



**City of Rochester Council Hearing
February 18, 2020
Council Chambers
*Immediately following the Finance Committee Meeting***

Agenda

- 1. Call to Order**
 - 2. Roll Call**
 - 3. Taxi Cab License Denial Appeal Hearing P. 5**
 - 4. Adjournment**
-

**City Council Workshop Meeting
February 18, 2020
Council Chambers
*Immediately following the City Council Hearing***

Agenda

- 1. Call to Order**
- 2. Public Input**
- 3. Communications from the City Manager**
- 4. Communications from the Mayor**
- 5. Department Reports P. 25**
- 6. FY2019 Annual Audit Presentation – Melanson Heath**
- 7. US EPA Draft General Permit for Great Bay Estuary P. 89**
- 8. Other**
- 9. Non-Public/Non-Meeting**

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City Clerk's Office

9.1 Non-Public Session - Land, RSA 91-A: 3, II (d)

10. Adjournment

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City Clerk's Office

THE STATE OF NEW HAMPSHIRE
INDICTMENT

RECEIVED
DEC 19 2019

STRAFFORD, SS.

DECEMBER TERM, 2019
STRAFFORD SUPERIOR COURT

At the Superior Court, holden at Dover, within and for the County of Strafford aforesaid, on the 19th day of December in the year of our Lord two thousand and nineteen

THE GRAND JURORS FOR THE STATE OF NEW HAMPSHIRE, upon oath, present that

Edward Donnell, IV



On or about December 14, 2016, in the County of Strafford, did commit the crime of

Prohibited Acts -- Presenting False Records
(RSA 167:61-a, I(f)(2))

in that he knowingly presented falsified driver logs related to transportation services provided to Medicaid member N.S., to an employee or agent of the New Hampshire Department of Health and Human Services' Program Integrity Unit, in connection with an audit involving any claim for payment for transportation services, payable in whole or in part, under RSA 161 or 167, with the intent to defraud the Department of Health and Human Services.

The said act being contrary to the form of the Statute, in such case made and provided, and against the peace and dignity of the State.

Plea of Not Guilty
Entered 1-2-20

April J. Cote
Deputy Clerk of Court

Arraignment Waived.
This is a true bill.

Debra Lee Nix 12-19-19
Foreperson

Stephanie J. Johnson
Stephanie J. Johnson, NH Bar ID 18645
Attorney, Medicaid Fraud Control Unit
New Hampshire Department of Justice

RSA: 167:61-a, I(f)(2)
Penalty: RSA 167:61-a (Class B Felony, 3 ½ - 7 yrs. NHSP and \$4,000 fine)

SSC#219 2019 CR 922
CNC ID# 1701747C

RECEIVED
DEC 19 2019

THE STATE OF NEW HAMPSHIRE
INDICTMENT

STRAFFORD SUPERIOR COURT

STRAFFORD, SS.

DECEMBER TERM, 2019

At the Superior Court, holden at Dover, within and for the County of Strafford aforesaid, on the 19th day of December in the year of our Lord two thousand and nineteen

THE GRAND JURORS FOR THE STATE OF NEW HAMPSHIRE, upon oath, present that

Edward Donnell, IV

On or between December 8, 2016 and February 11, 2019, in the County of Strafford, did commit the crime of

Prohibited Acts – Destruction of Records
(RSA 167:61-a, I(g)(1))

in that he knowingly destroyed or caused to be destroyed driver manifests (also known as driver logs) required to be kept by Frank's Taxi, LLC, as documentation for transportation services purportedly provided to Medicaid members on and between June 2, 2015, and May 31, 2016, for which payment was sought in whole or in part under RSA 161 or RSA 167.

The said act being contrary to the form of the Statute, in such case made and provided, and against the peace and dignity of the State.

Plea of Not Guilty
Entered 1-2-20

April J. Cote
Deputy Clerk of Court

Stephanie J. Johnson
Stephanie J. Johnson, NH Bar ID 18645
Attorney, Medicaid Fraud Control Unit
New Hampshire Department of Justice

Arraignment Waived.
This is a true bill.

Debbie Lee Harris 12-19-19
Foreperson

RSA: 167:61-a, I(g)(1)
Penalty: RSA 167:61-a (Class B Felony, 3 ½ - 7 yrs. NHSP and \$4,000 fine)

SSC#219 2019 CR 922
CHG ID# 1701746C

RECEIVED
DEC 19 2019

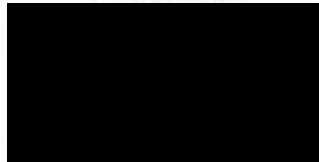
THE STATE OF NEW HAMPSHIRE
INDICTMENT

STRAFFORD, SS.

STRAFFORD SUPERIOR COURT
DECEMBER TERM, 2019

At the Superior Court, holden at Dover, within and for the County of Strafford aforesaid, on the 19th day of December in the year of our Lord two thousand and nineteen

THE GRAND JURORS FOR THE STATE OF NEW HAMPSHIRE, upon oath, present that



On or between June 2, 2015 and April 3, 2016, at Somersworth, in the County of Strafford, did commit the crime of

Conspiracy to Make False Claims
(RSA 167:61-a, I(a); RSA 629:3)

in that he, with a purpose that the crime of making a false claim, a crime as defined in RSA 167:61-a, I(a) be committed, agreed with Liudmila Bulatova, Angelica Soule, David Hackney, and/or others known or unknown to the grand jury, to commit or cause the commission of that crime by making, presenting, or causing to be made or presented, with intent to defraud, any false or fraudulent claim for payment for any service for which payment may be made in whole or in part under RSA 161 or 167, and one or more of the following overt acts was committed by any one of the conspirators in furtherance of the conspiracy:

1. Angelica Soule, a Medicaid beneficiary, made recurring requests for authorization of non-emergency medical transportation services from Farmington, NH, to a treatment facility in Somersworth, NH, claiming eligibility for said services;
2. Edward Donnell, IV, and/or Liudmila Bulatova caused Frank's Taxi, LLC to present fraudulent claims for providing Angelica Soule with authorized non-emergency medical transportation services from Farmington, NH to a treatment facility in Somersworth, NH, knowing, in fact, that the trips were not conducted and the services billed were not rendered; or
3. Edward Donnell, IV, Liudmila Bulatova, Angelica Soule, and/or David Hackney, shared in the benefit of the funds that were obtained by the payment of fraudulent claims for non-emergency medical transportation services that were not, in fact, rendered.

Plea of Not Guilty
Entered 1-2-20

April J. Cote

Deputy Clerk of Court

Arraignment Waived.

SSC#219 2019 CR 922


CHG ID# 1701745C

The said act being contrary to the form of the Statute, in such case made and provided, and against the peace and dignity of the State.



Stephanie J. Johnson, NH Bar ID 18645
Attorney, Medicaid Fraud Control Unit
New Hampshire Department of Justice

This is a true bill.



Foreperson

12.19.19

RSA: 167:61-a, I(a); 629:3
Penalty: RSA 167:61-a (Class B Felony, 3 ½ - 7 yrs. NHSP and \$4,000 fine)

SSC#219 2019 CR 922

CHG ID# 1701745C

THE STATE OF NEW HAMPSHIRE
INDICTMENT

RECEIVED
DEC 19 2019

STRAFFORD, SS.

DECEMBER 19, 2019 COURT

At the Superior Court, holden at Dover, within and for the County of Strafford aforesaid, on the 19th day of December in the year of our Lord two thousand and nineteen

THE GRAND JURORS FOR THE STATE OF NEW HAMPSHIRE, upon oath, present that

Edward Donnell, IV



On or about June 2, 2015, through April 30, 2016, at Somersworth, in the County of Strafford, did commit the crime of

Prohibited Acts -- False Claims
(RSA 167:61-a, I(a))

in that he, pursuant to one scheme or course of conduct, knowingly caused to be presented, with the intent to defraud, false or fraudulent electronic claims for payment for service to a Medicaid transportation broker, payment for which was to be made in whole or in part under RSA 161 or 167, for services purportedly provided to Medicaid member Angelica Soule, knowing that the services were not provided and that the claim for payment was false.

The said act being contrary to the form of the Statute, in such case made and provided, and against the peace and dignity of the State.

Plea of Not Guilty
Entered 1-2-20

April S. Cote
Deputy Clerk of Court

Stephanie J. Johnson
Stephanie J. Johnson, NH Bar ID 18645
Attorney, Medicaid Fraud Control Unit
New Hampshire Department of Justice

Arraignment Waived.
This is a true bill.

Donaldo Val Nasut 12.19.19
Foreperson

RSA: 167:61-a, I(a)
Penalty: RSA 167:61-a (Class B Felony, 3 ½ - 7 yrs. NHSP and \$4,000 fine)

SSC#219 2019-CR 922
CHG ID# 1701744C

THE STATE OF NEW HAMPSHIRE
INDICTMENT

STRAFFORD, SS.

DECEMBER TERM, 2019

RECORDED
DEC 18 2019

At the Superior Court, holden at Dover, within and for the County of Strafford aforesaid, on the 19th day of December in the year of our Lord two thousand and nineteen

THE GRAND JURORS FOR THE STATE OF NEW HAMPSHIRE, upon oath, present that

Edward Donnell, IV



On or between June 2, 2015 and April 3, 2016, at Somersworth, in the County of Strafford, did commit the crime of

Conspiracy to Commit Theft by Deception
(RSA 637:4; RSA 629:3)

in that he, with a purpose that the crime of theft by deception, a crime defined in RSA 637:4, I, be committed, agreed with Liudmila Bulatova, Angelica Soule, David Hackney, and/or others known or unknown to the grand jury, to commit or cause the commission of that crime, by obtaining in excess of one thousand five hundred dollars of United States currency (\$1,500.00) in the aggregate, the property of the State of New Hampshire, by deception and with a purpose to deprive the State of New Hampshire thereof, and one or more of the following overt acts was committed by one of the conspirators in furtherance of the conspiracy:

1. Angelica Soule, a Medicaid beneficiary, made recurring requests for authorization of non-emergency medical transportation services from Farmington, NH, to a treatment facility in Somersworth, NH, claiming eligibility for said services;
2. Edward Donnell, IV, and/or Liudmila Bulatova caused Frank's Taxi, LLC to present fraudulent claims for providing Angelica Soule with authorized non-emergency medical transportation services from Farmington, NH to a treatment facility in Somersworth, NH, knowing, in fact, that the trips were not conducted and the services billed were not rendered; or
3. Edward Donnell, IV, Liudmila Bulatova, Angelica Soule, and/or David Hackney, shared in the benefit of the funds that were obtained by the payment of fraudulent claims for non-emergency medical transportation services that were not, in fact, rendered.

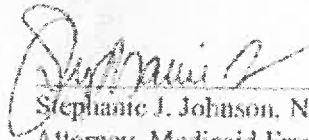
Plea of Not Guilty
Entered 1-2-20

April S. Cote
Deputy Clerk of Court

Arraignment Waived.

SSC#219 2019 CR 922
CR# 1701743C

The said act being contrary to the form of the Statute, in such case made and provided, and against the peace and dignity of the State.



Stephanie J. Johnson, NH Bar ID 18645
Attorney, Medicaid Fraud Control Unit
New Hampshire Department of Justice

This is a true bill.



Foreperson

12.19.19

RSA: 637:4, I, II(a); 637:2, V(a), RSA 629:3

Penalty: 637:11, I (Class A Felony, 7 1/2 - 15 yrs. NHSP and \$4,000 fine)

SSC#219 2019 CR 922

GHG ID# 1701743C

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JUL 19 2019

THE STATE OF NEW HAMPSHIRE
INDICTMENT

STRAFFORD SUPERIOR COURT

STRAFFORD, SS.

DECEMBER TERM, 2019

At the Superior Court, holden at Dover, within and for the County of Strafford aforesaid, on the 19th day of December in the year of our Lord two thousand and nineteen

THE GRAND JURORS FOR THE STATE OF NEW HAMPSHIRE, upon oath, present that

Edward Donnell, IV



On or about June 2, 2015, through April 30, 2016, at Somersworth, in the County of Strafford, did commit the crime of

Theft by Deception
(RSA 637:4; RSA 626:8)

in that he, pursuant to one scheme or course of conduct, acting in concert with or aided by Liudmila Bulatova, Angelica Soule, and/or David Hackney, obtained control over Medicaid funds belonging to the State of New Hampshire, in an aggregated amount of more than \$1,500.00, by deception and with a purpose to deprive the State of New Hampshire thereof, by purposely creating an impression which was false and which Donnell did not believe to be true, to wit, that Frank's Taxi, LLC was entitled to payment for providing Angelica Soule, a Medicaid member, non-emergency medical transportation between Farmington and Somersworth, NH, for treatment appointments, when he knew, in fact, that the transportation services claimed were not provided and the claim for payment was false.

The said act being contrary to the form of the Statute, in such case made and provided, and against the peace and dignity of the State.

Plea of Not Guilty

Entered 1-2-20

April J. Cote

Deputy Clerk of Court

Arraignment Waived.

This is a true bill.

Soule See New 12-19-19

Foreperson

RSA: 637:4, I, II(a); 637:2, V(a); RSA 626:8

Penalty: 637:11, I (Class A Felony, 7 1/2 - 15 yrs. NHSP and \$4,000 fine)

Stephanie J. Johnson

Stephanie J. Johnson, NH Bar ID 18645

Attorney, Medicaid Fraud Control Unit

New Hampshire Department of Justice

SSC#219 2019 CR 922
GHC ID# 1701742C

**DEPARTMENT OF JUSTICE
OFFICE OF THE ATTORNEY GENERAL
CONTINUATION OF INVESTIGATION/ARREST REPORT**

Matter #	Case Name	Investigator	Report Date
2017125122	Frank's Taxi (Well Sense Referral) 2017-049; 17-049P	Robert J. Sullivan	September 14, 2017

Matter #: 2017125122

Crime: Medicaid Fraud and False Claims

Victim: People of the State of New Hampshire


Location: Frank's Taxi Somersworth, NH

Opened April 18, 2017

Follow-up Investigation:

On September 13, 2017 at about 1300 hours, I (Investigator Robert Sullivan) was assigned to the MFCU. At which time, I prepared a search warrant for cellular telephone records for AT & T number (603) 948-6666. The telephone number was believed to have been used by Soule during the time of the crime. The search warrant was signed by the Honorable Judge Kristin Spath of the 6th Circuit Court. On September 13th, 2017 at about 1640 hours, the warrant was served via Email to AT & T Attmobility.ncc@att.com.

For further information, please see the attached copy of the search warrant and affidavit (11) pages.

Page 1 of 1 pages	SIGNED Robert J. Sullivan 	DATE 9/14/2017
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IN THE 7th CIRCUIT-DOVER COURT
COUNTY OF STRAFFORD, STATE OF NEW HAMPSHIRE

SEARCH WARRANT

Matter # 2017125122

THE PEOPLE OF THE STATE OF NEW HAMPSHIRE: To any Sheriff, Constable, Marshal, Peace Officer, or
Policeman in the County of Strafford: *Judge W. Kristin Smith*
Proof, by affidavit, having been this day made before me by

INVESTIGATOR ROBERT SULLIVAN

That there is probable cause for believing that:

There is now located at AT & T records, City of North Palm Beach, State of Florida, evidence which shows a felony has been committed; to wit, RSA 167:61-a, and that a particular person and or persons committed that felony in the City of Somersworth, County of Strafford, State of New Hampshire.

YOU ARE COMMANDED at any time of the day to make immediate search of

The premises located at

DESCRIPTION OF PLACE TO BE SEARCHED:

The Custodian of Records
AT & T Wireless



For the following property;

DESCRIPTION OF PROPERTY TO BE SEIZED:

Telephone company records including subscriber information, names on the account, address, date of birth, social security number, method of payment, billing statements, dates of service, telephone service records, electronic serial number, toll records, incoming and outgoing phone numbers, credit records, direct connect/digital dispatch, cell tower reports, and on-going precision location (GPS) of mobile device for telephone number [REDACTED] from 6/1/2015, 0700 hours, to 4/3/2016, 1700 hours.

CERTIFICATION OF NON DISCLOSURE:

Pursuant to an official criminal investigation of the suspected felony investigation being conducted by the State of New Hampshire, Department of Justice, Office of the Attorney General, Medicaid Fraud Control Unit, it is ordered that your company furnish on presentation of this search warrant telephone records described elsewhere in the search warrant. There is probable cause to believe that the disclosure of this search warrant

IN THE 7th CIRCUIT-DOVER COURT
COUNTY OF STRAFFORD, STATE OF NEW HAMPSHIRE


SEARCH WARRANT

Matter # 2017125122

would impede the investigation being conducted by this agency. It is hereby ordered that AT & T Wireless, defer notification to the subscriber of the request for these telephone records until the court so orders and shall remain permanently disclosed.

And if you find the same or any part thereof, to bring it forthwith before me at my courtroom or any other justice of this court.

GIVEN UNDER MY HAND, and dated: 9/13/2017


Justice of the 7th Circuit Court
State of New Hampshire

IN THE 7th CIRCUIT COURT, DISTRICT DIVISION DOVER

COUNTY OF STRAFFORD, STATE OF NEW HAMPSHIRE

STATE OF NEW HAMPSHIRE)
)
 COUNTY OF STRAFFORD) AFFIDAVIT
) IN SUPPORT OF 2017125122
) SEARCH WARRANT

Personally appeared before me this 13th day of September, 2017
 ROBERT SULLIVAN, Affiant, swears under oath that the facts expressed by him in the attached and incorporated Statement of Probable Cause are true and that based thereon he has probable cause to believe and does believe that the property described below is lawfully seizable, as indicated below, and is now located at the locations set forth below. Wherefore, affiant requests that this Search Warrant be issued.

Your affiant was a police officer with the City of San Bernardino (SBPD), in the County of San Bernardino, State of California for approximately 23 years. Your affiant is currently assigned as investigator in the Medicaid Fraud Control Unit (MFCU) of the State of New Hampshire's Department of Justice, Office of the Attorney General. MFCU has jurisdiction per RSA 21-M:8-a (See Attachment A) While employed at SBPD, your affiant worked uniformed patrol for about 7 years, worked narcotics as an officer for about 4 years, worked as a full-time detective for about 6 years, worked as a patrol sergeant for 3 years, and retired as a detective sergeant (3 years). In June of 2017, your affiant retired from SBPD and began working for the AG's MFCU.

Your affiant has conducted numerous investigations involving homicide, robbery, burglary, fraud, thefts, and the recovery of property that was found to be stolen or evidence of said crimes.

PROBABLE CAUSE

On Tuesday, September 05, 2017, your affiant was assigned as an investigator in the MFCU of the State of New Hampshire's Department of Justice, Office of the Attorney General. At which time, your affiant was assigned as the lead investigator of a Medicaid provider-fraud investigation involving Frank's Taxi, LLC, a business located at 350 Route 108, City of Somersworth, County of Strafford, and State of New Hampshire. A review of the case file revealed that on April 18, 2017, MFCU received a referral from the special investigation unit at the Well Sense Management Care Organization (MCO) in regards to potential provider-fraud having been committed by Frank's Taxi.

The initial report was made to Well Sense MCO via Coordinated Transportation Services (CTS). On December 28, 2016, an anonymous citizen informant (ACI) said that he/she was a current employee of Frank's Taxi. The ACI reported to CTS that he/she has witnessed fraudulent activity throughout his/her time at the organization and specifically reported that from June 2015 to April of 2016, a Well Sense member and Medicaid beneficiary, later identified as Angelica Soule, AKA Angelica "Randall" [REDACTED] was set up for daily transportation to and from appointments and had never taken a ride. In the referral from Well Sense, it was alleged that the owner of Frank's Taxi, Edward Donnell and the manager, Lindsey Talon conspired with former

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IN THE 7th CIRCUIT COURT, DISTRICT DIVISION DOVER
COUNTY OF STRAFFORD, STATE OF NEW HAMPSHIRE

STATE OF NEW HAMPSHIRE)
)
COUNTY OF STRAFFORD) AFFIDAVIT
) IN SUPPORT OF 2017125122
) SEARCH WARRANT

Page 2

employee, later identified as **David Allen Hackney** [REDACTED] to bill by the mile for services not provided and to split the profits. The ACI identified Hackney as the boyfriend of Soule.

The ACI alleged that the conspirators created fake logs to make it look like they were transporting Angelica Soule from [REDACTED] Farmington, NH, which was the address provided when scheduling the transport, to the Merrimack River Medical Associates, 200 Rte. 108 Somersworth, NH. Well Sense reported that the ACI said that Angelica Soule's actual address at this time was [REDACTED] Somersworth, NH, which the ACI reported was less than ½ mile from the clinic. The ACI said that Frank's Taxi would have GPS coordinates for all of their trips except those.

On September 28, 2016, CTS sent a records request to Frank's Taxi for two sets of client records, including those for Angelica Soule. They sent the two requests hoping not to draw attention to the focus of their investigation. The referral states that Frank's Taxi had no signature logs for Angelica Soule for the period of June 1, 2015, to April 30, 2016. The Well Sense referral states that Aaron Napolitano, Asst. Manager of Frank's Taxi, advised them that Frank's Taxi did not implement signature logs until April 4, 2016, which was why they did not have signature logs for Ms. Soule. The referral also noted that Frank's Taxi was able to provide signature cards for the second client, who had services between April 5, 2016, and April 30, 2016. The referral also notes that Ed Donnell and Lindsey Talon attended the annual CTS transportation provider training on July 8, 2015, and July 20, 2016, in which it was stated that signature logs were needed.

Members of the MFCU completed a records check of the NH state documents completed by Angelica Soule. It revealed the address of [REDACTED] Farmington, NH, from December 23, 2014 to May 1, 2016. These records list her address as [REDACTED] Somersworth, NH starting on May 2, 2016. The date range of the suspected fraud identified in the Well Sense referral was June 1, 2015, to April 3, 2016, which would correspond to when she was allegedly living at [REDACTED] Farmington per.

Members of the MFCU completed a secondary search on Angelica Soule in an attempt to better identify the dates she had lived at each address. That search resulted in overlapping dates for a number of different addresses, to include the [REDACTED] Farmington and [REDACTED] Somersworth addresses. The records listed approximately 11 distinct addresses for Ms. Soule and an alias of Angelica M. "Randall".

Members of the MFCU completed a records check of [REDACTED] where four (4) other individuals were identified as residing. Those individuals were Edward A Randall Sr. [REDACTED], Edward A Randall ([REDACTED]), James Ronald Howard II [REDACTED]

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IN THE 7th CIRCUIT COURT, DISTRICT DIVISION DOVER
COUNTY OF STRAFFORD, STATE OF NEW HAMPSHIRE

STATE OF NEW HAMPSHIRE)
COUNTY OF STRAFFORD) AFFIDAVIT
IN SUPPORT OF 2017125122
SEARCH WARRANT

Page 3

and David Allen Hackney. It should be noted that of those listed, David Allen Hackney had the [REDACTED] Farmington and the [REDACTED] Somersworth addresses in common with Angelica Soule. The Frank's Taxi drivers report obtained by Well Sense lists David Hackney, with a NH OLN of [REDACTED], as an "Inactive" employee.

On May 18, 2017, members of the MFCU attempted to locate the owner of the [REDACTED] Somersworth NH property. Town of Somersworth tax maps identified the owner as Edwin A. Aviles Sr, [REDACTED], Lee, NH [REDACTED]. Town of Somersworth tax records also identified the property at [REDACTED]. The zoning description on the tax map is listed as a Trailer Park and the tax map identifies it as "Woodside Commons MHC".

On May 18, 2017, MFCU Investigator Timothy Brackett spoke to Mr. Aviles on the telephone and verified that he was the owner of Woodside Commons MHC located at [REDACTED] Somersworth, NH. Mr. Aviles verified there were nine units and said that some were rented and some were privately owned. Mr. Aviles informed Investigator Brackett that he had a set of tenants that had caused him a great deal of trouble. He identified them as Angelica Soule and David Hackney and said that he had to evict them. Mr. Aviles went on to say that they owed him about twelve months in past rent. During a second telephonic interview with Mr. Aviles he confirmed that Angelica Soule moved in on July 1, 2015. When asked if she resided there full time or if she would occasionally 'come and go' from the property, Mr. Aviles said no, that she lived there 100% of the time, but that Mr. Hackney would come and go frequently.

Mr. Aviles was asked how long Soule and Hackney had lived at the [REDACTED] location. Mr. Aviles said that he had been trying to evict them for quite some time and that he had finally secured the writ of possession from the Strafford County Sheriff's Office on February 10, 2017, to have them evicted. Mr. Aviles said they had been staying there for the past year without paying any rent while he fought to get them evicted.

Mr. Aviles said that he was in possession of eviction notices, photographs of the damages, unclaimed mail from Eversource, a Somersworth Water Department bill, a bill from the State of NY EZ-Pass system and other assorted items. He said that the EZ pass bill was one of those 'one time pay' bills where one drives through without an EZ pass and they mail you a bill for that toll. Mr. Aviles said the date of the photograph was just a week or so ago (May 2017) and it was from the NY city area. Mr. Aviles went on to say that Hackney works for one of those manpower companies and travels quite often. He said he heard that Hackney was living in the Lebanon, NH, area now.

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IN THE 7th CIRCUIT COURT, DISTRICT DIVISION DOVER
COUNTY OF STRAFFORD, STATE OF NEW HAMPSHIRE

STATE OF NEW HAMPSHIRE)
COUNTY OF STRAFFORD) AFFIDAVIT
IN SUPPORT OF 2017125122
SEARCH WARRANT

Page 4

On May 18, 2017, at about 1507 hours, Investigator Brackett spoke with Detective Langley, Farmington Police Department, about the occupants of [REDACTED] Farmington. Det. Langley had no first-hand knowledge of Angelica Soule, David Hackney or Edwin Randall. Farmington's records system showed a contact with Angelica Soule on April 9, 2015, with a listing of 'transient'. On November 20, 2015, they showed a subpoena being served to her at [REDACTED] se [REDACTED] Det. Langley said that Soule's address was listed as [REDACTED] Somersworth, NH, in that report.

On September 8, 2017, your affiant completed a records check of Angelica Soule's applications for assistance from the state. The purpose of this search was to identify a mobile cellular device used by Soule during the time of the alleged fraud. Your affiant identified five (5) potential mobile cellular device used by Soule from 2012 to present. The mobile cellular device offered by Soule during that time period and confirmed with other records checks was determined to be [REDACTED]

On September 12, 2017, your affiant mapped the distance from [REDACTED] Somersworth, NH to Merrimack River Medical Associates, 200 Route 108 Somersworth, NH. The distance was about .3 miles and would not require taxi service. Your affiant mapped the distance from [REDACTED] Farmington, NH to Merrimack River Medical Associates, 200 Route 108 Somersworth, NH. The distance was about 14 miles.

On September 12, 2017, your affiant received records from the Farmington Police Department (FPD). The documents received from FPD confirmed that Hackney and Soule were living at the [REDACTED] Somersworth, NH during the time the fraud was alleged and Soule's primary number was listed as [REDACTED]

The amount of the alleged fraud was determined to be \$21,298.14, in violation of RSA 167:61-a (See Attachment B).

It is your affiant's training and experience that subjects involved in criminal activity will often communicate on cellular telephones and the information in the records could tie or exclude subjects from involvement in the crime. The information could also identify witnesses not previously known to the investigation.

DESCRIPTION OF PLACE TO BE SEARCHED:

The Custodian of Records
AT & T Wireless
[REDACTED]

000029

IN THE 7th CIRCUIT COURT, DISTRICT DIVISION DOVER
COUNTY OF STRAFFORD, STATE OF NEW HAMPSHIRE

STATE OF NEW HAMPSHIRE)
)
COUNTY OF STRAFFORD) AFFIDAVIT
) IN SUPPORT OF
) SEARCH WARRANT

2017125122

Page 5



For the following property;

DESCRIPTION OF PROPERTY TO BE SEIZED:

Telephone company records including subscriber information, names on the account, address, date of birth, social security number, method of payment, billing statements, dates of service, telephone service records, electronic serial number, toll records, incoming and outgoing phone numbers, credit records, direct connect/digital dispatch, cell tower reports, and on-going precision location (GPS) of mobile device for telephone number [REDACTED] from 6/1/2015, 0700 hours, to [REDACTED] 1700 hours.

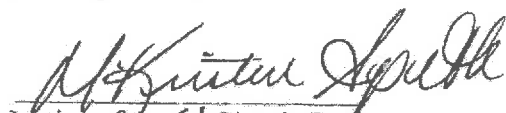
STATUTORY GROUNDS:

Your affiant states that the above property constitutes evidence which tends to show that a felony has been or is being committed in the City of Somersworth and County of Strafford, State of New Hampshire, or tends to show that a particular person has committed a felony, to wit: Medicaid Fraud and False Claims, contrary to RSA 167:61-a.

And this complainant prays that a search warrant may be issued to search for the same and that the same may be brought before a magistrate and disposed of according to law.


Investigator Robert Sullivan

Subscribed and sworn to before me this 13th day of September, 2017.


Justice of the Circuit Court
State of New Hampshire

000030

Attachment A

Section 21-M:8-a**21-M:8-a Medicaid Fraud Control Unit. –**

I. There is hereby established within the criminal justice bureau of the department of justice, a medicaid fraud control unit. The unit shall be supervised by an assistant attorney general who shall be appointed by the attorney general in accordance with the provisions of RSA 21-M:3 and who shall carry out the duties imposed by this section under the supervision of the attorney general. The attorney general shall appoint such other assistant attorneys general pursuant to the provisions of RSA 21-M:3 and such additional investigative, clerical, stenographic and other staff as may be necessary to carry out the provisions of this section within the limits of the appropriations made for the unit.

II. The duties of the unit shall include, but not be limited to, the investigation and prosecution of violations of all applicable state laws pertaining to fraud in the

- (a) Administration of the medicaid program;
- (b) Provision of medical assistance under the state medicaid program;
- (c) Activities of providers of medical assistance under the state medicaid program.

The unit shall also review complaints alleging abuse or neglect of patients in any health care facilities receiving payments under the state medicaid program and may review complaints of the misappropriation of patients' private funds in such facilities.

III. The department of health and human services shall cooperate with the medicaid fraud control unit in conducting such investigations and prosecutions and shall provide such information for those purposes as may be requested by the attorney general or his authorized representative.

Source. 1987, 207:1, eff. July 1, 1987.

Attachment B

167:61-a. Prohibited Acts.

- I. No person shall:
 - (a) Knowingly make, present or cause to be made or presented, with intent to defraud, any false or fraudulent claim for payment for any good, service, or accommodation for which payment may be made in whole or in part under RSA 161 or RSA 167;
 - (b) Knowingly make, present, or cause to be made or presented, with intent to defraud, any false or fraudulent statement or representation for use in determining rights to benefits or payments which may be made in whole or in part under RSA 161 or RSA 167;
 - (c) Knowingly make, present, or cause to be made or presented, with intent to defraud, any false or fraudulent report or filing which is or may be used in computing or determining a rate of payment for goods, services, or accommodations for which payment may be made in whole or in part under RSA 161 or RSA 167; or make, present, or cause to be made or presented any false or fraudulent statement or representation in connection with any such report or filing;
 - (d) Knowingly make, present, or cause to be made or presented, with intent to defraud, any claim for payment, for any good, service, or accommodation for which payment may be made in whole or in part under RSA 161 or RSA 167, which is not medically necessary in accordance with professionally recognized standards;
 - (e) Knowingly make or cause to be made, with intent to defraud, any wholly or partially false or fraudulent book, record, document, data, or instrument, which is required to be kept or which is kept as documentation:
 - * (1) For any good, service, or accommodation for which payment is or has been sought in whole or in part under RSA 161 or RSA 167; or
 - * (2) Of any cost or expense claimed for reimbursement for any good, service, or accommodation for which payment is or has been sought in whole or in part under RSA 161 or RSA 167;
 - (f) Knowingly:
 - * (1) Make or cause to be made, with intent to defraud, any false or fraudulent statement to; or
 - * (2) Offer or present or cause to be offered or presented, with intent to defraud, any wholly or partially false or fraudulent record, document, data, or instrument to any law enforcement officer, including any employee or agent of the attorney general, or to any employee or agent of the department of health and human services, in connection with any audit or investigation involving any claim for payment or rate of payment for any good, service, or accommodation payable in whole or in part under RSA 161 or RSA 167;
 - (g) Destroy or conceal or cause to be destroyed or concealed any book, record, document, data, or instrument required to be kept or which is kept as documentation:

January Department Reports:

- 5.1 Assessor's Office P. 133**
- 5.2 Building, Zoning, and Licensing Services P. 135**
- 5.3 City Clerk's Office P. 141**
- 5.4 Department of Public Works P. 145**
- 5.5 Economic & Community Development P. 151**
- 5.6 Finance Office P. 157**
- 5.7 Planning & Development Department P. 163**
- 5.8 Recreation & Arena P. 165**
- 5.9 Rochester Fire Department P. 167**
- 5.10 Rochester Police Department P. 171**
- 5.11 Rochester Public Library P. 189**
- 5.12 Tax Collector's Office P. 191**
- 5.13 Welfare Department P. 123**

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City Clerk's Office

Forthcoming: Assessor's Office Report

City Clerk's Office

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City Clerk's Office

End of Month Council Report

02/13/2020

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 January 2020 with the fiscal Year to Date

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

Department Revenue

Permit Type	January 2020	Year to Date
Building Permits	\$8,452.00	\$239,719.80
Electrical Permits	\$9,731.00	\$26,089.00
Gas Permits	\$0.00	\$0.00
Plumbing Permits	\$411.00	\$11,099.00
Zoning Permits	\$1,198.00	\$2,205.00
FireSuppression Permits	\$0.00	\$337.00
FireAlarm Permits	\$0.00	\$2,057.00
Sprinkler Permits	\$0.00	\$7,828.00
Mechanical Permits	\$2,637.00	\$24,521.00
Food_Milk Licenses	\$375.00	\$5,501.50
Taxi Licenses	\$310.00	\$600.00
General Licenses	\$100.00	\$2,455.00
Net Revenue	\$23,214.00	\$322,412.30

End of Month Council Report

02/13/2020

Building Permit Detail

New Permits		January 2020		Fiscal Year to Date	
Permit Type	Permit For	Permits Issued	Estimated Construction Value	Permits Issued	Estimated Construction Value
Building Permits	Addition - Non-Residential	0	\$0.00	1	\$8,500.00
	Addition - Residential	0	\$0.00	5	\$179,000.00
	Alteration - Residential	7	\$118,627.00	43	\$1,149,416.00
	Alterations- Non Residential	1	\$30,000.00	18	\$1,829,932.00
	Apartment	0	\$0.00	10	\$8,056,022.00
	Barn	0	\$0.00	2	\$85,000.00
	Building - Non-Residential	0	\$0.00	4	\$16,454,207.00
	Condo	0	\$0.00	0	\$0.00
	Deck	0	\$0.00	52	\$293,940.00
	Demolition	0	\$0.00	19	\$95,840.00
	Fence	0	\$0.00	29	\$145,047.61
	Footing/ Foundation	0	\$0.00	38	\$294,421.00
	Garage	1	\$1,100.00	14	\$350,300.00
	Impact Fees	0	\$0.00	0	\$0.00
	Manufactured Home	0	\$0.00	13	\$924,500.00
	New Home	4	\$803,000.00	27	\$4,579,287.00
	Other	0	\$0.00	7	\$143,256.00
	Pool - Above Ground	0	\$0.00	4	\$41,750.00
	Pool - In Ground	0	\$0.00	3	\$92,350.00
	Repair/Replace - Non-Residential	1	\$30,000.00	7	\$229,350.00
	Repair/Replace - Residential	0	\$0.00	20	\$152,000.00
	Roofing	4	\$366,464.00	66	\$962,283.00
	Shed	0	\$0.00	26	\$85,435.00
	Siding	1	\$14,000.00	8	\$40,748.92
	Sign	1	\$6,875.00	13	\$82,020.00
	Windows	1	\$4,089.00	30	\$268,251.00
Electrical Permits	Electrical Underground	1	\$418,000.00	3	\$421,000.00
	Generator	2	\$13,300.00	17	\$116,885.00
	Low Voltage	0	\$0.00	3	\$79,000.00
	Meters	0	\$0.00	4	\$76,500.00
	Service	0	\$0.00	21	\$248,603.97
	Solar Electric System	0	\$0.00	12	\$204,388.00

End of Month Council Report

02/13/2020

	Temp Service	0	\$0.00	0	\$0.00
	Wiring	65	\$739,245.00	220	\$3,212,951.99
FireAlarm Permits	Fire Alarm Permit	0	\$0.00	2	\$27,815.00
FireSuppression Permits	Fixed Fire Suppression System	2	\$23,600.00	2	\$23,600.00
Mechanical Permits	Air Conditioning	1	\$6,525.00	24	\$292,699.00
	Furnace/Boiler	18	\$142,245.00	119	\$1,368,947.00
	Gas Line	0	\$0.00	17	\$18,810.00
	Gas Piping	3	\$1,926.00	38	\$100,979.00
	Heating	3	\$13,500.00	41	\$854,393.00
	Hot Water Heater	5	\$6,200.00	15	\$45,934.00
	Mechanical Underground	0	\$0.00	0	\$0.00
	Other	0	\$0.00	5	\$282,200.00
	Pressure Testing	0	\$0.00	16	\$6,100.00
	Propane Tank	10	\$3,450.00	77	\$34,842.00
	Sheet Metal Work	0	\$0.00	0	\$0.00
	Tank Installation	0	\$0.00	50	\$109,863.08
	Ventilation	4	\$53,450.00	10	\$73,320.00
Plumbing Permits	Plumbing	8	\$156,500.00	96	\$1,314,525.00
	Water Heater	0	\$0.00	9	\$18,420.00
Sprinkler Permits	Fire Sprinkler Systems	0	\$0.00	6	\$98,735.00
	Total Permit Issued	143	\$2,952,096.00	1266	\$45,573,367.57



City of Rochester, New Hampshire

Department of Building, Zoning & Licensing Services

ZONING MONTHLY REPORT - JANUARY 2020

No cases for January



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>



City Clerk's Report January 2020

Vital Statistics

As reported in the revenue chart below, the City Clerk's staff issued 298 initial copies of vital records, and 184 subsequent copies of vital records in the month of December. The City Clerk's staff issued 9 Marriage Licenses.

The New Hampshire Division of Vital Records Administration generated the following report of statistics for the City of Rochester:

- 19 births were reported in Rochester during the month of January, 8 of these children were born to Rochester residents.
- 32 resident deaths were reported in Rochester.
- 1 couple celebrated their wedding ceremony in Rochester during the month of January.

Revenue – Vital Records/Marriage Licenses

	2019		2020	
	State	City	State	City
Initial/Subsequent copies:	\$2,429	\$2,236	\$3,304	\$3,006
Marriage Licenses:	\$516	\$84	\$387	\$63
Total:	\$2,945	\$2,320	\$3,691	\$3,069

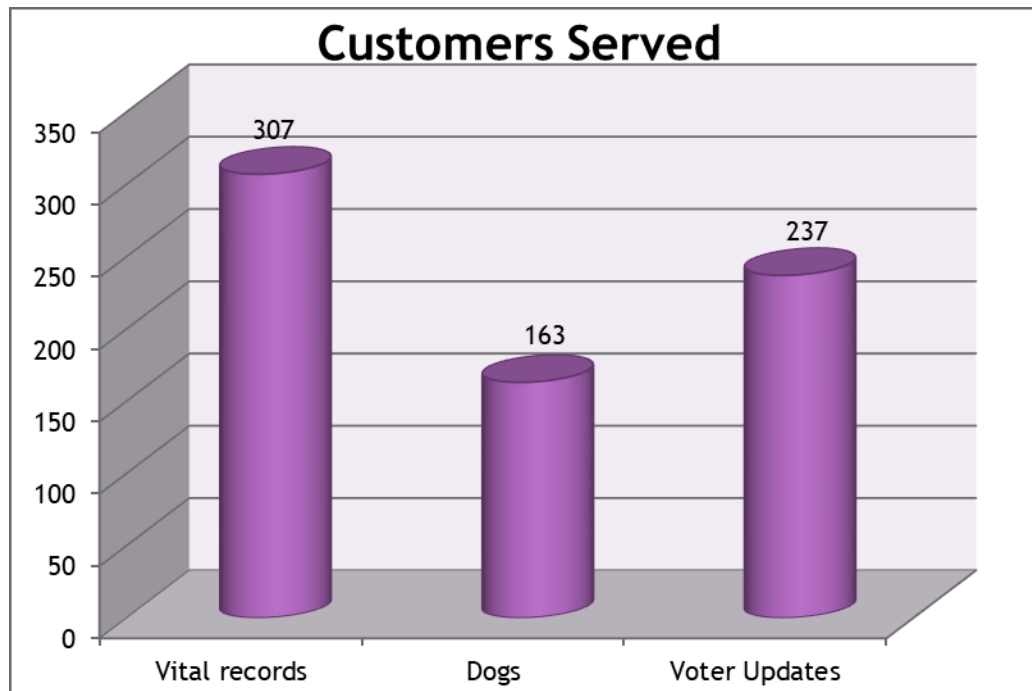
Dog Licensing

The City Clerk's office licensed 163 dogs during the month of January. There were \$50 in Civil Forfeiture fees collected.

All Rochester residents owning dogs are required to have their dog updated on rabies vaccination and have their dog licensed with the City by April 30, 2019. The fiscal year 2020 dog tags

will be available in the City Clerk's office as of March 1, 2020. The online portal for dog registrations will also be opened at that time.

Customers Served during the month of January 2020



As shown on the chart above, voter updates include new voter registrations, name changes, ward and address changes. Updates may also include removals from the voter checklist for registered voters who have died or moved from the City.

The voter checklist is currently closed for party affiliation changes. The State of NH has a cutoff 90-days prior to a primary election in order for a voter to change their party affiliation. For those voters wishing to change from their current party affiliation, they must wait until after the election on February 11, 2020.

The Supervisors of the Checklist will hold a session on February 5, 2020 at City Hall between 7:00 pm to 7:30 pm. Unregistered residents wishing to register to vote may still do so during the supervisor's session. The checklist will then be closed to all new voter registrations until after the Presidential Primary. Unregistered voters may still register at the polls on Election Day.

Voter registration summary by party as of January 31, 2019:

Ward	Democrats	Republicans	Undeclared	Totals
1	1,036	1,137	1,509	3,682
2	951	1,079	1,685	3,715
3	1,023	1,184	1,440	3,647
4	842	777	1,695	3,314
5	931	1,085	1,503	3,519
6	998	805	1,313	3,116
Totals:	5,781	6,067	9,145	20,993

Elections

The City Clerk's office is gearing up for the Presidential Primary to be held on February 11, 2020. The New Hampshire Secretary of State's office held a training on January 15th at the Rochester Community Center. This training was held to review updates on state election law with all election officials and poll workers.

Absentee ballots are available in the clerk's office and are currently being sent out for eligible voters who have requested them. Clerk Typist Ashley Greene has been making the rounds of Rochester's assisted living facilities and nursing homes to assist the residents with the absentee ballot process.

Respectfully submitted,

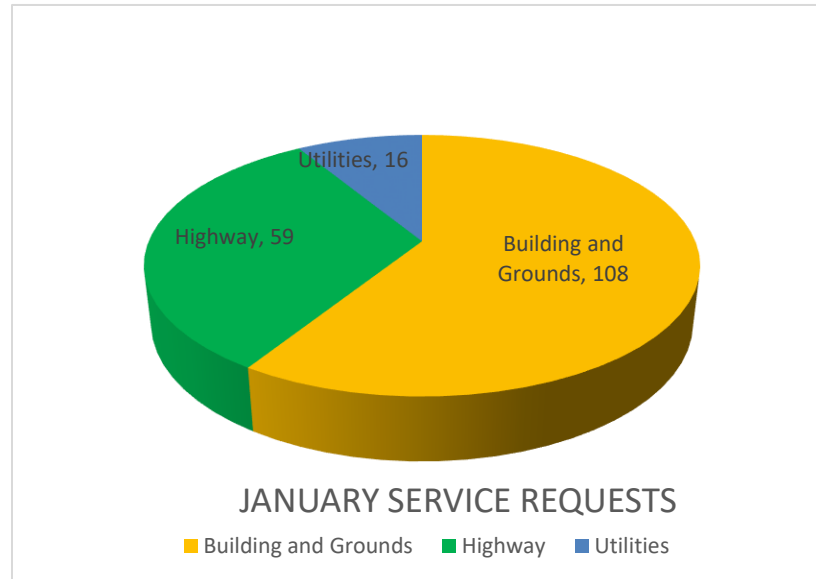
Cassie Givara
Deputy City Clerk

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City Clerk's Office

ROCHESTER DEPARTMENT OF PUBLIC WORKS MONTHLY REPORT JANUARY 2020

In addition to the scheduled work performed, the Department of Public Works responded to approximately 183 requests for service in the month of January. The Highway Division had 59 requests that ranged from pothole repairs, traffic light maintenance, clean storm drains repair street signs, repair mailboxes from plow damage during winter snow maintenance and plowed sidewalks. The Utilities Division responded to 16 requests including sewer concerns, water and sewer inspections, daily digsafe mark outs and discolored water complaints. Buildings and Grounds Department completed 108 service requests including street-light repairs, repair leaky toilets and roof, changed ballasts and fluorescents bulbs, filling janitorial supply orders for departments, replacing light covers, clean buildings, replace ceiling tiles and scrubbing stairwells.



HIGHWAY & FLEET MAINTENANCE WORK COMPLETED:

- Patched pot holes
- Repaired a couple catch basins through-out the city
- Cleaned 40 catch basins
- Plow and treat 6 winter storm events 11" of snow
- Opened storm drain for rain events
- Removed holiday wreaths and tree
- Removed 9,550 yards of snow
- Worked on GIS all street signs
- Repair and install street signs thought the City
- Brush trimming though-out the city
- Pavement Repair on Friendship Street
- Replaced 2 injector relays and 6 hydraulic hoses on #10 six wheel dump
- Repaired drive shaft and two breakers on sidewalk tractor #7
- Repaired wing pole on Dump truck #17
- Replaced EGR coolers on six wheel dump #65
- Repaired side mirror on six wheel dump #8
- Replaced sander auger motor on ten wheel dump #12
- Repaired grading bucket on Daewoo excavator #29
- New tiers on #33
- Replaced 3 sander bearings
- Replaced wear plate on bucket on #30 loader
- Changed out blades on 4 plows

- Replaced fuel cooler on bucket truck #22
- Replaced EGR coolers on six wheel dumps #10 and #20
- Lube, oil and filter service on 5 vehicles
- Serval minor repairs on serval vehicles

UTILITIES DIVISION

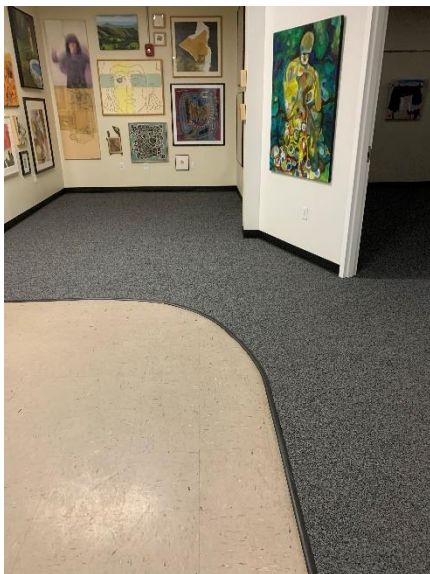
Utilities Division performed monthly maintenance on sewer cleaning in problematic areas. In addition to daily utility mark outs for digsafes, staff responded to multiple emergency sewer backups and did water and sewer inspections. Utilities Division removed snow removal from the fire hydrants. Staff continued to camera city sewer lines and manhole inspections to comply with CMOM (Capacity Management and Operations and Maintenance) requirement for new and upcoming wastewater treatment discharge permit. Video inspection of North Main Street near Letourneau area has been completed. Other projects that Utility staff completed in January were replacement of hoses on sewer truck that hands the sewer back-ups. The Utility Supervisor completed his backflow testing certification. One of the light equipment operators began his 10 week training for water systems through New Hampshire Water Works Association.

BUILDING AND GROUNDS DIVISION

Building and Grounds Division completed 108 work requests including street-light repairs, repair leaky toilets and roofs, changed ballasts and fluorescents bulbs, filling janitorial supply orders for departments, replacing light covers, clean buildings, replace ceiling tiles and scrubbing stairwells. Building and Grounds worked on projects including stripping and refinished the front entryway wood work and doors at city hall that over the years has become deteriorated. The hallway at the Community Center was painted and staff worked with Rochester Museum of Fine Arts to reintroduce artwork in the hallways. Carpet was installed in the Rochester Museum of Fine Arts at the Community Center.



Stripping and Refinishing of Entry-way Door at City Hall



Installation of Carpet at Museum of Fine Arts



Painted Hallway at Community Center and Reintroduce Artwork

WASTEWATER TREATMENT DIVISION

Employee News: Brandon Turcotte – Maintenance Mechanic has left the WWTF to go to the Portsmouth Naval Shipyard. Brandon has been with us for over ten years. His skills and knowledge of the system will be missed. We wish him all the best! Nick Gomache was hired to fill the operator position, he comes with 7 years operator and dewatering experience. His skills and knowledge will be a great asset to the successful operations of the facility. We welcome Nick to the team and look forward to working with him. Items that were completed during the month of January; we have limited our involvement with the coalition of communities on wastewater and Great Bay Estuary issues. Staff has attended meetings regarding NPDES permitting and nutrient issues. EPA has issued the Draft Great Bay Total Nitrogen General Permit – review and comments are being developed to submit prior to deadline of March 7, 2020. A Public hearing to submit oral comments on the Draft Permit is scheduled for February 19, 2020 at NHDES Portsmouth Regional Office, Pease International Tradeport, 222 International Drive, Suite 175, Portsmouth, NH 03801, for those who are interested in attending. The upgrade for the H-pile installation has been completed, slab framing and rebar has been installed, first section of concrete has been poured and electrical conduit installation has been started. Remote access has been gained to complete programming for automation project. Repairs made to Airport Dr pump station generator and Vortex Grit/Lagoon Blower building generator. Staff attended state offered training classes. Working with consultant to address NHDES underground storage facility noncompliance issues. Trojan Technologies (UV System) was on site to do a health check on the system. Submitted annual groundwater report. Attended monthly construction project meeting. Conducted tour for City Councilors and a tour for the JLMC members. SUO Pretreatment Program legal authority review is being done as part of NHDES Industrial Pretreatment Program audit. PLC Upgrade project is progressing – started working on LCP #3. Semi-Annual SCADA scheduled maintenance completed. Staff performed preventative and corrective maintenance on equipment, machinery and instrumentation at the WWTF and pump stations. All required testing for the EPA and NHDES has been completed and submitted. Average effluent flow for the month was 3.859 Million Gallons per Day (MGD). Percent of design flow = 76.7%. Precipitation for the month = 2.8”.



WWTF Upgrade Dewatering Building

WATER TREATMENT DIVISION

Treated water volume for the month of December was approximately 48.5 million gallons from the surface water treatment facility and 10.7 million gallons from the well for a total 59.2 million gallons delivered to our customers. 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 all State and Federal standards for drinking water. Watershed inspections were conducted at Round Pond, Rochester Reservoir, Berry Pond, Tufts Pond, and the diversion dam/pipelines. The boathouse and intake valves were exercised. Debris was found to have entered the diversion gatehouse which impeded flow to the transmission main. The structures were shutdown, dewatered, and manually cleaned. Tis the season for winter watershed use – we replaced signage and barriers to discourage and reroute access. Equipment and grounds maintenance was performed at the plant, well, and tanks/stations. Heating components for the Chesley Hill sensing lines are scheduled for repairs. Telemetry systems for the Salmon Falls Tank have been repaired. Maintenance at the well included housekeeping, instrumentation calibrations, and clearwell cleaning. Maintenance at the WTF included routine inspection and cleaning of sedimentation basin #2 and repairs to the chain drive; inspection and cleaning of alum bulk tank #1; temporary repairs on a low lift pump station feed line pending contractor followup; repairs to the fluoride feed system; and third party calibrations and service to our online instrumentation. The fluoride analyzer may be at its end of life. The HVAC improvement project continued this month. Mini-split heating/cooling units have been installed and placed online; the auxiliary boiler installation is underway. Staff attended the Annual New England Water Works / New Hampshire Water Works Join Technical meeting this month. Topics included legislative updates, dam maintenance, and sampling procedures. Members of the City Council toured the surface Water Treatment Facility campus this month. We are thankful for their time and interest.



Another 158 Acres Protected



Sedimentation Basic 2 chain Drive repairs in Progress

ENGINEERING

- **Asset Management:** The City is working with the selected vendor for the new Asset Management software for implementation; the software is now “live” and will begin to be used by staff in February. Efforts continue to improve the GIS data layers for City infrastructure, including the City’s stormwater network, which is required by the MS4 Permit. The City has incorporated sidewalk condition assessment data from SRPC. In addition to inventory work, staff continue to populate more detailed information such as asset age, material and condition on all of our assets and coordinate with our consultants to develop baseline information related to our water, sewer and stormwater systems’ “level of service”, “likelihood of failure”, “consequence of failure” and “life cycle cost analysis”.
- **Colonial Pines Sewer Extension:** Final paving of Railroad Avenue was postponed until until completed some planned gas main installation work; this paving work will be completed in spring 2020. Phase 2 includes extension of the sewer from Birch Drive across Old Dover Road to Juniper Street, Towle Street, Vinewood Lane, Susan Lane, Hickory Lane, and a portion of Hillside Drive. The scope of the Phase 2 construction has now been modified to include sewer on Wildwood Lane and a portion of Tingley Street, as well as drainage improvements within the project area. A majority of the sewer installation work has been completed and about half of the homes have been connected to the new public sewer mains. Given the additional work, construction of Phase 2 will continue through the 2020 construction season. Funding for a future phase of this multi-phased sewer extension program has been approved in the FY20 CIP budget. Additional funding for a final phase of sewer extension and drainage improvements in future phases will be requested in upcoming CIP budgets.
- **Pavement Maintenance & Rehabilitation:** The City’s 2019 paving rehabilitation program is essentially complete, with only final minor work remaining, including some striping and painting to be completed in the spring of 2020. The FY20 Paving list has now been approved and includes: Chapman, Huckins, Jonathan, and portions of Columbus, Cross, and Salmon Falls; paving work is anticipated to begin on these streets in the spring of 2020.
- **Strafford Square Roundabout:** Final design continues. Bidding of the roundabout construction contract is now anticipated for late 2020. Prior to that contract, and in preparation for that construction, a utility infrastructure contract is anticipated to be bid and constructed in 2020. Right-of-way and easement negotiations are being completed in preparation for the construction contracts.
- **Granite Ridge Development – Phase 2:** A scoping meeting was held in July between the City, Waterstone and NHDOT; as a result of this meeting, a revised traffic impact analysis study was completed in November 2019. Further meetings with NHDOT and Waterstone in early 2020 will direct the development of a design

package for bidding of the public infrastructure to be constructed with TIF funds per the Developers Agreement.

- **Granite State Business Park Water Main Interconnection:** Construction of the water main in Shaw Drive began in January 2020.
- **Water Treatment Plant Residuals Disposal:** An evaluation of alternatives has determined that the most cost effective method of disposal of residuals generated at the Surface Water Treatment Plant is an upgrade of the existing pipeline and addition of an attenuation tank. Design of the attenuation tank has begun. Funds for the implementation of this upgrade have either been approved in CIP budgets previously or will be requested in upcoming CIP budgets over the next few years.
- **WWTF Biosolids Dewatering Facility & Carbon Storage and Feed Building:** Construction of this project commenced in October 2019. Installation of steel piles to support the foundations of the two buildings was completed in January 2020. Construction is expected to continue through 2020 into 2021.
- **River Street Sewer Pump Station Upgrade:** The construction contract was awarded in November 2019. Construction is anticipated to be completed within one year of Notice to Proceed.
- **Route 11 Sewer Pump Station Upgrade:** This upgrade project is currently at 50% design. This project is scheduled to be advertised for bids in April 2020, with construction occurring in 2020 and 2021.
- **WWTF Upgrades (various projects):** There are several projects on-going at the WWTF: Soda Ash System Replacement, Aeration System Automation, Aeration Basin Sidewall Blower Tie-in (Iris Valve) and Mechanical Mixers, Standby Power Interconnection for Aeration Blowers, and Programmable Logic Controllers (PLC) Replacement. All of these projects are on schedule and moving toward completion in 2020.
- **Wastewater Interceptor Upgrades:** A Basis of Design Report has been received from the design consultant. This report summarizes alternatives and recommends a sewer collection system master plan before proceeding with final design. Funding for a Sewer System Master Plan was approved with the FY19 CIP Budget; consultant selection process will commence in the coming months.
- **NPDES Permits - Wastewater Treatment Facility & MS4 Permit (Stormwater):** In January 2020, USEPA Region 1 published in the Federal Register a draft General Permit for total nitrogen (TN) loading in the Great Bay Estuary watershed. This draft permit would add a TN load limit to the WWTF effluent, require a Nitrogen Optimization Plan, and require contribution to the cost of a monitoring program in the estuary, as well as an optional non-point source/stormwater point source reduction pathway. Comments on the draft general permit are due to EPA by March 9, 2020. A new draft individual National Pollutant Discharge Elimination System (NPDES) Permit for the Wastewater Treatment Facility (WWTF) has not yet been issued by USEPA Region 1. As far as the Municipal Separate Storm Sewer System (MS4) NPDES General Permit for stormwater, the 2017 NH Small MS4 General Permit, issued by USEPA Region 1, became effective on July 1, 2018; on September 28, 2018, the City submitted a Notice of Intent (NOI) to comply with this MS4 General Permit; and, on June 12, 2019, the City was granted authorization by USEPA Region 1 to discharge stormwater from Rochester's MS4 under this permit. The first annual report for the MS4 permit was submitted to EPA in September 2019.
- **New DPW Facility:** The construction contract was awarded in January 2020. Construction of the facility is anticipated to begin in the spring of 2020 and continue through June 2021.

Economic & Community Development



1/31/2020

MANAGEMENT REPORT



Economic Development Report, Written by Julia Libby

Community Development Report, Written by Julian Long



ECONOMIC DEVELOPMENT DEPARTMENT

MICHAEL SCALA, DIRECTOR OF ECONOMIC DEVELOPMENT

PROJECTS IN THE PIPELINE

Director Scala continues to work on the details of expanding resources and responsibilities of the REDC as the Industrial Development Agency for the city.

Director Scala, Specialist Marsh, and Planner Mears continue to work with Strafford Regional Planning, the EPA, and the Norbitt Company, on a plan to conduct the Phase I and II Environmental Reviews on the Scenic and Salinger buildings in preparation for prospective developers.

Director Scala has met with a company interested in the redevelopment of the Scenic / Salinger block.

Director Scala, along with Specialist Marsh, met with new real estate developers for Granite State Business Park and the downtown area business owners to discuss strategy, needs, and the current status of their enterprises.

GRANITE RIDGE DEVELOPMENT DISTRICT – WATERSTONE PROPERTIES GROUP, PHASE II

Director Scala continued to discuss Phase II with Waterstone Properties Group, including the possible entertainment tenants, and the potential for residential housing options, which would support continued vitality of The Ridge and the entire Granite Ridge Development District.

WAYFINDING RFP

Advantage Signs was selected as the Awardee for Phase I of the Wayfinding Project. Specialist Marsh has been working with Advantage on specific sign placement and mounting needs. Phase I has an expected completion date of late April.

GRANITE STATE BUSINESS PARK

Director Scala attended a “Kick-off” meeting with Tom Perkins of Dirigo Architectural concerning the LDI Project. The construction RFP should be posted in February with selection of a General Contractor sometime in March.

Director Scala continues to work with another company interested in purchasing land and constructing a building in the GSBP.

JENN MARSH, ECONOMIC DEVELOPMENT SPECIALIST

STRAFFORD COUNTY REGIONAL PLANNING

Specialist Marsh attended the SPRC regional workshop in Dover in January. Local Economic Developers, Planners and other city/town staff and communities got together for a morning to address the plans that SRPC will be revising this year. Those include economic development, transportation, and housing needs.

NEW BUSINESSES

We continue to work with potential new businesses in Rochester. The Small Business Development Center began holding office hours in Rochester this month to be more readily available to Rochester businesses. NH SBDC's certified business advisers consult with clients from all sectors and can provide advice on financing, improving operations, management infrastructure, business sustainability best practices, bringing new products to market or where to start in launching a new business.

DOWNTOWN IN 2019

Jenn and Mike continuously meet with downtown business owners to discuss opportunities for renovating and/or adding residential units to their downtown properties. It's important to keep in touch so that both businesses and property owners understand the process, the incentives, and are up to date on all zoning changes.

ROCHESTER FARMERS MARKET

Rochester Farmers Market is partnering with the Rochester Recreation Department for "Beer in the Barn" event to be held on May 9, 2020. Plans are underway to host 30 craft brewers in the Rochester Ice Arena for a craft beer event. The plans are to have some of our downtown restaurants involved and selling food during the event. Tickets are on sale and 20 craft brewers are already secured. The event will go to pay for operating costs and help enhance the market with more special events during the 2020 season. Vicky Poland is the Market Manager and Rochester Main Street is the fiscal sponsor of the market.

JULIA LIBBY, EXECUTIVE SECRETARY

VIEWPIONT CLOUD – SOFTWARE IMPLEMENTATION

Julia is in the process of working with View Point Cloud to set up and implement the new version of the City's permitting software. This includes setting up forms, applications, documents, fees and work flows for various permits and licenses in order to streamline and customize the process for the City's specific needs. She met with the City's Customer Success Manager from View Point on a weekly basis to review progress in the software set up.

STAFF DEVELOPMENT

Julia attended IEDC Basic Economic Development Course in New Orleans, LA. The course reviewed the core components of Economic Development.

OTHER

Secretary Julia has also been working on familiarizing herself with different programs being used in the department such as the EDC webpage, Buxton, and Adobe Photoshop to be able to put together various flyers, ads and other graphic designs for the City and their partners.

JULIAN LONG, CDBG COORDINATOR & GRANTS MANAGER

COORDINATOR REPORT

Prepared by the Community Development Coordinator

January 2020

CDBG PROGRAM

FY 2020-2025 Consolidated Plan: The Community Development Coordinator has completed the consultation and drafting processes for the FY 2020-2025 Consolidated Plan. The plan will be due concurrent with the FY 2020-2021 Annual Action Plan in May 2021. The first public hearing for the Consolidated Plan was held on November 19, 2019. No comments were received at the hearing. The draft FY 2020-2025 Consolidated Plan is included with this report as an electronic attachment.

FY 2021 Annual Action Plan: The Community Development Coordinator has completed drafting the FY 21 Annual Action Plan, although there are a few final consultations left to be conducted. The first public hearing for the FY 21 Action Plan was held on November 19, 2019. No comments were received at the hearing.

Riverwalk Committee Kayak Launch: The Community Development Coordinator has draft bid documents and bid invitation for the project and submitted to the Riverwalk Committee for its review and approval. Per the state, construction on the project may not begin prior to May 15th.

Historic District Commission Facade Improvements Grant Program: Grant payments have been sent to Freedom Beauty Salon, RiverStones Custom Framing and Franklin Gallery, and Stitches Alterations and Needlework.

Rochester Child Care Center Fire Sprinklers: The Community Development Coordinator posted the bid invitation for the project on January 31st in *Foster's Daily Democrat*. Bids are due by February 27th.

My Friend's Place Generator: My Friend's Place is working on obtaining architectural drawings for the project.

Gonic Pool Recreation Area: Work on this project is on hold until spring.

Rochester Opera House Chairlift: The parts for the second-floor chairlift are currently being manufactured. Installation is anticipated to begin mid-February.

HUD Site Monitoring: Personnel from the Boston regional HUD office conducted on-site monitoring at the City's offices on August 7th and August 8th. The official post-site review letter and list of corrective action items are included as attachments to this report. The Community Development Coordinator has worked

with Finance Department staff and Economic Development Office staff to respond to HUD's corrective action, and the full list of corrective action items was submitted to HUD for review and approval in November 2019. HUD has requested some revisions to submitted corrective action items and is still reviewing some items.

NON-CDBG ACTIVITIES

VOCA Grant: The Community Development Coordinator has been drafting the FY 2021 Victims of Crime Act (VOCA) continuation grant application for the Legal Department's victim-witness advocacy program. The application is due February 19th.

Census 2020 Preparation: The Community Development Coordinator is participating in the City of Rochester's Census 2020 committee that is seeking to encourage Rochester responses in the upcoming census, which is important as census data is used in federal grant applications and grant formulas. The committee has planned an outreach workshop for the morning of February 7th hosted at the Frisbie Memorial Hospital Conference Center.

REPORT ATTACHMENTS

HUD August 2019 Site Visit Corrective Action Letter

HUD August 2019 Site Visit Corrective Action - **electronic only** –

<https://www.dropbox.com/sh/vqcyxutsiz83gr6/AAAdaGoKikATzPe9njFQlwbGa?dl=0>

Draft FY 2020-2025 Consolidated Plan – **electronic only** -

https://www.rochesternh.net/sites/rochesternh/files/uploads/fy_20-25_cdbg_consolidated_plan_full_plan_draft1_0.pdf

Draft FY 2021 Annual Action Plan – **electronic only** –

https://www.rochesternh.net/sites/rochesternh/files/uploads/rochester_fy_20_aap_draft2_0.pdf

FY 2021 Grant Applications – **electronic only** -

https://rochesternhnet.sharepoint.com/:f:/s/EconDev/Ega4jGsZMINli9jI7_aAKdlB2XzdDRjjfhPTir8s1JeqoA?e=XwEnxQ

FY 21 Grant Application Summaries

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City Clerk's Office

FINANCE COMMITTEE

Agenda Item

02/13/2020

Agenda Item Name: Monthly Financial Statements Summary – as of January 31, 2020

For the full detail report, click here: [January 2020 Financial Detail Report](#)

Name of Person Submitting Item: Mark Sullivan Deputy Finance Director

E-mail Address: mark.sullivan@rochesternh.net

Meeting Date Requested: February 18, 2020

Issue Summary Statement

The January 31, 2020 financial summary reports are attached. There are no budgetary concerns at this point. However, we will continue to monitor budget performance and advise of any concerns.

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CITY OF ROCHESTER
YEAR-TO-DATE BUDGET REPORT

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FOR 2020 07

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
<hr/>						
1000 GENERAL FUND	<hr/>					
11011 ECONOMIC DEVELOPMENT REVENUE	0	1,000	1,000	1,150.00	-150.00	115.0%
11031 CITY CLERK REVENUE	105,920	0	105,920	60,274.41	45,645.59	56.9%
11051 ASSESSORS REVENUES	0	0	0	196.00	-196.00	100.0%
11061 BUSINESS OFFICE REVENUE	350,000	0	350,000	361,054.55	-11,054.55	103.2%
11062 BUSINESS OFFICE REVENUE	1,000	0	1,000	.00	1,000.00	.0%
11071 TAX COLLECTOR REVENUE	32,271,384	531,787	32,803,171	32,408,341.58	394,829.42	98.8%
11072 TAX COLLECTOR REVENUE	0	3,308	3,308	.00	3,308.00	.0%
11081 GENERAL OVERHEAD REVENUE	4,080,748	5,522,508	9,603,256	3,354,599.59	6,248,656.49	34.9%
11082 GENERAL OVERHEAD REVENUE	1,548,683	14,074	1,562,757	2,248,834.70	-686,077.70	143.9%
11091 PUBLIC BLDGS REVENUE	0	0	0	6,523.97	-6,523.97	100.0%
11101 PLANNING	16,250	0	16,250	23,283.69	-7,033.69	143.3%
11201 REV LEGAL OFFICE	50,000	0	50,000	29,456.55	20,543.45	58.9%
12011 POLICE CITY REVENUE	325,400	0	325,400	211,201.36	114,198.64	64.9%
12021 FIRE CITY REVENUE	25,500	0	25,500	22,991.23	2,508.77	90.2%
12022 FIRE STATE REVENUE	41,812	0	41,812	3,375.00	38,437.00	8.1%
12031 DISPATCH CENTER	60,290	0	60,290	.00	60,290.00	.0%
12041 CODE ENFORCEMENT REVENUE	394,175	0	394,175	321,451.30	72,723.70	81.6%
13011 PUBLIC WORKS REVENUE	33,700	0	33,700	23,260.39	10,439.61	69.0%
13012 STATE HIGHWAY SUBSIDY	634,612	14,563	649,175	519,340.37	129,834.63	80.0%
14011 WELFARE REVENUE	2,500	0	2,500	5,131.24	-2,631.24	205.2%
14021 RECREATION REVENUE	120,000	0	120,000	105,386.59	14,613.41	87.8%
14031 LIBRARY REVENUE	14,200	0	14,200	6,223.37	7,976.63	43.8%
TOTAL GENERAL FUND	40,076,174	6,087,240	46,163,414	39,712,075.89	6,451,338.19	86.0%
<hr/>						
5001 WATER ENTERPRISE FUND	<hr/>					
510001 WATER WORKS REVENUE	6,607,310	0	6,607,310	1,828,874.96	4,778,435.04	27.7%
TOTAL WATER ENTERPRISE FUND	6,607,310	0	6,607,310	1,828,874.96	4,778,435.04	27.7%
<hr/>						
5002 SEWER ENTERPRISE FUND	<hr/>					
520001 SEWER WORKS REVENUE	8,017,640	0	8,017,640	2,116,764.70	5,900,875.30	26.4%
520002 SEWER WORKS REVENUE	411,989	0	411,989	61,613.00	350,376.00	15.0%
TOTAL SEWER ENTERPRISE FUND	8,429,629	0	8,429,629	2,178,377.70	6,251,251.30	25.8%

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 CITY OF ROCHESTER
 YEAR-TO-DATE BUDGET REPORT

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FOR 2020 07

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
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5003 ARENA ENTERPRISE FUND						
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530001 ARENA REVENUE	402,865	0	402,865	240,356.33	162,508.67	59.7%
TOTAL ARENA ENTERPRISE FUND	402,865	0	402,865	240,356.33	162,508.67	59.7%
6000 COMMUNITY CENTER SP REV FUND						
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600001 COMMUNITY CENTER REVENUE	861,466	0	861,466	514,663.06	346,802.94	59.7%
TOTAL COMMUNITY CENTER SP REV FUND	861,466	0	861,466	514,663.06	346,802.94	59.7%
GRAND TOTAL	56,377,444	6,087,240	62,464,684	44,474,347.94	17,990,336.14	71.2%

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CITY OF ROCHESTER
YEAR-TO-DATE BUDGET REPORT

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FOR 2020 12

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
1000 GENERAL FUND							
11000051 CITY MANAGER	470,894	0	470,894	265,332.93	30,062.07	175,499.00	62.7%
11012351 ECONOMIC DEVELOPMENT	510,030	1,000	511,030	320,514.84	16,288.77	174,226.39	65.9%
11020050 IT SERVICES	797,462	6,200	803,662	458,582.94	54,617.12	290,461.94	63.9%
11030051 CITY CLERK	334,803	0	334,803	194,917.45	40,587.06	99,298.49	70.3%
11040050 ELECTIONS	54,479	0	54,479	25,665.93	4,126.28	24,686.79	54.7%
11050070 ASSESSORS	569,498	0	569,498	334,642.22	6,871.46	227,984.32	60.0%
11060051 BUSINESS OFFICE	543,461	0	543,461	325,281.83	3,076.21	215,102.96	60.4%
11063151 HUMAN RESOURCES	213,071	10,000	223,071	134,395.92	18,068.32	70,606.76	68.3%
11070070 TAX COLLECTOR	382,295	0	382,295	229,666.07	3,562.49	149,066.44	61.0%
11080050 GENERAL OVERHEAD	1,021,733	-133,533	888,200	390,494.70	78,646.89	419,058.41	52.8%
11090050 PB CITY WIDE 50	668,503	11,639	680,142	387,771.19	51,024.68	241,346.13	64.5%
11090051 PB CITY HALL 51	66,066	0	66,066	38,518.27	18,264.10	9,283.63	85.9%
11090052 PB OPERA HOUSE 52	48,551	0	48,551	24,848.84	17,475.12	6,227.04	87.2%
11090054 PB CENTRAL FIRE 54	10,979	0	10,979	7,647.34	2,436.49	895.17	91.8%
11090055 PB GONIC FIRE 55	10,594	0	10,594	5,391.27	2,634.75	2,567.98	75.8%
11090056 PB LIBRARY 56	18,893	0	18,893	12,838.50	4,625.51	1,428.99	92.4%
11090057 PB DPW GARAGE 57	11,874	0	11,874	7,594.72	3,072.25	1,207.03	89.8%
11090059 PB ER FIRE STATION 59	775	0	775	141.22	183.78	450.00	41.9%
11090061 PB HISTORICAL MUSEUM 61	1,520	0	1,520	396.34	631.00	492.66	67.6%
11090063 PB HANSON POOL 63	5,100	0	5,100	1,839.38	50.00	3,210.62	37.0%
11090064 PB GONIC POOL 64	2,900	0	2,900	928.88	.00	1,971.12	32.0%
11090065 PB EAST ROCHESTER POOL 65	2,600	0	2,600	928.88	.00	1,671.12	35.7%
11090068 PB GROUNDS 68	12,160	0	12,160	4,093.78	326.22	7,740.00	36.3%
11090069 PB DOWNTOWN 69	17,000	0	17,000	6,246.12	.00	10,753.88	36.7%
11090070 PB REVENUE BUILDING 70	22,331	0	22,331	12,217.54	9,406.67	706.79	96.8%
11090071 PB PLAYGROUNDS 71	3,000	0	3,000	.00	1,073.78	1,926.22	35.8%
11090075 PB NEW POLICE STATION	24,252	0	24,252	12,724.46	6,004.81	5,522.73	77.2%
11090077 PB ANNEX	4,260	0	4,260	1,287.59	1,522.15	1,450.26	66.0%
11102051 PLANNING	433,139	0	433,139	251,761.69	4,698.37	176,678.94	59.2%
11200051 LEGAL OFFICE	597,718	0	597,718	314,039.08	5,879.31	277,799.61	53.5%
12010053 PD ADMINISTRATIVE SERVICES	1,976,055	0	1,976,055	1,255,161.51	77,314.51	643,578.98	67.4%
12012453 PD PATROL SERVICES	4,951,564	0	4,951,564	2,833,315.82	.00	2,118,248.18	57.2%
12012553 PD SUPPORT SERVICES	4,425,815	0	4,425,815	232,423.88	.00	193,391.12	54.6%
12020054 FIRE DEPARTMENT	4,669,781	0	4,669,781	2,970,839.16	49,417.26	1,649,524.58	64.7%
12020055 FIRE DEPT 55 GONIC SUBSTAT	28,735	0	28,735	13,484.16	6,877.21	8,373.63	70.9%
12020754 CALL FIRE	31,373	0	31,373	6,799.01	1,627.67	22,946.32	26.9%
12023354 EMERGENCY MANAGEMENT	41,812	0	41,812	2,072.97	50.00	39,689.03	5.1%
12030153 DISPATCH CENTER	882,328	0	882,328	488,594.75	6,485.53	387,247.72	56.1%
12040051 CODE ENFORCEMENT	606,553	0	606,553	332,058.44	14,234.78	260,259.78	57.1%
12050050 AMBULANCE	61,832	0	61,832	30,916.04	30,916.05	-.09	100.0%

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CITY OF ROCHESTER
YEAR-TO-DATE BUDGET REPORT

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FOR 2020 12

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
13010057 PUBLIC WORKS	2,301,219	82,284	2,383,503	1,308,742.55	441,325.11	633,435.34	73.4%
13010957 WINTER MAINTENANCE	518,492	0	518,492	309,017.88	93,496.00	115,978.12	77.6%
13020050 CITY LIGHTS	218,000	0	218,000	90,816.98	95,908.02	31,275.00	85.7%
14010051 WELFARE	469,070	0	469,070	273,353.03	14,546.90	181,170.07	61.4%
14022072 RECREATION ADMINISTRATION	650,242	-800	649,442	402,930.59	8,918.67	237,592.74	63.4%
14022150 RECREATION PLAYGROUNDS/CAM	98,951	0	98,951	84,767.32	853.50	13,330.18	86.5%
14022250 RECREATION POOLS	83,588	800	84,388	65,345.38	5,007.25	14,035.37	83.4%
14030056 LIBRARY	1,299,148	23,410	1,322,558	800,812.11	39,320.94	482,424.95	63.5%
15000051 COUNTY TAX	6,610,000	104,406	6,714,406	6,714,406.00	.00	.00	100.0%
17010051 TRANSFERS/PAYMENTS DEBT SV	4,159,335	0	4,159,335	1,937,256.57	.00	2,222,078.43	46.6%
17030050 OVERLAY	92,000	455,495	547,495	14,564.58	.00	532,930.42	2.7%
17040051 TRANSFER TO CIP & OTHER FU	3,040,340	5,526,339	8,566,679	8,566,679.08	.00	.00	100.0%
TOTAL GENERAL FUND	40,076,174	6,087,240	46,163,414	32,505,067.73	1,271,515.06	12,386,831.29	73.2%
5001 WATER ENTERPRISE FUND							
51601057 WATER WORKS EXPENSE	5,294,828	0	5,294,828	2,139,921.60	38,537.70	3,116,368.70	41.1%
51601073 WATER TREATMENT PLANT	1,250,396	0	1,250,396	655,949.31	79,175.24	515,271.45	58.8%
51601570 WATER REVENUE OFFICE	62,086	0	62,086	39,625.40	42.50	22,418.10	63.9%
TOTAL WATER ENTERPRISE FUND	6,607,310	0	6,607,310	2,835,496.31	117,755.44	3,654,058.25	44.7%
5002 SEWER ENTERPRISE FUND							
52602057 SEWER WORKS EXPENSE	4,513,071	0	4,513,071	2,866,227.05	25,406.79	1,621,437.16	64.1%
52602074 SEWER TREATMENT PLANT	3,855,328	0	3,855,328	947,438.42	378,008.60	2,529,880.98	34.4%
52602470 SEWER REVENUE OFFICE	61,230	0	61,230	39,467.91	42.50	21,719.59	64.5%
TOTAL SEWER ENTERPRISE FUND	8,429,629	0	8,429,629	3,853,133.38	403,457.89	4,173,037.73	50.5%
5003 ARENA ENTERPRISE FUND							
53603060 ARENA EXPENSE	402,865	0	402,865	257,671.36	33,097.60	112,096.04	72.2%
TOTAL ARENA ENTERPRISE FUND	402,865	0	402,865	257,671.36	33,097.60	112,096.04	72.2%
6000 COMMUNITY CENTER SP REV FUND							

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 CITY OF ROCHESTER
 YEAR-TO-DATE BUDGET REPORT

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6000	COMMUNITY CENTER SP REV FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
6070572	COMMUNITY CENTER EXPENSE	861,466	0	861,466	430,500.55	135,244.33	295,721.12	65.7%
	TOTAL COMMUNITY CENTER SP REV FUND	861,466	0	861,466	430,500.55	135,244.33	295,721.12	65.7%
	GRAND TOTAL	56,377,444	6,087,240	62,464,684	39,881,869.33	1,961,070.32	20,621,744.43	67.0%

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Planning Board
Conservation Commission
Historic District Commission
Arts & Culture Commission

Planning & Development Department
City Hall Annex
33 Wakefield Street
ROCHESTER, NEW HAMPSHIRE 03867-1917
(603) 335-1338 - Fax (603) 330-0023
Web Site: <http://www.rochesternh.net>

PLANNING & DEVELOPMENT DEPARTMENT MONTHLY REPORT FOR JANUARY 2020

The Planning Board, Conservation Commission, and the Arts & Culture Commission held their regular meetings in January. The Historic District Commission (HDC) did not meet in January. You will find the summaries of the agendas and discussions further down in this report. In addition to the applications listed below, the Planning Board held its annual retreat in January. At the retreat, the Board held discussions with the Fire Department and the Police Department regarding their review of application for the Technical Review Group (TRG). They were also given an update from the Economic Development Director on what the department has been doing and its future plans. The Board also discussed whether they wanted to keep the Secretary position as an officer on the Board. The Board stated that they have no issues with getting rid of that officer position and will take it up at their regular meeting in February. Another agenda item was a discussion on HB 1629 that has to do with, among other things, the requirement of Planning Board members to take a course and pass an exam in order to sit on the Board and make decisions. They are not in favor of this bill. In addition, the Board adopted meeting Rules of Conduct for the public, the applicant or representative, and the Board itself. As part of their annual meeting the Board held election of officers and elected Nel Sylvain as Chair and Mark Collopy as Vice-Chair. They were given a review of accomplishments from 2019 and a plan for 2020.

The Planning & Development Department remains busy holding meetings with citizens, developers, applicants, and the processing of new or amended applications. In addition, the Transportation Master Plan was adopted by the Planning Board and we are looking forward to implementing the many recommendations. We continued working on the Downtown Master Plan Chapter with our consultants and received a draft document that the staff is reviewing. We will bring the document to the Steering Committee for comments, the City Council for comments, and to the Planning Board for comments and adoption. I also participated in the monthly meeting of the Leadership Committee for the Economic Development Division of the American Planning Association, which I am a member. I attended the monthly COAST Board meeting as the representative for the City as well as the TAC meeting with the Strafford Municipal Planning Organization (MPO). Staff also participated in the TRG meetings, pre-construction meetings, and performed inspections on projects that have been approved by the Planning Board.

APPLICATIONS REVIEWED BY THE PLANNING BOARD

Susan Delisle, 75 Jonathan Avenue (by Norway Plains Assoc.) 2-Lot subdivision.
Case# 262 – 43 – A – 20 **APPROVED**

City of Rochester, 145 Airport Drive Site plan to construct a 24,000 s.f. manufacturing facility. Case# 243 – 34 – I – 20 **APPROVED**

Farmington Associates, LLC, 60 Farmington Road (by Tighe & Bond) Preliminary site plan for commercial development of multiple non-residential uses and extension of Marketplace Boulevard. Case# 216 – 9&10 – GRD – 20 **DESIGN REVIEW**

Tropic Star Development, LLC, 717 Columbus Avenue (by Greenman-Pedersen, Inc.) Preliminary site plan to construct a 4,350 s.f convenience store with a gas station. Case# 131 – 7 – NMU – 20 **CONCEPTUAL**

SDJ Development of Rochester, LLC, Fillmore Boulevard (by Keach Nordstrom Assoc.) Modification request to change phase IB of Highfield Commons from a single phase subdivision to a two-phase subdivision. Case# 237 – 3&8 – PUD – 20 **APPROVED with CONDITIONS**

APPLICATIONS REVIEWED BY THE CONSERVATION COMMISSION

The Commission met for the first time since October 23rd. There were no meetings in November or December because the Thanksgiving and Christmas holidays proved too close to the Con Com meetings to obtain a quorum and schedule a meeting.

1.) **Minutes:** the meeting minutes of October 23, 2019 were reviewed and approved.

2.) **Conservation Overlay District:** NONE.

3.) **NH DES Wetland/Shore land Applications:** The following four NH DES wetland applications were reviewed:

a) **Eversource Pole/Line Replacement.** The Commission made a motion that work be done only when it is dry or frozen conditions.

b) **City of Rochester Portland Street Culvert Replacement-** Hoyle & Tanner Associates explained there are two replacement culverts that will be replacing poorly aligned and corroded culverts. The Commission asked for protected outlets that wouldn't impede turtle movement. They also asked for a large natural bottom culvert but were told that the existing water lines and gas lines don't allow for installation of a larger culvert.

c) **City of Rochester Route 202A Waterline Extension.** This is for a new water tower proposed off Bickford Rd, and the waterlines from this will follow existing road rights of way, and as such there will be some temporary disturbance of roadside wetlands. The Commission didn't have any concerns.

d) City of Rochester Four Rod Road Ricker's Brook Culvert Replacement. Hoyle & Tanner Associates explained this culvert qualifies as a bridge. He said this is a repair project because the culvert is rotten and one level away from being forced to be closed. Mr. Lachance went on to explain the proposed repair is to spray the inside with a polymer lining which will last 10 to 15 years, essentially a temporary fix. NHDES said they will consider but would require mitigation \$25,000 for ARM fund. To install this crossing correctly would be a one million dollar bridge.

The Commission chose to support this with the condition the applicant correctly fix the crossing in the near future and NHDES considers allowing ARM contribution to be used for design and/or put in escrow account.

4.) Discussion: Potential Hurd Brook Restoration along Brock Street.

Jarred Jones, Conservation Specialist, NH Department of Military Affairs and Veterans Services, NH Army National Guard explained they saw opportunity to add large woody additions to Hurd Brook. He said they have funding to do the portion of the brook that runs through the National Guard, and has Trout Unlimited onboard to help. He would like to do a stream cleanup too because there are so many tires. He said they would like to partner with schools and the City. Mr. Jones added there is very fine sediment in the brook, and its source should be addressed. The Commission discussed notifying property owners where the brook continues upstream, and asking the River Walk Committee, the schools, and the Boy/Girl Scouts if they want to be involved.

This project will aim to be implemented in the next year.

5.) Notice of Intent to Cut Wood or Timber/Intent to Excavate: a) Notice of Intent to Cut – Tax Map 215-17, 106 Ten Rod Road b) Notice of Intent to Cut – Tax Map 220-24, 98 Ten Rod Road.

The Commission didn't have any concerns.

6.) New Business: a) A Commission member said she saw a story on the Emerald Ash Borer on TV and reminded the members that these beetles bore D-shaped holes in the tree.

b) A Commission member told the Commission she saw a documentary about how some of New York's conserved land/farms and growing specialty vegetables and raising specialty animals, and that the farmers said none of this would be possible if the land wasn't conserved and was priced at market value.

7.) Reports: a) An update to the Commission on the items that went before the TRG was given by a

Commission member.

b) Staff gave an update on some of the things the Planning Board is working on. He said the Downtown Master Plan is being worked on and they are looking at adding green infrastructure in some areas.

8.) Old Business: Staff and a member gave an update regarding the Hope Farm annual monitoring. They reported that the farm was abiding by the easement. They also noted that the owner is contemplating some improvements (new driveway and greenhouse) but is aware that these must meet the easement restrictions, and that he will submit proposed sketches before implementing these.

9.) Non-Public Session pursuant to RSA 91-A:3 II (d): Discussion of acquisition of real property and/or recent site walks LACE Sheets was had.

APPLICATIONS REVIEWED BY THE HISTORIC DISTRICT COMMISSION

There was no meeting for the HDC in January 2020.

ARTS AND CULTURE COMMISSION ACTIVITIES

The Arts and Culture Commission met on January 16, 2020. The Commission finalized the Performance/event application. There was a long discussion regarding the Rochester 300th anniversary in 2022. Mrs. Mears provided a draft outline for the Commission to review. The Commission needs time to review the outline in detail and make comments. Mrs. Mireles gave an update on murals for the Commission. Mr. Wyatt shared the update Arts and Culture website.

Respectfully submitted,
James B. Campbell,
Director of Planning & Development

Rec & Arena Monthly Report

To: Blaine Cox, City Manager
Mayor McCarley
Members of the City Council

From: Lauren Krans, Asst. Director Recreation & Arena
Date: February 11, 2020
Re: January Monthly Report

January Program Participation	
Adult Co-Ed Pick-Up Basketball	112
Adult Open Gym 30+	12
Adult 30+ Basketball League	61
Adult Rec Ice Hockey League	98
Adult Volleyball	97
Advanced Senior Fitness	10
Wee Ones Playgroup	43
Community Coffee	12
Learn To Skate	22
Parent/Child Open Gym	553
Public Ice Skating	1174
Senior Art	40
Senior Breakfast	90
Senior Dance Lessons	23
Weekday Senior Pickleball	423
Senior Power Hour	75
Senior Table Tennis	6
Senior Trips	10
Senior Yoga Chair	50
Senior Yoga Gentle	59
Senior Zumba Gold	5
SHS/BCA Open Gym	0
Sunday Night All Ages Pickleball	20
Teen Night	212
Youth Basketball Grades 1-12	354
MONTHLY TOTAL	3561

Senior Program Update

Our Senior Programs (for people 50 and better!) continue to have consistently strong participation rates. Our monthly van trip in January took 10 seniors to Meredith for a day of shopping, lunch and games at FunSpot Arcade. Per our Masterplan, with the guidance of our Rec & Arena Advisory Commission we are reviewing registration rates for our senior programming. Currently all of our senior programs are free. Our commission supports us in charging a \$5 fee for our senior van trips (currently free). They have also advised us to solicit feedback from our senior program participants on the exploration of registration fees with a customer feedback survey.

Professional Development

Our department values ongoing learning and growth. Staff members continue to utilize the free webinars provided by Primex to stay privy of best practices and trends in facility/recreation management. Rec Supervisor Art and Asst. Director Lauren recently represented Rochester at the Northern New England Recreation & Parks Conference in North Conway. This conference covered a wide range of topics including improving customer experience, leadership and risk management. We are extremely proud that Rochester Recreation & Arena's staff, programs and facilities are held in high regards by our colleagues across the state and region.

Pop Up! Programs

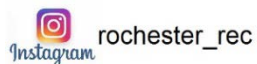
With the use of technology, Rec & Arena has improved out responsiveness in providing recreation opportunities to the community. We've created a process called "Pop Up! Programs" where we train customers to check our website and social media accounts for open gyms and public skates during non-regular times. Using the power of social media to inform customers quickly of these Pop Up! Programs allows us to fill empty facility user slots that may arise and helps us cater to the unique needs of our community like teacher workshop days and early releases.

Recovery Friendly Workplace (RFW) Program Update

Department leadership met with an RFW advisor and representatives from SOS Recovery Center in January for a RFW Orientation. With support of our Rec & Arena Commission and the City Manager, we look forward to providing our staff with resources, training and support offered through this program. We anticipate our official designation as a Recovery Friendly Workplace will take place in February.

Follow us on Instagram!

Like us on Facebook!



Senior Trip participant Sally having fun at FunSpot! Yeehaw!

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City Clerk's Office

Forthcoming: Rochester Fire Department Report

City Clerk's Office

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City Clerk's Office



PAUL R. TOUSSAINT
Chief of Police

ROCHESTER POLICE DEPARTMENT

23 WAKEFIELD STREET
ROCHESTER NH, 03867-1933

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www.rochesterpd.org
"Dedication, Pride, Integrity"

POLICE COMMISSION

DEREK J. PETERS
Chairman
DAVID R. STEVENS
Vice Chairman
LISA M. STANLEY
Commissioner



February 12, 2020

TO: City Manager Blaine Cox

RE: Monthly Report – January 2020

OPERATIONS: Captain Thomas noted that all of the wards met this period. Most of what was discussed was the comp stat report and crime data for each ward. There was a discussion on theft versus burglary versus shoplifting. There were questions about the Ring type camera video and the quality of the videos along with the department's ability to view such video. There were additional issues raised regarding suspicious persons walking in neighborhoods, noise complaints, speeding complaints and increased traffic in certain areas, as well as the on line crime reporting and development at the Ridge.

The investigations bureau had 57 cases submitted for review. There are currently 74 cases assigned. There were 10 cases presented to the Grand Jury all with true bills. There were three detective call outs, (2 death investigations and one theft from a storage unit.) There were two polygraphs and three backgrounds completed. There were six compliance checks for sex offenders. There were 424 pieces of evidence logged in, and 39 items returned to owners. We have filled the vacant evidence technician position and that person is currently in training.

CEO/ COMMUNITY ENGAGEMENT OFFICER: Officer Danie continues to do a very good job. He, along with Sgt. Babine and Det. Moore worked to address a troubled residence in the city that was suspected of drug activity. Charges were lodged for the tenant for common nuisance related to consistent calls for drug activity. This tenant has since been evicted.

Officer Danie has been balancing his work with the POP unit and community events planning. He organized our third annual Skate with a Cop, at the ice arena on February 1, 2020, followed by the charity hockey game with the Granite State Cannons supporting skateforthe22.org. Officer Danie is working on the RAD women's self-defense course being held over three days (March 7, 8 and 14). There are still openings for this course. Information on sign up can be found on our Face Book page, or by contacting Officer Danie directly. We do hope to offer the course quarterly.

COMP STAT: Traffic stops were consistent with our last reporting period. As officers are moved from field training to solo patrol we expect to see those numbers increase. The vast majority of the stops are focused in the downtown and on major travel routes in the city. Traffic crashes increased significantly largely attributed to weather-related events. All of the DWI arrests were from alcohol.

Those that were related to people coming from licensed establishments have been forward to liquor enforcement.

In property crimes, a trend was uncovered in recent months of items of lesser dollar value, but of more use to transient individuals being stolen from motor vehicles. That trend did not continue into this reporting period. We did see some thefts of packages and mail this reporting period. Overall property crime is down 1% from last year.

Drug incidents continue to involve a variety of different drugs, including heroin/fentanyl, methamphetamine, marijuana, cocaine, and prescription drugs. All of the drug arrests made were from search incident to arrest for a separate crime.

No trends or concerns were identified with respect to violent crimes for the month—which ended the year at a 14% decrease from 2018.

COMMUNICATIONS: The background for the candidate for our vacant position is nearly complete. If all goes well, we hope to have this person on board by months end. We will be installing SPOTS at all of the workstations.

DIVERSION: Teen night had 215 youth in January. Our partner service agencies were Seacoast Outright and the American Foundation for Suicide prevention. We have begun posting flyers and information on the documentary and panel titled Tre Mason Daison, about the impact on youth having incarcerated parents to be shown February 21 at the Community Center. Nicole worked with the POP Unit planning and preparing for the Skate with a Cop event held February 1. Nicole started working with the Diversion Network on the Annual Summit in May, which will introduce the Juvenile Justice Transformation plan to the entire juvenile justice system.

EMD USE: Display and Deploy: None

Display Only: Three

FINANCIAL/PURCHASING: Dep. Chief Boudreau noted that overall we are in good shape at this halfway point of our FY20 budget. We are projecting our heating fuel to be over due to a change in the supplier. We are projecting a \$300,000 surplus overall, largely driven by salary and benefit savings due to open positions we have had through the majority of the year.

Our FY21 budget has been submitted to the City Manager. We met with him and finance on February 3 to review our needs and requests. We did request two new officers through the issues and options process. No date has been set for budget presentations to council. There had been some discussion of an all-day retreat, but it looks like it will be in conjunction with Council meetings as it has been traditionally.

The online crime reporting software project remains on schedule and on track for a go-live date in March. As we get to the end of February, we will have more movement on the outward facing pages and testing of the software.

On January 28 all stakeholders from the City, and the team from 2-way met for the radio project kickoff meeting. This outlined the project overview, timetables for starting and completion. We anticipate the initial work on site to start in April with it being substantially complete by September. The tower will not have power to be brought on line until final construction of the DPW facility. We will also bring a new site on line later for the water tower being designed at Highfield Commons.

The dispatch center wiring work will also be on going. The consoles will be a bit crowded as both the current and new equipment will be in place.

Our award notice for the JAG Grant was received. It has been delayed due to a clerical error. We have submitted to Council to have the award accepted. We have one quick change to make for the Council acceptance that it is a multi-year fund. We have five years to expend JAG awards. Once the funds are received, we will move forward with the purchase of the load bearing carriers and gear pouches.

We are looking at a build date for the new cruisers of March 9. It is likely we won't receive them until sometime in April.

HIRING: We still have one full time police position remaining to be filled.

FORFEITURE SPENDING: None

HONOR GUARD: The Honor Guard will participate in the Battle of the Badges, C.H.a.D. game on March 15, 2020.

HOUSING: We had 37 Police related calls for service this month. This is a slight uptick in the activity. The calls for service don't have any patterns for areas of concern. There were four criminal record checks for new applicants.

K-9: This month the Rochester K-9 unit responded to seven calls—six were tracks; 4 in Rochester and two out of town. There was one drug search out of town.

PROSECUTION - ADULT: There were 349 new cases with 470 charges. There were 149 guilty pleas, 101 not guilty, 44 cases not proessed. There were 108 who failed to appear, 22 found guilty by the court, 14 cases dismissed by the court and 4 cases placed on file, and 28 cases were continued.

PROSECUTION - JUVENILE: Juvenile prosecution had 30 petitions. One was referred to diversion. There were 10 arraignments. There were three trials (2 pleas, 1 continued). There were fifteen hearings, (8 review, 4 violation, 1 show cause, 1 emergency, 1 dispositional). One charge not proessed for juvenile aging out. There were 4 investigations or complaints /warrant for theft from District Court, and 5 motions to impose suspended sentences or motions to bring case forward for trial.

Lt. Gould also met with SAU 54 Assistant Superintendent regarding the school needing to perform manifestation reviews on all cases going to court when a juvenile has an IEP. She met with Seacoast Learning Collaborative to prepare investigations for court.

RENTAL PROPERTY OWNERS ASSOCIATION: Lt. Bossi attended the Association meeting on January 9, 2020. Lt. Bossi reviewed information regarding the House bill at the state for disorderly houses. He discussed ways that property owners can work with their police departments when they have problem tenants. He fielded questions on restraining orders, disorderly conduct and amplified sound. He discussed the process for obtaining reports from Rochester Police Department. Lt. Bossi provided tips when property owners are reporting crimes and when to report them. It was explained how we track crimes and use the information to analyze and help our patrols and case solvability.

SCHOOL RESOURCE OFFICERS: The LEAD program is continuing in the schools.

High School Highlights: Officer Jackson demonstrated new police equipment and fingerprinting for Criminal Justice students. He counseled a student and parents regarding issues occurring at school. He completed security checks on outside doors throughout the month. He completed 5 offense and 5 arrest reports

Middle School Highlights: Sgt. Deluca taught the principles of ADD at St. Charles Children's Home. He worked Teen Night. He worked twelve different instances assisting a student lacking normal social skills. He worked with the Guidance for nine different students having issues. He completed security checks for the building throughout month. He taught ADD to students. He completed 2 offense and 1 arrest report.

Elementary School Highlights: Officer Porfido did weekly check-in at all the schools. He finished LEADs classes for 5 schools, gave students certificates. He attended two Police Explorer meetings. He conducted crossing guard responsibilities at Portland/School Street school. He worked Teen Night. He worked with Officer Danie regarding Skate-with-a-Cop. He did a lockdown drill at Chamberlain Street School. He worked two sessions of fingerprinting with Rotary. He chaperoned a field trip to the Museum of Science in Boston. He participated in a parent/teacher re-entry meeting for a student. He completed 4 offense reports (3 regarding SRO duties and 1 patrol duty) and completed 1 arrest report while working a patrol shift.

Explorer Post: Officer Jackson held two Explorer meetings this month. He is still working on the process of the Re-Charter for the Post. He took members of the post for a tour of the Strafford County Jail.

TRAINING: Officers' Colson and Knox are through four weeks of the Academy, with no concerns. Officer Marshal is getting ready for his final observation week prior to being released to solo patrol. All officers in field training are progressing through the training. We are completing our annual Taser recertification this period. We were scheduled to host a Glock armorer training but it was canceled due to low enrollment. We would have received two free seats for hosting. Captain Pinkham and Secretary Green attended Right to Know training. Officer Garneau was certified as a firearms instructor.

Respectfully Submitted,

Paul R. Toussaint
Chief of Police

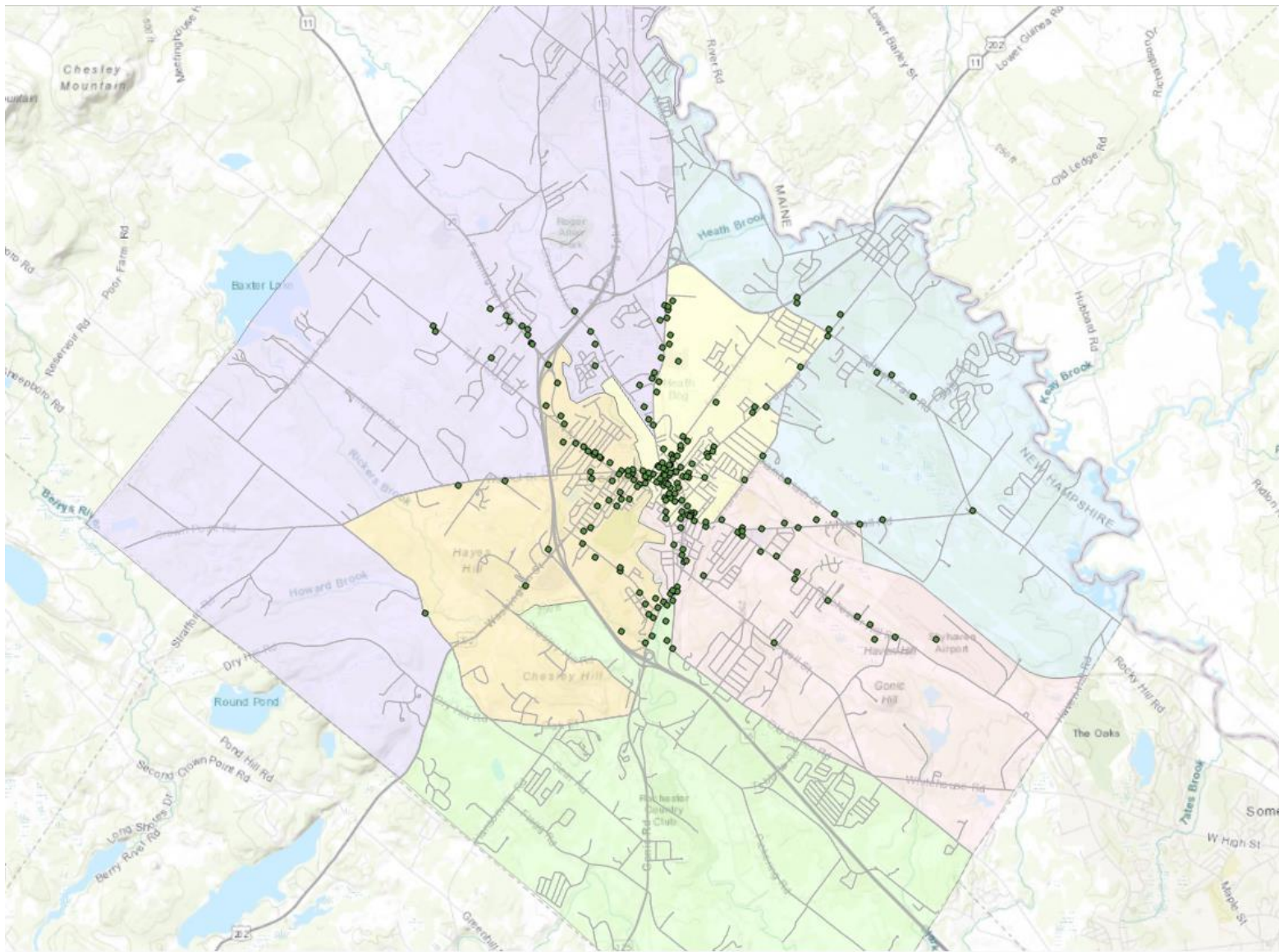
Rochester Police Department

December 2019 Comp Stat Report



Field Activities

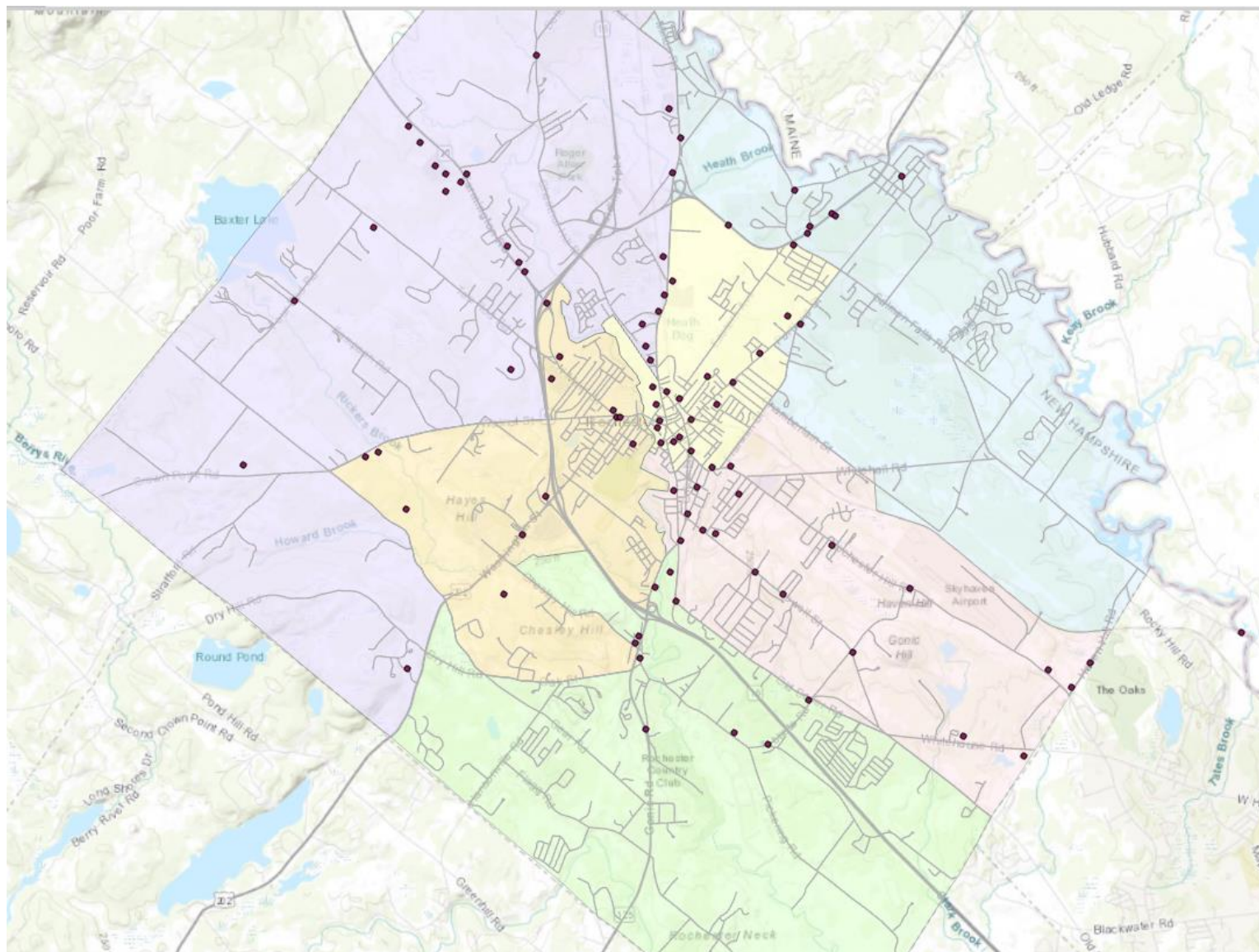
Specific Crimes	Dec-19	Dec-18	% Change	Nov-19	% Change	Oct-19	YTD 19	YTD 18	% Change	YTD 17
Traffic Stops	498	402	24%	555	-10%	209	5237	7648	-32%	6667
Arrests from Stops	18	15	20%	32	-44%	14	258	330	-22%	265
Summons	6	19	-68%	9	-33%	11	218	478	-54%	407
Warnings	457	347	32%	494	-7%	176	4557	6601	-31%	5798
No Action	10	17	-41%	14	-29%	5	169	210	-20%	174
Accidents	121	90	34%	102	19%	93	1120	956	17%	1140
Summons from ACs	4	4	0%	6	-33%	6	37	32	16%	31
Arrests from ACs	1	5	-80%	6	-83%	1	50	47	6%	83
Field Interviews	6	6	0%	3	100%	1	105	128	-18%	170
DWI	6	6	0%	13	-54%	10	96	78	23%	97
<i>Narcotics</i>	0	1	-100%	4	-100%	4	24	19	26%	32
<i>Alcohol</i>	6	5	20%	9	-33%	6	72	59	22%	65
DWI from Accidents	5	2	150%	5	0%	7	35	26	35%	33



Traffic Stops

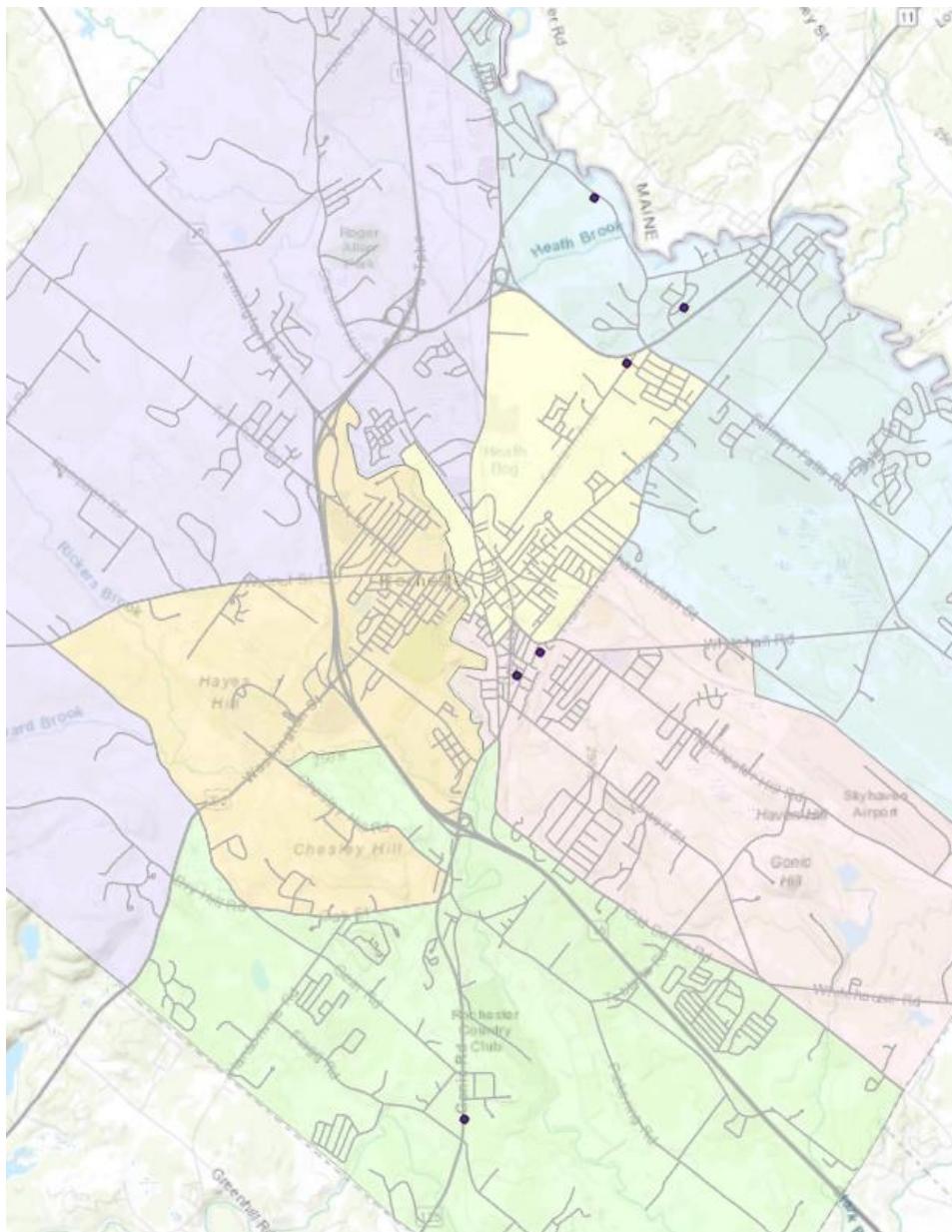
- 498 Traffic Stops.
- 18 Arrests
- 6 Summons
- 457 Warnings

The majority of traffic stops this month occurred in the high-density enforcement area downtown and along main roads that lead into that area.



Motor Vehicle Crashes

- 121 total crashes
- 5 reported crashes that resulted in DWI arrests.
- Parking lot trend w/minor crashes continues.
- Roads with highest crashes:
 - Farmington Rd (15) +6 from November
 - Washington St (9) +3 from November
 - Milton Rd (6) +1 from November



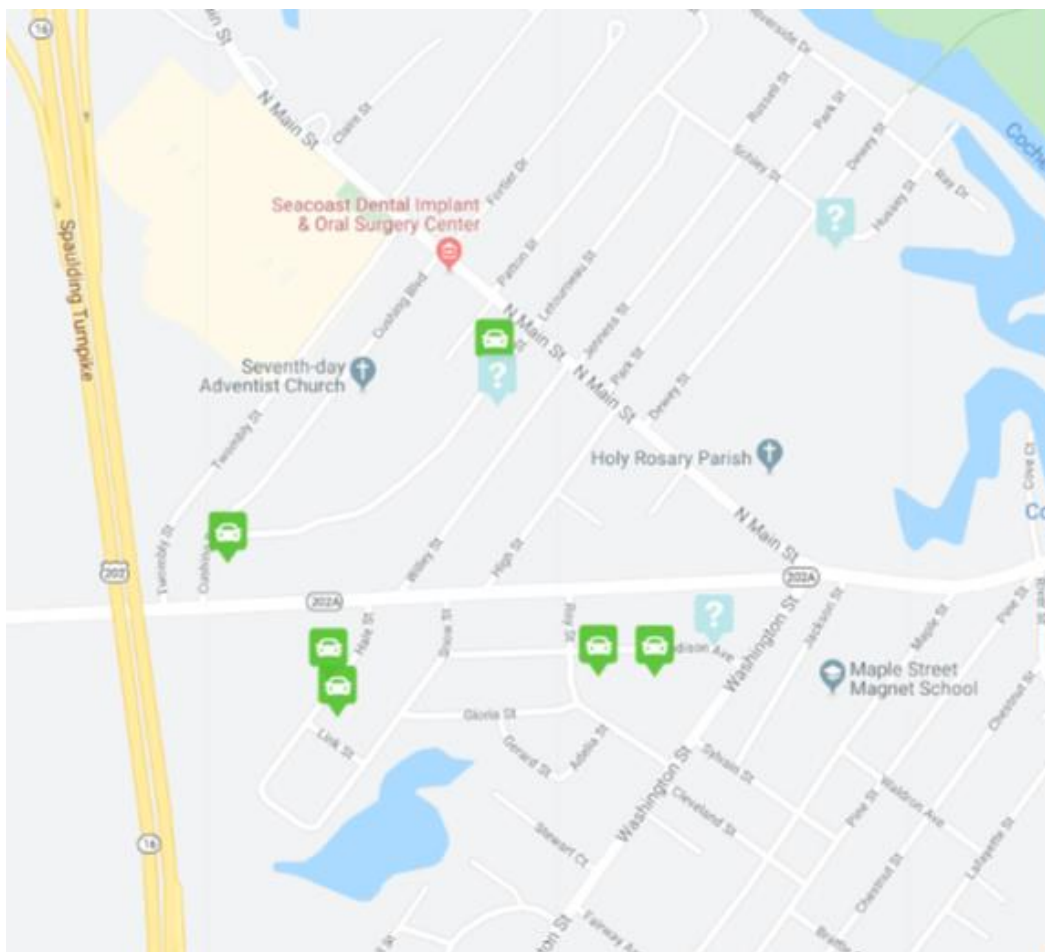
6 DWI arrests

- 5 arrests result of traffic accident
- 1 arrest result of motor vehicle stop
- No identifiable trend
- 1 individual claimed she was drinking at **99 Restaurant** in Dover. She was called in for bad driving and was found at home after crashing into her house.
- 1 individual claimed she was drinking at the **China Palace**, she was discovered driving the wrong way on the street.
- 1 individual left Irving Circle K and drove on a flattened tire after leaving the scene of a crash.
- 1 Individual had been drinking at the American Legion prior to being involved in a crash while driving home.
- 1 individual was involved in an accident after drinking with friends after work. **He was underage.**

Property Crimes

All Incident Reports												
Specific Crimes	Dec-19	Dec-18	% Change	Nov-19	% Change	Oct-19	YTD 19	YTD 18	% Change	YTD 2019 Closure Rate	YTD 2018 Closure Rate	YTD 17
Burglary	7	9	-22%	4	75%	4	104	89	17%	15%	13%	117
Shoplifting	27	35	-23%	11	145%	17	227	259	-12%	82%	79%	269
Theft from a Building	11	13	-15%	22	-50%	19	186	211	-12%	28%	12%	207
Theft from M/V (including Parts)	9	8	13%	27	-67%	13	240	187	28%	4%	4%	217
All Other Theft	10	6	67%	10	0%	20	180	148	22%	7%	10%	150
M/V Theft	2	3	-33%	2	0%	3	34	48	-29%	18%	27%	26
Vandalism	27	29	-7%	28	-4%	31	391	430	-9%	28%	33%	427
Total Property	93	103	-10%	104	-11%	107	1362	1372	-1%	28%	28%	1413
Arrests												
Specific Crimes	Dec-19	Dec-18	% Change	Nov-19	% Change	Oct-19	YTD 19	YTD 18	% Change			YTD 17
Burglary	1	1	0%	1	0%	1	16	12	33%			15
Shoplifting	17	34	-50%	10	70%	10	186	205	-9%			186
Theft from a Building	2	0	0%	12	-83%	3	52	25	108%			51
Theft from M/V (including Parts)	0	1	-100%	0	0%	0	9	8	13%			20
All Other Theft	0	1	-100%	0	0%	0	12	15	-20%			16
M/V Theft	0	1	-100%	0	0%	0	6	13	-54%			6
Vandalism	6	12	-50%	10	-40%	13	110	141	-22%			123
Total Property	26	50	-48%	33	-21%	27	391	419	-7%			417

Hale St/Lois St/Schley St Incident



Monday, December 9, 2019

Suspicious Activity/Theft from M/V Incident began Hale St area and continued through to Schley St, between 0100 and 0220 hrs. Two suspects were captured on a couple of different cameras.

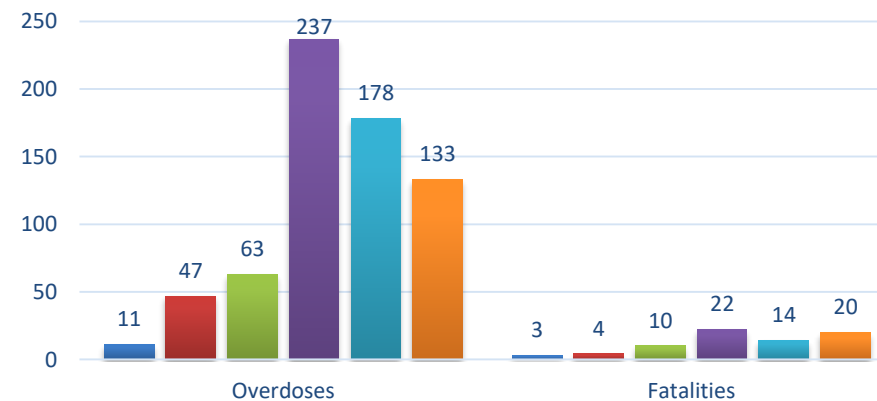
Maria Molway and Noah Dumont are suspected of these incidents after having been identified committing the same crimes during the same time of day in the Lyons St neighborhood during the month of November.

<u>Suspicious Activity</u>	
<u>Location</u>	<u>Action</u>
<u>4 Schley St</u>	<u>Owner alerted/called police</u>
<u>8 Lois St</u>	<u>Vehicle rummaged</u>
<u>3 Madison St</u>	<u>Vehicle rummaged</u>
<u>16 Madison St</u>	<u>Vehicle rummaged</u>
<u>3 Hale St</u>	<u>Vehicles locked/video</u>

<u>Theft Offense</u>	
<u>Location</u>	<u>Items Stolen</u>
<u>1 Lois St</u>	<u>2 Portable DVD Players/Change</u>
<u>42 Lois St</u>	<u>2 Ladies Winter/Rain Coats</u>
<u>8 Hale St</u>	<u>Sunglasses</u>
<u>15 Snow St</u>	<u>DVD's</u>
<u>10 Madison St</u>	<u>Assorted Change</u>

Drug Incidents

All Incident Reports												
Specific Crimes	Dec-19	Dec-18	%Change	Nov-19	%Change	Oct-19	YTD 19	YTD 18	%Change	YTD 2019 Closure Rate	YTD 2018 Closure Rate	YTD 17
Possession	14	12	17%	12	17%	13	138	182	-24%	80%	86%	192
Drug Events	23	N/A	N/A	14	64%	64	372	N/A	N/A			N/A
Overdoses	10	9	11%	13	-23%	8	133	178	-25%			237
Fatal	5	1	400%	2	150%	0	20	14	43%			22
Total Drug	37	21	76%	26	42%	77	510	360	42%			429
Arrests												
Specific Crimes	Dec-19	Dec-18	%Change	Nov-19	%Change	Oct-19	YTD 19	YTD 18	%Change			YTD 17
Possession	7	8	-13%	9	-22%	9	111	157	-29%			177



Violent Crimes

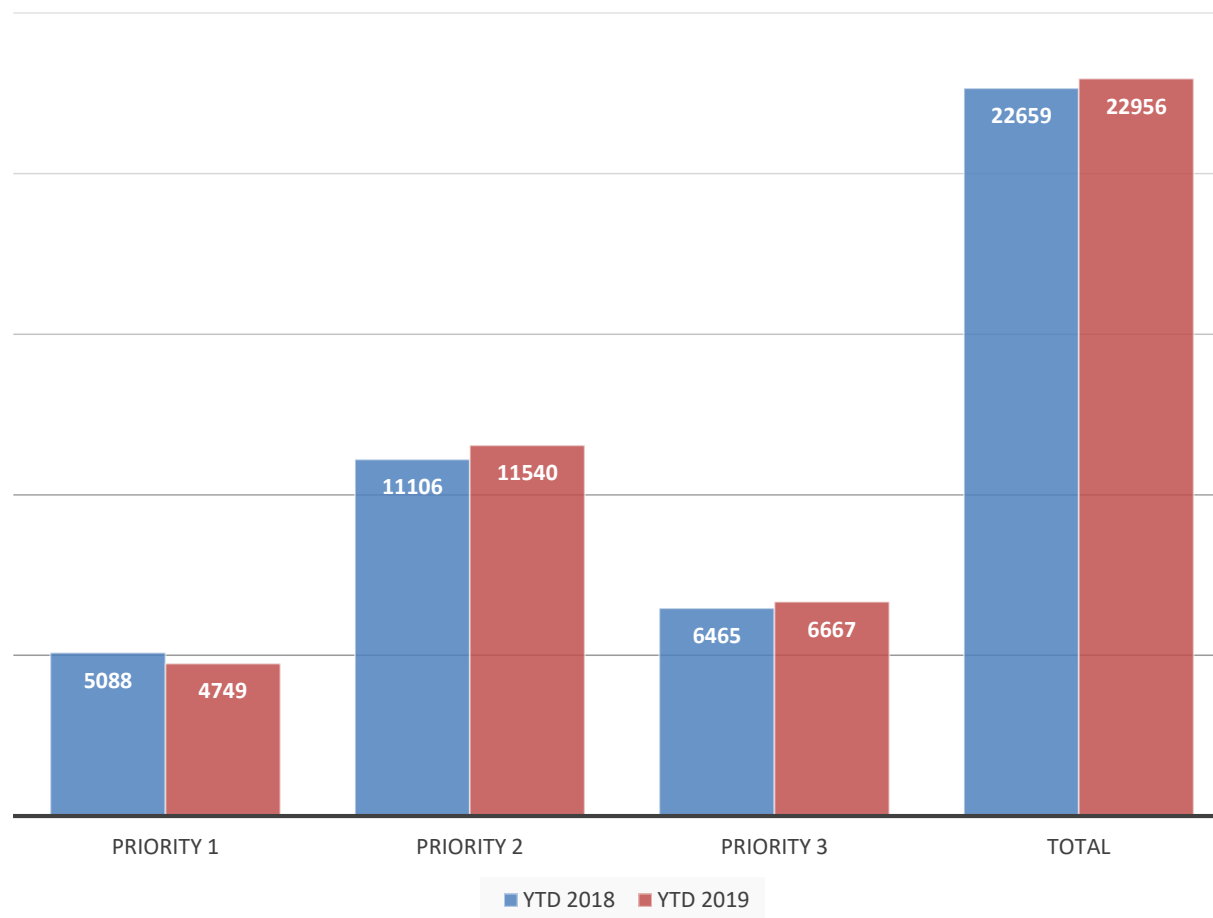
All Incident Reports												
Specific Crimes	Dec-19	Dec-18	% Change	Nov-19	% Change	Oct-19	YTD 19	YTD 18	% Change	YTD 2019 Closure Rate	YTD 2018 Closure Rate	YTD 17
Homicide	0	0	0%	0	0%	0	0	2	-100%	0%	0%	0
Robbery	0	2	-100%	2	-100%	2	9	17	-47%	44%	53%	26
Aggravated Assault	6	9	-33%	3	100%	4	56	78	-28%	59%	62%	78
<i>from DV*</i>	5	7	-29%	1	400%	3	22	41	-46%	77%	46%	38
Simple Assault	38	32	19%	22	73%	38	377	467	-19%	61%	48%	472
<i>from DV*</i>	28	22	27%	8	250%	23	213	256	-17%	70%	46%	220
Total Violent	44	43	2%	27	63%	44	484	564	-14%	41%	41%	576
Arrests												
Specific Crimes	Dec-19	Dec-18	% Change	Nov-19	% Change	Oct-19	YTD 19	YTD 18	% Change			YTD 17
Homicide	0	0	0%	0	0%	0	1	0	0%			0
Robbery	0	1	-100%	2	-100%	0	4	9	-56%			10
Aggravated Assault	4	6	-33%	1	300%	3	33	48	-31%			53
<i>from DV*</i>	3		0%	1	200%	3	17	19	-11%			26
Simple Assault	19	13	46%	12	58%	22	229	224	2%			216
<i>from DV*</i>	17		0%	6	183%	16	149	119	25%			113
Total Violent	23	20	15%	15	53%	25	290	281	3%			279

2019 Threshold

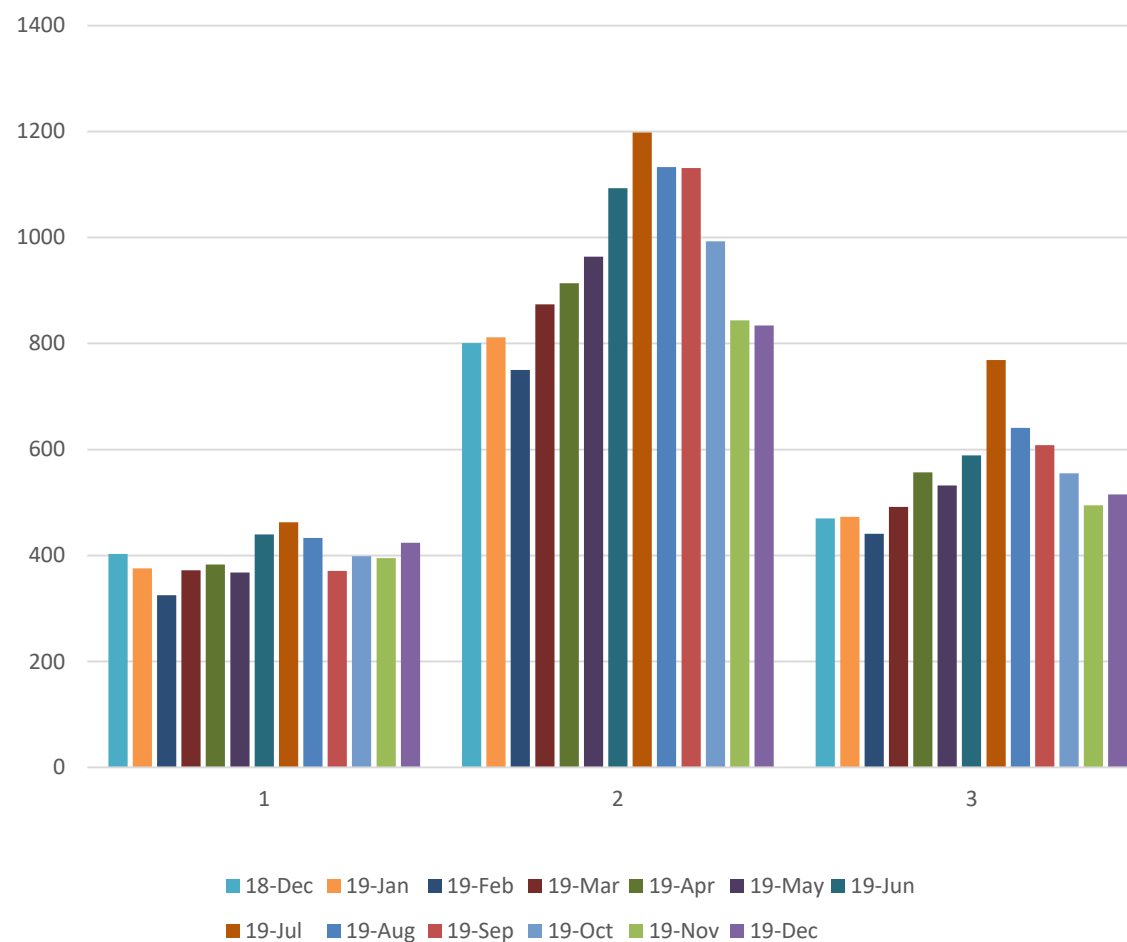
02/13/2020

Crime	Monthly Average	Normal Range	Current Month	Activity Level
Accidents	87	72-101	121	Moderately High
Traffic Stop	768	423-1113	498	Normal
DWI	7	5-10	6	Normal
Robbery	2	0-3	0	Normal
Aggravated Assault	6	3-8	5	Normal
Simple Assault	39	30-47	38	Normal
Burglary	9	5-13	7	Normal
Shoplifting	24	17-31	24	Normal
Theft from Building	18	11-25	16	Normal
Theft from MV	16	7-25	9	Normal
MV Theft	3	1-5	2	Normal
Vandalism	35	27-43	27	Normal
Possession	16	10-21	13	Normal
Crime	Monthly Average	Normal Range	Current Month	Activity Level
Violent	46	36-56	43	Normal
Property	122	94-150	122	Normal

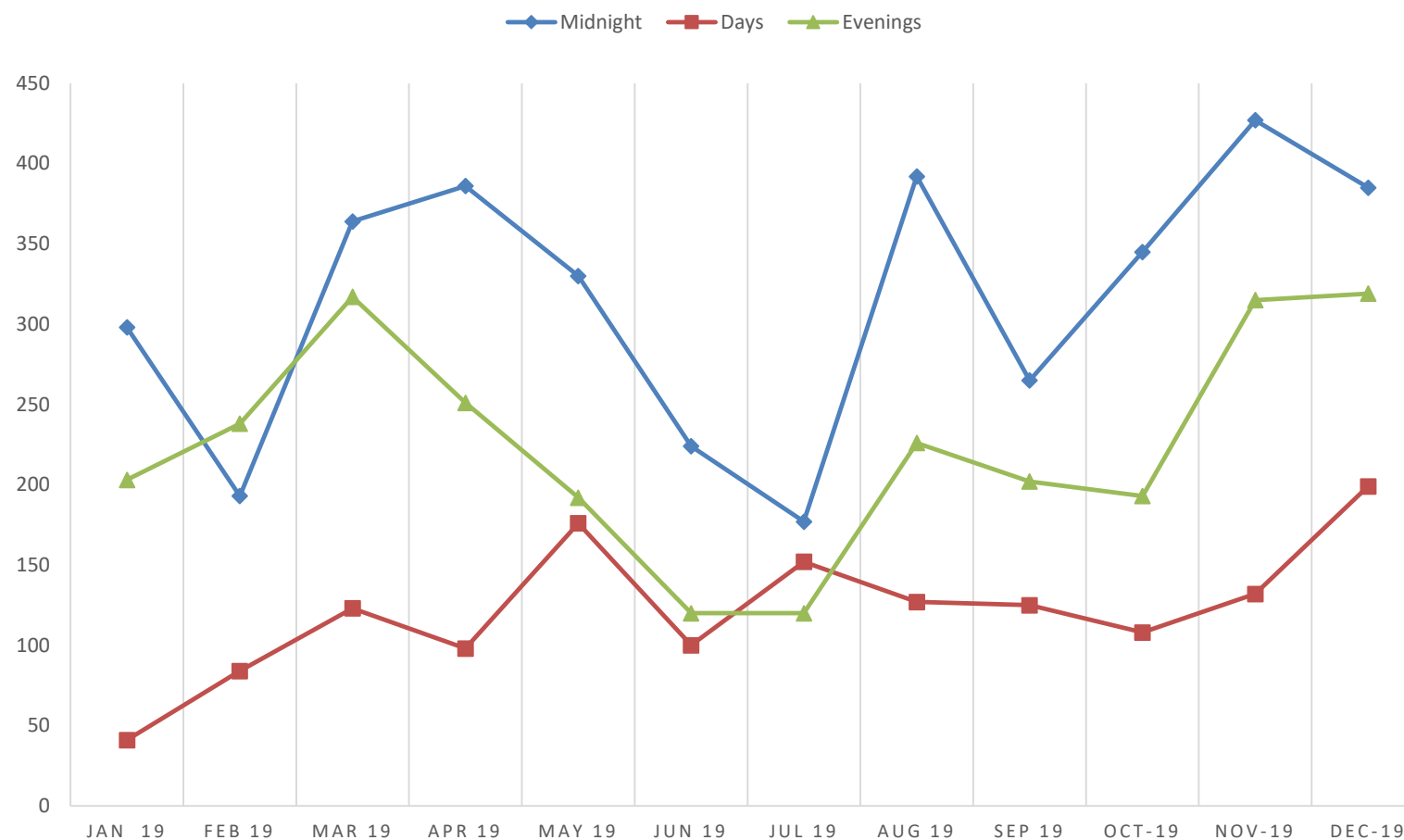
Calls for Service 2018 v 2019



Calls for Service by Month 2019



Month 2019 Proactive Hours by Shift



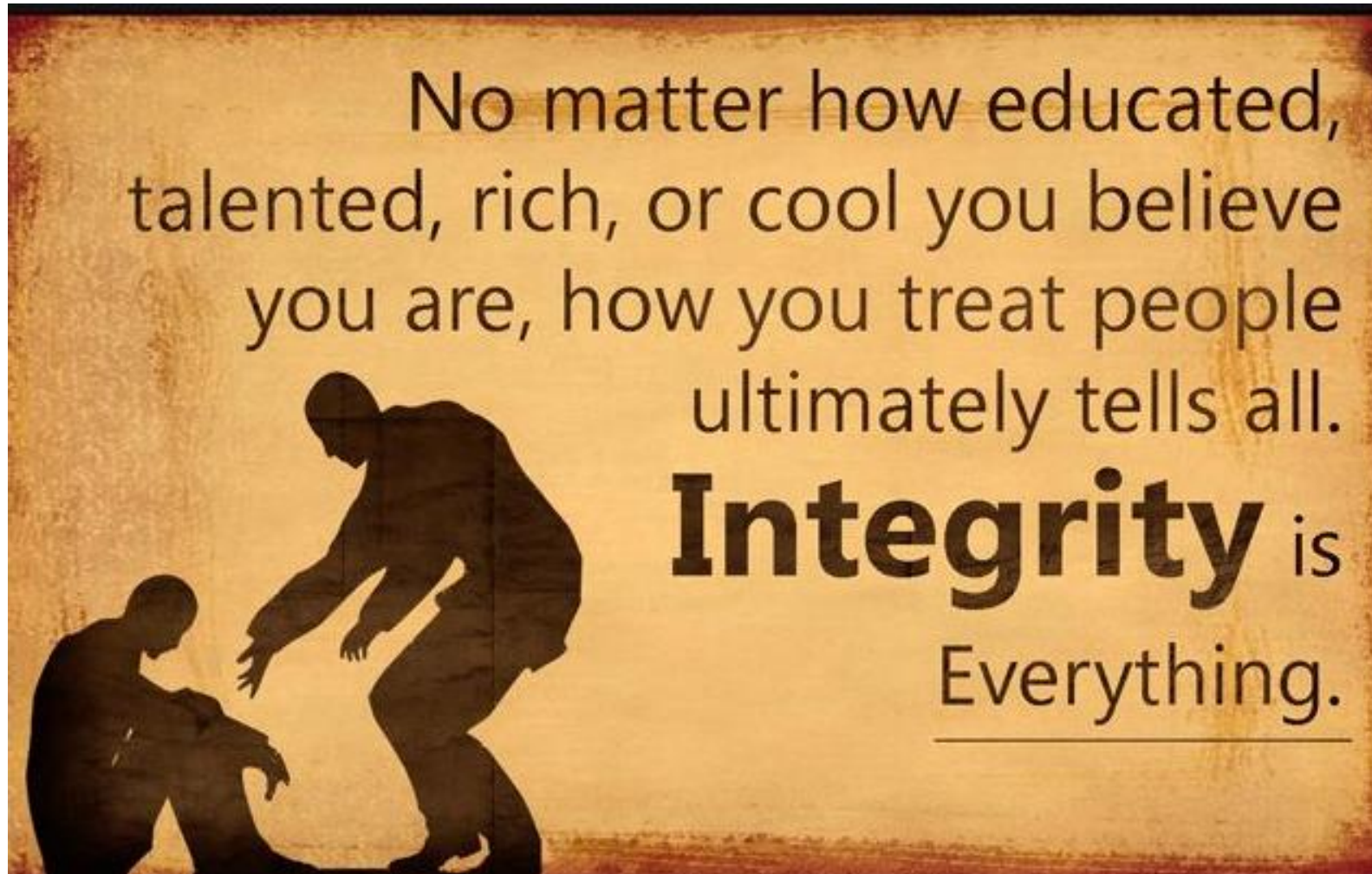
DV COMPSTAT December 2019

Breakdown of Domestic Violence cases for the month of December:

Misdemeanor Arrests: 19. Of those 19, one case involved non-arrest calls for service in the preceding 12 months. Both were intimate partner cases.

Felony Arrests: 4. Of those 4, none involved a non-arrest call for service in the preceding 12 months.

Total Cases: 23



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City Clerk's Office



Main Desk: (603) 332-1428

MONTHLY REPORT

January 2020

There were a total of 14,487 items circulated with 13,763 people visiting the library in the month of January. One hundred twenty-eight patrons used the library's Internet computers for 366 hours. Current number of patron registrations is 39,595. Interlibrary loan activity included 72 materials borrowed from other libraries and 220 loaned to other libraries.

Winter story times began in the Children's Room on the week of January 6th. Fifteen story times were held throughout the month with over two hundred children in attendance. The busy Children's Room staff also created fun winter displays of Snowmen, an interactive flannel board and a new winter I-Spy display. Twenty-one artistic children created Abstract Watercolor Paintings at January's Make-It and Take-It drop-in craft program.

A new Children's Room Program, Try-It-Out-Tuesdays began on the 14th of January. This program meets every other Tuesday in the evening and is designed for children age 8 through middle school. Meetings feature a variety of activities including crafts, interactive stories and science fun. This month's projects included Duct Tape Wallets and Nature Impressions in Clay.

Library patrons and staff collected 8 bags of food for Gerry's Food Pantry in January.

In addition to the print versions of available books, 273 of our library patrons downloaded 1,602 e-books to media devices through the library's web site this month. The RPL website also enabled 28 patrons access to the Mango Languages, Chilton, and Legal Forms databases along with 322 digital downloads from Hoopla.

Trustees meet on Tuesday, February 18th in the Rose Room of the library at 6pm.

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City Clerk's Office

City of Rochester Tax Collector's Office
January 31, 2020

Tax Year		Annual Warrant	Collected		Uncollected	
			Amount	%	Amount	%
2019	Warrant	66,169,796	63,226,742.80	95.55%	2,943,053.20	4.45%
2018		63,834,824	63,084,879.54	98.83%	749,944.46	1.17%
2017		60,524,791	60,063,655.52	99.24%	461,135.48	0.76%
2016		58,196,003	58,005,204.69	99.67%	190,798.31	0.33%
2015		56,938,119	56,814,346.68	99.78%	123,772.32	0.22%
2014		55,068,779	54,993,032.98	99.86%	75,746.02	0.14%
2013		53,324,262	53,259,252.41	99.88%	65,009.59	0.12%
2012		50,952,912	50,914,142.83	99.92%	38,769.17	0.08%
2011		48,856,892	48,819,445.18	99.92%	37,446.82	0.08%
2010		47,308,832	47,277,725.47	99.93%	31,106.53	0.07%
2009		46,898,827	46,869,637.88	99.94%	29,189.12	0.06%
2008		46,522,769	46,506,213.63	99.96%	16,555.37	0.04%
2007		42,964,450	42,950,728.26	99.97%	13,721.74	0.03%
2006		40,794,160	40,785,526.57	99.98%	8,633.43	0.02%
2005		38,024,453	38,017,139.15	99.98%	7,313.85	0.02%
2004		36,065,496	36,058,043.14	99.98%	7,452.86	0.02%
2003		33,310,579	33,305,001.65	99.98%	5,577.35	0.02%
2002		29,725,878	29,720,692.63	99.98%	5,185.37	0.02%
2001		26,943,136	26,937,802.91	99.98%	5,333.09	0.02%
2000		25,415,248	25,411,043.45	99.98%	4,204.55	0.02%
1999		22,973,308	22,969,992.33	99.99%	3,315.67	0.01%
1998		30,592,529	30,587,901.82	99.98%	4,627.18	0.02%
1997		29,835,914	29,831,457.52	99.99%	4,456.48	0.01%
1996		27,726,424	27,722,073.99	99.98%	4,350.01	0.02%
1995		27,712,029	27,709,191.61	99.99%	2,837.39	0.01%
1994		26,989,803	26,987,206.62	99.99%	2,596.38	0.01%
1993		25,611,050	25,608,622.48	99.99%	2,427.52	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%
					4,848,132.30	

Tax Collector
Doreen Jones, CTC

CSS Count FY 20		
Month	Total \$\$	# of Payments
July	\$ 832,265.53	656
Aug	\$ 86,735.97	451
Sept	\$ 133,727.95	391
Oct	\$ 99,634.76	446
Nov	\$ 55,408.66	288
Dec	\$ 349,963.17	584
Jan	\$ 895,412.34	645
Feb		
Mar		
Apr		
May		
June		
Totals	\$ 2,453,148.38	3461

Online Credit Card Payments (Citizen Self Service)

Doreen Jones, CTC
Tax Collector

Rochester, New Hampshire Inter office Memorandum

TO: Blaine Cox
City Manager

FROM: Todd M. Marsh
Director of Welfare

SUBJECT: Analysis of Direct Assistance for January 2020.

DATE: February 5, 2020.

This office reported 186 formal interview notes for the month of January.

Voucher amounts issued were as follows:

	<u>34</u> <u>Families</u> <i>10 new</i>	<u>11</u> <u>Single</u> <i>7 new</i>
Burial.....	.00	1,300.00
Dental.....	.00	.00
Electricity.....	146.61	.00
Food00	.00
Fuel heating.....	213.83	64.97
Mortgage.....	.00	.00
Prescriptions00	5.86
Rent.....	6,642.50	2,525.00
Temporary Housing	3,015.00	0.00
Transportation.....	<u>.00</u>	<u>0.00</u>
TOTAL	\$10,017.94	\$3,889.97

This represents an average cost per case/family of \$294.64 and case/Individual of \$353.54 for this month.

Total vouchers issued: \$13,907.91

There was an increase of \$1,598.26 in assistance issued this month compared to January 2019. There was a decrease of \$5,296.90 in vouchers issued this month compared to last month.

We received reimbursements from the Interim Assistance Program SSI, State Medicaid and Personal Reimbursements totaling \$0

NOTES

Increased Rochester market rental costs and decreased family homeless shelter availability has resulted in increased rental and temporary housing assistance (motels.) The Welfare Department continues to work internally to minimize outside factor increases.

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City Clerk's Office



02/13/2020

City of Rochester Formal Council Meeting

AGENDA BILL

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

AGENDA SUBJECT FY2019 Annual Audit Presentation

COUNCIL ACTION ITEM ☐
INFORMATION ONLY ☒

FUNDING REQUIRED? YES ☐ NO ☒
* IF YES ATTACH A FUNDING RESOLUTION FORM

RESOLUTION REQUIRED? YES ☐ NO ☒

FUNDING RESOLUTION FORM? YES ☐ NO ☒

AGENDA DATE	02/18/2020		
DEPT. HEAD SIGNATURE			
DATE SUBMITTED	01/31/2020		
ATTACHMENTS YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED		

COMMITTEE SIGN-OFF

COMMITTEE	NA
CHAIR PERSON	NA

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	
CITY MANAGER	

FINANCE & BUDGET INFORMATION

FINANCE DEPARTMENT APPROVAL	
SOURCE OF FUNDS	NA
ACCOUNT NUMBER	NA
AMOUNT	NA
APPROPRIATION REQUIRED YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	

LEGAL AUTHORITY

City Charter, Section 46: Audit of City Accounts
City Ordinance, Chapter 7. Administrative Code Article VII. Finance § 7-56. Annual report of City receipts and expenditures.

SUMMARY STATEMENT

Charter Section 46: An independent audit shall be made of all accounts of the City at least once every year, by certified public accountants, experienced in municipal accounting and selected by the City Council. Said audit shall be reported to the City Council. A summary of such audit shall be made public. The City Manager shall prepare an annual, public, written report of the City's business, which shall be printed in sufficient number to provide a copy to each voter who requests one.

City Ordinance, Chapter 7. Administrative Code Article VII. Finance § 7-56: The City Manager shall annually, before the last day of January, present the independent auditors' report, in accordance with § 7-58 of this article, of the preceding year.

The audit has been provided to the Council electronically and in hard copy format. The independent auditor will now appear before the Council to present his findings.

RECOMMENDED ACTION

None.