1% of income) if you aren't signed up or covered in some way. Others present expressed a noticeable difference in hiring in February which they attributed to the uncertainty and confusion over what this all means for small businesses, and especially those on the threshold of 50 or 100 employees.

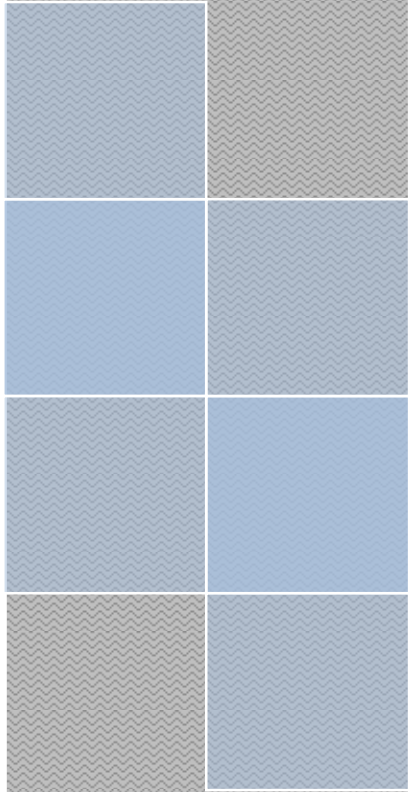
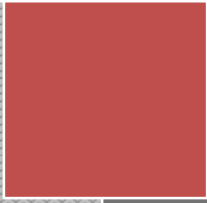
Mike Provost, the Main Street Director shared information about upcoming events including Munch Madness (see attached). This is a joint effort between Main Street, the Chamber of Commerce, and the City Economic Development department to encourage joint restaurant promotional activities. Approximately one third of Rochester's restaurants are participating. Already over 100 votes have been cast in the first day of the event. Check it out!

Another event is coming on April 9<sup>th</sup> - the Prep for Success Resource and Employment Fair for ages 14-21 to be held from noon to 5PM at the Rochester Community Center. Following our round table this morning, (I sent this notice to our manufacturers list, and already two have contacted me to say they want to attend.) This is an opportunity to connect young people with potential employers, and to engage both in what kind of courses and educational needs are required for success in these jobs.

It was noted that Fosters had a great story about a local manufacturer who had a ribbon cutting on Friday the 14th to announce their new Mini Paper Mill at Lydall Corp.

Mike Provost also made note that in the new zoning there needs to be a Special Downtown permit process. We have often utilized this to expedite downtown reviews for businesses.

**Next Business Roundtable is scheduled for April 15 at 7:30 AM, City Hall.**



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**Blaine Cox**  
**Deputy City Manager/**  
**Director Finance & Administration**

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 31 Wakefield Street  
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 Tel. (603) 335-7609  
 Fax (603) 335-7589  
[blaine.cox@rochesternh.net](mailto:blaine.cox@rochesternh.net)

To: Finance Committee  
 From: Blaine Cox, Deputy City Manager  
 Date: April 2, 2014  
 Subject: Monthly Financial Report  
 Copied To: City Manager Fitzpatrick

As of the end of March, we are approximately 75% through Fiscal Year 2014.

**REVENUES**

**General Fund Year to Date Revenue Summary:**

DEPARTMENT	ORIGINAL ESTIMATED REV	ESTIMATED REV ADJ	REVISED ESTIM REV	ACTUAL YTD REVENUE	REMAINING REVENUE	% COLL
City Clerk	\$ 108,400	\$ -	\$ 108,400	\$ 62,965	\$ 45,435	58%
Assessor	\$ 1,000	\$ -	\$ 1,000	\$ 454	\$ 546	45%
Business Office	\$ 56,000	\$ -	\$ 56,000	\$ 41,421	\$ 14,579	74%
Tax Collector	\$ 26,996,312	\$ -	\$ 26,996,312	\$ 26,909,162	\$ 87,150	100%
General Overhead	\$ 4,749,343	\$ 2,816,951	\$ 7,566,294	\$ 4,155,598	\$ 3,410,696	55%
Public Bldg	\$ -	\$ -	\$ -	\$ 449	\$ (449)	
Planning	\$ 27,300	\$ -	\$ 27,300	\$ 37,752	\$ (10,452)	138%
Police	\$ 349,975	\$ -	\$ 349,975	\$ 207,510	\$ 142,465	59%
Fire	\$ 24,351	\$ -	\$ 24,351	\$ 7,063	\$ 17,288	29%
Dispatch	\$ 62,044	\$ -	\$ 62,044	\$ 66,210	\$ (4,166)	107%
Bldg,Zoning &License	\$ 260,575	\$ -	\$ 260,575	\$ 210,410	\$ 50,165	81%
Public Works	\$ 555,112	\$ -	\$ 555,112	\$ 435,126	\$ 119,986	78%
Welfare	\$ 10,000	\$ -	\$ 10,000	\$ 2,008	\$ 7,992	20%
Recreation	\$ 138,200	\$ -	\$ 138,200	\$ 131,315	\$ 6,885	95%
Library	\$ 17,050	\$ -	\$ 17,050	\$ 10,252	\$ 6,798	60%
<b>Totals</b>	<b>\$ 33,355,662</b>	<b>\$ 2,816,951</b>	<b>\$ 36,172,613</b>	<b>\$ 32,277,695</b>	<b>\$ 3,894,918</b>	<b>89%</b>

Note: If the Property Tax Revenue is removed from Tax Collector Revenue to show only non-property tax revenue, the General Fund Revenue percentage is at 78.4%.

## Enterprise Funds Year to Date Revenue Summary:

<b>FUND</b>		<b>ORIGINAL</b>		<b>ESTIM</b>	<b>REVISED</b>	<b>ACTUAL</b>	<b>REMAINING</b>	<b>% COLL</b>
		<b>ESTIM REV</b>		<b>REV ADJ</b>	<b>ESTIM REV</b>	<b>YTD REVENUE</b>	<b>REVENUE</b>	
Water	\$	4,923,646	\$	6,000	\$ 4,929,646	\$ 2,693,907	\$ 2,235,738	55%
Sewer	\$	6,203,072	\$	179,661	\$ 6,382,733	\$ 3,773,685	\$ 2,609,048	59%
Arena	\$	527,196	\$	-	\$ 527,196	\$ 357,391	\$ 169,805	68%

## EXPENDITURES

### General Fund Year to Date Expenditure Summary:

<b>DEPARTMENT</b>		<b>ORIGINAL</b>	<b>TRANFERS/</b>	<b>REVISED</b>	<b>YTD</b>	<b>ENCUMBRANCES</b>	<b>AVAILABLE</b>	<b>% USED</b>
		<b>APPROP</b>	<b>ADJUST</b>	<b>BUDGET</b>	<b>EXPENDED</b>		<b>BUDGET</b>	
Council/Manager	\$	272,515	\$ (209)	\$ 272,306	\$ 189,073	\$ 3,113	\$ 80,120	70.6%
Economic Dev	\$	266,802	\$ 1,531	\$ 268,333	\$ 215,432	\$ 5,540	\$ 47,361	82.3%
Information Tech	\$	356,365	\$ (1,127)	\$ 355,238	\$ 243,830	\$ 10,455	\$ 100,953	71.6%
City Clerk	\$	258,547	\$ 1,161	\$ 259,708	\$ 182,517	\$ 22,443	\$ 54,748	78.9%
Elections	\$	31,968	\$ (161)	\$ 31,807	\$ 19,267	\$ 695	\$ 11,845	62.8%
Assessing	\$	354,797	\$ (89)	\$ 354,708	\$ 272,372	\$ 8,346	\$ 73,991	79.1%
Business Office	\$	550,099	\$ 540	\$ 550,639	\$ 437,495	\$ 5,560	\$ 107,584	80.5%
Tax Collector	\$	324,259	\$ (186)	\$ 324,073	\$ 239,134	\$ 2,078	\$ 82,861	74.4%
General Overhead	\$	750,011	\$ (57,724)	\$ 692,287	\$ 448,207	\$ 87,971	\$ 156,110	77.5%
Public Buildings	\$	801,956	\$ 271	\$ 802,227	\$ 605,534	\$ 22,184	\$ 174,508	78.2%
Planning	\$	351,220	\$ (455)	\$ 350,765	\$ 229,660	\$ 3,002	\$ 118,103	66.3%
Police	\$	6,635,651	\$ 46,281	\$ 6,681,932	\$ 4,924,572	\$ 88,100	\$ 1,669,260	75.0%
Fire	\$	4,122,869	\$ (14,013)	\$ 4,108,856	\$ 3,123,049	\$ 91,259	\$ 894,548	78.2%
Dispatch	\$	721,360	\$ 3,446	\$ 724,806	\$ 500,587	\$ 8,571	\$ 215,647	70.2%
Bldg,Zoning,License	\$	491,376	\$ (1,161)	\$ 490,215	\$ 382,263	\$ 11,804	\$ 96,148	80.4%
Ambulance	\$	51,430	\$ -	\$ 51,430	\$ 38,573	\$ 12,858	\$ -	100.0%
Public Works	\$	2,703,287	\$ 24,682	\$ 2,727,969	\$ 2,103,603	\$ 201,163	\$ 423,203	84.5%
Welfare	\$	449,080	\$ 150	\$ 449,230	\$ 283,232	\$ 31,553	\$ 134,445	70.1%
Recreation	\$	686,766	\$ (4,484)	\$ 682,282	\$ 556,665	\$ 11,609	\$ 114,007	83.3%
Library	\$	1,052,209	\$ (2,452)	\$ 1,049,757	\$ 818,617	\$ 20,812	\$ 210,327	80.0%
County Tax	\$	5,739,529	\$ -	\$ 5,739,529	\$ 5,781,224	\$ -	\$ (41,695)	100.7%
Debt Service	\$	4,465,297	\$ -	\$ 4,465,297	\$ 4,272,615	\$ -	\$ 192,682	95.7%
Tax Abatements	\$	92,256	\$ -	\$ 92,256	\$ 65,057	\$ -	\$ 27,199	70.5%
CIP Trans	\$	1,826,013	\$ 2,820,951	\$ 4,646,964	\$ 4,646,964	\$ -	\$ -	100.0%
<b>Totals</b>	\$	<b>33,355,662</b>	\$ <b>2,816,951</b>	\$ <b>36,172,613</b>	\$ <b>30,579,539</b>	\$ <b>649,116</b>	\$ <b>4,943,958</b>	<b>86.3%</b>

Notes: If all encumbrances are removed, the YTD Expended for all General Fund Departments is at 84.5% of Revised Budget.

Enterprise Funds Year to Date Expenditure Summary:

<b>FUND</b>	<b>ORIGINAL APPROP</b>	<b>TRANFRS/ ADJSMTS</b>	<b>REVISED BUDGET</b>	<b>YTD EXPENDED</b>	<b>ENCUMBRANCES</b>	<b>AVAILABLE BUDGET</b>	<b>% USED</b>
Water	\$ 4,923,646	\$ 6,000	\$ 4,929,646	\$ 3,047,143	\$ 108,827	\$ 1,773,675	64.0%
Sewer	\$ 6,203,072	\$ 179,661	\$ 6,382,733	\$ 3,868,478	\$ 102,217	\$ 2,412,038	62.2%
Arena	\$ 527,196	\$ -	\$ 527,196	\$ 380,488	\$ 5,784	\$ 140,924	73.3%

Note: If encumbrances are removed, the YTD Expended is at 61.8%, 60.6% and 72.2% respectively of Revised Budget.

**City and Enterprise Funds  
Revenue Summary  
For Period Ending  
03/31/14**

## YEAR-TO-DATE BUDGET REPORT

FOR 2014 09

ACCOUNTS FOR: 1000 GENERAL FUND	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
11031 CITY CLERK REVENUE	108,400	0	108,400	62,964.72	45,435.28	58.1%
11051 ASSESSORS REVENUES	1,000	0	1,000	453.95	546.05	45.4%
11061 BUSINESS OFFICE REVENUE	55,000	0	55,000	41,421.28	13,578.72	75.3%
11062 BUSINESS OFFICE REVENUE	1,000	0	1,000	.00	1,000.00	.0%
11071 TAX COLLECTOR REVENUE	26,996,312	0	26,996,312	26,909,169.35	87,142.65	99.7%
11081 GENERAL OVERHEAD REVENUE	3,422,203	2,816,951	6,239,154	2,830,899.73	3,408,253.98	45.4%
11082 GENERAL OVERHEAD REVENUE	1,327,140	0	1,327,140	1,324,698.05	2,441.95	99.8%
11091 PUBLIC BLDGS REVENUE	0	0	0	449.04	-449.04	100.0%
11101 PLANNING	27,300	0	27,300	37,751.93	-10,451.93	138.3%
12011 POLICE CITY REVENUE	349,975	0	349,975	207,509.95	142,465.05	59.3%
12021 FIRE CITY REVENUE	13,351	0	13,351	7,063.44	6,287.56	52.9%
12022 FIRE STATE REVENUE	11,000	0	11,000	.00	11,000.00	.0%
12031 DISPATCH CENTER	62,044	0	62,044	66,209.72	-4,165.72	106.7%
12041 CODE ENFORCEMENT REVENUE	260,575	0	260,575	210,410.42	50,164.58	80.7%
13011 PUBLIC WORKS REVENUE	32,000	0	32,000	15,733.81	16,266.19	49.2%
13012 STATE HIGHWAY SUBSIDY	523,112	0	523,112	419,391.76	103,720.24	80.2%
14011 WELFARE REVENUE	10,000	0	10,000	2,008.46	7,991.54	20.1%
14021 RECREATION REVENUE	138,200	0	138,200	131,314.94	6,885.06	95.0%
14031 LIBRARY REVENUE	17,050	0	17,050	10,251.60	6,798.40	60.1%
TOTAL GENERAL FUND	33,355,662	2,816,951	36,172,613	32,277,702.15	3,894,910.56	89.2%

## YEAR-TO-DATE BUDGET REPORT

FOR 2014 09

ACCOUNTS FOR: 5001 WATER ENTERPRISE FUND	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
510001 WATER WORKS REVENUE	4,923,646	6,000	4,929,646	2,693,907.40	2,235,738.29	54.6%
TOTAL WATER ENTERPRISE FUND	4,923,646	6,000	4,929,646	2,693,907.40	2,235,738.29	54.6%



## YEAR-TO-DATE BUDGET REPORT

FOR 2014 09

ACCOUNTS FOR: 5002 SEWER ENTERPRISE FUND	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
520001 SEWER WORKS REVENUE	5,801,952	179,661	5,981,613	3,718,188.88	2,263,423.95	62.2%
520002 SEWER WORKS REVENUE	401,120	0	401,120	55,496.00	345,624.00	13.8%
TOTAL SEWER ENTERPRISE FUND	6,203,072	179,661	6,382,733	3,773,684.88	2,609,047.95	59.1%

## YEAR-TO-DATE BUDGET REPORT

FOR 2014 09

ACCOUNTS FOR: 5003 ARENA ENTERPRISE FUND	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
530001 ARENA REVENUE	527,196	0	527,196	357,391.48	169,804.52	67.8%
TOTAL ARENA ENTERPRISE FUND	527,196	0	527,196	357,391.48	169,804.52	67.8%

## YEAR-TO-DATE BUDGET REPORT

FOR 2014 09

ACCOUNTS FOR: 1501	CAPITAL PROJECTS GENERAL FUND	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
150000	CIP REVENUE BONDING	84,949,974	-7,111,712	77,838,261	55,688,260.30	22,150,001.06	71.5%
150001	CIP REVENUE CASH	12,540,398	-222,842	12,317,556	13,180,695.63	-863,139.86	107.0%
150002	CIP REVENUE STATE	3,634,007	271,891	3,905,898	3,568,349.10	337,548.76	91.4%
150003	CIP REVENUE FUND BAL/RET EAR	3,479,174	205,662	3,684,836	3,494,843.78	189,991.98	94.8%
150004	CIP REVENUE DEDICATED REVENU	6,468,312	-362,169	6,106,143	7,335,014.63	-1,228,871.45	120.1%
150005	CIP REVENUE GRANTS	6,546,205	1,660,761	8,206,966	5,445,247.99	2,761,718.05	66.3%
TOTAL CAPITAL PROJECTS GENERAL FUND		117,618,070	-5,558,410	112,059,660	88,712,411.43	23,347,248.54	79.2%

## YEAR-TO-DATE BUDGET REPORT

FOR 2014 09

ACCOUNTS FOR:	ORIGINAL	ESTIM REV	REVISED	ACTUAL YTD	REMAINING	PCT
5501 CAPITAL PROJECTS WATER FUND	ESTIM REV	ADJSTMTS	EST REV	REVENUE	REVENUE	COLL
550100 CIP REVENUE BOND	3,802,900	-9,112	3,793,788	.00	3,793,788.48	.0%
550101 CIP REVENUE CASH	3,284,228	-723,935	2,560,293	3,026,395.53	-466,102.45	118.2%
550102 CIP REVENUES STATE	4,740,000	-240,738	4,499,263	314,500.00	4,184,762.50	7.0%
550103 CIP REVENUE FUND BAL/RET EAR	171,903	0	171,903	171,903.00	.00	100.0%
550104 OTHER REVENUES	30,000	0	30,000	30,000.00	.00	100.0%
550105 WATER CIP REVENUE GRANTS	2,521,100	104,197	2,625,297	10,500.00	2,614,797.00	.4%
TOTAL CAPITAL PROJECTS WATER FUND	14,550,131	-869,587	13,680,544	3,553,298.53	10,127,245.53	26.0%

## YEAR-TO-DATE BUDGET REPORT

FOR 2014 09

ACCOUNTS FOR:	ORIGINAL	ESTIM REV	REVISED	ACTUAL YTD	REMAINING	PCT
5502 CAPITAL PROJECTS SEWER FUND	ESTIM REV	ADJSTMTS	EST REV	REVENUE	REVENUE	COLL
550200 CIP REVENUE BOND	4,381,100	-1,827,684	2,553,416	.00	2,553,416.00	.0%
550201 CIP REVENUE CASH	3,113,395	-555,314	2,558,081	2,904,566.53	-346,485.95	113.5%
550202 CIP REVENUE STATE	5,794,194	-1,116,433	4,677,761	.00	4,677,760.74	.0%
550203 CIP REVENUE FUND BAL/RET EAR	583,018	0	583,018	583,018.00	.00	100.0%
550205 CIP REVENUE FUND	2,532,326	303,516	2,835,842	691,303.51	2,144,538.49	24.4%
TOTAL CAPITAL PROJECTS SEWER FUND	16,404,033	-3,195,915	13,208,117	4,178,888.04	9,029,229.28	31.6%

## YEAR-TO-DATE BUDGET REPORT

FOR 2014 09

ACCOUNTS FOR:	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
5503 CAPITAL PROJECTS ARENA FUND						
550301 CIP REVENUE CASH	35,000	-12,046	22,954	22,954.00	.00	100.0%
550305 CIP REVENUE FUND	64,356	0	64,356	64,356.00	.00	100.0%
TOTAL CAPITAL PROJECTS ARENA FUND	99,356	-12,046	87,310	87,310.00	.00	100.0%

**City and Enterprise Funds  
Expense Summary  
For Period Ending  
03/31/14**

## YEAR-TO-DATE BUDGET REPORT

FOR 2014 09

ACCOUNTS 1000	FOR: GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
11000051	CITY MANAGER	272,515	-209	272,306	189,072.84	3,113.00	80,120.31	70.6%
11012351	ECONOMIC DEVELOPMENT	266,802	1,531	268,333	215,431.78	5,539.75	47,361.24	82.3%
11020050	MUNICIPAL INFORMATION SYST	356,365	-1,127	355,238	243,830.14	10,454.73	100,953.04	71.6%
11030051	CITY CLERK	258,547	1,161	259,708	182,517.04	22,443.40	54,747.87	78.9%
11040050	ELECTIONS	31,968	-161	31,807	19,267.38	694.52	11,845.19	62.8%
11050070	ASSESSORS	354,797	-89	354,708	272,371.51	8,346.08	73,990.55	79.1%
11060051	BUSINESS OFFICE	429,136	540	429,676	345,204.74	1,195.51	83,275.44	80.6%
11063151	HUMAN RESOURCES	120,963	0	120,963	92,289.81	4,364.46	24,308.73	79.9%
11070070	TAX COLLECTOR	324,259	-186	324,073	239,134.39	2,077.77	82,861.23	74.4%
11080050	GENERAL OVERHEAD	750,011	-57,724	692,287	448,206.98	87,970.88	156,109.61	77.5%
11090050	PB CITY WIDE 50	549,610	-6,570	543,041	407,614.11	13,419.70	122,006.69	77.5%
11090051	PB CITY HALL 51	65,614	-5,700	59,914	41,174.59	1,261.54	17,477.87	70.8%
11090052	PB OPERA HOUSE 52	30,498	0	30,498	28,573.20	.00	1,924.80	93.7%
11090053	PB OLD POLICE STATION 53	1,400	-525	875	738.94	100.00	36.06	95.9%
11090054	PB CENTRAL FIRE 54	10,644	6,750	17,394	16,789.70	390.00	214.30	98.8%
11090055	PB GONIC FIRE 55	18,754	3,640	22,394	21,691.95	332.40	369.65	98.3%
11090056	PB LIBRARY 56	27,534	-1,800	25,734	22,159.33	625.76	2,948.91	88.5%
11090057	PB DPW GARAGE 57	11,007	0	11,007	10,249.67	350.00	407.33	96.3%
11090059	PB ER FIRE STATION 59	725	0	725	328.27	.00	396.73	45.3%
11090061	PB HISTORICAL MUSEUM 61	5,540	3,875	9,415	6,219.34	660.00	2,535.66	73.1%
11090063	PB HANSON POOL 63	5,005	0	5,005	178.72	280.29	4,545.99	9.2%
11090064	PB GONIC POOL 64	2,880	0	2,880	111.73	92.78	2,675.49	7.1%
11090065	PB EAST ROCHESTER POOL 65	2,825	0	2,825	111.73	92.77	2,620.50	7.2%
11090068	PB GROUNDS 68	4,390	0	4,390	3,283.36	79.14	1,027.50	76.6%
11090069	PB DOWNTOWN 69	17,250	0	17,250	9,890.95	2,233.36	5,125.69	70.3%
11090070	PB REVENUE BUILDING 70	20,340	0	20,340	13,566.73	.00	6,773.27	66.7%
11090071	PB PLAYGROUNDS 71	2,500	0	2,500	.00	.00	2,500.00	.0%
11090075	PB NEW POLICE STATION	25,440	600	26,040	22,851.96	2,266.50	921.54	96.5%
11102051	PLANNING	351,220	-455	350,765	229,659.63	3,001.96	118,102.99	66.3%
12010053	PD ADMINISTRATIVE SERVICES	1,709,021	65,981	1,775,002	1,308,557.83	88,099.98	378,344.08	78.7%
12012453	PD PATROL SERVICES	4,410,411	-3,200	4,407,211	3,243,576.97	.00	1,163,634.03	73.6%
12012553	PD SUPPORT SERVICES	516,219	-16,500	499,719	372,436.80	.00	127,282.20	74.5%
12020054	FIRE DEPARTMENT	4,064,657	-14,013	4,050,644	3,101,950.69	89,918.16	858,775.36	78.8%
12020055	FIRE DEPT 55 GONIC SUBSTAT	27,250	0	27,250	12,508.89	.00	14,741.11	45.9%
12020754	CALL FIRE	30,100	0	30,100	8,518.21	1,341.00	20,240.79	32.8%
12022754	FOREST FIRES	862	0	862	70.98	.00	791.02	8.2%
12030153	DISPATCH CENTER	721,360	3,446	724,806	500,586.73	8,571.46	215,647.48	70.2%
12040051	CODE ENFORCEMENT	491,376	-1,161	490,215	382,262.63	11,804.42	96,148.18	80.4%
12050050	AMBULANCE	51,430	0	51,430	38,572.50	12,857.50	.00	100.0%
13010057	PUBLIC WORKS	1,994,626	-24,318	1,970,308	1,397,751.06	194,627.98	377,928.60	80.8%
13010957	WINTER MAINTENANCE	459,161	49,000	508,161	520,586.04	3,184.75	-15,609.79	103.1%
13020050	CITY LIGHTS	249,500	0	249,500	185,265.67	3,350.00	60,884.33	75.6%
14010051	WELFARE	449,080	150	449,230	283,232.07	31,553.13	134,444.88	70.1%
14022072	RECREATION ADMINISTRATION	522,851	-305	522,546	426,682.79	7,149.67	88,713.54	83.0%



## YEAR-TO-DATE BUDGET REPORT

FOR 2014 09

ACCOUNTS FOR: 1000 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
14022150 RECREATION PLAYGROUNDS/CAM	85,497	-660	84,837	66,550.86	1,849.18	16,436.96	80.6%
14022250 RECREATION POOLS	78,418	-3,519	74,899	63,431.38	2,610.60	8,856.59	88.2%
14030056 LIBRARY	1,052,209	-2,452	1,049,757	818,617.47	20,811.80	210,327.44	80.0%
15000051 COUNTY TAX	5,739,529	0	5,739,529	5,781,224.00	.00	-41,695.00	100.7%
17010051 TRANSFERS/PAYMENTS DEBT SV	4,465,297	0	4,465,297	4,272,614.66	.00	192,682.34	95.7%
17030050 OVERLAY	92,256	0	92,256	65,056.56	.00	27,199.44	70.5%
17040051 TRANSFER TO CAPITAL PROJEC	1,826,013	2,820,951	4,646,964	4,646,963.71	.00	.00	100.0%
TOTAL GENERAL FUND	33,355,662	2,816,951	36,172,613	30,579,539.02	649,115.93	4,943,957.76	86.3%

## YEAR-TO-DATE BUDGET REPORT

FOR 2014 09

ACCOUNTS FOR: 5001 WATER ENTERPRISE FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
51601057 WATER WORKS EXPENSE	3,894,093	5,579	3,899,672	2,338,841.70	43,567.35	1,517,262.64	61.1%
51601073 WATER TREATMENT PLANT	972,796	421	973,217	668,855.02	65,154.83	239,207.15	75.4%
51601570 WATER REVENUE OFFICE	56,757	0	56,757	39,446.37	105.00	17,205.63	69.7%
TOTAL WATER ENTERPRISE FUND	4,923,646	6,000	4,929,646	3,047,143.09	108,827.18	1,773,675.42	64.0%

## YEAR-TO-DATE BUDGET REPORT

FOR 2014 09

ACCOUNTS FOR: 5002	SEWER ENTERPRISE FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
52602057	SEWER WORKS EXPENSE	3,251,079	179,661	3,430,740	2,851,998.16	27,384.50	551,357.17	83.9%
52602074	SEWER TREATMENT PLANT	2,895,217	0	2,895,217	977,031.00	74,727.22	1,843,458.78	36.3%
52602470	SEWER REVENUE OFFICE	56,776	0	56,776	39,448.98	105.00	17,222.02	69.7%
TOTAL SEWER ENTERPRISE FUND		6,203,072	179,661	6,382,733	3,868,478.14	102,216.72	2,412,037.97	62.2%

## YEAR-TO-DATE BUDGET REPORT

FOR 2014 09

ACCOUNTS FOR: 5003	ARENA ENTERPRISE FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
53603060	ARENA EXPENSE	527,196	0	527,196	380,488.10	5,783.65	140,924.25	73.3%
	TOTAL ARENA ENTERPRISE FUND	527,196	0	527,196	380,488.10	5,783.65	140,924.25	73.3%

## YEAR-TO-DATE BUDGET REPORT

FOR 2014 09

ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED			AVAILABLE	PCT
1501 CAPITAL PROJECTS GENERAL FUND	APPROP	ADJSTMTS	BUDGET	YTD EXPENDED	ENCUMBRANCES	BUDGET	USED
150001 CIP REVENUE CASH	44,750	-44,750	0	.00	.00	.00	.0%
15011010 CIP ECONOMIC DEVELOPMENT	1,088,345	-22,511	1,065,834	912,620.25	5,825.00	147,388.30	86.2%
15011020 CIP MIS EXPENSE	2,028,543	-436,007	1,592,536	1,461,479.48	43,078.45	87,978.16	94.5%
15011080 TRANSFER TO OTHER FUNDS	4,452,326	53,500	4,505,826	4,459,750.51	.00	46,075.86	99.0%
15011081 LAND PURCHASES	2,650,880	-324,000	2,326,880	1,768,574.50	.00	558,305.50	76.0%
15011090 CIP PUBLIC BUILDINGS EXPEN	12,134,644	-3,518,867	8,615,778	8,236,252.31	158,574.95	220,950.52	97.4%
15011100 CIP PLANNING EXPENSE	937,651	-330,724	606,927	581,927.45	105.98	24,894.02	95.9%
15012010 CIP POLICE EXPENSE	665,005	-187	664,818	657,507.75	.00	7,310.51	98.9%
15012020 CIP FIRE EXPENSE	2,382,588	-107,077	2,275,511	2,225,187.85	45,953.50	4,369.28	99.8%
15013010 CIP PUBLIC WORKS EXPENSE	57,324,646	-300,229	57,024,417	49,404,743.74	2,073,648.81	5,546,024.88	90.3%
15014020 CIP RECREATION EXPENSE	140,076	-110,809	29,267	29,266.57	.00	.00	100.0%
15014030 CIP LIBRARY EXPENSE	39,400	0	39,400	25,000.00	.00	14,400.00	63.5%
15017050 CIP COMMUNITY CENTER	193,810	-54,739	139,071	139,912.00	.00	-840.66	100.6%
15019000 CIP SCHOOL EXPENSE BOND	39,344,829	-1,549,610	37,795,218	23,866,478.18	357,915.98	13,570,824.26	64.1%
15019001 CIP SCHOOL EXPENSE CASH	3,000,503	191,165	3,191,668	1,798,553.31	17,716.32	1,375,398.37	56.9%
TOTAL CAPITAL PROJECTS GENERAL FUND	126,427,996	-6,554,844	119,873,152	95,567,253.90	2,702,818.99	21,603,079.00	82.0%

## YEAR-TO-DATE BUDGET REPORT

FOR 2014 09

ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED	YTD EXPENDED	ENCUMBRANCES	AVAILABLE	PCT
5501 CAPITAL PROJECTS WATER FUND	APPROP	ADJSTMTS	BUDGET			BUDGET	USED
55016010 CIP WATER EXPENSE	38,604,833	-5,659,106	32,945,727	26,690,408.55	1,809,308.54	4,446,010.06	86.5%
TOTAL CAPITAL PROJECTS WATER FUND	38,604,833	-5,659,106	32,945,727	26,690,408.55	1,809,308.54	4,446,010.06	86.5%

## YEAR-TO-DATE BUDGET REPORT

FOR 2014 09

ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED	YTD EXPENDED	ENCUMBRANCES	AVAILABLE	PCT
5502 CAPITAL PROJECTS SEWER FUND	APPROP	ADJSTMTS	BUDGET			BUDGET	USED
55026020 CIP SEWER EXPENSE	31,635,162	-3,964,248	27,670,914	18,096,131.47	3,562,568.64	6,012,214.07	78.3%
TOTAL CAPITAL PROJECTS SEWER FUND	31,635,162	-3,964,248	27,670,914	18,096,131.47	3,562,568.64	6,012,214.07	78.3%

## YEAR-TO-DATE BUDGET REPORT

FOR 2014 09

ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED	YTD EXPENDED	ENCUMBRANCES	AVAILABLE	PCT
5503 CAPITAL PROJECTS ARENA FUND	APPROP	ADJSTMTS	BUDGET			BUDGET	USED
55036030 CIP ARENA EXPENSE	910,000	-57,064	852,936	505,391.28	23,436.52	324,108.30	62.0%
TOTAL CAPITAL PROJECTS ARENA FUND	910,000	-57,064	852,936	505,391.28	23,436.52	324,108.30	62.0%



**Special Revenue Funds  
Revenue Summary  
For Period Ending  
03/31/14**

## YEAR-TO-DATE BUDGET REPORT

FOR 2014 09

ACCOUNTS FOR: 6000	COMMUNITY CENTER SP REV FUND	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
600001	COMMUNITY CENTER REVENUE	743,668	0	743,668	595,545.62	148,122.38	80.1%
	TOTAL COMMUNITY CENTER SP REV FUND	743,668	0	743,668	595,545.62	148,122.38	80.1%

## YEAR-TO-DATE BUDGET REPORT

FOR 2014 09

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
6017 CD JOB LOANS	380,000	0	380,000	721,349.68	-341,349.68	189.8%
6041 WALLACE ST ROAD IMPROVEMENT	10,000	0	10,000	10,000.00	.00	100.0%
6043 WESLEY MARTIN DONATION	6,308	0	6,308	6,308.29	.00	100.0%
6057 FY09 CDBG FUND	302,411	0	302,411	292,319.22	10,091.78	96.7%
6064 FY10 CDBG FUND	306,055	0	306,055	305,190.87	864.13	99.7%
6071 POLICE SEIZED PROPERTY	5,660	10	5,669	5,669.47	.00	100.0%
6082 FY11 CDBG FUND	330,986	0	330,986	313,864.49	17,121.51	94.8%
6084 FY10 ECONOMIC DEVELOPMENT	30,000	0	30,000	30,000.00	.00	100.0%
6087 FY11 POLICE GRANTS	381,644	-4,071	377,573	374,321.19	3,251.58	99.1%
6091 FY12 CDBG FUND	276,362	0	276,362	269,634.22	6,727.78	97.6%
6093 FY12 POLICE GRANTS	52,215	-6,683	45,532	40,914.68	4,617.22	89.9%
6094 FY12 FIRE GRANTS	204,002	-52,318	151,684	148,918.55	2,765.35	98.2%
6096 GSBP PUBLIC INFRASTRUCTURE	5,000,000	0	5,000,000	5,000,000.00	.00	100.0%
6097 FY13 CDBG FUND	225,961	0	225,961	146,737.63	79,223.37	64.9%
6098 FY13 POLICE GRANTS	77,262	-12,676	64,586	55,475.78	9,110.08	85.9%
6099 FY13 FIRE GRANTS	108,558	0	108,558	108,558.00	.00	100.0%
6100 FY14 CDBG FUND	224,505	0	224,505	46,978.14	177,526.86	20.9%
6101 FY14 POLICE GRANTS	36,507	0	36,507	.00	36,506.80	.0%
GRAND TOTAL	7,958,436	-75,739	7,882,697	7,876,240.21	6,456.78	99.9%

\*\* END OF REPORT - Generated by Mark Sullivan \*\*

## YEAR-TO-DATE BUDGET REPORT

FOR 2014 09

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
7018 HUD OFFICER GRANT	75,000	0	75,000	27,924.87	47,075.13	37.2%
7023 ECONOMIC DEVELOPMENT FUND	131,000	60,000	191,000	227,511.37	-36,511.37	119.1%
GRAND TOTAL	206,000	60,000	266,000	255,436.24	10,563.76	96.0%

\*\* END OF REPORT - Generated by Mark Sullivan \*\*

**Special Revenue Funds  
Expense Summary  
For Period Ending  
03/31/14**

## YEAR-TO-DATE BUDGET REPORT

FOR 2014 09

ACCOUNTS FOR: 6000	COMMUNITY CENTER SP REV FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
6070572	COMMUNITY CENTER EXPENSE	743,668	0	743,668	493,301.52	13,354.32	237,012.16	68.1%
	TOTAL COMMUNITY CENTER SP REV FUND	743,668	0	743,668	493,301.52	13,354.32	237,012.16	68.1%

## YEAR-TO-DATE BUDGET REPORT

FOR 2014 09

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
6017 CD JOB LOANS	735,277	14,987	750,264	742,983.64	.00	7,280.03	99.0%
6041 WALLACE ST ROAD IMPROVEMENT	10,000	0	10,000	.00	.00	10,000.00	.0%
6043 WESLEY MARTIN DONATION	6,308	0	6,308	6,176.77	.00	131.52	97.9%
6057 FY09 CDBG FUND	405,978	-103,567	302,411	295,819.22	.00	6,591.78	97.8%
6064 FY10 CDBG FUND	346,055	-40,000	306,055	305,190.87	.00	864.13	99.7%
6071 POLICE SEIZED PROPERTY	5,660	10	5,669	5,669.47	.00	.00	100.0%
6082 FY11 CDBG FUND	333,600	-2,614	330,986	316,753.49	8,112.21	6,120.30	98.2%
6084 FY10 ECONOMIC DEVELOPMENT	30,000	0	30,000	23,398.20	.00	6,601.80	78.0%
6087 FY11 POLICE GRANTS	381,644	-4,071	377,573	375,845.57	.00	1,727.20	99.5%
6091 FY12 CDBG FUND	276,362	0	276,362	269,634.22	4,286.39	2,441.39	99.1%
6093 FY12 POLICE GRANTS	52,215	-6,683	45,532	43,602.01	42.58	1,887.31	95.9%
6094 FY12 FIRE GRANTS	204,002	-52,318	151,684	148,918.55	2,765.35	.00	100.0%
6096 GSBP PUBLIC INFRASTRUCTURE	5,000,000	0	5,000,000	4,405,792.20	.00	594,207.80	88.1%
6097 FY13 CDBG FUND	225,961	0	225,961	211,867.50	4,870.13	9,223.37	95.9%
6098 FY13 POLICE GRANTS	77,262	-12,676	64,586	54,495.51	1,485.98	8,604.37	86.7%
6099 FY13 FIRE GRANTS	108,558	0	108,558	108,558.00	.00	.00	100.0%
6100 FY14 CDBG FUND	224,505	0	224,505	72,092.96	89,306.62	63,105.42	71.9%
6101 FY14 POLICE GRANTS	36,507	0	36,507	13,064.01	1,582.95	21,859.84	40.1%
GRAND TOTAL	8,459,894	-206,934	8,252,961	7,399,862.19	112,452.21	740,646.26	91.0%

\*\* END OF REPORT - Generated by Mark Sullivan \*\*

## YEAR-TO-DATE BUDGET REPORT

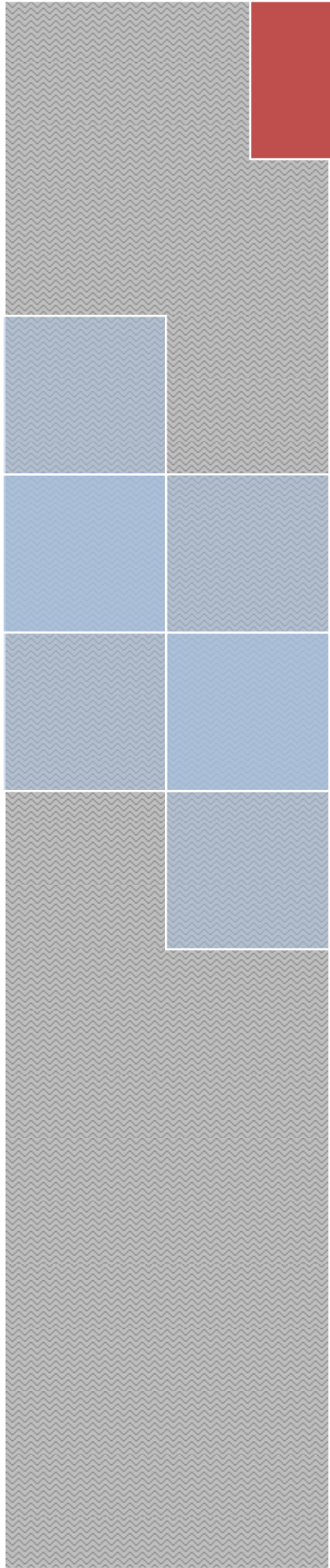
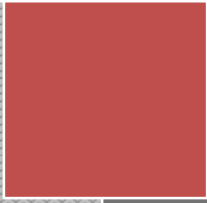
FOR 2014 09

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
7018 HUD OFFICER GRANT	75,000	0	75,000	31,614.94	602.00	42,783.06	43.0%
7023 ECONOMIC DEVELOPMENT FUND	131,000	60,000	191,000	100,733.77	51,716.71	38,549.52	79.8%
GRAND TOTAL	206,000	60,000	266,000	132,348.71	52,318.71	81,332.58	69.4%

\*\* END OF REPORT - Generated by Mark Sullivan \*\*



AUTHORIZED BUDGET TRANSFERS						
MONTH ENDING MARCH 31, 2014						
	DEPARTMENT	FROM ACCOUNT	TO ACCOUNT	DEPARTMENT	AMOUNT	PURPOSE
1.	Public Works	Electricity	Heating Fuel	Public Works	\$ 2,400.00	Heating Fuel DPW
2.	Sewer Treatment Plant	Electricity	Heating Fuel	Sewer Treatment Plant	\$ 10,000.00	Heating Fuel WWTP and Pump Station
3.	Arena Expense	Heating Fuel	Repair and Maintenance Service	Arena Expense	\$ 200.00	Electrical Work
4.	Public Works	Laboratory Services	Vehicle Supplies	Public Works	\$ 2,000.00	Vehicle Repair - LG Truck Inspection
5.	Sewer Works Expense	Travel	State Permits and Fees	Sewer Works Expense	\$ 220.00	Generator Emissions State Fee
6.	PB City Wide 50	Travel	State Permits and Fees	PB City Wide 50	\$ 113.00	Generator Emissions State Fee
7.	PB City Wide 50	Training Material and Supplies	State Permits and Fees	PB City Wide 50	\$ 50.00	Generator Emissions State Fee
8.	Arena Expense	Heating Fuel	Contracted Services	Arena Expense	\$ 100.00	Snow Removal
9.	Library	Health Insurance	Heating Fuel	Library	\$ 6,000.00	Heating Fuel
10.	Water Works Expense	Other Operational Supplies	State Permits and Fees	Water Works Expense	\$ 450.00	Generator Emissions State Fee
11.	Human Resources	Admin Equipment	Advertising	Human Resources	\$ 150.00	Advertise Vacant Positions
12.	Public Works	Other Operational Supplies	Heating Fuel	Public Works	\$ 446.40	Heating Fuel PDW
13.	Public Works	Business Dist Maintenance	Heating Fuel	Public Works	\$ 253.60	Heating Fuel PDW
14.	Water Works Expense	Other Professional Services	State Permits and Fees	Water Works Expense	\$ 200.00	State of NH Emissions Fee WWTP
15.	MIS	Staff Development	Software	MIS	\$ 750.00	Windows 7 Security Software
16.	Winter Maintenance	Equipment Repair Supplies	Vehicle Supplies	Public Works	\$ 1,000.00	Truck Repair
17.	Public Works	Business Dist Maintenance	Road Sign Supplies	Public Works	\$ 1,000.00	Street Signs
18.	Recreation Playgrounds/Camp	General Supplies	Staff Development	Recreation Playgrounds/Camp	\$ 160.00	Adobe XI Class
19.	Recreation Administration	Equipment Maintenance	Admin Equipment	Recreation Administration	\$ 620.00	Tables
20.	PD Administrative Services	Contracted Services	Equipment Maintenance	PD Administrative Services	\$ 100.00	Copier Usage
21.	Library	Electricity	Legal	Library	\$ 3,000.00	Legal Fees - CBA Negotiations
22.	Public Works	Business Dist Maintenance	Vehicle Supplies	Public Works	\$ 1,200.00	Vehicle Repair - Inspection
23.	Assessors	Admin Equipment	Staff Development	Assessors	\$ 111.00	Adobe XI Class
24.	Assessors	Vehicle Fuel	Staff Development	Assessors	\$ 224.00	Adobe XI Class
25.	PD Administrative Services	Staff Development	Travel	PD Administrative Services	\$ 60.00	Primex Conference/Warburton



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**Rochester Fire Department**  
City of Rochester  
37 Wakefield Street – Rochester, NH 03867

**Norman Sanborn Jr.**  
Chief of Department

**Tel (603) 335-7545**  
**Fax (603) 332-9711**

April 7, 2014

**TO:** City Manager Dan Fitzpatrick  
Mayor T.J. Jean & City Council Members

**MONTHLY REPORT**  
**MARCH 2014**

On behalf of the Fire Department, I am pleased to provide you with the following report. It serves as a summary of the activities, projects and programs underway within the department.

**DEPARTMENT INFORMATION:**

During the month of March the Department responded to 153 calls for service. This represents a decrease of 49 runs from last month with 202. Of the 153 calls this month, 11 calls were for fires, ranging from 5 building fires, 2 trash fires, 2 chimney fires, and 2 vehicle fires. Although calls for service were down overall last month our calls for working structure fires were up with 3 working fires within the month all occurring in one week. Two of those fires occurred within 2 hours on opposite ends of town splitting crews up.

There also were an additional 56 runs for vehicle accidents, and medical calls. We also responded to 5 calls for mutual aid assistance. The remaining calls included everything from alarm activations, good intent calls, and public service calls, as well as a multitude of various other type calls.

**ADMINISTRATIVE STAFF:**

Staff attended the March Finance committee meeting to discuss overtime, the status on the tower truck repair and manpower.

Staff attended the open house and ribbon cutting at Lydall.

Staff attended the State of the City breakfast which was held at the Frisbie Hospital Conference Center.

All E-911 changes for the Gonic Road, Columbus Avenue area took place on March 28, 2014.

**FIRE PREVENTION:**

As winter is drawing to a close, please remember to continue to use space heaters safely. The fire department saw several fires last month from space heaters too close to furniture. Please remember to keep a minimum of 36" between the heater and anything combustible.

**DUTY SHIFT:**

There were 20 training sessions for fulltime firefighters. Call firefighters had training on accountability and fire scene operations.

**EMERGENCY MANAGEMENT:**

Staff attended an Emergency Preparedness meeting which was held at the Goodwin Health Center in Somersworth.

Staff met with Julia Chase from NH Emergency Management to discuss the Emergency Management Performance Grant for the Emergency Operations Plan update.

Sincerely,

Norman G. Sanborn, Jr.  
Fire Chief

04/07/2014 07:45  
cindi

CITY OF ROCHESTER  
OPERATING BUDGET FY14

PG 1  
glytdbud

FOR 2014 09

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
-----							
1000 GENERAL FUND							
-----							
12021 FIRE CITY REVENUE							
-----							
12021 402111 OUTSIDE SERVICES REVE	-10,000	0	-10,000	-2,639.42	.00	-7,360.58	26.4%*
12021 402157 FIRE PREVENTION FEES	-1	0	-1	.00	.00	-1.00	.0%*
12021 402157 00505 TANK REMOVAL	-25	0	-25	.00	.00	-25.00	.0%*
12021 402157 00506 BLASTING	-25	0	-25	-200.00	.00	175.00	800.0%
12021 402157 00507 INCIDENT REPORT	-25	0	-25	-50.00	.00	25.00	200.0%
12021 402157 00508 F M REPORT	-25	0	-25	.00	.00	-25.00	.0%*
12021 402157 00509 PHOTOGRAPHS	-25	0	-25	-15.00	.00	-10.00	60.0%*
12021 402157 00510 CD PHOTOS	-25	0	-25	-15.00	.00	-10.00	60.0%*
12021 402157 00511 FIRE ALARM PLAN	-500	0	-500	-680.00	.00	180.00	136.0%
12021 402157 00512 SPRINKLER PLAN	-1,000	0	-1,000	-1,739.00	.00	739.00	173.9%
12021 402157 00513 COMM HFS/CA	-100	0	-100	-152.00	.00	52.00	152.0%
12021 402157 00514 RE-INSPECTION	-50	0	-50	.00	.00	-50.00	.0%*
12021 402157 00515 FINE	-50	0	-50	.00	.00	-50.00	.0%*
12021 406201 MISCELLANEOUS REVENUE	-1,000	0	-1,000	-1,073.02	.00	73.02	107.3%
12021 406205 FIRE DONATIONS	-500	0	-500	-500.00	.00	.00	100.0%
TOTAL FIRE CITY REVENUE	-13,351	0	-13,351	-7,063.44	.00	-6,287.56	52.9%
TOTAL GENERAL FUND	-13,351	0	-13,351	-7,063.44	.00	-6,287.56	52.9%
TOTAL REVENUES	-13,351	0	-13,351	-7,063.44	.00	-6,287.56	
GRAND TOTAL	-13,351	0	-13,351	-7,063.44	.00	-6,287.56	52.9%

\*\* END OF REPORT - Generated by Cindi Potts \*\*

ROCHESTER FIRE DEPARTMENT  
REPORT TO PUBLIC SAFETY COMMITTEE  
FIRE PREVENTION ACTIVITIES FOR THE MONTH OF  
March-14

Building Inspections	12
Certificate of Occupancy	0
Campfire Inspections	0
Commercial Hood Inspection	3
Day Care Inspections	0
Fire Alarm Tests	3
Fire Drills	3
Fire Extinguisher Classes	1
Fire Investigations	4
Fire Prevention Education	0
Foster Home Inspections	1
Juvenile Firesetter Intervention	0
Knox Box Inspections	0
Meetings	20
Permits of Assembly	4
Plan Review	16
Pre-Construction Meetings	0
Shift Building Inspections	0
Site Reviews	8
Sprinkler Flow Tests	2
Training Sessions	20
Walk-Through Inspections	3
Wood Stove Inspections	0
TOTAL	100

# FIRE DEPARTMENT CALLS

	February-14		March-14	
	Occurences	Percentage	Occurences	Percentage
Fire/Explosion	7	3.3%	11	7.2%
Overpressure Rupture	0	0.0%	0	0.0%
Rescue Call	87	40.8%	48	31.4%
Hazardous Condition	15	7.0%	16	10.5%
Service Call	31	14.6%	28	18.3%
Good Intent Call	26	12.2%	27	17.6%
False Call	36	16.9%	23	15.0%
Undetermined	11	5.2%	0	0.0%
TOTAL	213	100.0%	153	100.0%

**Rochester Fire Department**  
Incident Status

Incident	Incident Date	Alarm Time	Incident Type
14-468-IN <b>1st Action:</b> <b>Location:</b>	03/01/2014 Investigate 142 TEN ROD RD	0614	Alarm system sounded due to malfunction
14-469-IN <b>1st Action:</b> <b>Location:</b>	03/01/2014 Investigate 15 PIPER LN	0356	Alarm system sounded due to malfunction
14-470-IN <b>1st Action:</b> <b>Location:</b>	03/01/2014 Investigate 15 MCKINLEY ST	0932	Alarm system sounded due to malfunction
14-471-IN <b>1st Action:</b> <b>Location:</b>	03/01/2014 Provide manpower [REDACTED]	1344	Medical assist, assist EMS crew
14-472-IN <b>1st Action:</b> <b>Location:</b>	03/02/2014 Investigate 376 CROSS RD	0102	Smoke scare, odor of smoke
14-473-IN <b>1st Action:</b> <b>Location:</b>	03/02/2014 Investigate 35 CHESTNUT ST	1803	Alarm system activation, no fire - unintentional
14-474-IN <b>1st Action:</b> <b>Location:</b>	03/02/2014 Investigate 2 ROCHESTER HILL RD @ 2 WHITEHALL RD	1818	Motor vehicle accident with injuries
14-476-IN <b>1st Action:</b> <b>Location:</b>	03/02/2014 Investigate 171 FOUR ROD RD	2350	Service Call, other
14-475-IN <b>1st Action:</b> <b>Location:</b>	03/03/2014 Investigate 17 SILVER ST	0015	CO detector activation due to malfunction
14-477-IN <b>1st Action:</b> <b>Location:</b>	03/03/2014 Investigate 7 AMAROSA DR NORTHEASTERN NONWOVENS INC	0951	Alarm system sounded due to malfunction
14-478-IN <b>1st Action:</b> <b>Location:</b>	03/03/2014 Investigate WAKEFIELD ST BY THE HIGH SCHOOL	1251	Motor vehicle/pedestrian accident (MV Ped)
14-479-IN <b>1st Action:</b> <b>Location:</b>	03/03/2014 Investigate 2 LILAC DR	1542	Oil or other combustible liquid spill
14-480-IN <b>1st Action:</b> <b>Location:</b>	03/03/2014 Investigate [REDACTED]	1407	Medical assist, assist EMS crew
14-481-IN <b>1st Action:</b> <b>Location:</b>	03/03/2014 Investigate 224 NORTH MAIN ST CHARLIE'S OF ROCHESTER PIZZA	1831	Lock-out



**Rochester Fire Department**  
Incident Status

Incident	Incident Date	Alarm Time	Incident Type
14-482-IN <b>1st Action:</b> <b>Location:</b>	03/03/2014 Investigate 43 RIVER ST	2203 **LOBBY	Assist police or other governmental agency
14-483-IN <b>1st Action:</b> <b>Location:</b>	03/04/2014 Investigate 23 GRANITE ST	0819 ALLEN SCHOOL	Good intent call, other
14-484-IN <b>1st Action:</b> <b>Location:</b>	03/04/2014 Investigate 79 MILTON RD	0856 CUMBERLAND FARMS STORE	Gasoline or other flammable liquid spill
14-485-IN <b>1st Action:</b> <b>Location:</b>	03/04/2014 Assistance, other 43 RIVER ST	1339	Lock-out
14-486-IN <b>1st Action:</b> <b>Location:</b>	03/04/2014 Investigate 28 SIGNAL ST	1348 SALVATION ARMY THRIFT STORE	Motor vehicle accident with no injuries.
14-487-IN <b>1st Action:</b> <b>Location:</b>	03/04/2014 Assistance, other 43 RIVER ST	1854	Assist police or other governmental agency
14-488-IN <b>1st Action:</b> <b>Location:</b>	03/06/2014 Extinguishment by fire service personnel 248 GONIC RD @ 4 FLAGG	1428	Passenger vehicle fire
14-489-IN <b>1st Action:</b> <b>Location:</b>	03/06/2014 Investigate 23 FARMINGTON RD	1339 ROCHESTER MOTOR SPORTS	Alarm system activation, no fire - unintentional
14-490-IN <b>1st Action:</b> <b>Location:</b>	03/06/2014 Investigate 12 GONIC RD	1902 WILD WILLY'S BURGERS	Vehicle accident, general cleanup
14-491-IN <b>1st Action:</b> <b>Location:</b>	03/06/2014 Provide manpower [REDACTED]	1659	Medical assist, assist EMS crew
14-492-IN <b>1st Action:</b> <b>Location:</b>	03/06/2014 Investigate 10 CLAIRE ST	0624	Alarm system sounded due to malfunction
14-493-IN <b>1st Action:</b> <b>Location:</b>	03/07/2014 Investigate HIGHLAND ST	0050	Motor vehicle accident with injuries
14-494-IN <b>1st Action:</b> <b>Location:</b>	03/07/2014 Assistance, other [REDACTED]	0114	Medical assist, assist EMS crew
14-495-IN <b>1st Action:</b> <b>Location:</b>	03/07/2014 Investigate [REDACTED]	1209	Medical assist, assist EMS crew

**Rochester Fire Department**  
Incident Status

Incident	Incident Date	Alarm Time	Incident Type
14-496-IN <b>1st Action:</b> <b>Location:</b>	03/07/2014	1121	Cover assignment, standby, moveup
	Provide manpower		
	395 GREEN HILL RD		
14-497-IN <b>1st Action:</b> <b>Location:</b>	03/07/2014	2113	Lock-out
	Investigate		
	20 SALMON FALLS EST		
14-498-IN <b>1st Action:</b> <b>Location:</b>	03/08/2014	1649	Medical assist, assist EMS crew
	Provide manpower		
	[REDACTED]		
14-499-IN <b>1st Action:</b> <b>Location:</b>	03/08/2014	2204	Good intent call, other
	Investigate		
	118 WAKEFIELD ST		
14-500-IN <b>1st Action:</b> <b>Location:</b>	03/08/2014	2341	Dispatched & canceled en route
	Cancelled en route		
	68 CENTRAL ST		
14-507-IN <b>1st Action:</b> <b>Location:</b>	03/08/2014	0038	Carbon monoxide detector activation, no CO
	Investigate		
	50 CONGRESS ST		
14-508-IN <b>1st Action:</b> <b>Location:</b>	03/08/2014	0048	Medical assist, assist EMS crew
	Investigate		
	[REDACTED]		
14-509-IN <b>1st Action:</b> <b>Location:</b>	03/08/2014	0110	Vehicle accident, general cleanup
	Investigate		
	153 EASTERN AVE		
14-501-IN <b>1st Action:</b> <b>Location:</b>	03/09/2014	0353	Motor vehicle accident with injuries
	Investigate		
	77 TEN ROD RD JACKSON,FRED AND AMELIA		
14-502-IN <b>1st Action:</b> <b>Location:</b>	03/09/2014	0513	Motor vehicle accident with no injuries.
	Investigate		
	SPAULDING TPKE JUST PASSED EXIT 15 SOUTH		
14-503-IN <b>1st Action:</b> <b>Location:</b>	03/09/2014	1929	Gasoline or other flammable liquid spill
	Assistance, other		
	70 PINE ST		
14-504-IN <b>1st Action:</b> <b>Location:</b>	03/09/2014	2312	Medical assist, assist EMS crew
	Assistance, other		
	[REDACTED]		
14-505-IN <b>1st Action:</b> <b>Location:</b>	03/09/2014	2351	Good intent call, other
	Investigate		
	PICKERING RD NEAR ENGLAND		
14-506-IN <b>1st Action:</b> <b>Location:</b>	03/10/2014	0544	Cover assignment, standby, moveup
	Standby		
	72 ELM ST		

**Rochester Fire Department**  
Incident Status

Incident	Incident Date	Alarm Time	Incident Type
14-510-IN <b>1st Action:</b> <b>Location:</b>	03/10/2014	0829	Power line down
	Investigate		
	137 OLD DOVER RD @ 13 ALICE LN		
14-511-IN <b>1st Action:</b> <b>Location:</b>	03/10/2014	1352	Electrical wiring/equipment problem, other
	Investigate		
	4 HEATON ST [RP]		
14-512-IN <b>1st Action:</b> <b>Location:</b>	03/10/2014	1509	Medical assist, assist EMS crew
	Investigate		
	[REDACTED]		
14-514-IN <b>1st Action:</b> <b>Location:</b>	03/11/2014	0737	Vehicle accident, general cleanup
	Investigate		
	47 PICKERING RD		
14-515-IN <b>1st Action:</b> <b>Location:</b>	03/11/2014	1336	Good intent call, other
	Investigate		
	23 MILL ST [RP]		
14-516-IN <b>1st Action:</b> <b>Location:</b>	03/11/2014	1640	Alarm system sounded due to malfunction
	Investigate		
	21 NORWAY PLAINS RD NORWAY PLAINS APARTMENT COMPLEX		
14-517-IN <b>1st Action:</b> <b>Location:</b>	03/11/2014	1906	Motor vehicle accident with no injuries.
	Investigate		
	HIGHLAND ST AND SALMON FALLS		
14-518-IN <b>1st Action:</b> <b>Location:</b>	03/11/2014	2243	Alarm system sounded due to malfunction
	Investigate		
	17 WAKEFIELD ST FEDERAL SAVING BANK		
14-519-IN <b>1st Action:</b> <b>Location:</b>	03/11/2014	2307	Dispatched & canceled en route
	Cancelled en route		
	2 LEONARD ST		
14-539-IN <b>1st Action:</b> <b>Location:</b>	03/11/2014	0654	Vehicle accident, general cleanup
	Investigate		
	SPAULDING TPKE SB ON RT 16 AT MM 25		
14-520-IN <b>1st Action:</b> <b>Location:</b>	03/12/2014	0229	Vehicle accident, general cleanup
	Investigate		
	374 PICKERING RD		
14-521-IN <b>1st Action:</b> <b>Location:</b>	03/12/2014	1021	Medical assist, assist EMS crew
	Investigate		
	[REDACTED]		
14-522-IN <b>1st Action:</b> <b>Location:</b>	03/12/2014	1440	Cover assignment, standby, moveup
	Assistance, other		
	51 SCHOOL ST HENRY WILSON SCHOOL		
14-523-IN <b>1st Action:</b> <b>Location:</b>	03/12/2014	1930	Good intent call, other
	Investigate		
	10 HARVARD ST MB HOUSING PARTNERSHIP		

**Rochester Fire Department**  
Incident Status

Incident	Incident Date	Alarm Time	Incident Type
14-524-IN <b>1st Action:</b> <b>Location:</b>	03/12/2014 Investigate 2 MORGAN RD	2124	Electrical wiring/equipment problem, other
14-525-IN <b>1st Action:</b> <b>Location:</b>	03/13/2014 Investigate [REDACTED]	0243	Medical assist, assist EMS crew
14-526-IN <b>1st Action:</b> <b>Location:</b>	03/13/2014 Provide basic life support (BLS) [REDACTED]	0739	EMS call, party transported by non-fire agency
14-527-IN <b>1st Action:</b> <b>Location:</b>	03/13/2014 Provide first aid & check for injuries [REDACTED]	0940	Medical assist, assist EMS crew
14-528-IN <b>1st Action:</b> <b>Location:</b>	03/13/2014 Investigate 329 CHESTNUT HILL RD @ 12 CHANNINGS LN	1038	Good intent call, other
14-529-IN <b>1st Action:</b> <b>Location:</b>	03/13/2014 Investigate 2 MORGAN RD	1207	Smoke scare, odor of smoke
14-530-IN <b>1st Action:</b> <b>Location:</b>	03/13/2014 Forcible entry 33 HIGHLAND ST ROCHESTER EAST APARTMENTS	1324	Lock-out
14-531-IN <b>1st Action:</b> <b>Location:</b>	03/13/2014 Provide basic life support (BLS) [REDACTED]	1416	Medical assist, assist EMS crew
14-532-IN <b>1st Action:</b> <b>Location:</b>	03/13/2014 Investigate [REDACTED]	1524	Medical assist, assist EMS crew
14-533-IN <b>1st Action:</b> <b>Location:</b>	03/13/2014 Provide manpower 17 LABRADOR RD	1537	Cover assignment, standby, moveup
14-534-IN <b>1st Action:</b> <b>Location:</b>	03/13/2014 Assistance, other 9 GOODWINS WAY	1854	Service Call, other
14-542-IN <b>1st Action:</b> <b>Location:</b>	03/13/2014 Investigate 21 SILVER BELL MHP	1816	Smoke scare, odor of smoke
14-535-IN <b>1st Action:</b> <b>Location:</b>	03/14/2014 Investigate 150 WAKEFIELD ST ROCHESTER COMMUNITY CENTER	1611	No incident found on arrival at dispatch address
14-536-IN <b>1st Action:</b> <b>Location:</b>	03/14/2014 Investigate 10 MCDUFFEE ST	1701	No incident found on arrival at dispatch address

**Rochester Fire Department**  
Incident Status

Incident	Incident Date	Alarm Time	Incident Type
14-537-IN <b>1st Action:</b> <b>Location:</b>	03/15/2014 Investigate 367 PORTLAND ST	1659	Lock-out ROUSSEAU, HOLLY & INGRAM, LARRY
14-538-IN <b>1st Action:</b> <b>Location:</b>	03/15/2014 Investigate 24 LINDEN ST [RP]	1624	Assist police or other governmental agency
14-540-IN <b>1st Action:</b> <b>Location:</b>	03/16/2014 Investigate INDUSTRIAL WAY	0317	Alarm system sounded due to malfunction BRADY SULLIVAN PROPERTIES
14-541-IN <b>1st Action:</b> <b>Location:</b>	03/16/2014 Investigate 17 NORWAY PLAINS RD	1811	Alarm system activation, no fire - unintentional
14-543-IN <b>1st Action:</b> <b>Location:</b>	03/17/2014 Investigate [REDACTED]	1753	Medical assist, assist EMS crew
14-544-IN <b>1st Action:</b> <b>Location:</b>	03/18/2014 Investigate FARMINGTON RD	1247	Vehicle accident, general cleanup BY WALMART
14-545-IN <b>1st Action:</b> <b>Location:</b>	03/18/2014 Investigate WAKEFIELD ST	1622	Vehicle accident, general cleanup BY HS
14-546-IN <b>1st Action:</b> <b>Location:</b>	03/18/2014 Provide manpower [REDACTED]	1713	EMS call, excluding vehicle accident with injury
14-547-IN <b>1st Action:</b> <b>Location:</b>	03/18/2014 Investigate GONIC RD	1920	Service Call, other AT THE LIGHTS
14-548-IN <b>1st Action:</b> <b>Location:</b>	03/18/2014 Investigate 59 LOWELL ST	1929	Building fire GLOVER-SUNDERLAND, NICOLE
14-549-IN <b>1st Action:</b> <b>Location:</b>	03/19/2014 Forcible entry 130 WASHINGTON ST	1952	Lock-out SHELL STATION
14-550-IN <b>1st Action:</b> <b>Location:</b>	03/20/2014 Investigate PORTLAND ST	0207	Motor vehicle accident with no injuries. ACROSS FROM 559
14-551-IN <b>1st Action:</b> <b>Location:</b>	03/20/2014 Assistance, other [REDACTED]	1232	Medical assist, assist EMS crew
14-552-IN <b>1st Action:</b> <b>Location:</b>	03/20/2014 Provide manpower [REDACTED]	0855	Medical assist, assist EMS crew

**Rochester Fire Department**  
Incident Status

Incident	Incident Date	Alarm Time	Incident Type
14-553-IN <b>1st Action:</b> <b>Location:</b>	03/20/2014 Investigate 120 WASHINGTON ST @ 10 BROCK ST	0935	No incident found on arrival at dispatch address
14-554-IN <b>1st Action:</b> <b>Location:</b>	03/20/2014 Cancelled en route 24 MILL ST	1315	Dispatched & canceled en route
14-555-IN <b>1st Action:</b> <b>Location:</b>	03/20/2014 Investigate 345 ROCHESTER HILL RD ACROSS FROM PROFILE APTS	1654	Smoke scare, odor of smoke
14-556-IN <b>1st Action:</b> <b>Location:</b>	03/20/2014 Investigate FARMINGTON RD	2009	Motor vehicle accident with injuries
14-557-IN <b>1st Action:</b> <b>Location:</b>	03/21/2014 Investigate 23 SALMON FALLS EST	0730	Lock-out
14-558-IN <b>1st Action:</b> <b>Location:</b>	03/21/2014 Investigate 96 MILTON RD MARKET BASKET	0913	Motor vehicle accident with no injuries.
14-559-IN <b>1st Action:</b> <b>Location:</b>	03/21/2014 Cancelled en route 14 WADLEIGH RD ANCHORAGE MOTOR INN	1023	Dispatched & canceled en route
14-560-IN <b>1st Action:</b> <b>Location:</b>	03/21/2014 Investigate 626 PORTLAND ST	1358	Good intent call, other
14-561-IN <b>1st Action:</b> <b>Location:</b>	03/21/2014 Provide manpower SPAULDING TPKE BETWEEN 16 AND 15 SOUTH BOUND	1913	Mobile property (vehicle) fire, other
14-562-IN <b>1st Action:</b> <b>Location:</b>	03/21/2014 Provide manpower [REDACTED]	2027	Medical assist, assist EMS crew
14-563-IN <b>1st Action:</b> <b>Location:</b>	03/21/2014 Investigate 32 KNIGHT ST @ 52 CHARLES ST	2320	Gas leak (natural gas or LPG)
14-564-IN <b>1st Action:</b> <b>Location:</b>	03/22/2014 Investigate 319 PORTLAND ST NEAR SIGNAL	0125	Motor vehicle accident with no injuries.
14-565-IN <b>1st Action:</b> <b>Location:</b>	03/22/2014 Assistance, other [REDACTED]	1050	Medical assist, assist EMS crew
14-566-IN <b>1st Action:</b> <b>Location:</b>	03/22/2014 Assistance, other [REDACTED]	1554	Medical assist, assist EMS crew

**Rochester Fire Department**  
Incident Status

Incident	Incident Date	Alarm Time	Incident Type
14-567-IN <b>1st Action:</b> <b>Location:</b>	03/22/2014 Investigate 280 NORTH MAIN ST	1525  HOME DEPOT	Motor vehicle accident with injuries
14-568-IN <b>1st Action:</b> <b>Location:</b>	03/22/2014 Investigate [REDACTED]	1844  [REDACTED]	Medical assist, assist EMS crew
14-569-IN <b>1st Action:</b> <b>Location:</b>	03/22/2014 Investigate UNION ST	2035  BY BEN FRANKLIN S	Motor vehicle accident with no injuries.
14-570-IN <b>1st Action:</b> <b>Location:</b>	03/22/2014 Remove hazard 658 PORTLAND ST @ 2	2056  ASHWOOD DR	Vehicle accident, general cleanup
14-571-IN <b>1st Action:</b> <b>Location:</b>	03/22/2014 Investigate [REDACTED]	2352  [REDACTED]	Medical assist, assist EMS crew
14-572-IN <b>1st Action:</b> <b>Location:</b>	03/23/2014 Forcible entry 29 LAFAYETTE ST [RP]	2157  [REDACTED]	Lock-out
14-573-IN <b>1st Action:</b> <b>Location:</b>	03/24/2014 Cancelled en route 52 SENECA ST	0532  [REDACTED]	Dispatched & canceled en route
14-574-IN <b>1st Action:</b> <b>Location:</b>	03/24/2014 Cancelled en route 33 TAMARACK LN	2108  [REDACTED]	Dispatched & canceled en route
14-575-IN <b>1st Action:</b> <b>Location:</b>	03/24/2014 Provide manpower [REDACTED]	2041  [REDACTED]	Medical assist, assist EMS crew
14-576-IN <b>1st Action:</b> <b>Location:</b>	03/24/2014 Provide manpower [REDACTED]	2250  [REDACTED]	EMS call, party transported by non-fire agency
14-577-IN <b>1st Action:</b> <b>Location:</b>	03/24/2014 Investigate [REDACTED]	2347  [REDACTED]	Medical assist, assist EMS crew
14-590-IN <b>1st Action:</b> <b>Location:</b>	03/24/2014 Investigate [REDACTED]	0600  [REDACTED]	Medical assist, assist EMS crew
14-578-IN <b>1st Action:</b> <b>Location:</b>	03/25/2014 Assistance, other [REDACTED]	0936  [REDACTED]	Medical assist, assist EMS crew
14-579-IN <b>1st Action:</b> <b>Location:</b>	03/25/2014 Investigate 17 BRENDA LN	1020  [REDACTED]	Carbon monoxide detector activation, no CO

**Rochester Fire Department**  
Incident Status

Incident	Incident Date	Alarm Time	Incident Type
14-580-IN <b>1st Action:</b> <b>Location:</b>	03/25/2014 Investigate 105 WHITEHOUSE RD	1303  AMAZON PARK	Good intent call, other
14-581-IN <b>1st Action:</b> <b>Location:</b>	03/25/2014 Investigate 299 NORTH MAIN ST	2240  CUMBERLAND FARMS STORE	Alarm system activation, no fire - unintentional
14-582-IN <b>1st Action:</b> <b>Location:</b>	03/25/2014 Investigate 186 PICKERING RD @ 2	1818  TEBBETTS RD	Motor vehicle accident with injuries
14-583-IN <b>1st Action:</b> <b>Location:</b>	03/25/2014 Investigate 6 WHITE BIRCH LN	2155  	CO detector activation due to malfunction
14-584-IN <b>1st Action:</b> <b>Location:</b>	03/26/2014 Investigate 36 FARMINGTON RD	0808  NORTHGATE APARTMENTS	Alarm system sounded due to malfunction
14-585-IN <b>1st Action:</b> <b>Location:</b>	03/26/2014 Investigate 23 WAKEFIELD ST	1515  ROCHESTER POLICE DEPARTMENT	Service Call, other
14-586-IN <b>1st Action:</b> <b>Location:</b>	03/26/2014 Investigate 50 WOODLAND GREEN	2209  	Carbon monoxide incident
14-587-IN <b>1st Action:</b> <b>Location:</b>	03/26/2014 Investigate 93 WHITEHALL RD	2335  TWITCHELL SR., HARRIS & CHARLOTTE	Chimney or flue fire, confined to chimney or flue
14-588-IN <b>1st Action:</b> <b>Location:</b>	03/27/2014 Cancelled en route ROCHESTER HILL RD	1311  BY SKYHAVEN AIRPORT	Dispatched & canceled en route
14-589-IN <b>1st Action:</b> <b>Location:</b>	03/27/2014 Extinguishment by fire service personnel 2 RIVERVIEW DR	1229  	Building fire
14-591-IN <b>1st Action:</b> <b>Location:</b>	03/27/2014 Provide manpower 45 SLOPER RD	2050  	Cover assignment, standby, moveup
14-592-IN <b>1st Action:</b> <b>Location:</b>	03/28/2014 Extinguishment by fire service personnel 3 SALMON FALLS EST	0259  	Trash or rubbish fire, contained
14-593-IN <b>1st Action:</b> <b>Location:</b>	03/28/2014 Investigate 62 ROCHESTER HILL RD	0425  COLONIAL HILL CARE & REHAB CENTER - SUNBRIDGE	Alarm system sounded due to malfunction
14-594-IN <b>1st Action:</b> <b>Location:</b>	03/28/2014 Investigate 67 GONIC RD @ 2	0644  ANCTIL CT NEAR TRI-CITY CARWASH	Motor vehicle accident with no injuries.

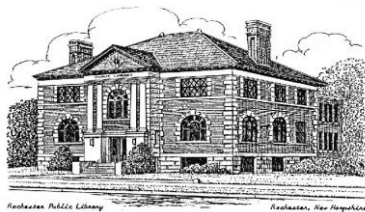


**Rochester Fire Department**  
Incident Status

Incident	Incident Date	Alarm Time	Incident Type
14-595-IN <b>1st Action:</b> <b>Location:</b>	03/28/2014 Investigate 201 CHESTNUT HILL RD	0858	Motor vehicle accident with injuries
14-596-IN <b>1st Action:</b> <b>Location:</b>	03/28/2014 Investigate 15 SUMMER ST @ 23 COLUMBUS AVE	1609	Motor vehicle accident with injuries
14-597-IN <b>1st Action:</b> <b>Location:</b>	03/28/2014 Extinguishment by fire service personnel 72 LAFAYETTE ST ROCHESTER FAIR GRAND STANDS	1509	Building fire
14-598-IN <b>1st Action:</b> <b>Location:</b>	03/28/2014 Investigate 65 LAFAYETTE ST	1820	Alarm system activation, no fire - unintentional
14-599-IN <b>1st Action:</b> <b>Location:</b>	03/28/2014 Assistance, other 27 RIVER ST	2206	Service Call, other
14-600-IN <b>1st Action:</b> <b>Location:</b>	03/29/2014 Extinguishment by fire service personnel 152 GEAR RD	1418	Chimney or flue fire, confined to chimney or flue
14-601-IN <b>1st Action:</b> <b>Location:</b>	03/29/2014 Investigate 62 ROCHESTER HILL RD COLONIAL HILL CARE & REHAB CENTER - SUNBRIDGE	1724	Alarm system sounded due to malfunction
14-602-IN <b>1st Action:</b> <b>Location:</b>	03/30/2014 Cancelled en route 38 ROYAL CREST MHP	0203	Dispatched & canceled en route
14-603-IN <b>1st Action:</b> <b>Location:</b>	03/30/2014 Investigate 62 ROCHESTER HILL RD COLONIAL HILL CARE & REHAB CENTER - SUNBRIDGE	0325	Alarm system sounded due to malfunction
14-604-IN <b>1st Action:</b> <b>Location:</b>	03/30/2014 Extinguishment by fire service personnel 627 PORTLAND ST	0256	Building fire
14-605-IN <b>1st Action:</b> <b>Location:</b>	03/30/2014 Investigate [REDACTED]	0621	Medical assist, assist EMS crew
14-606-IN <b>1st Action:</b> <b>Location:</b>	03/30/2014 Provide equipment 126 GOVERNORS RD	0759	Water evacuation
14-607-IN <b>1st Action:</b> <b>Location:</b>	03/30/2014 Investigate 3 SALMON FALLS EST	1115	CO detector activation due to malfunction
14-608-IN <b>1st Action:</b> <b>Location:</b>	03/30/2014 Investigate 6 SECOND ST	1512	Water problem, other

**Rochester Fire Department**  
Incident Status

Incident	Incident Date	Alarm Time	Incident Type
14-609-IN <b>1st Action:</b> <b>Location:</b>	03/30/2014	0435	Building fire
	Extinguishment by fire service personnel 31 BUNKER DR		
14-610-IN <b>1st Action:</b> <b>Location:</b>	03/30/2014	2123	Outside rubbish, trash or waste fire
	Extinguishment by fire service personnel 31 BUNKER DR		
14-611-IN <b>1st Action:</b> <b>Location:</b>	03/30/2014	1909	Medical assist, assist EMS crew
	Provide manpower [REDACTED]		
14-613-IN <b>1st Action:</b> <b>Location:</b>	03/30/2014	0752	Service Call, other
	Provide manpower 3 DODGE ST		
14-614-IN <b>1st Action:</b> <b>Location:</b>	03/30/2014	0821	Service Call, other
	Provide manpower 7 NORMAN ST		
14-612-IN <b>1st Action:</b> <b>Location:</b>	03/31/2014	0913	Motor vehicle accident with no injuries.
	Investigate 64 HIGHLAND ST DUNKIN DONUTS		
14-615-IN <b>1st Action:</b> <b>Location:</b>	03/31/2014	1154	Dispatched & canceled en route
	Cancelled en route 116 FARMINGTON RD WALMART #2330		
14-616-IN <b>1st Action:</b> <b>Location:</b>	03/31/2014	1241	Assist police or other governmental agency
	Assistance, other 63 SALMON FALLS RD SUNSET ARMS APARTMENTS		
14-617-IN <b>1st Action:</b> <b>Location:</b>	03/31/2014	1353	Medical assist, assist EMS crew
	Assistance, other [REDACTED]		
14-618-IN <b>1st Action:</b> <b>Location:</b>	03/31/2014	1457	Lock-out
	Assistance, other 20 ALLEN ST ROCHESTER POST OFFICE		
14-619-IN <b>1st Action:</b> <b>Location:</b>	03/31/2014	1850	Alarm system activation, no fire - unintentional
	Investigate 75 JONATHAN AVE DELISLE, SUSAN		
14-620-IN <b>1st Action:</b> <b>Location:</b>	03/31/2014	2046	Lock-out
	Forcible entry CHESTNUT HILL RD RASPBERRIES SALON		
14-621-IN <b>1st Action:</b> <b>Location:</b>	03/31/2014	2209	Good intent call, other
	Investigate 67 MILTON RD		



**Rochester Public Library**  
**65 South Main St.**  
**Rochester, NH 03867**

Main Desk: (603) 332-1428  
Reference: 335-7550  
Children's: 335-7549  
Fax: 335-7582  
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## **MONTHLY REPORT**

### **March 2014**

There were a total of 22,859 items circulated with 12,739 people visiting the library in the month of March. Three hundred eighteen patrons used the library's Internet computers for 1,575 hours. Visitors to the library's web site numbered 8,239. Current number of patron registrations is 33,354. Interlibrary loan activity included 95 materials borrowed from other libraries and 370 loaned to other libraries.

In preparation for spring, Marie Kelly and the creative Children's Room staff, created colorful "Windsocks" with 61 enthusiastic children for this month's Make-It and Take-It craft program.

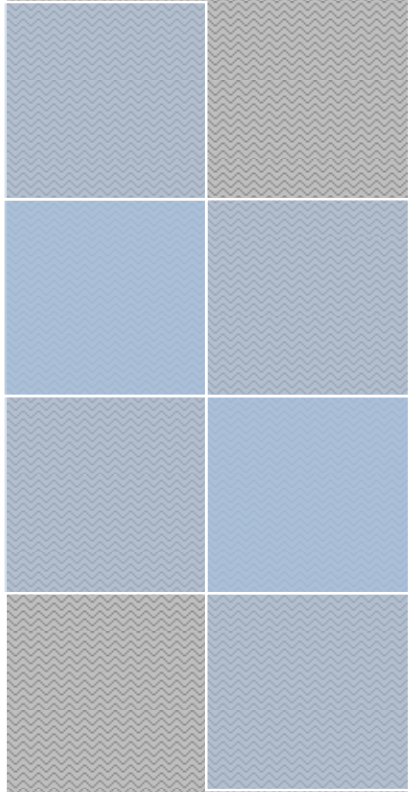
On March 3<sup>rd</sup>, Peggy Trout announced the winners of the library's "Name the Winner" academy award contest. Over 55 patrons entered this fun, free contest with 15 selecting the winning title. Of the 15 victors 5 were randomly selected to receive prizes.

The library was pleased to present a three week comprehensive organic gardening program. The program included practical tips on how to create a new garden, seed starting, planting techniques, how to compost, and more. The instructor Vincent Cirasole is a master gardener, commercial vegetable grower and organic growing enthusiast.

The Friends of the Rochester Public Library held their second annual Spring Fling membership event on Thursday, March 20<sup>th</sup> to coincide with the first day of spring. Fancy desserts were served and 15 current Friends members participated and renewed memberships. Four potential new Friends attended and three became official members.

In addition to the print versions of available books, 262 of our Library patrons downloaded 1,169 e-books to media devices through the library's web site this month. The RPL website also enabled 23 patrons access to Mango Languages.

Trustees meet on April 22<sup>nd</sup> in the Rose Room of the library at 6pm.



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Planning  
Conservation Commission  
Historic District Commission  
Arts & Culture Commission

Planning & Development Department  
City Hall - Second Floor  
31 Wakefield Street  
ROCHESTER, NEW HAMPSHIRE 03867-1917  
(603) 335-1338 - Fax (603) 335-7585  
Web Site: <http://www.rochesternh.net>

## PLANNING DEPARTMENT MONTHLY REPORT FOR MARCH 2014

### NEWS FROM THE DEPARTMENT HEAD

The Planning Department had a fairly busy March. Besides for the usual meetings with potential applicants, current applicants, and citizens regarding projects that will be coming to the Planning Board, reviewing plans for certification, and reviewing as-built plans, there were several TRG meetings, and meetings outside of the TRG, regarding projects that will be before the Planning Board in April. Not the least of which is the Granite Ridge Marketplace off Route 11. This will be a 300,000+ square foot shopping mall with retail stores, restaurants, and a movie theater. This project application has been in the works for a long time and it is now finally becoming a reality. The staff has also been reviewing a 15,200 square foot ambulatory surgery center that will be located on Health Care Drive as well as a 16,100 square foot collision center off Farmington Road.

The Planning Board also worked on some amendments to the Site Plan Regulations and Subdivision Regulations pertaining to sight distances and also forwarded some language amending the Zoning Ordinance regarding fences and sight distance. In addition, the Board also reviewed the Land Use Chapter of the Master Plan as they begin the process of updating the chapter.

The Chief Planner has been very busy with the amendments to Chapter 42 as the City Council started its process and review of the document forwarded to them by the Planning Board. the Chief Planner attended the Council meeting and the Codes and Ordinances Committee meeting on the amendments. This work will continue into April and will hopefully also be concluded in April.

The Staff also attended meetings regarding Hope Farm, technology, Coast, Conservation Commission, Arts & Culture Commission, attended a harassment training session, a mapping workshop in Concord, a minor site plan review for an expansion of paving for a RV sales business, and a pre-construction meeting for a project off Whitehouse Road.

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## APPLICATIONS REVIEWED BY THE PLANNING BOARD

**DEW Properties, LLC, 13 Health Care Drive,** (by Norway Plains Associates) Site plan application to construct a 15,200+/- square foot Ambulatory Surgery Center facility. Case# 243 – 39-3 – PUD – 14 **CONTINUED TO 4/7/2014**

**The Lamoureux Family Revocable Living Trust, 6 Cemetery Road,** (by Berry Surveying) Site plan use a portion of the property for parking RV vehicles for the Route 125 RV & Marine business. Case# 258 – 36 – A – 14 **APPROVED**

## APPLICATIONS REVIEWED BY THE CONSERVATION COMMISSION

**Conservation Overlay District:** Review of conditional use permit application (wetland buffer impacts) relative to Waterstone Retail, Inc., 92 Farmington Road, Map-Lot 216-211 by Tighe & Bond) Site Plan to develop 300,000 square feet of multi use commercial space.

*The project engineer, developer, and lawyer gave a thorough presentation of the changes that had been made to the site plan since last month's Con Com meeting. The engineer explained that eight rain garden areas have been added in the middle of the large parking lot, trees have been added throughout the site, the number of parking spaces are reduced, and that a retaining wall has been proposed in order to reduce grading further into a wetland buffer. The applicant also said that they have decided to remove the proposed parking lot from the conservation easement land.*

*The Commission voted to approve the remaining wetland buffer impact with the following conditions: the disturbed buffer area be re-vegetated with native species; a maintenance document and schedule be created for the rain gardens, and a tree maintenance program be created.*

**Discussion:** *Consultant Chris Kane c/o Kane Conservation presented and discussed the progress he has made on the Rochester Conservation Easement Inventory. Thirteen properties were discussed in detail as to whether or not they were "conservation" lands. Mr. Kane will continue to work with members and staff to finalize this project before doing a press release and posting the report on the City's website.*

**Old Business:** *Hope Farm: Bambi Miller presented draft conservation easement language that she and the property owners had composed. The Commission briefly discussed this document and will continue to review over the next two weeks. Review comments will be forwarded to Seth Creighton and/or Bambi Miller.*

**Dredge and Fill Application/Wetland Permit Application:** Review of NH DES Expedited Wetlands Application for Drainage Outlet and Slope Improvements at 8 Catherine St, Map-Lot 125-244, City of Rochester parcel and project  
*The Conservation Commission reviewed and signed-off on the DES Expedited Wetlands Application for Catherine St. The Conservation Commission made the suggestion that DPW should plan for treatment of nitrogen on all drainage reconstruction projects.*

**Notice of Intent to Cut Wood or Timber / Intent to Excavate:**

- a) Notice of Intent to Cut – Farmington Rd (Map/Lot: 208-17), 127 Farmington Rd, R. Rowe
  - b) Notice of Intent to Cut – Farmington Rd (Map/Lot: 208-17), 127 Farmington Rd, R. Rowe
  - c) Notice of Intent to Excavate – Farmington Rd (Map/Lot: 208-12), M. Bradshaw
- There were no concerns with the about Notice of Intent.*

**Other Business:**

- a) ARM Fund – *The Chair informed the Commission that ARM grant funds are available for the Salmon Falls River watershed area.*
- b) Saving Special Places – *The Chair encourage the members to attend this meeting, signups are due this Friday and anyone looking to attend needs to let Seth Creighton know ASAP.*
- c) Local energy fair - *The Chair informed the members of the upcoming annual State-wide 'local energy' fair, being held at Winnisquam NH high school.*
- d) Other happenings – *The members shared information about upcoming wetlands, water quality, and grant workshops.*
- e) Recruitment – *The Chair encouraged the members to recruit others to join the Conservation Commission.*

**Non Public:** The Commission discussed the potential acquisition of land.

**APPLICATIONS REVIEWED BY THE HISTORIC DISTRICT COMMISSION**

The March meeting was canceled because the Commission didn't have any projects to review.

**ARTS AND CULTURE COMMISSION ACTIVITIES****Achievement in the Arts awards**

There was a discussion about nominations for the Achievement in the Arts Awards. The categories include: literary, artisan, movement, theatre, visual arts, dining, music, and lifetime achievement. There was also a discussion about adding three other awards: cultural, fostering of the arts, and cultural investors in the arts. It will be at the Governors Inn on August 11, 2014 from 5:30-7.

**What's Happening in Rochester**

Mr. Provost gave an update from Main Street. Sunday, March 16-April 7 - Rochester's "Munch Madness" Tournament of Restaurants...Dine Out and Vote! This week at press time, the leading four restaurants with the most votes are: (in no certain order) Bella Fresca, Granite Steak & Grille, The Farmer's Kitchen, and Windjammers Seafood. Coming on strong as challengers are: Clemento's Pizzeria & Brew, Buffalo Wild Wing's, Papaya Thai, The Portable Pantry and The Publick House. People may vote daily via smartphone or online for their favorites. Saturday, April 12 - NH Main Streets 101 Training, Frisbie Conference Center, 8:15 am-1:00pm, RSVP to 603-330-3208 by April 1

Saturday, April 19 - Rochester Pride Day, 8:00 am to noon, Downtown Rochester.

Saturday, April 26 - 2nd Annual Greater Rochester Author's Fair, Rochester Public Library, 10:15 am to 2:30 pm. Saturday, May 3 - National Free Comic Book Day, 10 am to 4 pm, downtown Rochester

Sunday, May 4 - Public Unveiling of "Historic Highlights of Downtown Rochester" Walking Tour, 1:00pm at City Hall

He also gave the an example of the River Walk Banner with will include: North Main Street Bridge, the falls, the arch of the bridge, and the river. This will be sent over to a graphic designer those are the elements in the design. These will be screen printed with a limit of three colors.

Rochester Opera House upcoming events include: Hamlet March 27-30, Brooks Young Band April 4, Dance Northeast Spectacular Dance Celebration April 5, The Wizard of OZ April 11& 27, and Bon Jersery May 3.

The Rochester Historical Society has received a grant from the NH Humanities Council to sponsor a program titled, "**Treasure from the Isles of Shoals: How New Archeology is Changing Old History**," by J. Dennis Robinson. It will be presented at the Rochester Historical Society Museum on Hanson Street on Thursday, April 10, at 7 PM.

Rochester Museum of Fine Arts upcoming exhibits include: Spencer Worthley "Fancy Meeting You Here" Saturday June 7<sup>th</sup> at the Rochester Public Library. The upcoming feature film is Everyone's Going to Die at the Rochester Opera House on Saturday June 7<sup>th</sup> at 8 pm.

James B. Campbell,  
Chief Planner





MICHAEL J. ALLEN  
*Chief of Police*

## ROCHESTER POLICE DEPARTMENT

23 WAKEFIELD STREET  
ROCHESTER NH, 03867-1933

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*"Dedication, Pride, Integrity"*

POLICE COMMISSION

LUCIEN G. LEVESQUE  
*Chairman*  
BRUCE E. LINDSAY  
*Vice Chairman*  
DEREK J. PETERS  
*Commissioner*



April 9, 2014

TO: City Manager Daniel Fitzpatrick

RE: Monthly Report – March 2014

**OPERATIONS:** Four of the six wards met this period. Some of the topics discussed included a traffic problem on Chamberlain Street, (previously reported) related to after school release; the rise in the use of heroin; and Department of Motor Vehicle reviews for elderly and aging drivers. In addition Ward officers provided information on crime statistics, crime prevention and safety information. Graham Griffin from Bridging the Gaps also spoke about this program at one of the meetings.

The Veteran's Council is planning the Armed Forces Day for May 17<sup>th</sup> at the Lilac Mall and has asked for our assistance. The Honor Guard is planning to participate in the Memorial Day parade.

The County Tactical team was activated for a wanted person in Dover. The incident ended quickly and peacefully.

The investigations bureau had no call outs this period. There were 15 cases presented to the Grand Jury, all resulting in true bills. There were 72 cases forwarded from patrol for review and further investigation.

**HOUSING:** Officer Blair has adjusted his schedule to monitor properties during the evening hours. One issue that keeps cropping up is parking and he is working with housing and those tenants one on one. He is also working with Housing on developing a noise policy that will mirror state law.

**K-9 ACTIVITY:** There were four tracks and three drug searches in Rochester with an additional two tracks and two drug searches in the county. Off. MacKenzie visited two elementary schools and introduced his canine partners. He also participated in the UNH Citizen's Academy and conducted a class on search and seizure for the Civil Air Patrol.

**COMMUNICATIONS:** We are still working to fill the final open position in the center. The offer we had out there was withdrawn during the background investigation.

**DIVERSION PROGRAM/TEEN DRUG COURT:** 324 youths participated in Teen night in March. Grant funding was used to cover food, LADC service (licensed alcohol and drug counselor) for two JPPO (juvenile probation and parole office) referrals and the DJ for entertainment. Ms. Rodler presented the current drug trends training to the Community Action Program's Head Start staff. There were approximately 50 attendees for the training. Ms. Rodler is also working on providing the Police Standards and Training prosecutor school some additional education on diversion options in the state and how to best utilize those services.

**PROSECUTION:** The prosecution unit has been managing in court with Lt. Gould and Det. Loignon handling cases. We continue to keep an eye on this situation. The FT Secretary returned to work this period.

**MV UNIT:** The MV unit made 118 traffic stops with 38 summonses and 8 arrests as a result of those stops. The unit handled 25 motor vehicle accidents and issued six summonses at accident scenes. Officer Harding spoke at the Williams Driving School and is scheduled to do this every six weeks. Officer Hayes made 19 traffic stops and issued 2 summonses.

**POP UNIT:** Officer Hayes received an award from the NH Retailers Association for her work in combating shoplifting. President Nancy Kyle said Rochester is a community that understands the depth of this issue. Officer Hayes is also the primary person managing our social media presence. Our Face Book page is averaging 50 - 70 thousand hits per month.

**ADMINISTRATIVE:** Our latest projection on the FY14 budget shows we are in relatively good shape, with a combined savings between police and dispatch of roughly \$170,000., most of which comes from salaries and benefits as a result of turnover.

We had requested a reallocation of funds from a JAG grant that was approved to purchase handguns to be held as spares in the event one of the handguns goes out for repair. We currently have no spare weapons.

We had 111 hours of training completed this period for annual use of force and CPR training. Lt. Thomas graduated from the 256<sup>th</sup> session of the FBI National Academy. He will present at the May Commission meeting on the value of the program and what he hopes to bring to the Department from completing the program.

Officers' Powers and Forrest are finishing up the FTO program. It is anticipated they will be released to solo patrol in the beginning of April. Officer Forrest will be paired with another officer until he heads off to the FT Academy in May.

We are still down officers with the recent resignations of Officer Krans, Gahan and Bonneau. We will be holding another testing process, but are actively recruiting certified officers. We would not be able to meet deadlines for a non certified officer to be accepted to the next full time academy scheduled in May and the academy following will not start until September.

Our records secretary has submitted her resignation. She has been a very valued employee and has done a tremendous job but circumstances have caused her to seek employment that offers benefits.

We have been contacted by the NH State Police regarding assisting them with creating a crisis intervention team within their agency. Sgt. Burke will be meeting with them to discuss the time, commitment and training involved.

**COMP STAT:** We continue to focus our resources on combating property crimes. Property crime incidents overall are down, while arrests in this category are up. With warm weather approaching it generally leads to a spike in such calls. Burglaries were down this period as well. We had one report of a stolen motor vehicle that involved forged documents to obtain illegal ownership of the vehicle. Shoplifting continues to be an issue we are addressing. Officers on the street continue to hold weekly strategy meetings in our efforts to impact property crime throughout the city.

Our new crime analyst began employment this period and is contributing to our efforts in developing effective tactics intended to impact crime and traffic safety. [See attached reports generated by Crime Analyst Katie Hoffman.]

**EMD USE:**

There was one Taser deploy and no displays this period.

**FORFEITURE FUND SPENDING:**

There was no forfeiture spending this period.

Respectfully Submitted,

*Michael J. Allen*  
Michael J. Allen  
Chief of Police

PC: Rochester Police Commission  
File

PROPERTY CRIMES - OFs by Incident (2014)												
Specific Crimes	3/01/14- 3/31/14	3/1/13- 3/31/13	% Change	2/1/14- 2/28/14	1/01/14- 1/31/14	%Change	YTD 14	YTD 13*	%Change	YTD 2014 Closure Rate	YTD 2013 Closure Rate	YTD 12*
Shoplifting	35	30	17%	20	38	-47%	93	89	4%	83%	64%	54
Theft from M/V	14	6	133%	4	3	33%	21	24	-13%	5%	4%	38
All Other Theft	34	41	-17%	25	43	-42%	102	102	0%	19%	13%	117
M/V Theft	3	1	200%	1	4	-75%	8	5	60%	0%	80%	6
Vandalism	28	30	-7%	16	21	-24%	65	91	-29%	45%	24%	106
Burglary	7	13	-46%	3	11	-73%	21	28	-25%	29%	18%	48
<b>Total Property</b>	<b>121</b>	<b>121</b>	<b>0%</b>	<b>69</b>	<b>120</b>	<b>-43%</b>	<b>310</b>	<b>339</b>	<b>-9%</b>	<b>43%</b>	<b>30%</b>	<b>369</b>
PROPERTY CRIMES - ARRESTS by Incident (2014)												
Specific Crimes	3/01/14- 3/31/14	3/1/13- 3/31/13	% Change	2/1/14- 2/28/14	1/01/14- 1/31/14	%Change	YTD 14	YTD 13*	%Change	YTD 2014 Closure Rate	YTD 2013 Closure Rate	YTD 12*
Shoplifting	27	16	69%	21	29	-28%	77	57	35%	83%	64%	41
Theft from M/V	0	0	0%	0	1	-100%	1	1	0%	5%	4%	1
All Other Theft	5	5	0%	7	7	0%	19	13	46%	19%	13%	14
M/V Theft	0	0	0%	0	0	0%	0	4	-100%	0%	80%	1
Vandalism	8	5	60%	8	13	-38%	29	22	32%	45%	24%	20
Burglary	0	3	-100%	5	1	400%	6	5	20%	29%	18%	6
<b>Total Arrests</b>	<b>40</b>	<b>29</b>	<b>38%</b>	<b>41</b>	<b>51</b>	<b>-20%</b>	<b>132</b>	<b>102</b>	<b>29%</b>	<b>43%</b>	<b>30%</b>	<b>83</b>
VIOLENT CRIMES - OFs by Incident (2014)												
Specific Crimes	3/01/14- 3/31/14	3/1/13- 3/31/13	% Change	2/1/14- 2/28/14	1/01/14- 1/31/14	%Change	YTD 14	YTD 13*	%Change	YTD 2014 Closure Rate	YTD 2013 Closure Rate	YTD 12*
Homicide	0	0	0%	0	0	0%	0	0	0%	0%	0%	0
Robbery	1	2	-50%	1	0	0%	2	7	-71%	400%	57%	6
Aggravated Assault	7	2	250%	3	5	-40%	15	9	67%	167%	44%	10
Simple Assault*	29	47	-38%	20	30	-33%	79	107	-26%	43%	54%	114
<b>Total Violent</b>	<b>37</b>	<b>51</b>	<b>-27%</b>	<b>24</b>	<b>35</b>	<b>-31%</b>	<b>96</b>	<b>123</b>	<b>-22%</b>	<b>70%</b>	<b>54%</b>	<b>130</b>
VIOLENT CRIMES - ARRESTS by Incident (2014)												
Specific Crimes	3/01/14- 3/31/14	3/1/13- 3/31/13	% Change	2/1/14- 2/28/14	1/01/14- 1/31/14	%Change	YTD 14	YTD 13*	%Change	YTD 2014 Closure Rate	YTD 2013 Closure Rate	YTD 12*
Homicide	0	0	0%	0	0	0%	0	0	0%	0%	0%	0
Robbery	0	1	-100%	1	0	0%	8	4	100%	400%	57%	1
Aggravated Assault	7	1	600%	1	4	-75%	25	4	525%	167%	44%	8
Simple Assault	20	23	-13%	11	23	-52%	34	58	-41%	43%	54%	53
<b>Total Arrests</b>	<b>27</b>	<b>25</b>	<b>8%</b>	<b>13</b>	<b>27</b>	<b>-52%</b>	<b>67</b>	<b>66</b>	<b>2%</b>	<b>70%</b>	<b>54%</b>	<b>62</b>

\*Note: Numbers from 2012 and 2011 are based on Offenses. 2013 numbers are based off of number of Incidents. 2012 Simple Assault numbers are also based off of incidents.

All Other Thefts 4 trash toters

5 receiving stolen property arrests this month



FIELD ACTIVITIES										
	3/1/14-3/31/14	3/1/13 - 3/31/13	% Change	2/1/14- 2/28/14	1/1/14- 1/31/14	%Change	YTD 14	YTD 13	%Change	YTD 12
Traffic Stops	729	1015	-28%	617	620	0%	1966	2390	-18%	2387
Arrests from Stops	22	33	-33%	13	14	-7%	49	74	-34%	70
Summons	84	160	-48%	69	80	-14%	233	340	-31%	169
Warnings	604	804	-25%	504	489	3%	1597	1932	-17%	2093
No Action	19	32	-41%	31	21	48%	71	62	15%	66
Accidents	68	77	-12%	107	90	19%	265	261	2%	22
Summons From Accidents	3	6	-50%	6	3	100%	12	15	-20%	8
Arrests From Accidents	2	1	100%	3	0	0%	5	14	-64%	18
Field Interviews	34	16	113%	26	21	24%	81	45	80%	41
DWI	7	6	17%	4	8	-50%	19	20	-5%	25
DWI from Other	5	5	0%	3	8	-63%	16	12	33%	18
DWI from Accidents	2	1	100%	1	0	0%	3	8	-63%	7

COMMUNICATIONS CALLS FOR SERVICE						
Monthly Calls Totals						
2014	Call Priority 1	Call Priority 2	Call Priority 3	Proactive Duties	Admin Duties	Totals
January	420	562	413	1071	1343	3809
February	374	466	341	1005	1172	3358
March	374	640	379	1255	1438	4086
April						
May						
June						
July						
August						
September						
October						
November						
December						
Year End Totals	1168	1668	1133	3331	3953	11253

**CAD Priority 1 Call:** Serious to Critical calls for service. Priority to Immediate response or officer initiated. Almost always a two officer response. Some examples include; burglary alarm, robbery, domestic violence, motor vehicle accident, medical aid, 911 hang-up, wanted person and assaults.

**CAD Priority 2 Call:** Timely to Serious calls for service. Short delay to Priority response or Officer initiated. Often a two officer response. Some examples include; motor vehicle complaints, thefts, welfare checks, juvenile matters, criminal mischief /threatening, missing persons, harassment and suspicious activity.

**CAD Priority 3 Call:** Non-threatening to Service calls: Wait for affected zone car response or officer initiated. Almost always a single officer response. Some examples include; property lost or found, motorist assist, extra patrol, animal matters, police information, abandoned auto, and littering.

**Proactive Policing:** Business check, community policing, directed patrol, extra patrol, footbeat, and traffic stop

**Administrative:** Communications, court, in-service training, K9 maintenance, followup, reports, employee injury, cruiser maintenance, equipment lost/damaged, mealbreak, and paperwork service.

# **Hot Products Analysis**

**December 28, 2013 –**

**March 28, 2014**



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# Definitions

**Small electronics:** headphones, game controllers, batteries, etc. Does NOT include cell phones.

**Clothes:** includes accessories (belts, sunglasses, etc.)

**Purses:** includes wallets.

**Computers:** includes tablets .

**Personal hygiene items:** includes razorblades, deodorant, toothbrushes, but NOT cosmetic items (make-up, hair dye, perfume).

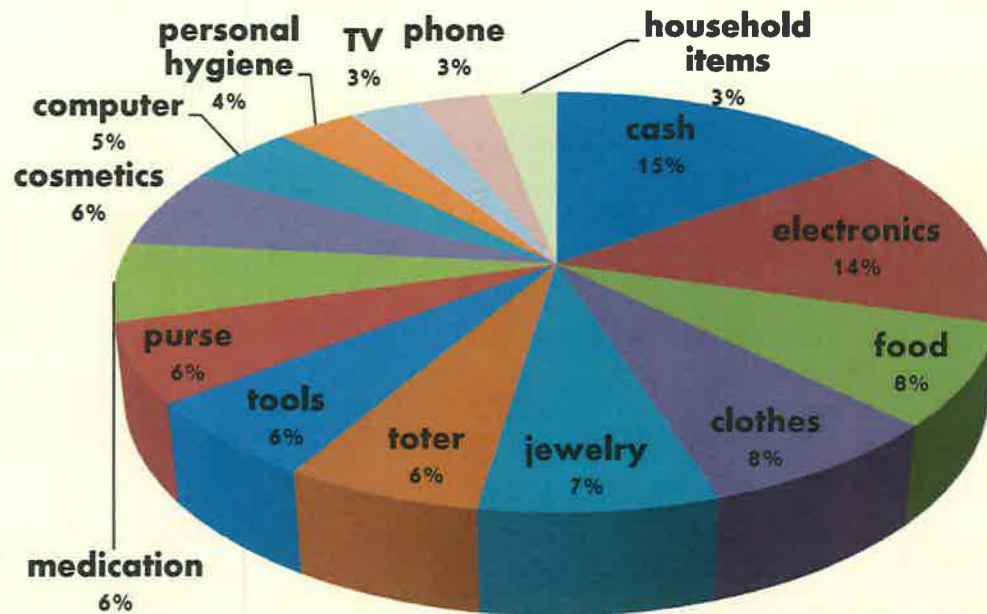
**Household items:** cleaning products, decorative items, etc.

**Medication:** both prescription medications and over the counter.

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# Overall Top 15 Items Taken

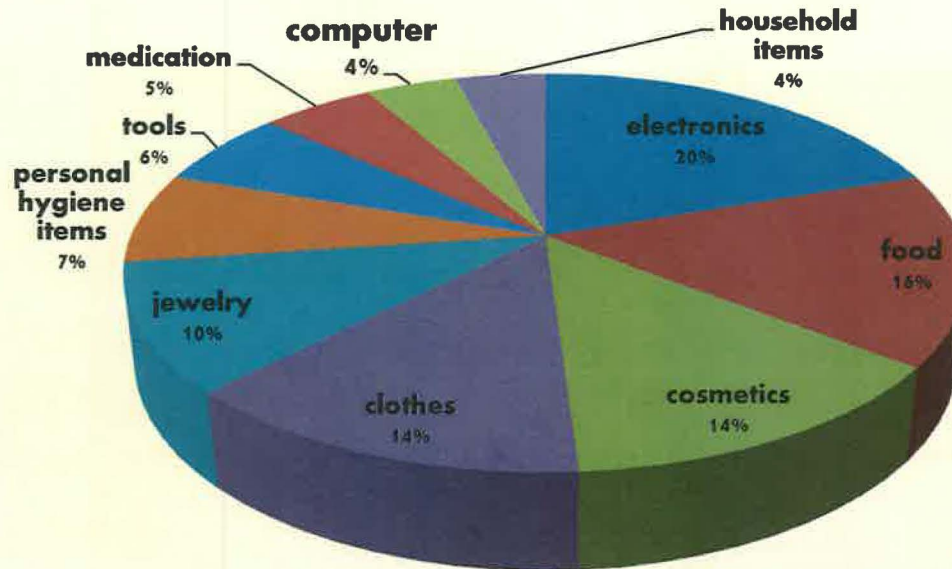


- |                             |                      |                                   |
|-----------------------------|----------------------|-----------------------------------|
| 1. <b>Cash</b>              | 6. <b>Toters</b>     | 11. <b>Computers</b>              |
| 2. <b>Small electronics</b> | 7. <b>Tools</b>      | 12. <b>Personal hygiene items</b> |
| 3. <b>Food</b>              | 8. <b>Purses</b>     | 13. <b>TVs</b>                    |
| 4. <b>Clothes</b>           | 9. <b>Medication</b> | 14. <b>Phones</b>                 |
| 5. <b>Jewelry</b>           | 10. <b>Cosmetics</b> | 15. <b>Household goods</b>        |

**Overall Value of Items: \$59,239.73**

**Average Per Case: \$330.95**

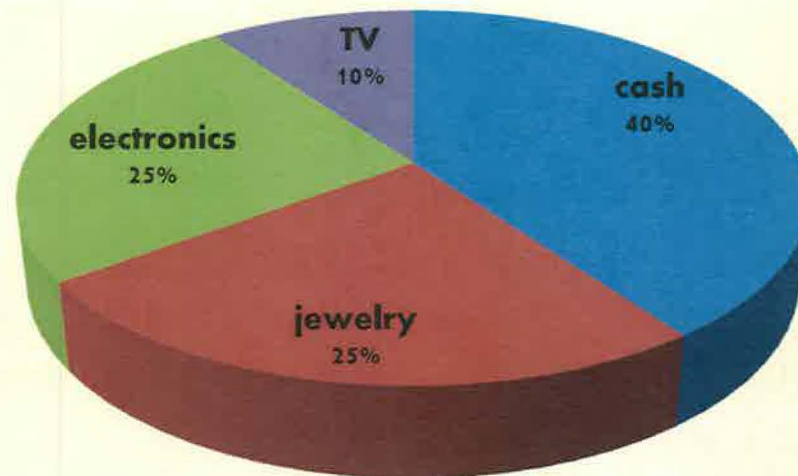
# Top 10 Shoplifted Items



1. **Small electronics**
2. **Food**
3. **Cosmetics**
4. **Clothes**
5. **Jewelry**
6. **Personal hygiene items**
7. **Tools**
8. **Medication**
9. **Computers**
10. **Household goods**

**Average Value Per Case: \$211.25**

# Items Taken from Burglaries

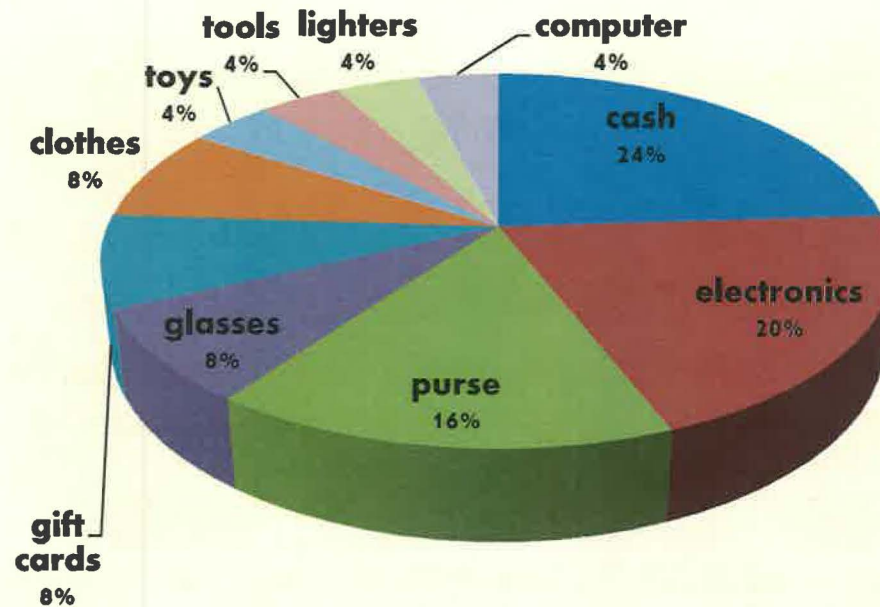


**Average Value Taken Per Case: \$824.39**

**Overall Value of Items Taken: \$10,717.09**



# Top Items Taken from Vehicles

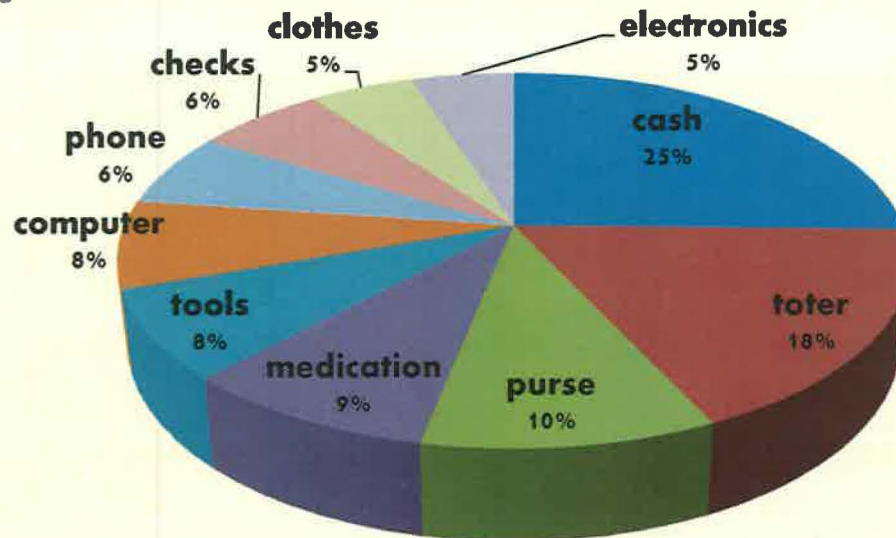


1. **Cash**
2. **Small electronics**
3. **Purses**
4. **Prescription glasses**
5. **Gift cards**
6. **Clothes**

**Overall Value of Items Taken: \$6,087.95**

**Ranges from \$2.00 to \$2,000.00 per case**

## Top 10 Items from All Other Theft



- |                      |                              |
|----------------------|------------------------------|
| 1. <b>Cash</b>       | 6. <b>Computers</b>          |
| 2. <b>Totor</b>      | 7. <b>Phones</b>             |
| 3. <b>Purses</b>     | 8. <b>Checks</b>             |
| 4. <b>Medication</b> | 9. <b>Clothes</b>            |
| 5. <b>Tools</b>      | 10. <b>Small electronics</b> |

**Average Value Taken Per Case: \$309.53**

**Overall Value of Items Taken: \$19,500.38**

# Conclusions

**Highest Average Value Per Case: Burglary (\$824.39)**

**Lowest Minimum Value: Shoplifting (\$2.00) and Theft from Motor Vehicles (\$2.00)**

**Highest Maximum Value: Shoplifting (\$6,118.73)**

**Highest Overall Property Loss: Other Theft (\$19,500.38)**

**Most Targeted Non-Cash Items:**

1. Small electronics
2. Jewelry
3. Purses
4. Computers



## **ROCHESTER DEPARTMENT OF PUBLIC WORKS MONTHLY REPORT FOR MARCH 2014**

### **Notes from the Director**

The Buildings and Grounds Supervisor Bruce Young retired from the City after 20 years of dedicated service. Several members of DPW were recognized this month at the annual Employee Recognition Dinner for their anniversary dates.

### **Highway and Utilities Division**

The Highway and Fleet Maintenance has been very busy this month. The staff responded to 42 service calls this month. These calls were either completed or scheduled for future repair. The service calls for the month included numerous sign repairs, light repairs, snow maintenance, icy road calls, mailbox repairs, frost heaves and pothole repair. The DPW treated the city for 6 snow events, with a total of 11 inches of snow and snow removal was completed as necessary. . Five catch basins. All State of NH vehicle inspections were completed.

The Utilities Division performed typical maintenance on the water and sewer systems. The staff responded to 43 service calls which were either completed or scheduled for repair. These calls included water quality issues, installation or repair inspections, storm drain clearing, and sewer issues. Water shut-offs throughout the city were located and repaired. Due to the cold and deep snow conditions staff has been busy with a number of water main breaks and repairs to curb stops. Staff has been working to clear all storm drains and catch basins in preparation for spring rain and melting. The snow at the hut was cleared out and the inside water and sewer inventory was organized this month. All hydrants were cleaned of snow and several were repaired. The sewer line on 183 Charles Street was dug up and cleared out due to heavy grease blocking the line.

### **Buildings and Grounds**

The Buildings and Grounds Division performed routine maintenance on all of the city buildings and grounds that they are responsible to maintain. They also responded to 41 service calls. These calls included lighting issues, janitorial issues, grounds maintenance, icy sidewalks and supply deliveries. The staff treated and plowed all City owned parking lots and walkways on numerous occasions this month. The Community Center Gym Heater Unit bid was awarded to Moose Heart Plumbing and Heading. They have ordered the unit and there is a 8-12 week lead time for delivery. The Fire Suppression System work at the Community Center is 70% completed and scheduled to be finished by mid to late April. The floors at the Community Center were refinished this month, and the Gonic Pool resurfacing bid was sent out mid-March and the bid opening is scheduled for late April.

### **Waste Water Treatment Plant**

The Wastewater Plant staff continues to work closely with the coalition of communities on related wastewater and Great Bay Estuary issues. Honeywell

replaced the faulty sensors in the air handling units, and the suction check valve for the waste activated sludge pump was also replaced. All Semi-Annual maintenance was completed on the emergency standby generators and repairs were completed on the main aeration blower PLC program. The industrial pretreatment sampling was completed this month at Albany Engineered Composites. The staff attended all state sponsored training classes. They also performed preventative and corrective maintenance on all equipment, machinery and instrumentation. The average effluent flow was 2.956 Million Gallons per Day. Percent of design flow = 58.8%. Percent of design flow for 2014 = 57.5%. Precipitation = 2.33".

## **Water Treatment Plant**

Treated water volume for the month as of March 31, 2014 was approximately 53.62 million gallons from the surface water treatment plant. The Cocheco Well Water Treatment Facility HMI Touch Screen Control Panel was replaced and the operations restored for finish drinking water production. Volume pumped from the facility totaled 1.64 million gallons. All water quality testing and monitoring was completed in accordance with NHDES requirements. We are pleased to report that the City of Rochester again met and exceeded all State and Federal standards for drinking water. Carbon filter media was slug dosed with caustic soda and is now under a daily scour rinse routine. Maintenance was completed on all of the water plant components, including pump stations, the well site, and all water tank sites. We are continuing our routine inspections of the Berry's River watershed, reservoirs and dams. Construction projects will be underway in the next two months.

## **Engineering**

**CIP-** A Public Information Meeting was held on March 26<sup>th</sup> for the Catherine, Sheridan, Knight and Utility Reconstruction Project, which is scheduled to start this summer and be a multi-year project. The EDA gave DPW an unofficial approval to proceed with the design of the Crossroads Water and Sewer project using the new consultant selected from the January Request for Proposals solicitation. The cost of design and administration is \$349K, which is substantially less than the proposed cost from the original consultant. The DPW conducted a study to determine if sewer advancing north on Milton Road would be less costly than the planned SFR route, with the results given to the Public Works Committee that it would clearly be more costly to pursue the Milton Road route and could void the current contract with the EDA. The EDA indicates that it will move forward with an unofficial authorization to proceed once a formal contract is drawn up between the City and the new consultant.

The Salmon Falls Road HSIP Curve Softening project design is underway and looking at a Summer/Fall construction. A Public Information Meeting is tentative for April/May 2014. The prospective paving list for FY15 was distributed to the Council for consideration this month, and Charles Street is targeted for sidewalk work. The goal for the Strafford Square Roundabout is to begin construction in CY2015, however, construction is likely to carry over into CY2016. Finishing



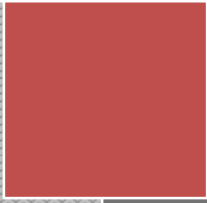
work on Brock Street is due to commence in Spring. The Chamberlain Street water and sewer project was added to the FY15 proposed CIP budget per the Council directive, and is to be discussed at the April Finance Committee meeting. The Stillwater Circle Bridge Repair design is nearly complete, with anticipated construction scheduled for the summer, and the Upper City Dam bid opening was on March 27<sup>th</sup>, with construction also scheduled for the summer.

The DPW has received the last FY14 appropriated vehicle this month. The design for the Surface Treatment Water Plant Upgrades is at 90% complete, with construction anticipated to begin in the fall. DPW is working with Economic Development and Finance to determine the best way forward for establishing the TIFF public infrastructure portion of the Granite Ridge Development District.

Water was brought into the Community Center for the sprinkler system work. The company is about 70% completed with a project extension to continue likely into April. Architects are scheduled to be interviewed regarding the City Hall Annex and a decision is likely to be made in April. The New DPW Facility project was awarded to Weston-Sampson Engineers, Inc. of Portsmouth, NH.

The Franklin Street/Western Avenue Pump Station design continues, with construction set for summer, and following that construction will be the Franklin/Western/Adams Ave Road and Utility Reconstruction project which is scheduled to begin right after. The Pump Station Rehab for Kirsten, Weeping Willow, Autumn & Sawyer stations contract has been signed and is proceeding. Long lead times for the pumps have pushed construction into the spring. The Route 125 Pump Station project was put out to bid twice to lower costs. The second bid opening in January revealed an overall project estimated at a cost of \$900K. The Council authorized an appropriation of an additional \$361K to cover any funding shortfall. The temporary construction and permanent easements are being worked on as the station is located on private property.

**Other** – The final language of proposed changes to Chapter 17 of the General Ordinances as pertaining to water leak enforcement was approved by the Codes/Ordinances Committee and the UAB and finalized for April Council approval. The DPW also produced standard written policies for water/sewer accounts collections and abatement request policies. Initial Great Bay Coalition Meetings with NHDES following the release of the Peer Review of the NHDES Nutrient Criteria Document were very favorable. City Officials had an initial meeting with EPA officials on March 24<sup>th</sup>, with follow-up meetings to occur in April. The DPW was directed by the Finance Committee to solicit costs to provide landscaping to the Stillwater City property.



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# Rochester Recreation & Arena

## MEMORANDUM

**To:** Dan Fitzpatrick, City Manager  
Mayor TJ Jean  
Members of the City Council

**From:** Lauren Colanto, Recreation & Arena Assistant Director  
**Date:** April 10, 2014  
**Re:** March Department Report

RECREATION	March 2014
Youth basketball	353
All-Star Youth Basketball	36
Adult 30+ Basketball	60
Adult Open Gym	43
Parent Child Open Gym	279
Senior Tennis	12
Adult Volleyball League	24
Adult Pickup Volleyball	14
Sunday Adult Pickup Basketball	49
Teen Night	324
Senior Art Class	8
<b>ARENA</b>	
Adult House Hockey	112
<b>TOTAL MARCH PARTICIPANTS</b>	<b>1,202</b>

March is a month full of transitions at Rochester Recreation & Arena. We have been busy preparing for the changing of the seasons at both the Community Center and the Rochester Arena. Our new Program Coordinator, Roy Edgerly, has started with us and is quickly becoming an integral part of the Rec & Arena team.

The Rochester Youth Basketball season ended after successfully providing 353 Rochester children and teens with three months of practices and games. Kids and teens aren't the only ones who had their share of basketball fun at the Rec this March. One hundred and fifty two adults participated in our basketball leagues, pickup games and open gym hours. All three of these activities promoted healthy exercise and socialization. The competition and fun of basketball strengthen existing community connections and also created new ones.

Parent Child Open Gym on Tuesdays and Thursdays gave moms, dads and guardians the opportunity to run and play with their little ones throughout the not so perfect March weather. This program is a huge hit and continues to gain interest from young new families who are just entering the world of parenting or are new to Rochester as a whole. Parent

Child Open Gym has also cultivated many parent-parent connections laying a strong communication foundation for these little kids as they grow up in Rochester.

Our new senior art class Painting Joy, started in March and has taken off! The class started with a following of 5 students and has since grown to 8. This is our first recreation class at the Rochester Arena. The class is utilizing our conference room space in the front of the building. The ease of access as well as no-crowd parking has made this an ideal spot for our senior students.

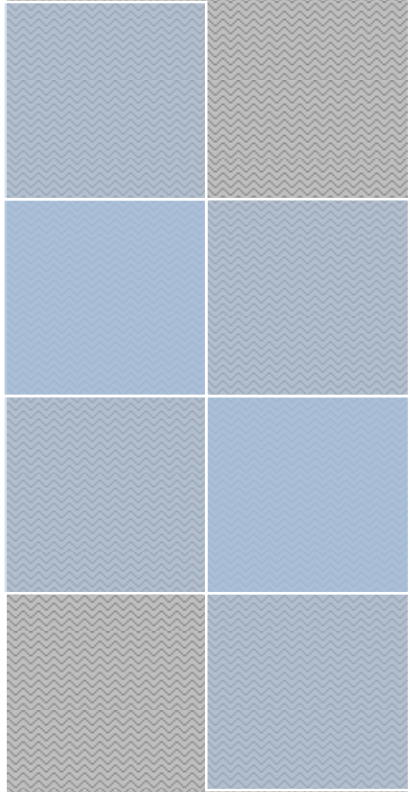
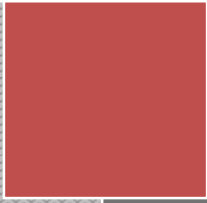
The Rochester Arena saw its fair share of blood, sweat and tears this March. The last of our recreational programs, Adult House Hockey, wrapped up with their intense playoff games on March 2. This league continues to draw adult hockey players from around the region. Due to its popularity, we plan to expand the leagues capacity next year. The Spaulding High School play off game and the weekend long Seacoast Hockey Tournament brought hundreds of spectators to the Rochester Arena, once again solidifying this facility as New Hampshire hockey landmark. The families, players and spectators that flock to the Rochester Arena for such large events continue to bring business and exposure to the awesomeness of Rochester. These same crowds receive pamphlets and brochures on what Rochester Recreation & Arena has to offer in hopes that they return for a hike through one of our green spaces or to enjoy public roller skating.

The transformation from ice to sports floor took place in March. Our dedicated Rochester Arena staff spent

many long days removing the ice surface and installing the sports floor. The attention and care spent on this task by our staff is invaluable as it is both a mentally and physically straining process.

We are forever grateful for our strong relationship with Spaulding High School's JROTC program under the leadership of Major Heeter and Sergeant Kerrigan. Twenty of their cadets volunteered with us to assist with the swap of hundreds of ice skates to hundreds of roller blades and roller skates. As a small thank you these wonderful cadets were given the honor of taking the skates for the first spin of the 2014 season. Spaulding JROTC has been a huge asset to both the Rec & Arena.





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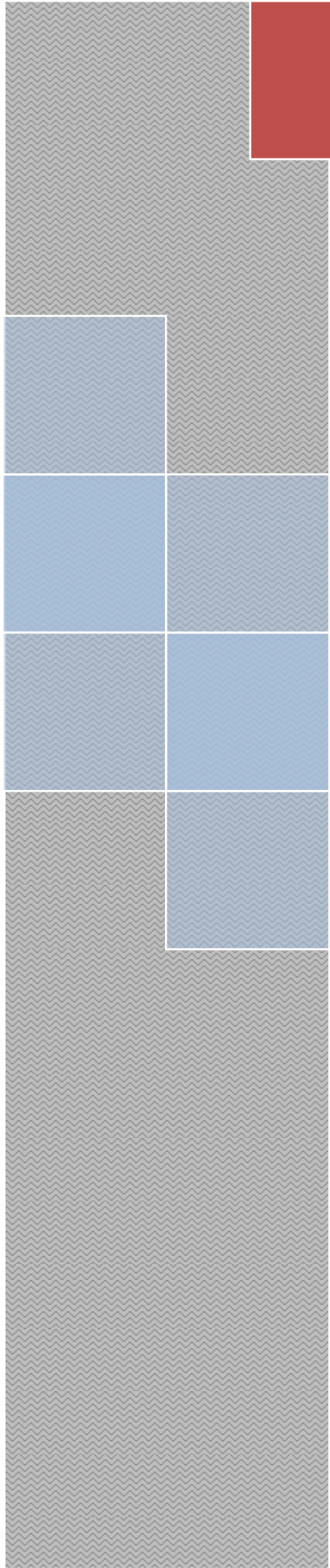
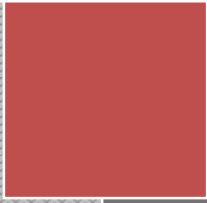
**City of Rochester Tax Collector's Office**  
**December 31, 2013**

Fiscal Year		Annual Warrant	Collected		Uncollected	
			Amount	%	Amount	%
<b>2013</b>	<b>Annual Warrant</b>	53,324,262	49,699,816.49	93.20%	3,624,445.51	6.80%
2012		50,952,912	49,763,105.34	97.66%	1,189,806.66	2.34%
2011		48,856,892	48,091,152.64	98.43%	765,739.36	1.57%
2010		47,308,832	46,981,444.73	99.31%	327,387.27	0.69%
2009		46,898,827	46,671,118.21	99.51%	227,708.79	0.49%
2008		46,522,769	46,356,399.01	99.64%	166,369.99	0.36%
2007		42,964,450	42,837,515.83	99.70%	126,934.17	0.30%
2006		40,794,160	40,666,146.16	99.69%	128,013.84	0.31%
2005		38,024,453	37,988,202.98	99.90%	36,250.02	0.10%
2004		36,065,496	36,037,194.80	99.92%	28,301.20	0.08%
2003		33,310,579	33,297,028.90	99.96%	13,550.10	0.04%
2002		29,725,878	29,715,419.31	99.96%	10,458.69	0.04%
2001		26,943,136	26,934,739.38	99.97%	8,396.62	0.03%
2000		25,415,248	25,409,120.87	99.98%	6,127.13	0.02%
1999		22,973,308	22,969,079.37	99.98%	4,228.63	0.02%
1998		30,592,529	30,586,714.71	99.98%	5,814.29	0.02%
1997		29,835,914	29,830,142.79	99.98%	5,771.21	0.02%
1996		27,726,424	27,721,642.91	99.98%	4,781.09	0.02%
1995		27,712,029	27,708,767.98	99.99%	3,261.02	0.01%
1994		26,989,803	26,986,789.81	99.99%	3,013.19	0.01%
1993		25,611,050	25,608,232.96	99.99%	2,817.04	0.01%
1992		24,746,736	24,744,940.64	99.99%	1,795.36	0.01%
1991		24,296,285	24,294,507.32	99.99%	1,777.68	0.01%
					<b>6,692,748.86</b>	

Tax Collector

Doreen Jones, CTC





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**Rochester, New Hampshire  
Inter office Memorandum**

**TO:** Daniel Fitzpatrick  
City Manager

**FROM:** Todd M. Marsh  
Director of Welfare

**SUBJECT:** Analysis of Direct Assistance for March 2014

**DATE:** April 9, 2014

This office reported 76 formal client notes for the month of March.

Voucher amounts issued for March 2014 were as follows:

	12 <u>Families</u> <i>6 new</i>	14 <u>Single</u> <i>7 new</i>
Burial .....	.00	1,250.00
Dental .....	.00	.00
Electricity .....	138.00	100.00
Food.....	.00	.00
Fuel heating .....	1,179.70	399.90
Mortgage .....	.00	.00
Medical .....	.00	.00
Prescriptions .....	144.83	41.78
Rent .....	1,450.00	2,419.50
Temporary Housing .....	.00	.00
Transportation .....	<u>.00</u>	<u>4.50</u>
<b>TOTAL</b>	<b>\$2,912.53</b>	<b>\$4,215.68</b>

This represents an average cost per case/family of \$242.71 and case/Individual of \$301.12 for this month.

**Total vouchers issued: \$7128.21**

There was a decrease of \$932.49 in assistance issued this month compared to March 2013. There was a decrease of \$1,813.82 in vouchers issued this month compared to last month.

We received reimbursements from the Interim Assistance Program SSI, State Medicaid and Personal Reimbursements totaling \$584.58

McDuffee-Chase Trust Fuel Oil Fund and McKinney Utility Funds unavailable this fiscal year. Contributed to higher fuel heating costs from general direct assistance.