



**Rochester City Council Public Hearing
December 6, 2016
Council Chambers
7:00 PM**

Agenda

1. Call to Order
2. Resolution Authorizing Supplemental Appropriation for the East End Dam Repair Project and Borrowing Authority Pursuant to RSA 33.9 in the Sum of \$100,000 [AB 61-A] P. 13
3. Adjournment

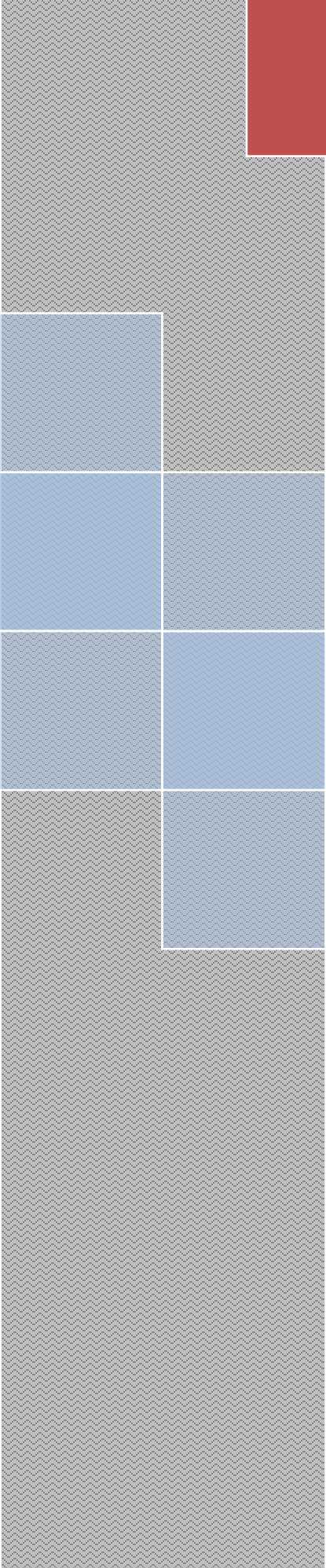
**Regular City Council Meeting
December 6, 2016
Council Chambers
*Immediately following Public Hearing***

Agenda

1. Call to Order
2. Presentation of the Colors
 - 2.1. Pledge of Allegiance
3. Opening Prayer
4. Roll Call
5. Acceptance of Minutes
 - 5.1. **Accept:** Regular City Council Meeting Minutes – November 1, 2016 ***motion to adopt*** P. 17
6. Communications from the City Manager
 - 6.1. Employee of the Month Award
 - 6.2. City Manager's Report

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7. Communications from the Mayor
8. Presentations of Petitions and Council Correspondence
 - 8.1. **Correspondence:** Letter from Matt and Gretchen Scruton Request about their Mortgage Interest Rates P. 69
 - 8.2. **Correspondence:** Non-Support of Scruton's Request for Money P. 71
9. Nominations, Appointments, Resignations, and Elections
 - 9.1. **Informational Only:** Natalie Wensley, Library Trustees *no action/non-renewal* P. 73
 - 9.2. **Information Only:** Tracey Walbridge, Trustees of the Trust Fund *no action/non-renewal* P. 75
 - 9.3. **Resignation:** Roger Burkhart, Conservation Commission [*Term would have expired on 01/02/2017*] *motion to accept resignation* P. 77
10. Reports of Committees P. 79
 - 10.1. Appointments Committee P. 81
 - 10.1.1. **Appointment:** Shon Stevens, Zoning Board of Adjustment [Alternate Member, to be appointed on 01/02/2017, term to expire on 01/02/2020] *ballot vote* P. 81
 - 10.1.2. **Appointment:** Esther Turner, Trustees of the Trust Fund [Regular Member, term to expire on 01/02/2018] *ballot vote* P. 81
 - 10.1.3. **Appointment:** Elizabeth Tonkins-Agea, Arts & Culture Commission [Regular Member, term to expire on 7/01/2018] *ballot vote* P. 81
 - 10.1.4. **Appointment:** Barbara Soles, Conservation Commission [Alternate Member, term to expire on 01/02/2019] *ballot vote* P. 82



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10.2. Community Development P. 83

10.2.1. **Action Item:** Resolution Authorizing the Reprogramming of Community Development Block Grant Funds in the Gross Amount of \$3,380 [AB 85] *first reading, second reading, and adoption* P. 85

10.2.2. **Action Item:** Resolution Authorizing Change of Purpose for Community Development Block Grant Revolving Loan Funds from Residential Rehabilitation Program to Weatherization Program in the Amount of \$6,603.92 [AB 84] *first reading, second reading, and adoption* P. 91

10.3. Finance Committee P. 95

10.3.1. **Action Item:** Agreement, Health and Human Service, Lease [AB 93] *motion to approve* P. 97

10.4. Public Safety Committee P. 99

10.4.1. **Action Item:** Policy, Tree Policy [AB 92] *motion to approve* P. 103

10.5. Public Works Committee P. 108

10.5.1. **Action Item:** Send Letter to Department of Environmental Services Relative to Winkley Farm Lane *motion to approve* P. 108

10.5.2. **Action Item:** Release of Water Line Easement, National Guard, 106 Brock Street [AB 65] *motion to approve* P. 115

11. Old Business

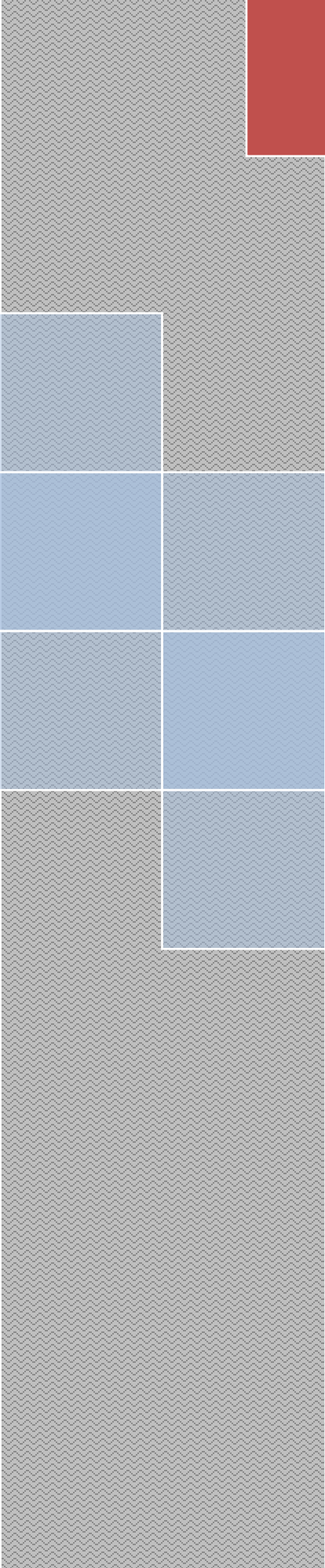
11.1. Resolution Authorizing Supplemental Appropriation for the East End Dam Repair Project and Borrowing Authority Pursuant to RSA 33.9 in the Sum of \$100,000 [AB 61-A] *second reading, and adoption* P. 13

11.2. Resolution De-Authorizing Previous Funding for the East End Dam Repair Project in the Amount of \$100,000 [AB 61-B] *first reading, second reading, and adoption* P. 119

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12. Consent Calendar

- 12.1. Resolution De-Authorizing City of Rochester Department of Public Works Water Fund Capital Improvement Plan Project Funding for the Water Treatment Plant Roof Upgrade Project in the Amount of \$42,948.42 [AB 78] *first reading, second reading, and adoption* P. 121
- 12.2. Resolution De-Authoring Appropriation from Department of Public Works Sewer Fund Capital Improvement Project Capital Improvement Project Fund for the Wastewater Treatment Plant Security Camera Project in the Amount of \$4,568 [AB 74] *first reading, second reading, and adoption* P. 127
- 12.3. Resolution De-Authorizing Appropriation from Department of Public Works Water Capital Improvement Project Fund for the Water Treatment Plant Security Fencing Project in the Amount of \$6,311 [AB 76] *first reading, second reading, and adoption* P. 133
- 12.4. Resolution De-Authorizing Funds from the Department of Public Works Water Capital Improvements Plan Project Fund for the Gina Drive Pump Station Project in the Amount of \$2,023.16 [AB 77] *first reading, second reading, and adoption* P. 139
- 12.5. Resolution De-Authoring City of Rochester Department of Public Works Sewer Fund Capital Improvement Project Funding for the Wastewater Treatment Plant Disc Filter Capacity Project in the Amount of \$23,258.60 [AB 71] *first reading, second reading, and adoption* P. 145
- 12.6. Resolution De-Authoring City of Rochester Department of Public Works Capital Improvement Plan (CIP) Project, Water Fund CIP Project, and Sewer Fund CIP Project Funding for the Sheridan, Glen, and Granite Street Project in the Gross Amount of \$648,441.24 [AB 72] *first reading, second reading, and adoption* P. 151
- 12.7. Resolution De-Authorizing Funds Associated with the Purchase of a Mail Processing Machine for the City Hall Business Office in the Gross Amount of \$4,998.00 [AB 73] *first reading, second reading, and adoption* P. 157



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- 12.8. Resolution De-Authorizing City of Rochester Department of Public Works Fund Capital Improvement Plan Project Funding for the Water Treatment Plant Upgrade Project and Recission of Borrowing Authority in the Amount of \$21,546.25 [AB 75] *first reading, second reading, and adoption* P.163
- 12.9. Resolution De-authorizing City of Rochester Department of Public Works Sewer Fund Capital Improvement Project Funding for the Route 125 Pump Station Project and Recission of Borrowing Authority in the Amount of \$71,986.37 [AB 70] *first reading, second reading, and adoption* P. 169
- 12.10. Resolution De-Authorizing Appropriation from Industrial Park Signs Capital Improvement Project Fund and Transfer to the Economic Development Unassigned Fund Balance in the Amount of \$6,591.50 [AB 86] *first reading, second reading, and adoption* P.175
- 12.11. Resolution De-Authorizing Appropriation to the Department of Building, Zoning, and Licensing Services Capital Improvement Plan Project Fund for Vehicle and Equipment Replacement in the Amount of \$92.00 [AB 87] *first reading, second reading, and adoption* P.181
- 12.12. Resolution De-Authorizing Appropriation of Driving While Intoxicated Enforcement Grant Funding from the Rochester Police Department in the Amount of \$3,457.97 [AB 94] *first reading, second reading, and adoption* P.189

13. New Business

- 13.1. Amendment to Chapter 42 of the General Ordinances of the City of Rochester Regarding Accessory Apartments [AB 90-A] *first reading and refer to a Public Hearing* P.195
- 13.2. Amendment to Chapter 42 of the General Ordinances of the City of Rochester Regarding Table 18-A [AB 90-B] *first reading and refer to a Public Hearing* P.197

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- 13.3. Amendment to Chapter 42 of the General Ordinances of the City of Rochester Regarding the Entertainment Overlay District [AB 91] *first reading and refer to a Public Hearing* P.205
- 13.4. Amendment to Chapter 42 of the General Ordinances of the City of Rochester Regarding the Location and Boundaries of Zoning Districts [AB 83] *first reading and refer to a Public Hearing* P.215
- 13.5. Resolution Adopting Amendments/Revisions to the Granite State Business Park Tax Increment Financing (TIF) District: Development Program and Financing Plan and Amending/Revising the Granite State Business Park (GSBP) TIF District [AB 82] *first reading and refer to a Public Hearing* P.219
- 13.6. Resolution Authorizing Two Applications for United States Environmental Protection Agency (USEPA) Borrowing Cleanup Grants in the Gross Amount of \$400,000 [AB 81] *first reading, adoption, and refer to a Public Hearing prior to applying for the Grant pursuant to federal guidelines* P.267
- 13.7. Resolution Authorizing Acceptance of Donation from the Trust under the Will of William W. Evans (Evans Trust) [AB 67] *first reading and adoption* P.271
- 14. Other
- 15. Non-Public Session
 - 15.1. Non-Public Session, Land, RSA 91-A:3 II (d)
- 16. Adjournment

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**RESOLUTION AUTHORIZING SUPPLEMENTAL APPROPRIATION
FOR THE EAST END DAM REPAIR PROJECT AND BORROWING AUTHORITY
PURSUANT TO RSA 33:9 IN THE SUM OF \$100,000**

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

That the sum of One Hundred Thousand Dollars (\$100,000.00) be, and hereby is, appropriated as a supplemental appropriation to the Capital Improvement Project (CIP) fund of the City of Rochester Department of Public Works, Water Works for the purpose of providing funds necessary to pay costs and/or expenditures with respect to the so-called East End Dam Repair Project.

Further, that the Mayor and City Council of the City of Rochester hereby resolve that, in accordance with the provisions of RSA 33:9, the City Treasurer, with the approval of the City Manager, be, and hereby are authorized to borrow the sum of One Hundred Thousand Dollars (\$100,000.00), through the issuance of bonds and/or notes, and/or through other legal form(s), for the purposes of funding the expenditures incident to the implementation of the Project outlined, and referred to, in the preceding paragraph, such borrowing to be on such terms and conditions as the said Treasurer and City Manager may deem to be in the best interest of the City of Rochester. Such borrowing is authorized subject to compliance with the provisions of RSA 33:9 and Section 45 of the Rochester City Charter to the extent required, necessary and/or appropriate

To the extent not otherwise provided for in this Resolution, the Finance Director is hereby authorized to designate and/or establish such accounts and/or account numbers as necessary to implement the transactions contemplated by this Resolution.

CC FY17 10-04 AB 61-A

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12/1/16

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

AB -61 East End Dam Repair Change Funding Source

COUNCIL ACTION ITEM ☒
INFORMATION ONLY ☐FUNDING REQUIRED? YES ☒ NO ☐
* IF YES ATTACH A FUNDING RESOLUTION FORMRESOLUTION REQUIRED? YES ☒ NO ☐FUNDING RESOLUTION FORM? YES ☒ NO ☐

AGENDA DATE	December 6, 2016	
DEPT. HEAD SIGNATURE	John B.Storer	
DATE SUBMITTED	November 30, 2016	
ATTACHMENTS YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	

COMMITTEE SIGN-OFF

COMMITTEE	Public Works Committee
CHAIR PERSON	Ralph Torr

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	signature on file
CITY MANAGER	Signature on file

FINANCE & BUDGET INFORMATION

FINANCE OFFICE APPROVAL	Signature on file
SOURCE OF FUNDS	
ACCOUNT NUMBER	Bond
AMOUNT	55016010-771000-17535
APPROPRIATION REQUIRED YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	

LEGAL AUTHORITY

City Council Resolution

SUMMARY STATEMENT

At the October 4th City Council Meeting a cash/retained earnings supplemental appropriation was completed for the Rochester Reservoir East End Dam Project in the amount of \$100,000.

At the November 2nd City Council Meeting there was a first reading and referral to a public hearing for a funding source change to borrowing/bonding.

The Public Hearing is scheduled for the 7PM on December 6, 2016, just prior to the regular City Council Meeting.

This agenda bill is to complete the funding source change which will require the second reading and adoption, and then a first and second reading and adoption to de-authorize the previous cash funding.

RECOMMENDED ACTION

1. City Council Resolution authorizing to bond fund the \$100,000 supplemental appropriation for the Rochester Reservoir East End Dam Repair Project. Account #55016010-771000-17535.
2. City Council Resolution to de-authorize the cash funding for the Rochester Reservoir East End Dam Repair Project. Account #55016010-771000-17535.

**Regular City Council Meeting
November 1, 2016
Council Chambers
7:02 PM**

COUNCILORS PRESENT

Councilor Abbott
Councilor Bogan
Councilor Gates
Councilor Gray
Councilor Hamann
Councilor Lachapelle
Councilor Lauterborn
Councilor Keans
Councilor Torr
Councilor Varney
Councilor Willis
Mayor McCarley

OTHERS PRESENT

City Manager Daniel Fitzpatrick
Deputy City Manager Blaine Cox
Attorney O'Rourke
John Storer, Commissioner of Public Works
Police Chief Allen
Members of the Veterans' Council
Chris Bowlen, Director of the Recreation
Arena and Youth Services
Roy Edgerly, Recreation, Arena, and Youth
Services
Ms. Crawford, Representative of the
Fieldstone Village Association

Members Excused

Councilor Barnett

MINUTES

1. Call to Order

Mayor McCarley called the Regular City Council Meeting to order at 7:02 PM.

2. Pledge of Allegiance

Dennis Sellers, President of the Rochester Veterans Council led the Pledge of the Allegiance.

3. Opening Prayer

Rose Askins, Treasurer of the Rochester Veterans Council, led the opening prayer.

4. Roll Call

Kelly Walters, City Clerk, took a roll call. All Councilors were present except for Councilor Barnett, who had been excused.

5. Acceptance of Minutes

5.1. October 4, 2016, Regular City Council Meeting Minutes

Ms. Walters indicated that she received an email correspondence from Samantha Kelley, Finance Department, with two corrections for the October 4, 2016, Regular City Council Meeting minutes. Councilor Lachapelle **MOVED** to **ACCEPT** the minutes with those changes. Councilor Bogan seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

6. Communications from the City Manager

6.1. Employee of the Month

City Manager Fitzpatrick invited Chris Bowlen, Director of the Recreation and Arena Department, and Roy Edgerly, Arena Department, to come forward. City Manager Fitzpatrick announced that Mr. Edgerly is the Employee of the Month for November, 2016.

City Manager Fitzpatrick invited Blaine Cox, Deputy City Manager, and Ginny Gray, Deputy Tax Collector, to come forward. He announced that Ms. Gray received an above average score of "94" on her final Tax Collector's Certification Test. He awarded Ms. Gray with a City Manager's citation for a job well done.

6.2. City Manager's Report

City Manager Fitzpatrick read the following report:

- **Contracts and documents executed since last month:**
 - **Department of Public Works**
 - East End Dam Modifications - Contract to Proceed
 - Geological Survey Contract
 - Lowell Street Culvert – Drainage – *Change Order #1 (\$12,276)*
 - **Economic & Community Development**
 - CDBG – Certified Local Government Grant and Moose Plate Grant Awards
 - CDBG – MOU between Bridging the Gaps and Rochester School Dept.
 - CDBG – Watershed Assistance Grant
 - Purchase and Sales Agreement – 296 Rochester Hill Road

- **Finance Department**
 - Water Treatment Plant upgrade – supplemental loan agreement
- **Fire Department**
 - Brush Permit reappointment forms

Computer Lease/Purchase and Tuition Reimbursements:

- Police Department – Frechette, R – computer purchase
- City Manager’s office – Rodgerson, S – tuition reimbursement
- Planning Department – Mears, M – tuition reimbursement

The following standard reports have been enclosed:

- City Council Request & Inquiry Report
- Monthly Departments Travel Summary Report
- Permission & Permits Issued
- Personnel Action Report Summary

City Manager Fitzpatrick said the newest *City Manager’s Corner* video is expected to be released soon.

7. Communications from the Mayor

Mayor McCarley stated that it has come to her attention that Isabel “Izzy” Eames, freshman at Spaulding High School, has coped with Type 1 Diabetes since age 10. Miss Eames started to educate her peers about this disease in 2015, while she attended the eighth grade at the Rochester Middle School. Mayor McCarley read a proclamation and declared the month of November Diabetes Awareness month for the City of Rochester and presented the proclamation to Miss Eames.

Mayor McCarley announced that Olivia LaPolla, Intern for the Mayor’s Office, attended the Rochester Listens First Impression Meeting. Miss LaPolla has submitted a draft copy of minutes for the City Council’s review.

Councilor Bogan said she attended the Rochester Listens First Impression’s meeting. She is pleased about the effort being made to make Rochester unique. She added that the group is seeking volunteers.

8. Presentation of Petitions and Council Correspondence

No discussion.

9. Nominations, Appointments, Resignations, and Elections

No discussion.

10. Reports of Committee

10.1. Appointments Committee

Councilor Keans reviewed the recommendation for the Chairman of the Supervisor's of the Checklist. Ms. Walters explained that the process of implementing this position is not yet ready. A job description and salary are still in question; however, she appreciated the Committee recommending the applicant.

Councilor Keans said the Committee recommended that Ralph Sanders be appointed as a Member of the Utility Advisory Board. Mayor McCarley nominated Ralph Sanders to be appointed as a Member of the Utility Advisory Board, with a term to expire on January 2, 2018. Councilor Lachapelle seconded the nomination. Councilor Lachapelle **MOVED** that nomination cease. Councilor Keans seconded the motion. The **MOTION CARRIED** by a unanimous voice vote. Mayor McCarley announced that Mr. Sanders has been appointed to the Utility Advisory Board, by a unanimous ballot vote.

10.2. Codes and Ordinances Committee

10.2.1. Chapter 45 – Overnight Parking

Councilor Lachapelle said the Committee recommended an Amendment to Chapter 45 of the General Ordinances relative to overnight parking, by a majority voice vote.

Councilor Lachapelle **MOVED** to read the Amendment for the first time by title only. Councilor Bogan seconded the motion. The **MOTION CARRIED** by a unanimous voice vote. Mayor McCarley read the Amendment for the first time by title only as follows:

**AMENDMENT TO CHAPTER 45 OF THE GENERAL ORDINANCES OF THE
CITY OF ROCHESTER REGARDING OVERNIGHT PARKING,
OCCUPANCY AND CAMPING ON CITY OWNED PROPERTY**

THE CITY OF ROCHESTER ORDAINS:

That Chapter 45 of the General Ordinances of the City of Rochester and currently before the Rochester City Council, be amended as follows:

CHAPTER 45

OVERNIGHT PARKING, OCCUPANCY AND CAMPING ON CITY OWNED PROPERTY

SECTION ANALYSIS

- 45.1 Authority**
- 45.2 Purpose**
- 45.3 Acts Prohibited**
- 45.4 Definitions**
- 45.5 Exceptions**
- 45.6 Responsibility**
- 45.7 Removal**
- 45.8 Enforcement**
- 45.9 Severability**
- 45.10 Effective Date**

45.1 Authority.

In accordance with and under the authority of New Hampshire Revised Statutes Annotated 41:11; 41:11-a; and 47:17, the City Council of the City of Rochester hereby adopts the following ordinance for the regulation of overnight parking or camping on all City-owned property.

45.2 Purpose.

This purpose of this Ordinance is to protect the public peace, preserve public law and order, promote safety and welfare and ensure proper and decent conduct for the residents of the City of Rochester and the general public, in the use of City-owned properties.

45.3 Acts Prohibited.

From and after the effective date of this ordinance it shall be unlawful for any person to camp or to park any vehicle or recreational vehicle with occupancy by one or more persons, either overnight or for any period of time over two hours between dusk and dawn, on any City-owned lands within the City of Rochester.

45. 4 Definitions.

(a) *Camp*: Includes pitching a tent, placing or erecting any other camping device, or sleeping in or on the City-owned property.

- (b) *Recreational vehicle*: Any vehicle fitting the definition in RSA 216-I:1, VIII.
- (c) *City-owned property*: All properties owned by the City of Rochester.

45.5 Exceptions.

Restrictions in this ordinance shall not apply when permission has been granted by the City Manager or the Chief of Police for official or emergency purposes or in conjunction with a special event.

45.6 Responsibility.

All violations of parking restrictions and charges accompanied therewith shall be deemed the responsibility of the registered owner of said vehicle. Such registrations may be proven as set forth in RSA 261:60. Said registered owner shall be conclusively presumed to be in control of the vehicle at the time of the parking violation, and no evidence of actual control or culpability needs to be proven as an element of the offense in accordance with RSA 231:132-a.

45.7 Removal.

Any vehicle parked in violation of this Ordinance shall be ordered towed by the Rochester Police Department at the expense of the owner or custodian of said vehicle.

45.8 Enforcement.

- (a) Any person who violates this Ordinance shall be guilty of a violation and shall be fined One Hundred Dollars (\$100.00).
- (b) Any duly appointed police officer for the City of Rochester may enforce this Ordinance by utilizing any process authorized by state law, including but not limited to a Local Ordinance Citation pursuant to RSA 31:39-d and Chapter 44 of the City of Rochester Ordinance.
- (c) All penalties collected for violations of this Ordinance shall be for the use of the City and deposited into the City's general fund.

45.9 Severability.

The provisions of this Ordinance are declared to be severable, and if any section, subsection, sentence, clause or part thereof is, for any reason, held to be invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of any remaining sections, subsections, sentences, clauses or part of this Ordinance.

45.10 Effective Date.

This Ordinance shall take effect upon passage.

The effective date of these amendments shall be upon passage.

Councilor Lachapelle **MOVED** to suspend the Rules and read the Amendment for the second time by title only. Councilor Bogan seconded the motion. The **MOTION CARRIED** by a majority voice vote. Mayor McCarley read the Amendment by title only for the second time, by title only.

Councilor Lachapelle **MOVED** to **ADOPT** the Amendment. Councilor Bogan seconded the motion.

The City Council debated the matter. John Storer, Director of City Services, explained why this Amendment had been sent to the Public Works Committee and to the Codes and Ordinances Committee for review. He gave details of residents camping on City property, including the Rochester Public Library property, and the mess that is left behind. This is one way to begin the process of resolving this issue. Councilor Willis pointed out that many cross-country travelers seek a place to rest before continuing their journey. He believed the Amendment was too general and should include giving travelers a place to rest.

Councilor Varney **MOVED** to **AMEND** proposed Amendment to Chapter 45 relative to Section 45.7 *Removal* as follows:

Any vehicle parked in violation of this ordinance ~~shall~~ **may** be ordered towed by the Rochester Police Department at the expense of the owner or custodian of said vehicle.

Councilor Lauterborn seconded the motion. Councilor Varney explained this would give the Rochester Police Department the discretion to act on this ordinance or not, in such cases in which Councilor Willis had referred to. The **MOTION CARRIED** by a unanimous voice vote.

The City Council debated this ordinance further. Councilor Varney **MOVED** to **TABLE** the motion. Councilor Bogan seconded the motion. Mayor McCarley explained that a motion to table a motion is not debatable. She said if the City Council wished to send this Ordinance to the Public Safety Committee they should first vote against the motion to table. She called for a vote on the motion to table. The **MOTION FAILED** by a unanimous voice vote. The matter will be sent to the next Public Safety meeting.

10.2.2. Chapter 23 City-wide ban on Fire Works

Councilor Lachapelle **MOVED** to read the Amendment for the first time by title only and refer the matter to the Codes and Ordinances Committee for a Public Hearing. Councilor Bogan seconded the motion. The **MOTION**

CARRIED by a unanimous voice vote. Mayor McCarley read the Amendment for the first time by title only as follows:

CHAPTER 23

FIRE SAFETY MEASURES

SECTION ANALYSIS

- 23.1 Fire Safety Rules and Regulations**
- 23.2 Smoke Detector Wiring**
- 23.3 Enforcement Officer**
- 23.4 Control of Outdoor Fires**
- 23.5 Knox Box Installations**
- 23.6 Public Safety Amplification System Required in Large Facilities**
- 23.7 Administration and Enforcement**
- 23.8 Means of Escape**
- 23.9 Fire Department Access**
- 23.10 Control of Fire Hazards**
- 23.11 Penalty**
- 23.12 Sprinkler Requirements for Certain Single-family Dwelling Units**
- 23.13 Prohibition and Regulation of Fireworks**
- 23.14 Listed Agent Program**
- 23.15 Regulation of Fire Alarms**

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23.1 Prohibition and Regulation of Fireworks.

- A.** In accordance with the provisions of RSA 160-C, it shall be illegal for any person, firm, partnership or corporation to offer for sale, expose for sale, sell at retail, purchase, possess, use, explode or display any permissible fireworks within the City of Rochester.
- B.** The Police Chief and/or Fire Chief are authorized to seize, take, remove or cause to be removed, at the expense of the owner, all firework devices that are being discharged in violation of this ordinance.

10.2.3. Chapter 23 Further Restrictions

Councilor Lachapelle **MOVED** to read the Amendment for the first time by title only and refer the matter to the Codes and Ordinances Committee for a Public Hearing. Councilor Bogan seconded the motion. The **MOTION CARRIED** by a unanimous voice vote. Mayor McCarley read the Amendment for the first time by title only as follows:

CHAPTER 23

FIRE SAFETY MEASURES

SECTION ANALYSIS

- 23.16 Fire Safety Rules and Regulations**
- 23.17 Smoke Detector Wiring**
- 23.18 Enforcement Officer**
- 23.19 Control of Outdoor Fires**
- 23.20 Knox Box Installations**
- 23.21 Public Safety Amplification System Required in Large Facilities**
- 23.22 Administration and Enforcement**
- 23.23 Means of Escape**
- 23.24 Fire Department Access**
- 23.25 Control of Fire Hazards**
- 23.26 Penalty**
- 23.27 Sprinkler Requirements for Certain Single-family Dwelling Units**
- 23.28 Prohibition and Regulation of Fireworks**
- 23.29 Listed Agent Program**
- 23.30 Regulation of Fire Alarms**

23.2 Prohibition and Regulation of Fireworks

- A.** In accordance with the provisions of RSA 160-C, it shall be illegal for any person, firm, partnership or corporation to offer for sale, expose for sale, sell at retail, purchase, possess, use, explode or display any permissible fireworks within the City of Rochester, except as specifically provided for in this ordinance.
- B.** As used in this ordinance:
 - i. "Display" means the use, explosion, activation, ignition, discharge, firing or any other activity which is intended to cause or which causes a firework to do what it was manufactured to do.

- ii. "Permissible fireworks" means those consumers firework devices defined as "permissible fireworks" in RSA 160-C, as the same currently exists or as, from time to time, hereinafter amended.
 - iii. "Fire Chief" means the Fire Chief of the City of Rochester or his/her designee.
 - iv. "Police Chief" means the Police Chief of the City of Rochester or his/her designee.
- C. Permit Required. No Person shall use discharge or explode any permissible fireworks without a permit issued by the City of Rochester.
- i. Any person wishing to obtain a permissible fireworks display permit shall apply to the Police Chief and the Fire Chief at least 15 days prior to the display. The time frame may be waived at the discretion of the Police and Fire Chief.
 - ii. The applicant shall provide the following information:
 - a. Date of application
 - b. Name, address and telephone number of applicant
 - c. Address of location where the display will be held
 - d. Diagram of the display location, showing the location of all nearby property lines, nearby buildings, public ways, nearby trees, electrical and telephone lines or other overhead obstructions, and the location of any nearby storage of flammable or combustible liquids or gases
 - e. Name of the owner of the property where the display will be held
 - f. Intended date and time of display, including a possible rain date
 - g. Written authorization of the property owner, if different from the applicant
 - h. Signature of the applicant
 - iii. Permit fee. The fee for a permissible fireworks display shall be five dollars (\$5.00) per event. The fee shall be paid at the time of application and is non-refundable.
 - iv. Site inspections:
 - a. Prior to issuing a permit, the Police Chief or the Fire Chief

may conduct an inspection of the display site to determine whether a permissible fireworks display can be held in a safe manner.

- b. If, in the opinion of the Police Chief or Fire Chief, the proposed site is not suitable for the safe display of permissible fireworks, the application for a permit shall be denied.
- D. Subject to, and in accordance with the provisions of Chapter 160-C of the New Hampshire Revised Statutes Annotated it shall be lawful to possess and/or display permissible fireworks upon compliance with the following requirements:
- v. A person who is 21 years of age or older may display permissible fireworks on private property with the written consent of the owner or in the owner's presence, subject to the provisions of this ordinance and RSA Chapter 160-C, and any other applicable ordinance regulation or statute.
 - ii. No display of permissible fireworks shall be permitted within the City except between the hours of 6 PM and 11 PM on the following holiday: , Fourth of July (including the evening of July 3rd beginning at 6PM, including from such time until midnight on any rain date established for the annual city-wide fireworks display held at the Rochester Fairgrounds), after obtaining a permit.
 - iii. The display of permissible fireworks shall be of such a character, and so located and conducted, that it shall not be hazardous to property or endanger any person. In accordance with the provisions of RSA Chapter 160-C no permissible fireworks shall be permitted on public property and must be at least 50 feet from nearby buildings, nearby trees, electrical and telephone lines or other overhead obstructions, and the location of any nearby storage of flammable or combustible liquids or gases.
 - iv. No permissible fireworks may be used, discharged, exploded, or displayed during periods of very high or extreme fire danger as determined by the Fire Chief or the NH Division of Forests and Lands.
 - v. Permissible fireworks may be used, discharged, exploded, or

displayed in a manner such that any all discharge debris shall remain within the property lines of the lot on which the display originates.

- vi. Anyone using permissible fireworks shall be responsible for removing any debris accumulated due to the discharge of fireworks that fall onto the public way, public property, and any private property within twenty-four hours. Anyone failing to remove such debris shall be financially responsible for its clean up.
 - vii. Display of permissible fireworks shall be permitted on public property the evening of July 3rd beginning at 6PM, including from such time until midnight on any rain date established for the annual city-wide fireworks display held at the Rochester Fairgrounds, provided that such display shall be authorize in a duly issued Block Party Application/Permit from the City's Licensing Board covering the public property on which the display is to occur."
- E. A violation of this ordinance shall be subject to the penalties provided for in Chapter 23, Section 23.11, Penalty, of the City of Rochester General Ordinance.
- F. This ordinance shall be construed consistently with NH Code of Administrative Rules Sa f c 2600, as made applicable by state statute and as adopted by reference in Section 23.1, of the General Ordinances of the City of Rochester, and is not meant to repeal any section thereof. Nothing in this ordinance shall be interpreted so as to conflict with the provisions of Chapters 160-B or 160-C of the New Hampshire Revised Statutes Annotated, as currently written, or as from time to time hereafter amended. If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such provision shall be deemed a separate, distinct independent provision and such holding shall not affect the validity of the remaining portions thereof.11-9-10
- G. The Police Chief or Fire Chief may suspend the use of permissible fireworks for any of the following reasons:
- vi. Unfavorable weather conditions, including but not limited to, lightning storms or high wind conditions exceeding 20 miles per

hour or higher.

- vii. If any person under the age of 21 possesses, uses, discharges or explodes, used, discharged or exploded any permissible firework device.
 - viii. If any person who is using, discharging, exploding, or displaying the permissible fireworks appears to be under the influence of alcohol or drugs;
 - ix. If, in the opinion of the Police Chief or Fire Chief, the use, discharge, exploding, or display of permissible fireworks would create a threat to public safety.
- H. The Police Chief and/or Fire Chief are authorized to seize, take, remove or cause to be removed, at the expense of the owner, all firework devices that are being discharged in violation of this ordinance."
- I. The City Manager, Mayor, and/or the City Council may declare a Special Event of cultural or civic significance and authorize the display of fireworks on the same terms as Section D. ii on particular days to celebrate those Special Events.

10.2.4. Amendment to Chapter 3 of the General Ordinances of the City of Rochester Regarding the Composition of the Conservation Commission Alternate Membership First reading, second reading, and adoption

Councilor Lachapelle said the Committee recommended an Amendment to Chapter 45 of the General Ordinances relative to overnight parking, by a majority voice vote.

Councilor Lachapelle **MOVED** to read the Amendment for the first time by title only. Councilor Bogan seconded the motion. The **MOTION CARRIED** by a unanimous voice vote. Mayor McCarley read the Amendment for the first time by title only as follows:

AMENDMENT TO CHAPTER 3 OF THE GENERAL ORDINANCES OF THE CITY OF ROCHESTER REGARDING THE COMPOSITION OF THE CONSERVATION COMMISSION

THE CITY OF ROCHESTER ORDAINS:

That Chapter 3 of the General Ordinances of the City of Rochester regarding the composition of the Conservation Commission and currently before the Rochester City Council, be amended as follows:

3.9 Conservation Commission.

- (a) -----
- (b) The Conservation Commission shall consist of seven (7) members, one of whom may be a member of the Planning Board. Members of the Commission shall be appointed by the Mayor in accordance with the provisions of Section 74 of the Rochester City Charter for terms of three years. The terms of members of the Commission shall be so arranged that two regular members of said Commission shall be appointed annually and a chairperson shall be appointed every third year by the Mayor. Vacancies shall be filled for the unexpired terms. Two (2) alternate members of the Commission shall be appointed in the same manner as regular members of the Commission for a terms of three years, and when such alternates serve in the absence or disqualification of a regular member, he or she shall have full voting powers.
- (c) -----

The effective date of these amendments shall be upon passage.

Councilor Lachapelle **MOVED** to suspend the Rules and read the Amendment for the second time by title only. Councilor Bogan seconded the motion. The **MOTION CARRIED** by a majority voice vote. Mayor McCarley read the Amendment by title only for the second time. The **MOTION CARRIED** by a unanimous voice vote.

Councilor Lachapelle **MOVED** to **ADOPT** the Amendment. Councilor Bogan seconded the motion. Councilor Keans said this ordinance is mandating that the Alternate Conservation Commission positions are appointed by the Mayor every 3 years, which contradicts all other mayoral appointments, and does not make sense. Mayor McCarley agreed and stated that there are inconsistencies with our ordinances and some of these issues will be addressed at the Codes and Ordinances Committee on December 1, 2016. She added that all proposed ordinances should be sent to the City Council with track changes in order for the City Council to be clear on what

is being voted upon. The City Council discussed the verbiage of this typically ordinance and the appointment process of the Conservation Commission's Chair. Mayor McCarley said this could be reviewed by the Codes and Ordinances Committee again; however, this part of the Amendment could be voted upon now, and she called for a vote on the motion on the floor. The **MOTION CARRIED** by a unanimous voice vote.

10.2.5. Codification Review

Councilor Lachapelle **MOVED** to **APPROVE** the codification review. Councilor Bogan seconded the motion. Councilor Willis asked if this would follow a standard format for Ordinances. City Manager Fitzpatrick stated that there are only a few companies that work on Codification and the City of Rochester has selected General Codes and the format that they use. The **MOTION CARRIED** by a unanimous voice vote.

Ms. Walters wished to confirm that the Committee recommended that the Codification process not include the Rules of Order. Councilor Lachapelle confirmed that not including the Rules of Order was a Committee recommendation.

Councilor Keans wished to clarify where a copy of the Rules of Order would be kept. It was determined that the City Clerk's office would have a copy readily available for the public and City Manager Fitzpatrick agreed to supply the Rochester Public Library with a copy of the Rules of Order as well.

10.3. Finance Committee

10.3.1. Resolution Authorizing the Acceptance of a new Hampshire Department of Safety (NHDOS) E-Ticket Equipment Grant and Supplemental Appropriation in Connection Therewith First reading, second reading, and adoption

Councilor Lachapelle **MOVED** to read the resolution for the first time by title only. Councilor Bogan seconded the motion. The **MOTION CARRIED** by a unanimous voice vote. Mayor McCarley read the resolution for the first time by title only as follows:

**RESOLUTION AUTHORIZING THE ACCEPTANCE OF A NEW
HAMPSHIRE DEPARTMENT OF SAFETY (NHDOS) E-TICKET
EQUIPMENT GRANT AND SUPPLEMENTAL APPROPRIATION
CONNECTED THEREWITH**

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

That the Mayor and City Council of the City of Rochester, by adoption of this Resolution, accept the grant in the amount of Nine Thousand Dollars (\$9,000.00) from the NH DOS E-Ticket Equipment Grant program in order to fund the purchase of in-cruiser ticket processing equipment.

Further, that the sum of Nine Thousand Dollars (\$9,000.00) be, and hereby is, appropriated as a supplemental appropriation to the 2016-2017 operating budget for the City of Rochester Police Department. The source of the sums necessary to fund such appropriation shall be drawn, in their entirety, from the Grant.

To the extent not otherwise provided for in this Resolution, the Finance Director is hereby authorized to designate and/or establish such accounts and/or account numbers as necessary to implement the transactions contemplated by this Resolution and to establish special revenue, non-lapsing, multi-year fund account(s) as necessary to which said sums shall be recorded. CC FY17 11-01

Councilor Lachapelle **MOVED** to read the resolution for the second time by title only. Councilor Bogan seconded the motion. The **MOTION CARRIED** by a unanimous voice vote. Mayor McCarley read the resolution for the second time by title only.

Councilor Lachapelle **MOVED** to **ADOPT** the resolution. Councilor Bogan seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

10.3.2. Resolution Authorizing the Acceptance of a New Hampshire Department of Safety (NHDoS) Opioid Abuse Reduction Initiative (OARI) Grant Supplemental Appropriation Connected Therewith **First reading, second reading, and adoption**

Councilor Lachapelle **MOVED** to read the resolution for the first time by title only. Councilor Bogan seconded the motion. The **MOTION CARRIED** by a unanimous voice vote. Mayor McCarley read the resolution for the first time by title only as follows:

**RESOLUTION AUTHORIZING THE ACCEPTANCE OF A NEW
HAMPSHIRE DEPARTMENT OF SAFETY (NHDOS) OPIOID ABUSE
REDUCTION INITIATIVE (OARI) GRANT AND SUPPLEMENTAL
APPROPRIATION CONNECTED THEREWITH**

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

That the Mayor and City Council of the City of Rochester, by adoption of this Resolution, accept the grant in the amount of Twenty Thousand Dollars (\$20,000.00) from the NH DOS OARI Grant program in order to fund opioid related drug investigations.

Further, that the sum of Twenty Thousand Dollars (\$20,000.00) be, and hereby is, appropriated as a supplemental appropriation to the 2016-2017 operating budget for the City of Rochester Police Department. The source of the sums necessary to fund such appropriation shall be drawn, in their entirety, from the Grant.

To the extent not otherwise provided for in this Resolution, the Finance Director is hereby authorized to designate and/or establish such accounts and/or account numbers as necessary to implement the transactions contemplated by this Resolution and to establish special revenue, non-lapsing, multi-year fund account(s) as necessary to which said sums shall be recorded. CC FY17 11-01

Councilor Lachapelle **MOVED** to read the resolution for the second time by title only. Councilor Bogan seconded the motion. The **MOTION CARRIED** by a unanimous voice vote. Mayor McCarley read the resolution for the second time by title only.

Councilor Lachapelle **MOVED** to **ADOPT** the resolution. Councilor Bogan seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

**10.3.3. Resolution Authorizing the Acceptance of
a United States Department of Justice (USDOJ) COPS
Hiring Program (CHP) Grant First reading, second
reading, and adoption**

Councilor Lachapelle **MOVED** to read the resolution for the first time by title only. Councilor Bogan seconded the motion. The **MOTION CARRIED**

by a unanimous voice vote. Mayor McCarley read the resolution for the first time by title only as follows:

**RESOLUTION AUTHORIZING THE ACCEPTANCE OF A UNITED STATES
DEPARTMENT OF JUSTICE (USDOJ) COPS HIRING PROGRAM (CHP)
GRANT AND SUPPLEMENTAL APPROPRIATION CONNECTED
THEREWITH**

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

That the Mayor and City Council of the City of Rochester, by adoption of this Resolution, accept the grant in the amount of One Hundred Twenty Five Thousand Dollars (\$125,000.00) from the USDOJ CHP Grant program in order to fund the addition of an Elementary School Resource Officer to the Rochester Police Department over a three (3) year period.

Further, that the sum of Forty One Thousand Six Hundred Sixty Seven and 67/100 Dollars (\$41,667.67) be, and hereby is, appropriated as a supplemental appropriation to the 2016-2017 operating budget for the City of Rochester Police Department. The source of the sums necessary to fund such appropriation shall be drawn, in their entirety, from the Grant and represents the first year of the grant monies.

To the extent not otherwise provided for in this Resolution, the Finance Director is hereby authorized to designate and/or establish such accounts and/or account numbers as necessary to implement the transactions contemplated by this Resolution and to establish special revenue, non-lapsing, multi-year fund account(s) as necessary to which said sums shall be recorded. CC FY17 11-01

Councilor Lachapelle **MOVED** to read the resolution for the second time by title only. Councilor Bogan seconded the motion. The **MOTION CARRIED** by a unanimous voice vote. Mayor McCarley read the resolution for the second time by title only.

Councilor Lachapelle **MOVED** to **ADOPT** the resolution. Councilor Bogan seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

Mayor McCarley informed the Council the next Finance Committee would be held at 6:30 PM on November 15, 2016.

10.4 Government Channel – *Did not meet*

No discussion.

10.5 Public Safety Committee

Councilor Hamann reported no action items. Councilor Lachapelle asked if there was an update about the tree at Stillwater Circle. Councilor Hamann replied that is still being worked upon in Committee.

10.6 Public Works Committee

Councilor Torr said there is one action item concerning Fieldstone Village. He explained that due to numerous water leaks Councilor Varney recommended to the full City Council that Fieldstone Village be responsible to pay 50% of the water and sewer bills until such time the issue is resolved by the Public Works Department. The City Council briefly discussed the matter and John Storer, Director of the City Services, invited Ms. Crawford to speak on the issue. Mayor McCarley apologized to Ms. Crawford stating it is out of order taking any public input during a business meeting of the Rochester City Council.

Councilor Varney gave more details about why the Committee decided to charge Fieldstone Village fifty percent of the current flat rate for the water and sewer bill, which is approximately \$5,000. He **MOVED** that Fieldstone Village be responsible to pay, effective November 1, 2016, the amount of \$5,000 for the water and sewer bill, until the installation of the new meter(s) by the City of Rochester. Councilor Bogan seconded the motion. Councilor Torr requested a roll call vote and Councilor Lachapelle seconded the request. Mayor McCarley called for a vote on the motion by way of a roll call vote.

The **MOTION CARRIED** by a 13 to 0 roll call vote. Councilors Keans, Lauterborn, Willis, Lachapelle, Gray, Abbott, Torr, Hamann, Bogan, Gates, Varney, and Mayor McCarley voted in favor of the motion.

Councilor Torr said there are problems with the new intersection near Cumberland Farms on Milton Road. A lot of gravel is being tossed onto the road, which causes a hazardous situation for motorcyclists. This should be taken care of immediately. Councilor Varney confirmed that the Director of City Services is aware of the issue and is planning to install some type of curbing to prevent gravel from being tossed onto the paved area of the road. He agreed this is an urgent matter.

Councilor Torr said it would be wise to install underground utilities on at least a portion of the Wakefield Street reconstruction project. The City Council discussed the matter. It was determined that figures associated with the installation of the underground utilities would be discussed in more detail at the next Public Works Committee.

Councilor Torr stated that the City Council must agree upon what type of lighting is to be installed for the entrance of the business park near the Airport on Rochester Hill Road in order to finalize the project. City Manager Fitzpatrick believed this should be settled at the November Public Works Committee and subsequently sent to the December 6, 2016, Council meeting.

11. Old Business

11.1 AB 58 Water User Rates, Chapter 17.34 Second Reading, and Adoption

Councilor Lachapelle **MOVED** to read the Amendment for the second time by title only. Councilor Bogan seconded the motion. The **MOTION CARRIED** by a unanimous voice vote. Mayor McCarley read the resolution for the second time by title only as follows:

ORDINANCE AMENDMENT RELATIVE TO WATER USER RATE

THE CITY OF ROCHESTER ORDAINS:

I. That Chapter 17, Section 17.34 of the General Ordinances of the City of Rochester, entitled "Water Rate and Fee Schedule", be amended by deleting the portion of said ordinance entitled "Quarterly Water Rates" and by replacing such portion of the ordinance with the following [next page]:

17.34 Water Rate and Fee Schedule

Quarterly Water Rates

Residential Customers without exemption:	\$5.29 per 100 cu. ft. of water use
Residential Customers with exemption:	\$2.29
Commercial and industrial customers:	\$5.29

Unmetered Residential Customers:	
Per quarter per unit without exemption:	\$141.46
Per quarter per unit with exemption:	\$70.71

Minimum Fee:	
Per quarter per unit without exemption:	\$20.09
Per quarter per unit with exemption:	\$16.10

II. That this ordinance amendment shall take effect on December 1, 2016

Councilor Lachapelle **MOVED** to **ADOPT** the Amendment. Councilor Keans stated that not every Committee meeting is publicized and the public may not be aware of the increase in water/sewer rates. This is one of the Council action items that should not be expedited. She preferred not to vote on the water/sewer rates this evening; however, since the public did not show up for the public hearing she did not wish to delay the process. Mayor McCarley explained how the process took place but agreed the process should be reviewed. Councilor Gates questioned why the prior rates were not presented with the proposed new rates. Mayor McCarley explained that the Codes and Ordinances Committee would be discussing how proposed ordinances should be presented to the City Council for adoption, which would include clear information of what exists and what is to be proposed. Mayor McCarley informed the City Council and the public that the standard current rates were as follows:

Standard Water Rate:

- Current Rate: \$4.81
- Proposed Rate: \$5.29 [December 1, 2016]

Standard Sewer Rate:

- Current Rate: \$6.24
- Proposed Rate: \$6.52 [December 1, 2016]

The **MOTION CARRIED** by a majority voice vote. Councilor Torr and Councilor Gates requested that the City Clerk show in the record how they

voted. The City Council discussed the matter briefly. This action was deemed out of order since there was no request for a roll call vote prior to the vote taken. Mayor McCarley indicated that a simple statement would be handled only this time indicating that both Councilors Torr and Gates voted "no"; however, the City Council would go forward not recording how a City Council voted unless a roll call had been previously requested.

11.2 AB 59 Sewer User Rates, Chapter 17.34 Second Reading, and Adoption

Councilor Lachapelle **MOVED** to read the Amendment for the second time by title only. Councilor Bogan seconded the motion. The **MOTION CARRIED** by a unanimous voice vote. Mayor McCarley read the Amendment for the second time by title only.

ORDINANCE AMENDMENT RELATIVE TO SEWER USER RATE

THE CITY OF ROCHESTER ORDAINS:

I. That Chapter 16, Section 16.25 of the General Ordinances of the City of Rochester, entitled "Wastewater Rate and Fee Schedule", be amended by deleting the portion of said ordinance entitled "Quarterly Wastewater Rates" and by replacing such portion of the ordinance with the following [next page]:

16.25 Wastewater Rate and Fee Schedule

Quarterly Wastewater Rates

Residential Customers without exemption:	\$6.52 per 100 cu. ft. of water use
Residential Customers with exemption:	\$4.34 per 100 cu. ft. of water use
Commercial and industrial customers:	\$6.52 per 100 cu. ft. of water use
High Volume Customer: (I.e. customers using more than 5,000 units **monthly)	\$5.87 per 100 cu. ft. of water use

Unmetered Residential Customers:

Per quarter per unit without exemption:	\$208.61
Per quarter per unit with exemption:	\$104.29

Sewer-Metered Customers: \$6.52 per 100 cu. Ft.

Minimum Fee:

Per quarter per unit without exemption:	\$31.19
Per quarter per unit with exemption:	\$24.83

Septage Discharge:	\$50.00 per 500 gal. or portion thereof
RV Septage Discharge:	\$14.00 flat fee
Graywater Disposal	\$27.00 per 2000 gal. or portion thereof

II. That this ordinance amendment shall take effect on December 1, 2016

Councilor Lachapelle **MOVED** to **ADOPT** the Amendment. Councilor Bogan seconded the motion. Councilor Gates requested a roll call vote and Councilor Lachapelle seconded the request. The **MOTION CARRIED** by a 12 to 0 roll call vote. Councilors Lauterborn, Willis, Lachapelle, Keans, Gray, Abbott, Hamann, Bogan, Varney, and Mayor McCarley voted in favor of the motion. Councilors Torr and Gates voted against the motion.

12. Consent Calendar

No discussion.

13. New Business

13.1 AB 62 CDBG Conflict of Interest Policy Motion to Approve

Councilor Lachapelle **MOVED** to **APPROVE** the policy. Councilor Bogan seconded the motion. Councilor Lauterborn explained that this was part of last month's Community Development Report, and had not been supplied with the City Council material. This is a requirement of the federal government for CDBG programs. Mayor McCarley called for a vote on the motion. The **MOTION CARRIED** by a unanimous voice vote.

13.2 AB 61 East End Dam Resolution First Reading and refer to a Public Hearing

Councilor Lachapelle **MOVED** to read the resolution for the first time and refer to a Public Hearing. Councilor Bogan seconded the motion. The **MOTION CARRIED** by a unanimous voice vote. Mayor McCarley read the resolution by title only as follows:

**RESOLUTION AUTHORIZING SUPPLEMENTAL APPROPRIATION
FOR THE EAST END DAM REPAIR PROJECT AND BORROWING
AUTHORITY PURSUANT TO RSA 33:9**

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

That the sum of One Hundred Thousand Dollars (\$100,000.00) be, and hereby is, appropriated as a supplemental appropriation to the Capital Improvement Project (CIP) fund of the City of Rochester Department of Public Works, Water Works for the purpose of providing funds necessary to pay costs and/or expenditures with respect to the so-called East End Dam Repair Project.

Further, that the Mayor and City Council of the City of Rochester hereby resolve that, in accordance with the provisions of RSA 33:9, the City Treasurer, with the approval of the City Manager, be, and hereby are authorized to borrow the sum of One Hundred Thousand Dollars (\$100,000.00), through the issuance of bonds and/or notes, and/or through other legal form(s), for the purposes of funding the expenditures incident to the implementation of the Project outlined, and referred to, in the preceding paragraph, such borrowing to be on such terms and conditions as the said Treasurer and City Manager may deem to be in the best interest of the City of Rochester. Such borrowing is authorized subject to compliance with the provisions of RSA 33:9 and Section 45 of the Rochester City Charter to the extent required, necessary and/or appropriate

To the extent not otherwise provided for in this Resolution, the Finance Director is hereby authorized to designate and/or establish such accounts and/or account numbers as necessary to implement the transactions contemplated by this Resolution. **CC FY17 10-04 AB 61**

13.3 Resolution for JAG Grant First Reading, Second Reading, and Adoption

Agenda Item 13.3 had been adopted under Agenda Item 10.3.3. This information is only being provided for anyone viewing the City Council dvd. Each Agenda Item will show true adoption of each resolution under the proper place on the agenda to avoid confusion with reference to the minutes.

Councilor Lachapelle **Moved** to read the resolution for the first time by title only. Councilor Bogan seconded the motion. The **MOTION CARRIED** by a unanimous voice vote. Mayor McCarley read the resolution for the first time by title only as follows:

RESOLUTION ACCEPTING A UNITED STATES DEPARTMENT OF JUSTICE (USDOJ) JUSTICE ASSISTANCE GRANT(JAG) AND SUPPLEMENTAL APPROPRIATION IN CONNECTION THEREWITH

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

That the Mayor and City Council of the City of Rochester, by adoption of this Resolution, accept a grant in the amount of Twenty Three Thousand Eight Hundred Seven Dollars (\$23,807.00) from the USDOJ JAG program in order to fund the purchase of mobile data terminals.

Further, the Mayor and City Council authorize the Rochester Police Department to enter into a inter-local agreement with the City of Somersworth to act as agent for this grant in exchange for Five Percent (5%) of the monies award to the City of Rochester or One Thousand One Hundred Ninety and 35/100 Dollars (\$1,190.35).

Still further, that the sum of Twenty Two Thousand Six Hundred Seventeen and 00/100 Dollars (\$22,617.00) be, and hereby is, appropriated as a supplemental appropriation to the 2016-2017 operating budget for the City of Rochester Police Department. The source of the sums necessary to fund such appropriation shall be drawn, in their entirety, from the grant.

To the extent not otherwise provided for in this Resolution, the Finance Director is hereby authorized to designate and/or establish such accounts and/or account numbers as necessary to implement the transactions contemplated by this Resolution and to establish special revenue, non-lapsing, multi-year fund account(s) as necessary to which said sums shall be

recorded. **CC FY17 11-01 AB 95**

Councilor Lachapelle **MOVED** to read the resolution for the second time by title only. Councilor Bogan seconded the motion. The **MOTION CARRIED** by a unanimous voice vote. Mayor McCarley read the resolution for the second time by title only.

Councilor Lachapelle **MOVED** to **ADOPT** the resolution. Councilor Bogan seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

14. Non-Meeting/Non-Public Session

14.1 Non-Public Session, Personnel, RSA 91-A:3,II (a)

Mayor McCarley stated that there is not a Non-Public Session this evening. It was determined that the City Council could adjourn the meeting and vote to enter a Non-Meeting after the adjournment of the Regular City Council meeting.

15. Other

Mayor McCarley informed the City Council that the Water Loop on Whitehall Road relative to the Granite State Business Park Expansion Project would be discussed at the next Finance Committee to be held on November 15, 2016, at 6:30 PM, in the Council Chambers.

City Manager Fitzpatrick announced that Chief Allen recently appeared on the cover of the Granite State College Magazine along with a featured article about Chief Allen. City Manager Fitzpatrick congratulated Chief Allen upon this success.

16. Adjournment

Councilor Lachapelle **MOVED** to **ADJOURN** the Regular City Council meeting 7:55 PM. Councilor Bogan seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

Respectfully submitted,

Kelly Walters, CMC
City Clerk



City of Rochester, New Hampshire

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

CITY MANAGER'S REPORT November 1, 2016

The Employee(s) of the Month is: Theresa Hervey and Nancy Miller, Assessing Department P.2

The following has been included for information only:

- Metrocast rate and service change letter P.3

Contracts and documents executed since last month:

- City Attorney's office
 - Ten Rod Road Farm – escrow deed release P.6
 - Waterstone Agreement – addendum P.7
- Department of Public Works
 - Annex – Change Order #1 P.8
 - Colonial Pines – soil exploration P.9
 - Gonic Brickyard – revised applicant contract P.10
 - Harriman – arena project administration and construction P.11
 - Household Hazardous Waste Day – 2017 commitment P.12
 - Pavement Assessment project P.13
 - Salmon Falls HSIP easement P.14
 - Salmon Falls Road Highway – recommendation to award bid P.15
 - Salmon Falls Road Highway – construction phase engineering agreement P.16
 - South Main Street bus shelter – abutter access agreement P.17
 - Wallace Street - engineering contract P.18
 - Harriman – Recreation satellite office – architectural assistance contract P.19
- Economic & Community Development
 - Economic Development Strategic Plan – bid award to RKG Associates P.20
- Finance Department
 - DWSRF Loan – Water Treatment Plant upgrades supplemental loan agreement P.21

Computer Lease/Purchase and Tuition Reimbursements:

- Fire Department – Taatjes, K – computer purchase P.22

The following standard reports have been enclosed:

- City Council Request & Inquiry Report P.23
- Monthly Departments Travel Summary Report P.24
- Permission & Permits Issued P.25
- Personnel Action Report Summary P.26

December 2016



City of Rochester, New Hampshire
Tax Collector's Office
19 Wakefield Street
Rochester, New Hampshire 03867-1915

Telephone
(603) 332-1136
Fax
(603) 335-7580

October 25, 2016

To the Employee of the Month Committee:

The Tax and Auto Registration Department would like to nominate Theresa Hervey and Nancy Miller for their dedication and tireless effort in maintaining the workload in the Assessing Department during a huge transition period. Both ladies have had to take on increased workloads to oversee not only their job responsibilities, but the tasks that were left by multiple positions that were vacated. During this process both have been extremely professional and kind to all that they have waited on and helped. In a city that is growing rapidly this job takes a lot of patience to detail; these two have more then stepped up to the plate.

Please consider our recommendation.

Thank you,

Tom
Garry Gray
Kinn Dupuis
D. M. M. M.
Pauline Roseberry
Patricia Cox

Dec
City mgr Report



9 Apple Road
Belmont, NH 03220
www.MetroCast.com

CITY OF
Received

OCT 31 2016

City Manager
ROCHESTER

October 28, 2016

City of Rochester
Daniel Fitzpatrick, City Manager
31 Wakefield Street
Rochester, NH 03867

Dear Mr. Fitzpatrick:

Please find attached a copy of a notice that will be included in MetroCast customers' statements in the weeks ahead informing them of rate changes and service enhancements that will go into effect in January 2017.

As you may know, television networks each year impose substantial increases in the license fees they charge MetroCast and other video providers for the right to distribute their channels. Local broadcast stations also have demanded higher "Retransmission Consent" fees for MetroCast and other video providers to be able to retransmit their signals. As a result of these costs, and the costs associated with maintaining and providing advanced services over its broadband network, MetroCast will increase certain rates effective with the first billing statement customers receive in January 2017 (see enclosed notice).

We are grateful for the opportunity to serve MetroCast customers under our franchise agreement and look forward to continuing to provide residents here with the very best in Video, Internet and Phone service in the coming year. If you have any questions concerning this letter, or the upcoming change to customer billing statements, please do not hesitate to contact me at (603) 527-3634.

Sincerely,

Edward L. Merrill
Regional/General Manager - NH/ME

Encl

IMPORTANT INFORMATION FOR METROCAST NEW HAMPSHIRE & MAINE RESIDENTIAL CUSTOMERS

Dear Valued Customer:

We'd like to inform you of changes and enhancements to your MetroCast services that will be effective January 2017:

New, Faster Internet Speeds up to 150 Mbps:

- High Speed Ultra will increase in speed to up to 150 Mbps x 15 Mbps, nearly 10 times faster than the national average.*
- High Speed Turbo will increase in speed to up to 50 Mbps x 5 Mbps.

More HD Channels: Over the last year, MetroCast introduced 26 new High Definition (HD) channels, with more planned in the year ahead.

New Program Guide: In January, MetroCast will introduce a new DTA Program Guide featuring detailed program information for customers with Digital Terminal Adapters.

Channel Additions and Changes:

- **The Hallmark Channel** will move from Digital Basic to our Expanded Basic lineup on channels 218 (SD) and 737 (HD). The network features a lineup of original content, including series such as *Good Witch*, *When Calls the Heart*, and *Chesapeake Shores*, annual specials, including *Kitten Bowl* and *Hero Dog Awards*, and original movies.
- **Hallmark Movies & Mysteries** will join the Expanded Basic lineup (from Digital Basic) on channels 265 (SD) and 865 (HD). The network features a mix of new, original movies from the acclaimed Hallmark Hall of Fame library. The channel is also home to the annual, eight-week holiday programming event, *Most Wonderful Movies of Christmas*, featuring new, original movies and beloved holiday classics.

- **BBC World News** will join the MetroCast Expanded Basic lineup on channels 87 (SD) and 887 (HD). BBC World News is the BBC's international 24-hour news channel, broadcast in English in more than 200 countries.
- **BBC America** will move from Digital Basic to Expanded Basic on channels 217 (SD) and 817 (HD). The network is home to *Being Human*, *Law & Order UK*, *RBS 6 Nations Rugby*, *Torchwood*, *Doctor Who*, *Robin Hood*, *Primeval*, *Skins*, *The Graham Norton Show*, *Monty Python*, *Dragons'*, and much more.
- **Logo** will debut on Digital Basic channel 230 (SD), featuring programming for the LGBT community.
- **SundanceTV**, founded by actor/director Robert Redford, will join our Digital Plus lineup on channels 215 (SD) and 815 (HD). The network presents the best in independent films and critically-acclaimed Emmy®, Golden Globe® and Peabody Award-winning television.

Thank you for being a valued MetroCast customer. We appreciate your business and look forward to serving your video, Internet and phone needs in the coming year.

*Akamai's State of the Internet Q2 2016 Report

Please see reverse side for 2017 rates.

1705p SA9GG0M8 8282-1600, 1700, 1800 (ALL)

Television networks each year impose substantial increases in the license fees they charge MetroCast for the right to distribute their channels. Local broadcast stations also have demanded much higher "Retransmission Consent" fees for MetroCast to be able to retransmit their signals. Due to the dramatic escalation in these programming costs, which are growing well beyond the rate of inflation, MetroCast must increase certain rates effective with the first billing statement you receive in January 2017 (see below). Should you have any questions regarding this notice or our services, please call us at 1-800-952-1001 or visit www.MetroCast.com.

MetroCast - New Hampshire & Maine Residential Rate Information as of January 1, 2017

VIDEO SERVICES		
	Current Monthly Price	New Monthly Price
Basic ¹	\$35.95	No Change
Expanded Basic	\$48.00	\$53.00
Basic & Expanded Basic Package	\$83.95	\$88.95
Broadcast TV Fee ²	\$7.38	\$8.16
Digital Basic ³	\$14.95	\$15.95
Digital Plus ³	\$7.95	No Change
HD Ultra ⁴	\$9.95	No Change
Showtime Unlimited ⁵	\$17.95	No Change
HBO Multiplex ²	\$20.95	No Change
Cinemax Multiplex ²	\$10.95	No Change
Starz/Encore SuperPak ²	\$17.95	No Change

DIGITAL EQUIPMENT		
SD Digital Converter	\$8.95	No Change
SD Digital Terminal Adapter (SD DTA) ¹⁰	See Note	\$1.95
HD Digital Terminal Adapter (HD DTA) ¹²	\$1.95	No Change
CableCARD ¹²	See Note	\$1.95
HD Converter ⁴	\$9.95	\$8.95
HD/DVR Converter ⁴	\$16.95	No Change
Multi-Room DVR (mDVR) Storage Device ⁹	\$9.95	No Change
Multi-Room DVR (mDVR) HD Converter ^{4,8}	\$9.95	\$8.95

INTERNET SERVICES ⁷		
High Speed Ultra (up to 150 Mbps x 15 Mbps)	\$73.95	\$76.95
High Speed Turbo (up to 50 Mbps x 5 Mbps)	\$54.95	\$57.95
High Speed Express (up to 5 Mbps x 512 Kbps)	\$43.95	\$45.95
Internet Access (up to 1.5 Mbps x 384 Kbps)	\$31.95	\$32.95
Cable Modem	\$7.00	No Change
Wireless Cable Modem	\$7.00	No Change

DIGITAL PHONE SERVICE ⁸		
Digital Phone	\$44.95	No Change
eMTA Phone Modem	\$8.00	No Change
Wireless eMTA Phone Modem	\$8.00	No Change
Additional Phone Line	\$12.95	No Change
Additional Voicemail (2-4 accounts)	\$4.95	No Change
Operator Assistance (411)	\$1.00 per use	No Change
Directory Assistance	\$1.50 per use	No Change
Directory Listing	FREE	No Change
Non-Published Listing & Non-Listed Rate	\$5.00	No Change

VIDEO-INTERNET-DIGITAL PHONE (VIP) PACKAGES ^{9*}		
VIP Ultra Plus Basic, Expanded Basic, Digital Basic, Digital Plus, High Speed Ultra & Digital Phone	\$185.90	\$192.90
VIP Ultra Basic, Expanded Basic, Digital Basic, High Speed Ultra & Digital Phone	\$177.95	\$184.95
VIP Advantage Basic, Expanded Basic, High Speed Ultra & Digital Phone	\$164.95	\$171.95
VIP Plus Basic, Expanded Basic, Digital Basic, Digital Plus, High Speed Turbo & Digital Phone	\$162.90	\$169.90
VIP Digital Basic, Expanded Basic, Digital Basic, High Speed Turbo & Digital Phone	\$154.95	\$161.95
VIP Basic Basic, Expanded Basic, High Speed Turbo & Digital Phone	\$144.95	\$151.95
VIP Starter ¹⁰ Basic, Expanded Basic, High Speed Express & Digital Phone	\$134.95	\$141.95
VIP Essentials ¹⁰ Basic, High Speed Turbo & Digital Phone	\$114.95	\$121.95

	Current Monthly Price	New Monthly Price
Service Assurance Plan	\$3.95	No Change

INSTALLATION & ONE-TIME CHARGES		
Standard VIP Installation (3 products - Video, Internet, Phone)	\$99.95	No Change
Standard Video Installation (up to 2 outlets)	\$49.95	No Change
Two Product Installation	\$99.95	No Change
Additional Video Outlet per outlet (over 2 outlets) - same trip	\$20.00	No Change
Additional Video Outlet (up to 2 outlets) - separate trip	\$49.95	No Change
Reconnection of Services	\$40.00	No Change
Multi-Room DVR (mDVR) Installation	\$99.95	No Change
Remote Control Purchase	\$10.00	No Change
Standard Wired or Wireless Internet Installation	\$99.95	No Change
Standard Digital Phone Installation	\$99.95	No Change
Digital Phone Line Activation	\$20.00	No Change
Add/Move/Change Phone Service or Phone Number	\$20.00	No Change
Relocate Phone Service or Phone Number	\$30.00	No Change
Additional Jack - with initial install	\$20.00	No Change
Additional Jack - separate trip	\$40.00	No Change
eMTA Backup Battery - purchase**	\$18.00	No Change
ONT Backup Battery - purchase**	\$18.00	No Change
eMTA/ONT Backup Battery Installation - separate trip**	\$40.00	No Change
Returned Check Fee	\$25.00	No Change
Field Collections Fee	\$25.00	No Change
Late Fee ¹¹	\$5.00	No Change
Service Call, minimum 1 hour charge	\$50.00	No Change
Additional Service Call Charge (charged in 1/4 hour increments for calls lasting over 1 hour)	\$12.50	No Change
Change of Service - automated upgrade	\$5.00	No Change
Change of Service - separate trip upgrade	\$40.00	No Change
Live Agent Convenience Fee (charged per occurrence)	\$5.00	\$7.50
HD Converter Deposit	\$200.00	No Change
HD/DVR Converter Deposit	\$200.00	No Change
Multi-Room DVR (mDVR) HD Converter Deposit	\$200.00	No Change
Multi-Room DVR (mDVR) Storage Device Deposit	\$100.00	No Change
Non Returned/Damaged Digital Converter	\$150.00	No Change
Non Returned/Damaged HD Converter	\$230.00	No Change
Non Returned/Damaged HD/DVR	\$329.00	No Change
Non Returned/Damaged Multi-Room DVR (mDVR) HD Converter	\$329.00	No Change
Non Returned/Damaged Multi-Room DVR (mDVR) Storage Device	\$195.00	No Change
Non Returned/Damaged DTA	\$31.50	No Change
Non Returned/Damaged HD DTA	\$50.00	No Change
Non Returned/Damaged HD DTA Wall Mount	\$75.00	No Change
Non Returned/Damaged CableCARD	\$50.00	No Change
Non Returned/Damaged Cable Modem	\$48.00	No Change
Non Returned/Damaged Cable Modem with Wireless	\$84.00	No Change
Non Returned/Damaged eMTA	\$67.50	No Change
Non Returned/Damaged eMTA with Wireless	\$101.00	No Change

¹CableCARD, DTA, or digital converter is required to view all channels. HD equipment is required to receive any HD programming in HD format. ²CableCARD or digital converter required. Subscription to Basic and Expanded Basic services required for subscription to Digital Basic. ³Digital Basic required. ⁴HD digital converter or CableCARD required. ⁵Deposit may be required based on results of credit check. ⁶Up to three (3) rooms; one converter required per room for full functionality. ⁷MetroCast internet service speeds may vary and are not guaranteed. A DOCSIS 3.0 modem is required to receive MetroCast internet service. For best performance, use of a MetroCast-approved cable modem is recommended. ⁸eMTA phone modem required. ⁹Equipment not included. Refer to individual product categories for any equipment information. ¹⁰Not available for new subscription. ¹¹Applicable in New Hampshire only. ¹²Promotional rates for SD DTAs (first 2 no charge, \$1.95 for each additional) will end 12/31/18. SD DTAs no longer are available for new subscription. Some customers may have a promotional rate on CableCARDs or HD DTAs in connection with the 2016 encryption (scrambling) of video channels. At the end of the promotional period, which may vary by customer, standard rates will apply.

In the event of a video service outage lasting 24 or more consecutive hours, the affected subscriber must notify us to receive a credit or refund within 30 days after the qualifying outage.

¹³Each customer billing statement for video services (whether stand-alone or as part of a bundle of services) will include a Broadcast TV Fee to defray the rising cost of Retransmission Consent fees that local broadcasters have chosen to charge MetroCast.

¹⁴For more information, see MetroCast.com/battery. ONT battery backup and installation only applies to Fiber-to-the-Home (FTTH) customers. Customers purchasing an eMTA backup battery also need a backup ONT battery.

Prices shown are for residential service only. Franchise fees, taxes and other regulatory fees not included in above pricing. Some services may not be available in all areas. All prices are monthly charges unless otherwise indicated. Prices and services are subject to change. Federal law requires a subscription to Basic Service to receive any other levels of service of video programming. Additional equipment charges may apply. For customers currently receiving promotional pricing, those prices will not be affected during the promotional period.


1705p SAAGG0HE 8282-1600/1700/1800 (ALL)



City of Rochester, New Hampshire
OFFICE OF THE CITY ATTORNEY
19 Wakefield Street • Rochester, NH 03867
(603) 335-7564
www.RochesterNH.net

CITY OF
Received
NOV 28 2016
City Manager
ROCHESTER

Memorandum

To: Daniel Fitzpatrick, City Manager
From: Terence O'Rourke, City Attorney 
Date: November 28, 2016
Re: 10 Rod Road Farm-Release of Escrow Deed

During the pendency of the application for federal funds to offset the costs associated with the City's purchase of a Conservation Easement on 10 Rod Road Farm, a conservation easement deed was held in escrow. Had the application for federal funds failed, the deed held in escrow would have been filed and governed the relationship between the City as easement holder and the owners of the property. Upon receipt of federal funds, a different conservation easement deed was executed and filed with the Registry of Deeds. As the escrowed deed is no longer needed, it is necessary to direct the escrow agent to release and destroy said deed. The Release Agreement attached will accomplish that goal. My recommendation is that you sign the Release Agreement.



City of Rochester, New Hampshire

OFFICE OF THE CITY ATTORNEY

19 Wakefield Street • Rochester, NH 03867

(603) 335-7564

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CITY OF
Received
NOV 21 2016
City Manager
ROCHESTER

Memorandum

To: Daniel Fitzpatrick, City Manager
From: Terence O'Rourke, City Attorney *TO*
Date: November 21, 2016
Re: Addendum to Waterstone Development Agreement

The attached Addendum reflects changes to the Timeline for Phase 2 of the Waterstone Retail Development Agreement. Essentially, all previous deadlines will be moved back one year. This Timeline has been reviewed by the Department of Public Works, the Planning Department, and the Department of Buildings, Zoning and Licensing. All three departments approve of the change and agree that it is necessary in light of delays in permitting at the State and Federal level. I recommend that you sign the Addendum.



City of Rochester Dept of Public Works

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

CITY OF
Received

NOV 3 2016

City Manager
ROCHESTER

Memo

To: Dan Fitzpatrick, City Manager
Blaine Cox, Deputy City Manager

From: John B. Storer, P.E. Director of City Services

Date: November 2, 2016

Re: Annex Renovation – Change Order #1, Contract 16-38

Attached for your review and signature is one original of Change Order No. 1 for the Annex Renovation Project. The Change Order covers costs for the removal of trees along the north side of the Annex. The amount is \$9,178 and has been reviewed and validated by our architects.

The original bid only included light pruning of limbs against the Annex. Full removal of the trees was necessary as electrical conduits needed to be installed for the Fire Station Emergency Generator. A storm drainage line was also going to be installed. An Arborist felt the proposed excavation work would significantly damage the root structure, thereby leading to potential safety hazards from unstable trees.

The tree removal work had to be conducted in a very delicate fashion, as the trees immediately abutted the Annex and had several limbs overhanging the roof.

There is a very healthy Construction Contingency of approximately \$330,000 to cover this additional cost. There is no time extension associated with this request.

Please let me know if you have any questions. Otherwise, could you please sign and return the original to the Department of Public Works for distribution,

Thank you.

Blaine M. Cox, Deputy City Manager



City of Rochester, New Hampshire

PUBLIC WORKS DEPARTMENT

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INTEROFFICE MEMORANDUM

TO: Dan Fitzpatrick, City Manager
Blaine Cox, Deputy City Manager/Finance Director

FROM: Lisa J. Clark, DPW Office Manager

DATE: November 8, 2016

SUBJECT: City Hall Annex
SW Cole Contract – Colonial Pines
Turnpike Crossing Soil Exploration

CC: John B. Storer, PE Director of City Services

CITY OF
Received
NOV 10 2016
City Manager
ROCHESTER

Enclosed please one copy of S.W Cole Engineering Contract. This contract is for geotechnical exploration to be performed in advance of bid award. This exploration is expected to yield results that would eliminate some allowances in bid documents that will significantly reduce the contract for the work to be performed.

There is sufficient funding in the project account 55026020-771000-16540.

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

Signature

Blaine M. Cox, Deputy City Manager



City of Rochester, New Hampshire

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CITY OF
Received
NOV 15 2016
City Manager
ROCHESTER

INTEROFFICE MEMORANDUM

TO: Daniel Fitzpatrick, City Manager
Blaine Cox, Deputy City Manager/Director of Finance & Administration
Terence O'Rourke, City Attorney

FROM: Michael Bezanson, PE, City Engineer *MB*

DATE: November 15, 2016

SUBJECT: Former Kane Gonic Brickyard Site, 58 Pickering Road -
Revised Applicant Contract - SRW Environmental Consulting, LLC

CC: John Storer, PE, Director of City Services

SRW Environmental Consulting, LLC has been performing Corrective Action at the Former Kane Gonic Brickyard site, located at 58 Pickering Road, on behalf of the City of Rochester since the original Applicant Contract was executed in 2007. Continued Corrective Action is required by NHDES; and NHDES has requested that a new revised Applicant Contract be executed that reflects changes in the NHDES Administrative Rules and Statutes since the last contract was signed. All costs of the work continue to be paid out of the New Hampshire Oil Discharge and Disposal Cleanup Fund.

The City Attorney has reviewed the contract language and approved for signature. DPW recommends that this revised Applicant Contract with SRW Environmental Consulting be executed to continue the cleanup at the subject site. The original document is being sent to the City Manager's Office for signature. Please contact me with any questions. If approved and signed by the City Manager, please return the document to me for processing. Thank you.



City of Rochester, New Hampshire

PUBLIC WORKS DEPARTMENT

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INTEROFFICE MEMORANDUM

TO: Blaine Cox, Deputy City Manager
FROM: Lisa J. Clark, DPW Office Manager
DATE: May 13, 2016
SUBJECT: Harriman – Architectural Contract \$16,000
 Arena Project Administration and Construction

CC: John B. Storer, PE, Director of City Services

Enclosed please find the contract for Harriman regarding the Arena Structure and Roof Project. This contract is for design and bidding and Construction administration.

The funds for this project are available in the Arena Fund.

Account # 55036030-772000-16547

If you have any questions please let me know, if not, please sign and return to the DPW.

Blaine M
Cox

Digitally signed by Blaine M Cox
 DN: cn=Blaine M Cox, o=City of
 Rochester New Hampshire,
 ou=Department of Finance,
 email=blaine.cox@rochesternh.net,
 c=US
 Date: 2016.10.27 14:19:40 -0400

BUILDINGS AND GROUNDS • HIGHWAY • WATER • SEWER • ENGINEERING



City of Rochester, New Hampshire

PUBLIC WORKS DEPARTMENT

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CITY OF
Received
NOV 18 2016
City Manager
ROCHESTER

INTEROFFICE MEMORANDUM

TO: Dan Fitzpatrick
FROM: Lisa J. Clark, DPW Office Manager 
DATE: November 18, 2016
SUBJECT: Household Hazardous Waste
CC: John B. Storer, P.E., Director of City Services

Attached please find the Letter of Commitment for the City of Rochester's HHW Collection Event for spring of 2018. This paperwork is required for the annual grant application submission.

Please sign the attached paperwork and send back to the Public Works Department.



City of Rochester, New Hampshire

PUBLIC WORKS DEPARTMENT

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INTEROFFICE MEMORANDUM

TO: Dan Fitzpatrick, City Manager
Blaine Cox, Deputy City Manager/Finance Director

FROM: Lisa J. Clark, DPW Office Manager

DATE: November 8, 2016

SUBJECT: Pavement Condition Assessment Project
CMA Engineers – RFQ 17-24 \$74,000

CC: John B. Storer, PE Director of City Services

CITY OF
Received
NOV 10 2016
City Manager
ROCHESTER

Enclosed please find one copy of CMA Engineering Contract. This contract is for the pavement conditions assessment and the asset management integration of the information to be used for the pavement maintenance and reconstruction program and the future budgeting of that work.

There is sufficient funding in the project accounts below.

15013010-771000-17525 \$69,842.00

15013010-771000-17519 \$3,445.00

15013010-771000-15521 & 16527 \$713.00

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

Signature Blaine Cox 11/9/2016
Blaine M. Cox, Deputy City Manager



City of Rochester, New Hampshire

PUBLIC WORKS DEPARTMENT

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CITY OF
Received
NOV 2 2016
City Manager
ROCHESTER

INTEROFFICE MEMORANDUM

TO: Dan Fitzpatrick, City Manager
Date: October 31, 2016
From: Lisa J. Clark, DPW Office Manager
SUBJECT: Salmon Falls HSIP Easement Document
CC: Michael S. Bezanson, PE City Engineer

The attached documents for signature are the final easement documents required for the Salmon Falls Highway Safety Improvement Program Project. The City Attorney will be registering the documents at the Strafford County Registry of Deeds.

This will allow for the DPW to move on with the bidding and construction of this NHDOT Grant funded project.

Please sign and return to DPW for distribution to Legal



City of Rochester, New Hampshire

PUBLIC WORKS DEPARTMENT
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CITY OF
Received
NOV 21 2016
City Manager
ROCHESTER

INTEROFFICE MEMORANDUM

TO: Daniel Fitzpatrick, City Manager
Blaine Cox, Deputy City Manager/Finance Director

FROM: Michael Bezanson, PE, City Engineer *MJB*

DATE: November 18, 2016

SUBJECT: Recommendation to Award Bid #17-22 Salmon Falls Road
Highway Safety Improvement Program Project

CC: John Storer, PE, Director of City Services

RECEIVED

NOV 21 2016

BUSINESS OFFICE
CITY OF ROCHESTER

Based upon a review of the bids received for the above referenced project, and with the recommendation of our engineering consultant, CMA Engineering, Inc., and with the approval from NHDOT to award the construction contract, we are recommending Award of Bid #17-22 to SUR Construction, Inc. Enclosed please find one (1) original Notice Of Award for signature.

The total award is for \$516,981.00. The funds are available in the following Public Works CIP account line: 15013010-771000-13521. This project is funded by the NHDOT Highway Safety Improvement Program with a 90% Federal funds/10% City funds cost share.

Blaine - If you have any questions, please let me know. If not, please sign below and pass on to the City Manager for signature. The signed original Notice Of Award document should be returned to DPW for distribution.

Signature *Blaine Cox*
Blaine Cox
Deputy City Manager/Finance Director

Attachments: Notice Of Award for Bid No. 17-22 dated 11/18/16
CMA Evaluation of Bids and Recommendation dated 11/14/16
NHDOT Approval To Award Construction Contract dated 11/15/16



City of Rochester, New Hampshire

PUBLIC WORKS DEPARTMENT

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CITY OF
Received
NOV 21 2016
City Manager
ROCHESTER

INTEROFFICE MEMORANDUM

TO: Daniel Fitzpatrick, City Manager
Blaine Cox, Deputy City Manager/Director of Finance & Administration
Terence O'Rourke, City Attorney

FROM: Michael Bezanson, PE, City Engineer *MB*

DATE: November 18, 2016

SUBJECT: Salmon Falls Road Highway Safety Improvement Program Project -
Construction Phase Engineering Services Agreement with CMA
Engineers, Inc.

CC: John Storer, PE, Director of City Services

Attached are two copies of the proposed Construction Phase Engineering Services agreement with CMA Engineers for the above referenced project. This is a Cost Plus Fixed Fee contract for \$69,301, which has been approved by the NHDOT. The funds are available in the following Public Works CIP account line: 15013010-771000-13521. This project is funded by the NHDOT Highway Safety Improvement Program with a 90% Federal funds/10% City funds cost share. Please contact me with any questions. If approved, please sign below and pass on. Once approved, both original documents signed by the City Manager should be returned to DPW for distribution.

Legal Review

Terence O'Rourke

Terence O'Rourke
City Attorney

11/21/16

Date

RECEIVED

NOV 21 2016

BUSINESS OFFICE
CITY OF ROCHESTER

Financial Review

Blaine Cox

Blaine Cox
Deputy City Manager/Director of Finance & Administration

11/21/2016

Date

Attachments: 2 Construction Phase Engineering Services Agreements with CMA
NHDOT Approval to Award Construction Engineering dated 9/15/16



City of Rochester, New Hampshire

PUBLIC WORKS DEPARTMENT

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(603) 332-4096 Fax (603) 335-4352

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CITY OF
Received
NOV 21 2016
City Manager
ROCHESTER

INTEROFFICE MEMORANDUM

TO: Dan Fitzpatrick, City Manager

FROM: Owen Friend-Gray PE, Assistant City Engineer

DATE: November 21, 2016

SUBJECT: So. Main Street Bus Shelter
Access License Agreement with Abutting Landowner

CC: John B. Storer, PE Director of City Services

Attached please find one copy of the License Agreement between the City of Rochester and the owner of Monster Gas, Mr. Charles Mabardy.

The bus shelter is located entirely on private property, but as it directly abuts private property, for maintenance and operational reasons, it may require access to the neighboring lot. This license agreement covers that access.

In exchange the city has agreed to not block the property owners sign and to modify the conditions if it does.



City of Rochester, New Hampshire

PUBLIC WORKS DEPARTMENT

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CITY OF
Received
NOV 22 2016
City Manager
ROCHESTER

INTEROFFICE MEMORANDUM

TO: Dan Fitzpatrick, City Manager
Blaine Cox, Deputy City Manager/Finance Director

FROM: Lisa J. Clark, DPW Office Manager *LJC*

DATE: November 21, 2016

SUBJECT: Hoyle Tanner and Associates, Inc
Wallace Street Engineering Contract \$26,272.00

CC: John B. Storer, PE Director of City Services

Attached please find one copy of Hoyle Tanner & Associates Contract Amendment #1. This amendment is for work associated with Wallace Street Brownfield Gant Applications.

This contract will be funded using the following funds

6041310-561063 \$4,259.29

15011010-771000-09501 \$22,012.71

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

Signature

Blaine M. Cox, Deputy City Manager



City of Rochester, New Hampshire

PUBLIC WORKS DEPARTMENT

45 Old Dover Road • Rochester, NH 03867

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CITY OF
Received
NOV 18 2016
City Manager
ROCHESTER

INTEROFFICE MEMORANDUM

TO: Blaine Cox, Deputy City Manager
FROM: Lisa J. Clark, DPW Office Manager
DATE: November 15, 2016
SUBJECT: Harriman – Architectural Assistance Contract \$6,200
 Recreation Department Community Center Satellite Office Space
CC: John B. Storer, PE, Director of City Services

Enclosed please find the contract for Harriman regarding the architectural assistance for the Recreation Department Satellite Office Construction Project. This contract is for conceptual design and assistance with bidding documents.

The funds for this project are available in the Recreation and Arena Fund CIP Account # 55036030-772000-16546

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

Signature

Blaine Cox 11/18/2016

(Blaine M. Cox, Finance Director / Deputy City Manager)

To: T O'R and Blain C

please review and comment

DF



City of Rochester, New Hampshire

Economic & Community Development

151 Wakefield Street, Rochester NH 03867

(603) 335-7522 www.thinkrochester.biz

CITY OF
Received

NOV 15 2016

City Manager
ROCHESTER

Date: November 15, 2016

To: Dan Fitzpatrick, City Manager

From: Karen Pollard, Economic Development Manager

Karen Pollard

Re: Contract RFQ #21-17 RKG Associates – Economic Development Strategic Plan

RFQ #17-21 Economic Development Strategic Master Plan – Contract and response attached. Complete proposal responses are on file in the economic development office, 150 Wakefield Street, Rochester NH 03867

Camoin Associates \$54,668

Place Dynamics LLC \$53,000

RKG Associates Inc. \$34,000

We have selected RKG Associates Inc. Please sign and return to the Economic Development Office.

Approved
Terence O'Rourke
City Attorney

Terence O'Rourke 11/23/16

Approved.
Blain Cox
11/23/2016

City of Rochester

OFFICE OF THE DIRECTOR OF FINANCE
FINANCE OFFICE
41 WAKEFIELD STREET
ROCHESTER NH 03867

BLAINE COX
VOICE 603.332.7609
FAX 603.335.7589
E-MAIL: blaine.cox@rochesternh.net

LETTER OF TRANSMITTAL

TO: City Manager Fitzpatrick
FROM: Roland Connors, Deputy Finance Director
DATE: October 31, 2016

I am sending you: ☒ Attached ☐ Under Separate Cover
The following items: ☐ Available at the following link

CITY OF
Received

OCT 31 2016

City Manager
ROCHESTER

DWSRF Loan Project # 2001010-09

Water Treatment Plan Upgrades - Supplemental Loan Agreement \$2,248,453.75

These are transmitted as checked below:

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

REMARKS:

Please authorize the attached supplemental loan agreement for the completed Water Treatment Plant Upgrades - Drinking Water State Revolving Loan (DWSRF) Project # 2001010-09. This is a repeat authorization because there was an error discovered with the amortization schedule in the first agreement.

COPY TO: Blaine Cox, Deputy City Manager

FORM A

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

TO: DAN FITZPATRICK, CITY MANAGER**FROM:** Kaitlin Taatjes
(name, department & title)**SUBJECT: REQUEST TO PARTICIPATE IN EMPLOYEE COMPUTER
LEASE/PURCHASE PROGRAM**

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

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

The estimated cost of the equipment to be acquired: \$1,399.99 (not to exceed \$2,000)

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

- College courses for fire service education and training
- Fire Officer II course at the NH Fire Academy
- Training documents for Rochester Fire Department

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

11/7/16
Date

Employee Signature Kaitlin R. Taatjes

I have reviewed and recommend this request:

11/7/16
Date

Sam Rankin Jr. Fire Chief
Supervisor or Department Head and Title

Approved:
NOV 14 2016

Date

Dan Fitzpatrick
City Manager or designee

NUMBER	COUNCIL MEMBER	FORUM	REQUEST/INQUIRY	ACTION
1	Hamann	10/19/16 Public Safety Committee	Contact information for sign requestor for no parking sign on Myrtle Street.	Only have address of the requestor. Sent information to Councilor Hamann. Item closed.
2	Varney	10/20/16 Public Works Committee	Will it be know by end of the year if the existing site will be a viable location for a new DPW Facility.	Director Storer stated that he is hoping they will have a report to discuss in December. Item closed.
3	Keans	10/20/16 Public Works Committee	Will it be possible for the new electronic message board to be hacked into?	Mike Riley is working with Dennis Shafer and the vendor to make sure this will be protected. Item closed.

[illegible]

DEPT	NAME	POSITION	# of Employees	FT	PT	SEASONAL/TEMP	NEW HIRE	REHIRE	RETIREMENT	SEPARATED	STEP (CBA)	COLA (CBA)	MERIT PAY ADJ	NU PAY ADJ	PROMOTION	OTHER	MISC. INFO
ASSESSING	DARCY MOORE	ASSESSING TECHNICIAN	1	X			X										
ASSESSING	NANCY MILLER	FIELD ASSESSOR	1	X												X	WORKING OUT OF CLASSIFICATION
ASSESSING	THERESA HERVEY	FIELD ASSESSOR	1	X												X	WORKING OUT OF CLASSIFICATION
COMMUNICATIONS	TIFFANY PIERCE	DISPATCHER	1	X			X										
FIRE	SETH WENTWORTH	FIREFIGHTER	1	X			X										
FIRE	RON GILES	CALL FIREFIGHTER	1			X										X	LT TO FIREFIGHTER
FIRE	TIM WILDER	FIRE MARSHAL	1	X											X		
FIRE	BRIAN BADGLEY	CALL LT	1			X										X	FIREFIGHTER TO LT
LIBRARY	KELLY RATTE	PAGE	1		X					X							
LIBRARY	DORINDA HOWARD	LIBRARIAN II	1	X					X								
POLICE	MOLLY MARTUSCELLO	BTG COORDINATOR	1	X												X	CHANGE FROM EXEMPT TO HRLY
POLICE	ANTHONY DELUCA	PT SERGEANT SRO	1		X			X									
POLICE	RANDY SMITH	PATROL SERGEANT	1	X									X				
POLICE	SCOTT LOIGNON	PATROL SERGEANT	1	X											X		
POLICE	DONOVAN FUNK	PT HUD OFFICER	1		X												
POLICE	JOSEPH ROUSSEAU	PATROL OFFICER	1	X									X				
POLICE	ELIZABETH TURNER	PATROL OFFICER	1	X									X				
POLICE	NICOLE MANN	PATROL OFFICER	1	X			X										
POLICE	CRAIG FORREST	PATROL OFFICER	1	X									X				
POLICE	MARC CILLEY	PATROL OFFICER	1	X									X				
PUBLIC WORKS	CHRISTOPHER MCKENNEY	FLEET MECHANIC	1	X						X							
PUBLIC WORKS	JOSHUA HEBERT	LEO	1	X											X		
PUBLIC WORKS	DAVID COPE	SEASONAL SNOW	1	X		X											40 HRS
PUBLIC WORKS	LLOYD DAUDELIN	SEASONAL SNOW	1	X		X											40 HRS
PUBLIC WORKS	MATTHEW RUSSELL	METER TECHNICIAN	1	X											X		
PUBLIC WORKS	VARIOUS	WINGMAN	8			X		X									
RECREATION	JACOB RENAUD	PROGRAM COORDINATOR	1			X	X										

Ten Rod Farm, Matthew and Gretchen Scruton
195 Ten Rod Road
Rochester, NH 03867
(603) 941-4956

11/21/2016

The Mayor & Rochester City Council
31 Wakefield St
Rochester, NH 03867

CITY OF Council
Received 12/1/16 SER
NOV 22 2016
City Manager
ROCHESTER

To the Rochester City Council,

Thank you for partnering with us and the SouthEast Land Trust of NH to protect 175 acres of farmland and forest at Ten Rod Farm in Rochester. We recognize that this achievement could not have been possible without the support of the community, the Rochester Conservation Commission and the City Council and for that we are grateful. Rochester has a very significant agricultural history, and this farm now will be preserved as part of that history for generations to come.

As a result of the partnership we had with the city, and our flexibility to accept additional restrictions on the easement and time extensions we respectfully request the city retroactively reduce the mortgage interest rate on the mortgage payments we made during the period from October 2014 through October 2016 from 1.00% to 0.01% with any interest payments already paid in excess of 0.01% either be applied to future property taxes on the property or returned (whichever option the city would grant). We agreed to make interest payments of 1% when the ALE funding was uncertain but now that the city has received \$290,000 in ALE funding, we ask for a retroactive reduction as the interest payments only have reduced our ability to reinvest money into the property to make needed improvements. To date we have paid \$10,299.84 in interest payments to the city that we could have used to reinvest in the property to improve it. Changing the interest requirement to 0.01% would reduce the total interest down to \$206. Needed improvements identified by NRCS and Cooperative Extension include stream crossings to protect the water, forestry work, and nutrient management of the fields. We have not been able to do many of these improvements to the conservation land because we have been struggling with paying two mortgages (one to our lender and one to the city) each month for the past two years. Since adopting our son, my wife is no longer teaching which has further reduced our income along with the reduced haying income this year from the drought. We are doing our best to care for the land, but there are improvements to the property that need to be made that have not due to the expense.

We appreciate the symbiotic relationship which has resulted in the city receiving \$290,000 of federal ALE funds and have made many concessions during the funding process to help the city secure the funds. We have helped the city receive these funds by:

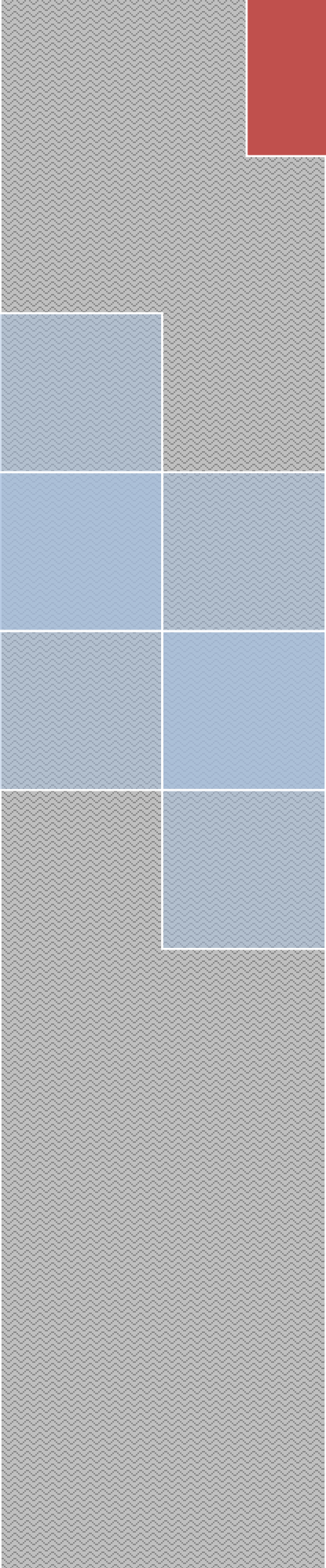
- Agreeing to accept additional restrictions on the property so the easement would comply with ALE requirements including accepting the grassland bird provision, which could restrict haying operations in the future and reduce our income
- Agreeing that ALE funding received should go to the city, including the extra amounts that ALE awarded when the easement value on the property increased after the initial appraisal in 2014
- Agreeing to two extensions of time so the city could close on the ALE, eventually closing after the initial deadline of 10/1/2016

We were initially assured by SELT that the ALE process would likely only take a few months, however the process ended up taking over two years through no fault of ours and these delays have cost us monthly savings that we had planned to invest in the farm. We appreciate all the city has done to protect open space in Rochester through this easement and we are glad to be partners with the city in protecting the land and helping the city receive \$290,000 in federal funding. Any retroactive reductions to the interest payments we made while we worked with SELT to help the city receive this award would be appreciated and invested back into the conservation land to further protect the city's investment in this property.

I would welcome the opportunity to have a time slot on an upcoming agenda to talk with the city council more about this request and make a presentation.

Thank you,


Matt Scruton



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CITY OF ROCHESTER

NEW HAMPSHIRE

OFFICE OF THE
CONSERVATION COMMISSION

31 Wakefield St
Rochester, NH 03867

November 17, 2016

City Council
City of Rochester

Re: Non-support of Scruton's request for money

RECEIVED
NOV 27 2016
CITY CLERK'S OFFICE
ROCHESTER, NH

Dear City Councilors,

The Conservation Commission has learned that Matt and Gretchen Scruton intend to and/or are requesting that their mortgage interest rates be retroactively reduced, and that those funds be returned to them.

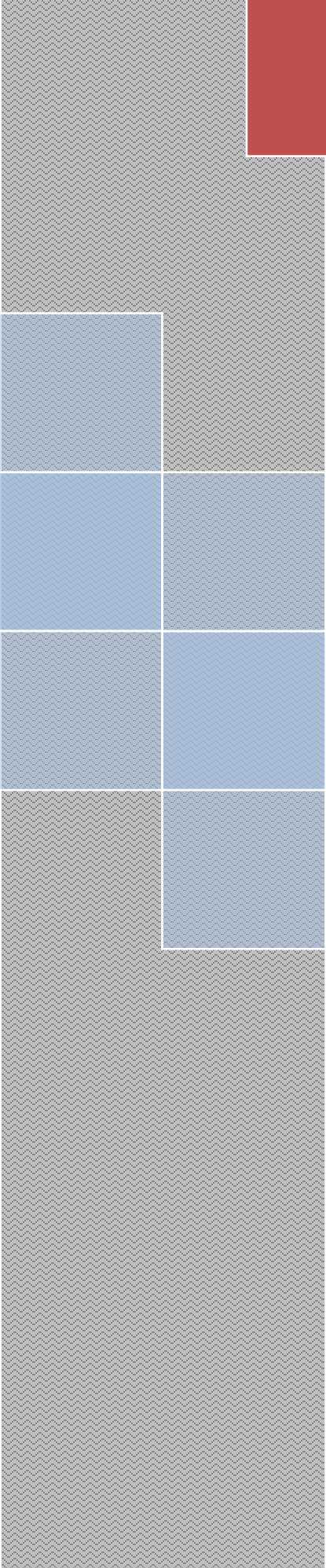
The Conservation Commission discussed this matter at their November 16, 2016 meeting and voted unanimously to not support this request for the following reasons:

- a) These mortgage rates and payments were part of the negotiated and agreed upon purchase and sales agreement; and,
- b) These monies will offer a greater benefit to the Rochester by remaining in the City's control and could be used for additional conservation endeavors, or other valuable City business.

The Commission encourages you to not support the Scruton's request.

Sincerely,

Mike Dionne, Chair
Rochester Conservation Commission



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12/1/16

CITY OF
Received
OCT 17 2016
City Manager
ROCHESTER

16 Stanley's Pond Drive
Rochester, New Hampshire 03839
October 11, 2016

Caroline McCarley, Mayor
Rochester City Hall
31 Wakefield Street
Rochester, New Hampshire 03867

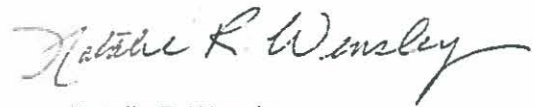
Dear Mayor McCarley:

I am writing not only to thank the City for the privilege of serving as a Library trustee, having represented two different wards, one in this century and the other in the last, but also to advise you that I do not intend to seek reappointment.

Being involved with an institution that is a credit to our city has been a pleasure. It has also been my good fortune to deliberate with a diverse, dedicated board and to work with an outstanding, forward thinking director. But the time has come for me to pass the baton. It is my hope that I have allowed sufficient time for a new applicant to complete the appointment process by the time my term ends.

Again, thank you for the rewarding experience and, more importantly, the opportunity to give back.

Sincerely yours,



Natalie R. Wensley

cc: Dan Fitzpatrick, City Manager
cc: Brian Sylvester, Director, Rochester Public Library
cc: Pamela Hubbard, Library Board of Trustees, Chair

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November 28, 2016

To: City of Rochester NH

From: Tracy Walbridge

Re: Resignation

Dear Ms. Walters:

I would like to inform you that I am resigning from my position as Trustee of the Trust Funds for the City of Rochester when my term ends, effective January, 2017.

My work schedule and family commitments have become such that I cannot continue to volunteer the time necessary to do my job for the Trustees.

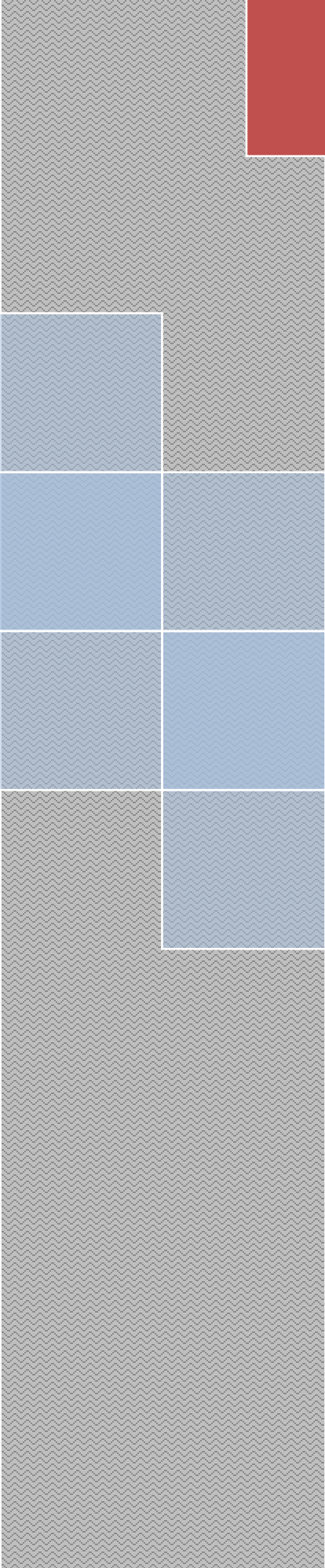
Thank you for the opportunity.

Sincerely,

Tracy Walbridge

24 Riverlawn Ave.

Rochester NH 03868



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From: [Samantha Rodgerson](#)
To: [Kelly Walters](#)
Cc: [Sandrak](#)
Subject: FW: Conservation Commission
Date: Tuesday, November 29, 2016 8:37:11 AM

From: Seth Creighton
Sent: Thursday, October 20, 2016 3:57 PM
To: Kelly Walters; Samantha Rodgerson
Subject: FW: Conservation Commission

Kelly and/or Samantha,

Below is a resignation email from Conservation Commission alternate member Roger Burkhart. Can you please forward this to the City Council? Once they get this, they should be able to appoint Barbara Soley as an alternate member.

Please let me know if there is anything I need to do.

Thank you,

Seth Creighton
 Chief Planner
 City of Rochester Planning & Development
 31 Wakefield Street
 Rochester, NH 03867
 603-335-1338 (Phone)

From: R Burkhart [<mailto:rburkhart@metrocast.net>]
Sent: Thursday, October 20, 2016 9:58 AM
To: Seth Creighton
Subject: Re: Conservation Commission

Yes, I do need to step down. I appreciate the chance to have been part of the commission, and grateful for all I have learned, and will do what I can to encourage the work of the commission. Roger

From: Seth Creighton
Sent: Wednesday, October 19, 2016 11:36 AM
To: Roger Burkhart
Subject: Conservation Commission

Hi Roger,

If you'd still like to step down from the Conservation Commission, there is now someone waiting to fill that position.

Please let me know.

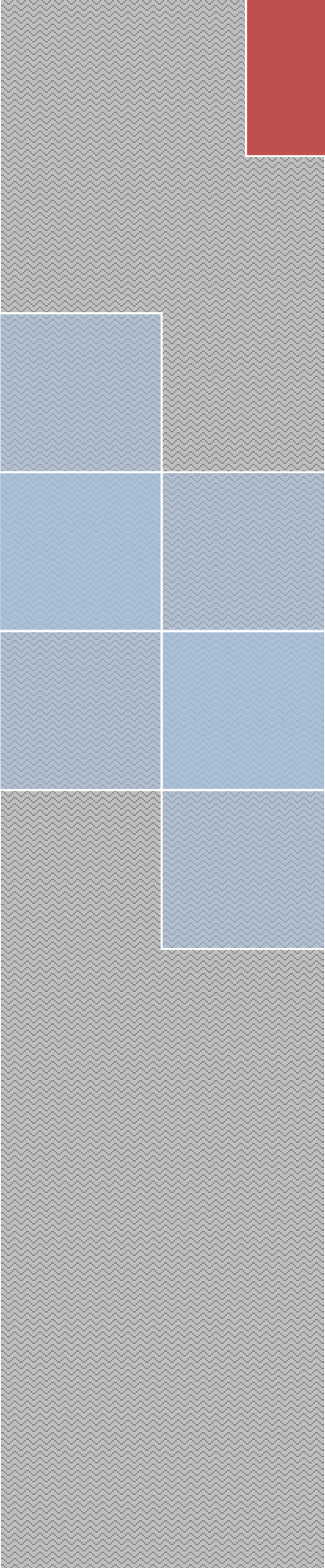
Thank you,

Seth Creighton
Chief Planner
City of Rochester Planning & Development
31 Wakefield Street
Rochester, NH 03867
603-335-1338 (Phone)

COMMITTEE REPORTS

NOVEMBER 2016

- Appointments Committee
- Codes and Ordinances Committee (*did not meet*)
- Finance Committee
- Public Safety Committee
- Public Works Committee
- Community Development
- Government Channel Committee (*did not meet*)



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City of Rochester, New Hampshire
 CITY COUNCIL – APPOINTMENTS COMMITTEE
 31 Wakefield Street • Rochester, NH 03867
 (603) 332-1167
www.RochesterNH.net

Appointments Committee Minutes
 November 2, 2016

Committee Members Present:

Sandra Keans, Chair
 Tom Abbott
 Donna Bogan

Excused:

Ray Barnett
 James Gray, Vice-Chair

Chairman Keans called the meeting to order at 6:15 p.m. on November 2, 2016.

Shon Stevens – Zoning Board of Adjustment

Mr. Stevens has spent a lifetime in the construction industry. He had served a couple of years on the Zoning Board but resigned because of moving out of state.

Councilor Bogan moved to recommend; Councilor Abbott seconded Mr. Stevens to be nominated as an alternate on the Zoning Board. The Appointments Committee unanimously recommends Shon Stevens for appointment as an Alternate to the Zoning Board of Adjustment, term to expire 1/02/2018.

Esther Turner – Trustees of the Trust Fund

Ms. Turner has taught school at St. Thomas and is a long-term resident with time to devote to volunteerism.

Councilor Bogan moved to recommend; Councilor Abbott seconded Ms. Turner to be nominated to the Trustees of the Trust Fund. The Appointments Committee unanimously recommends Esther Turner for appointment as a member of the Trustees of the Trust Fund, term to expire 1/02/2018.

Elizabeth Tonkins-Agea – Arts & Culture Commission

Ms. Tonkins-Agea is President of Granite State Choral Society and also sings in the church choir. She is very active with other organizations; such as Rochester Main Street. She wants to see the city do more with the arts.

Councilor Bogan moved to recommend; Councilor Abbott seconded Ms. Tonkins-Agea to be nominated as a member of the Arts & Culture Commission. The Appointments Committee unanimously recommends Ms. Tonkins-Agea for appointment to the Arts & Culture Commission, term to expire 7/01/2018.

The meeting was adjourned at 6:55pm.

Respectfully submitted,
 Sandra Keans, Chair



City of Rochester, New Hampshire
CITY COUNCIL – APPOINTMENTS COMMITTEE
31 Wakefield Street • Rochester, NH 03867
(603) 332-1167
www.RochesterNH.net

12/1/16

Appointments Committee Minutes
September 6, 2016

Committee Members Present:

Sandra Keans, Chair
James Gray, Vice-Chair
Ray Barnett
Tom Abbott
Donna Bogan

Also present:

Nancy Carignan
Barbara Soles

Chairman Keans called the meeting to order at 6:30 p.m. on September 6, 2016.

Nancy Carignan – Recreation Commission

Ms. Carignan comes with a strong background on local sports. Her children are grown and she now has time away from her role as spectator/mom and would like to participate on a new level.

Councilor Gray moved to recommend; Councilor Bogan seconded Ms. Carignan to be nominated for the remaining term left vacant after the resignation of Jeffrey Turgeon, ending 1/02/2017. The Appointments Committee unanimously recommends Nancy Carignan for appointment as a regular member to the Recreation & Arena Commission, term to expire January 2, 2017.

Barbara Soles – Conservation Commission

Ms. Soles is an avid outdoor person, walking and hiking, and is concerned about wildlife. She realizes that there are no current vacancies on the commission but has always wanted to serve. She now has the time and recognizes that the job involves a balancing act between protecting the environment and development.

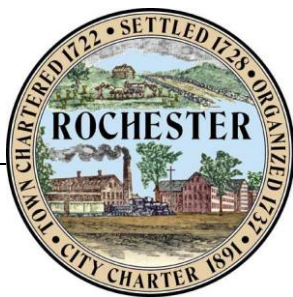
Councilor Abbott moved to recommend; Councilor Gray seconded Ms. Soles to be nominated if a position on the commission should become available. The Appointments Committee unanimously recommends Ms. Soles for appointment if a vacancy occurs.

The committee would like to have an additional alternate position added to the Conservation Commission, as there is only one. The committee request that this be investigated.

The meeting was adjourned at 6:59pm.

Respectfully submitted,

Sandra Keans, Chair



Rochester City Council

Community Development Committee

MEETING MINUTES

Elaine Lauterborn, Chairperson
Donna Bogan, Vice Chairperson
Tom Abbott
Ray Barnett
A. Raymond Varney, Jr.

Meeting Date:	Monday, November 14, 2016	
Members Present:	Councilor Abbott Councilor Barnett Councilor Bogan Councilor Lauterborn Councilor Varney	Members Absent: None
Guests/Staff:	Mr. Julian Long, Community Development Coordinator Ms. Jennifer Marsh, Economic Development Specialist Mr. John Storer, Director of City Services Mr. Mike Provost, Rochester Main Street Director Mr. Philip Corbett, CMA Engineers Mr. Walter Devine, Acorn Terrace Cooperative Mr. Richard Williams, Acorn Terrace Cooperative	

Councilor Lauterborn called the meeting to order at 7:05 p.m. Motion was made by Councilor Barnett and seconded by Councilor Bogan to approve the September 12, 2016 minutes. Councilor Lauterborn mentioned that there was a correction to the minutes. "In years past, Tri-City Co-op has received public service agency funding, so environmental review and Davis-Bacon requirements are new to the organization" was corrected to "In years past, Tri-City Co-op has received *only* public service agency funding, so environmental review and Davis-Bacon requirements are new to the organization." (emphasis added) The corrected minutes were approved unanimously.

Public Input	There was no public input.
Rochester Farmers' Market	<p>Ms. Marsh discussed upcoming changes to the Rochester Farmers' Market for 2017: the market will run from June 13th through September 26th in the upcoming year, and the new time it will be held is 3:00 p.m. to 6:00 p.m. Ms. Marsh also mentioned that the special veterans' month promotion held during the 2016 market was very successful. The consensus of the committee was to support the 2017 Rochester Farmers' Market.</p> <p>Mr. Provost also discussed Rochester Main Street's plan to hold a Winter Fair, probably in February, which was inspired by Rochester's participation in the First Impressions program. Mr. Provost expressed interest in having the Department of Public Works truck in clean snow for the Winter Fair for use in snowman-making activities. Councilor Varney asked what location will be used for the fair, and Mr. Provost stated that it would be held throughout the downtown region. Councilor Varney stated the matter should be referred to Public Works, and Mr. Storer expressed</p>

	<p>support for the Winter Fair and requested additional information.</p> <p>Councilor Lauterborn suggested that the Winter Fair should be referred to the Public Works Committee, and the consensus of the Committee agreed.</p>
CDBG Prior Year Unexpended Funds	<p>Mr. Long provided a brief overview of the additional funding requests of \$20,578.39 from Rochester Main Street for its façade improvement program, \$3,080.00 from Tri-City Co-op for its handicap ramp and HVAC project, \$300.00 from the Homeless Center for Strafford County for its back-up generator project, and \$21,180.81 from the Acorn Terrace Cooperative for its water system improvements project.</p> <p>Mr. Provost stated that so far Rochester Main Street has received one firm expression of interest in a façade improvement grant, from the new Performing Arts Center, and two tentative expressions of interest. Councilor Varney disclosed that he is on the board of directors of the Rochester Opera House, which is the sponsor of the Performing Arts Center.</p> <p>Mr. Devine explained that the Acorn Terrace Cooperative, a cooperative comprised of manufactured home owners, has been experiencing issues with its water delivery to cooperative residents. There are breaks and leaks in the water pipes. Many residents are experiencing low water pressure and other water issues. The cooperative is in the process of obtaining a loan through the Drinking Water State Revolving Fund but is seeking additional funding for the necessary upgrades.</p> <p>Mr. Corbett mentioned that there is a NH Department of Environmental Services (DES) Notice of Violation related to the water system issues at the cooperative.</p> <p>Councilor Lauterborn asked if the project is CDBG eligible, and Mr. Long confirmed that preliminary analysis indicates that the project is eligible. Councilor Abbott asked whether CDBG funds would increase project costs due to federal requirements, and Mr. Long explained that they would not, as the Drinking Water State Revolving Fund is federally-funded and therefore the federal requirements are already applicable.</p> <p>Councilor Lauterborn asked whether it would cost more for the cooperative to hook up to the City water system, and Mr. Corbett said it would actually cost less. Councilor Varney stated that Mr. Storer and Councilor Willis are concerned about the cooperative still using wells and suggested that the cooperative should consult with the Department of Public Works and the Public Works Committee, and the consensus of the Committee agreed that the project should be referred to the Public Works Committee as a first step.</p> <p>Mr. Devine stated that Acorn Terrace Cooperative would also be interested in applying for FY 2017-2018 CDBG funds during the regular grant funding cycle to fund septic system improvements. Mr. Devine also requested that, as the Committee had decided not to recommend funding for the project, a letter stating such be provided to show to DES to prove</p>

	<p>that the cooperative is seeking funding to fix the problems. Mr. Long stated that he would draft a letter and provide a copy of the meeting minutes to Mr. Devine.</p> <p><i>Motion was made by Councilor Barnett and seconded by Councilor Varney to recommend additional funding in the amount of \$3,080.00 to fund the Tri-City Co-op HVAC and handicap ramp project and \$300.00 to fund the Homeless Center for Strafford County back-up generator project. The motion passed unanimously.</i></p>
Courage Wall Project	<p>Mr. Long provided a brief summary of the history of this project proposal. The original proposal was to install the Courage Wall where the Recreation Department's department logo currently is inside the Community Center, after the Recreation Department moves its office. The Recreation Department is still located inside the Community Center currently.</p>
FY 17-18 CDBG and General City Funding Grant Applications – Review Only	<p>Mr. Long provided a brief overview of the changes made to the FY 2017-2018 CDBG grant application and general City funding application from the prior year. This is comprised of a new section on construction projects discussing Davis-Bacon Act, environmental review, and Section 3 requirements, as well as a change to the section on procurement requirements to bring the CDBG construction procurement procedures in line with the City of Rochester's procurement policy. This policy requires that all projects over \$1,000 but under \$10,000 to obtain three price quotes and all projects over \$10,000 to use a sealed bid process.</p> <p>Councilor Lauterborn asked if the new procurement requirements are from the U.S. Department of Housing and Urban Development, and Mr. Long stated that they are from the City's Finance Department. Councilor Abbott asked if CDBG subgrantees must always accept the lowest bid or price quote, and Mr. Long stated that they are not required to do so but are requested to provide a brief narrative explanation if they do not choose the lowest bid or price quote.</p>
Residential Rehabilitation Loan Program Close-Out	<p>Mr. Long explained that in the late 1990s and early 2000s the City of Rochester ran a residential rehabilitation loan program funded with CDBG funds. The loans were fully forgivable after a certain number of years, but some loan recipients did not meet these conditions and paid back the loans to the City, in part or in full. These loan repayments have sat in a City bank account that the Finance Department now wishes to close out; the funds will return to the CDBG program to be reallocated to other eligible CDBG activities.</p> <p>Councilor Varney suggested that the residential rehabilitation loan program close-out be referred to the Finance Committee, and the consensus of the Committee agreed.</p>
CDBG Projects Program Report	<p>Mr. Long provided a brief update on completed and in-progress CDBG-funded projects, including the repayment of the Economic Development Small Business Development Center funds from FY 2015-2016 due to a failure to serve the minimum percentage of low- to moderate-income residents and the continuing work at Hope on Haven Hill. Councilor Barnett asked if the work at Hope on Haven Hill is nearing completion, and Mr. Long confirmed that the CDBG-funded project is almost complete,</p>

	<p>although additional work will occur at the building later in the year.</p> <p>Mr. Long gave a brief overview of the JOB Loan Program report through June 30, 2016. All outstanding loans are currently up to date in payments, and there is \$156,608.44 in the JOB Loan Program revolving loan fund available for lending. Councilor Varney asked if the Public House is now up to date on its loan payments, and Mr. Long confirmed that they are. Councilor Barnett asked about the source of the funds in the JOB Loan Program revolving loan fund, and Mr. Long stated that the funds are CDBG funds and that loan repayments return to the revolving loan fund to be lent out again.</p> <p>Councilor Bogan requested that the Community Development Coordinator report for October/November 2016 be corrected to reflect that the Community Development Coordinator attended the Ward 6 meeting, not the Ward 4 meeting. Mr. Long apologized for the error and stated that he would correct the report.</p> <p>Councilor Varney asked whether the memorandum of understanding between Bridging the Gaps and the Rochester School Department had been provided via email to the Committee. Mr. Long stated he would double check and, if it had not been provided, would send a copy of the memorandum of understanding to the Committee. Councilor Barnett asked about the source of the Bridging the Gaps funds, and Mr. Long stated that they were federal funds distributed through the Substance Abuse and Mental Health Services Administration.</p> <p>Councilor Varney asked about the status of the COPS Hiring Program grant. Mr. Long stated that the grant application had been submitted with estimated figures and needed to be corrected with the actual figures. Now that the City Council has voted to accept the grant award, the U.S. Department of Justice will allow the City to submit the amended grant application so the grant award will reflect the correct figures.</p>
Other Business	There was no other business.

Motion to adjourn was made by Councilor Bogan and seconded by Councilor Abbott. The vote to adjourn was unanimous. The meeting was adjourned at 8:20 p.m.

Next Meeting – Monday, December 12, 2016 at 7:00 p.m. in the City Council Conference Room at City Hall

Topics – CDBG Projects Program Report

**RESOLUTION AUTHORIZING THE REPROGRAMMING OF COMMUNITY
DEVELOPMENT BLOCK GRANT FUNDS IN THE GROSS AMOUNT OF \$3,380**

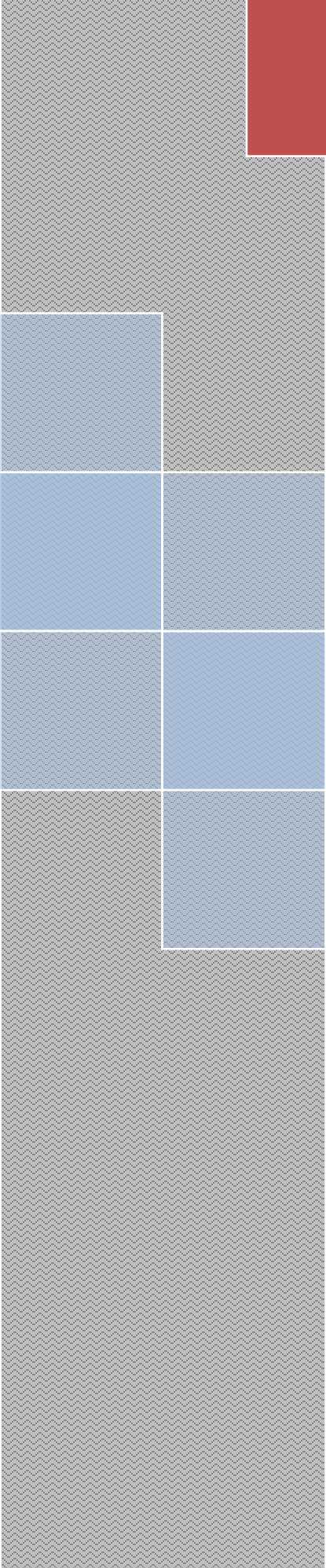
BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF ROCHESTER, AS FOLLOWS:

WHEREAS, there are unexpended funds from previous Community Development Block Grant (CDBG) grant years in the amount of Twenty One Thousand One Hundred Eighty and 81/100 Dollars (\$21,180.81);

WHEREAS, the Mayor and City Council desire to reprogram certain of these funds into other worthwhile activities;

THEREFORE, that the sum of Three Thousand Eighty Dollars (\$3,080.00) be expended on the Tri-City Co-op HVAC and handicap ramp project and that the sum of Three Hundred Dollars (\$300.00) be expended on the Homeless Center for Strafford County back-up generator project with all the funds to be derived from the aforementioned unexpended CDBG funds consistent with the attached funding resolution form, leaving funds in the amount of Seventeen Thousand Eight Hundred and 81/1000 Dollars (\$17,800.81) remaining to be reallocated at a later date and time; and

FURTHER, to the extent not otherwise provided for in this Resolution, the Finance Director is hereby authorized to designate and/or establish such accounts and/or account numbers as necessary to implement the transactions contemplated by this Resolution. **CC FY17 AB 85**



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12/1/16

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

FY 2016-2017 CDBG Annual Action Plan - Second Minor Amendment

COUNCIL ACTION ITEM ☒
INFORMATION ONLY ☐FUNDING REQUIRED? YES ☒ NO ☐
* IF YES ATTACH A FUNDING RESOLUTION FORMRESOLUTION REQUIRED? YES ☒ NO ☐FUNDING RESOLUTION FORM? YES ☒ NO ☐

AGENDA DATE	12/6/2016		
DEPT. HEAD SIGNATURE	Karen Pollard, signature on file		
DATE SUBMITTED	11/17/2016		
ATTACHMENTS	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	2

COMMITTEE SIGN-OFF

COMMITTEE	Community Development Committee
CHAIR PERSON	Councilor Elaine Lauterborn

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	
CITY MANAGER	

FINANCE & BUDGET INFORMATION

FINANCE OFFICE APPROVAL	
SOURCE OF FUNDS	CDBG
ACCOUNT NUMBER	Multiple - see attached
AMOUNT	\$3,380.00
APPROPRIATION REQUIRED	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>

LEGAL AUTHORITY

24 CFR 91.1.

SUMMARY STATEMENT

There is \$21,180.81 in unexpended Community Development Block Grant (CDBG) funds from prior years. These funds may be reprogrammed into other activities. At the 11/14/2016 Community Development Committee meeting, the Committee voted to reprogram \$3,080.00 into the already-approved Tri-City Co-op HVAC and handicap ramp activity and \$300.00 into the already-approved Homeless Center for Strafford County back-up generator activity.

RECOMMENDED ACTION

Approve additional funding for Tri-City Co-op in the amount of \$3,080.00 and additional funding for the Homeless Center for Strafford County in the amount of \$300.00.

**RESOLUTION AUTHORIZING CHANGE OF PURPOSE FOR COMMUNITY
DEVELOPMENT BLOCK GRANT REVOLVING LOAN FUNDS FROM
RESIDENTIAL REHABILITATION PROGRAM TO WEATHERIZATION PROGRAM
IN THE AMOUNT OF \$6,603.92**

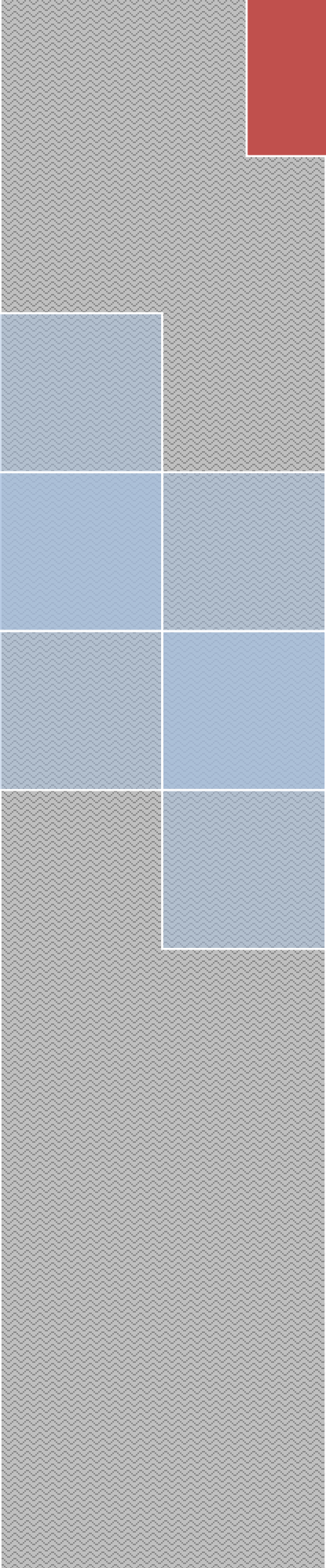
BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF ROCHESTER, AS FOLLOWS:

That the sum of Six Thousand Six Hundred Three and 92/100 Dollars (\$6,603.92) from the Community Development Block Grant (CDBG) Revolving Loan Funds previously accepted and appropriated for the purpose of funding the residential rehabilitation program be redirected to the Community Action Partnership of Strafford County weatherization program.

Further, that this resolution authorizes the complete expenditure of funds from the account created to receive CDBG Revolving Load Funds for the residential rehabilitation program, to include any accrued interest, and that said account shall be closed thereafter.

To the extent not otherwise provided for in this Resolution, the Finance Director is hereby authorized to designate and/or establish such accounts and/or account numbers as necessary to implement the transactions contemplated by this Resolution.

CC FY17 12-06 AB 84



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12/1/16

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

Close-out of CDBG Residential Rehabilitation Loan Program

COUNCIL ACTION ITEM ☒
INFORMATION ONLY ☐FUNDING REQUIRED? YES ☐ NO ☒
* IF YES ATTACH A FUNDING RESOLUTION FORMRESOLUTION REQUIRED? YES ☐ NO ☒FUNDING RESOLUTION FORM? YES ☐ NO ☒

AGENDA DATE	December 6, 2016	
DEPT. HEAD SIGNATURE	Karen Pollard, signature on file	
DATE SUBMITTED	November 17, 2016	
ATTACHMENTS YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	0

COMMITTEE SIGN-OFF

COMMITTEE	Community Development Committee
CHAIR PERSON	Councilor Elaine Lauterborn

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	signature on file
CITY MANAGER	signature on file

FINANCE & BUDGET INFORMATION

FINANCE OFFICE APPROVAL	signature on file
SOURCE OF FUNDS	
ACCOUNT NUMBER	
AMOUNT	
APPROPRIATION REQUIRED YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	

LEGAL AUTHORITY

24 CFR 570.504.

SUMMARY STATEMENT

The City of Rochester had a residential rehabilitation loan program, funded through a Community Development Block Grant (CDBG) revolving loan fund, in the 1990s and early 2000s. The program has been ended for several years, and there is a remaining balance in the revolving loan fund of \$6,603.92, plus any interest that continues to accrue on the account. These funds are considered program income under CDBG, and CDBG regulations require the use of program income before other CDBG grant funds can be expended.

As this program has been ended for several years, the Finance Department wishes to expend these funds and close out the bank account. As these funds were originally appropriated for residential rehabilitation use, the funds will be expended on the Community Action Partnership of Strafford County weatherization program activity (approved for CDBG funding at the May 3, 2016 City Council meeting) before any further grant funds are expended. This will not change the ultimate award granted to the weatherization program for FY 16-17 of \$46,103.14.

RECOMMENDED ACTION

Close out the residential rehabilitation loan program bank account, expend the principal funds balance of the account on the Community Action Partnership of Strafford County weatherization program, and return the interest funds balance of the account to the U.S. Department of Housing and Urban Development.

FINANCE COMMITTEE

Meeting Minutes

Meeting Information

Date: November 15, 2016
Time: 6:30 P.M.
Location: City Council Chambers
31 Wakefield Street
Rochester, New Hampshire

Committee members present were: Mayor McCarley, Deputy Mayor Varney, Councilor Keans, Councilor Torr, Councilor Lauterborn, Councilor Hamann and Councilor Gray. Other City Councilors present were: Councilor Barnett, Councilor Lachapelle, Councilor Abbott, Councilor Willis, Councilor Gates and Councilor Bogan. City staff present were: City Manager Fitzpatrick and Deputy City Manager Cox.

Agenda & Minutes

1. Call to Order

Mayor McCarley called the meeting to order at 6:30 PM.

2. Public Input

There were no members of the public that addressed the Committee.

3. Unfinished Business

There was no unfinished business taken up by the Committee.

4. New Business

There was no unfinished business taken up by the Committee.

5. Finance Director's Report

Deputy City Manager Cox reviewed three items from his written report to the committee: status of the Chief Assessor position, health insurance premium rates for fiscal year 2017 and the Department of Health & Human Services lease of space at the Community Center.

6. Monthly Financial Statements

There was no discussion regarding the monthly financial statements.

7. Other

There was no other business taken up by the Committee.

8. Non-Public

The Committee had no non-public business items.

9. Adjournment

Councilor Torr moved to adjourn the meeting. Councilor Gray provided a second to the motion which was then adopted. The meeting adjourned at 6:43 PM.



12/1/16

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

NH Health and Human Service - Lease Agreement Amendment

COUNCIL ACTION ITEM ☒
INFORMATION ONLY ☐FUNDING REQUIRED? YES ☐ NO ☒
* IF YES ATTACH A FUNDING RESOLUTION FORMRESOLUTION REQUIRED? YES ☒ NO ☐FUNDING RESOLUTION FORM? YES ☐ NO ☒

AGENDA DATE	December 6, 2016	
DEPT. HEAD SIGNATURE	John B. Storer, PE Orig with signature at City Clerks Ofc	
DATE SUBMITTED	November 17, 2016	
ATTACHMENTS YES <input type="checkbox"/> NO <input type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	

COMMITTEE SIGN-OFF

COMMITTEE	Finance Committee
CHAIR PERSON	Caroline McCarley

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	Signature on file
CITY MANAGER	Signature on file

FINANCE & BUDGET INFORMATION

FINANCE OFFICE APPROVAL	Blaine Cox, Deputy City Manager
SOURCE OF FUNDS	N/A
ACCOUNT NUMBER	
AMOUNT	
APPROPRIATION REQUIRED YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	

LEGAL AUTHORITY

City Council Resolution

SUMMARY STATEMENT

The NH Health and Human Service Lease is expiring on 12/31/16 and they have been paying \$275,250 annually without increase since 2010. The Director of City Services met with NH DHHS staff and hope that with City Council authorization the City will extend the current lease for a period of 20 months (August of 2018), with a 2% increase for a total annual lease amount of \$280,755. This has amount has been approved in advance by DHHS

During discussion with NH DHHS, Mr. Smith stated that they are delaying the RFP for this office location as they have many other office spaces undergoing renovations at this time and it is difficult to manage more than a few renovations at the same time. As part of the next lease they are hopeful that they can have an RFP ready that will include a new lease amount and major renovations to the current space at the Community Center. City Staff was also pleased with the extended time frame as it will give the City time to evaluate the building and future planning pertaining to budgeting for renovations at that space.

RECOMMENDED ACTION

Motion authorizing the City Manager to enter into an lease amendment agreement with the State of NH for an additional 20 months with a 2% increase above current lease.

Public Safety Committee
 Council Chambers
 November 16, 2016
 7:00 PM

MEMBERS PRESENT

Councilor Donald Hamann, Chair
 Councilor Ray Barnett
 Councilor Robert Gates
 Councilor James Gray
 Councilor Peter Lachapelle

MEMBERS ABSENT

John Storer, PE, Director of City Services
 Mike Bezanson, PE, City Engineer
 Deputy Chief Toussaint, Police Department

Minutes

Councilor Hamann brought the meeting to order at 7:00 PM.

1. Approve Minutes From October 19, 2016

The first order of business was to approve the October 19, 2016 minutes.

Councilor Gates made a motion to approve the October 19, 2016 minutes. The motion was seconded by Councilor Gray. Unanimous voice vote carried the motion.

2. Public Input

There were no members of the public present.

3. Morrill Court-Dead End Sign

Councilor Hamann summarized the issue. Mr. Bezanson said the area in question was off Portland Street northeast of School Street. The request came from a resident of 5 Morrill Court, for a lack of a "Dead End" sign. It was reported that vehicles fly down the road and try to turn around in his driveway; he has young children. Councilor Gates asked Mr. Bezanson the cost for a "dead end" sign and asked if there were some in stock. Mr. Bezanson said he would have to check if there were any in stock at DPW and on the cost of the sign. He also stated the sign could go above the street sign on the same post. ***Councilor Gates made a motion to install a "Dead End" sign on Morrill Court at the discretion of DPW. Councilor Barnett seconded the motion. Unanimous voice vote carried the motion.***

4. No Overnight Parking-Ordinance

Kept in committee until next month to gather more information.

5. Public Tree Removal-71 Stillwater Circle (kept in committee)

Mr. Storer, Director of City Services presented the proposed General Tree Removal Policy and a specific request from #71 Stillwater Circle.

Councilor Lachapelle made a motion to have the tree removed at 71 Stillwater Circle at owner's expense and to bring the Tree Removal Policy to full City Council for adoption. The motion was seconded by Councilor Gates. Unanimous voice vote carried the motion. Mr. Storer will do an agenda bill for this request.

6. Corner of Charles & McIntyre Street-No Parking Sign (kept in committee)

Councilor Hamann summarized the issue. Deputy Chief Toussaint said there is no issue on McIntyre Street; nothing is impeding the traffic. Councilor Hamann said he saw no issue. Mr. Bezanson stated that the request came in from 94 Charles Street. Upon listening to the recommendation of the Police Department that there were no issues in the area, no action was taken.

7. Crosswalk near Parson Main (kept in committee)

Councilor Hamann summarized the issue. Mr. Storer said there was \$100,000 appropriated in FY17 funds to improve crosswalk safety downtown. DPW will be looking at the entire downtown area, including the particular crosswalk in question on Wakefield Street. Deputy Chief Toussaint stated that there were curb cuts that would need to be moved if the crosswalk were moved; there is more involved than simply repainting a crosswalk in a different location.

Councilor Lachapelle made a motion to take no action. The motion was seconded by Councilor Gates. Unanimous voice vote carried the motion. DPW will bring recommendations back to the Committee once the entire area has been evaluated.

8. Other

William Allen School Traffic Complaints

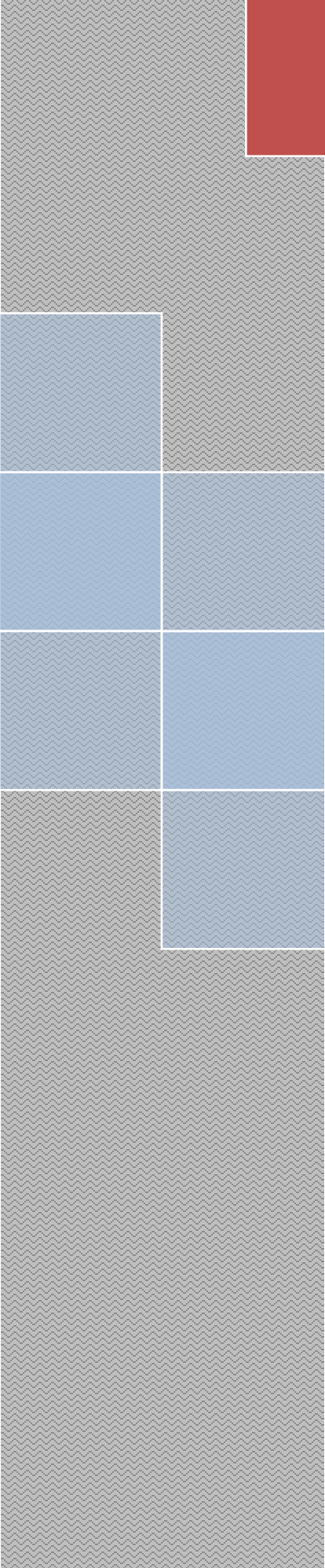
Councilor Gray said he was getting some traffic complaints near the William Allen School area and wanted this placed on next month's agenda. Mr. Storer said there will be a couple of neighborhood meetings coming up in the next month or two. Councilor Gray asked if Granite Street was one way going in and if the other streets were one way going out. Mr. Bezanson said that Glen Street is one way going out and that Catherine Street is two way. Councilor Hamann said not much could be done pending what DPW is doing. Deputy Chief Toussaint said he would have one of the officers touch base with the crossing guard in the area. Councilor Gray stated that this area was much improved from a year ago.

Downtown Lights - Brightness

Councilor Lachapelle said he has received a few complaints about the lighting downtown at night; that it is dark near the court house, past Friendly's Restaurant, and near the intersection of Columbus Avenue and Profile Bank. He suggested maybe brighter lights. Mr. Storer said there are approximately 168 downtown street lights that are metered; four years ago the lights were changed to LEDS. Mr. Storer also said that there would be a CIP discussion on street lights.

Councilor Gates made motion to adjourn the meeting at 7:19 PM. Councilor Barnett seconded the motion. The motion passed unanimously.

Minutes respectfully submitted by Laura Miller, Secretary II.



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POLICY AND PROCEDURE MEMO

SUBJECT: TREE REMOVAL POLICY

12/17/16
NO. 1.014
DATE: 10/7/2016.

CITY MANAGER

I. PURPOSE

This purpose of this policy and procedure is to establish requirements and standards for the removal of trees within limits of city public ways, commons, parks, cemeteries and other public grounds. The Tree Removal Procedure is based on RSA 231:139 (et.seq) relative to trees and roadside growth. RSA 231:139 (et. seq) provides a method of appointing tree wardens and provides governing bodies of cities and town authority over certain tree(s) situated within the limits of City public ways, commons, parks, cemeteries and other public grounds.

II. POLICY

As determined by the City, the duties of a tree warden shall be to help care for, maintain, protect, and perpetuate shade and ornamental community trees and shrubs in city public ways, commons, parks, cemeteries, and other public grounds, and to advise the governing body (in this case the Department of Public Works) from time to time and as may be necessary to help accomplish this purpose. The City's tree warden shall cooperate and work with other City agencies and officials in carrying out the intent.

This policy and procedure shall apply to the removal of trees that are defined as woody plant(s) with a single main stem that has the potential to grow to at least thirteen feet (13) and two (2) inches in diameter.

III. PROCEDURE

1. Applicant wishing to remove trees completes the *Tree Removal Request* application and submits it to the Department of Public Works (DPW) administration staff.

- Application includes:
 - Applicant contact Information
 - Location of trees requested to be removed
 - Photo's of trees to be removed

2. DPW administration staff marks the date the application is received. The application is provided to the Assistant City Engineer (or other designated DPW employee) for review.

3. The designated employee provides a copy to the City's Tree Warden for a determination on the condition (health) of the tree(s) and if the tree(s) creates a



POLICY AND PROCEDURE MEMO

SUBJECT: TREE REMOVAL POLICY

12/17/16

NO. 1.014

DATE: 10/7/2016.

CITY MANAGER

public nuisance.

4. If a public tree(s) is considered to be a hazard or safety concern, the City will initiate removal immediately.

5. If there is any question about the health of a tree, the Tree Warden may engage the professional services of a Licensed Arborist to review. The Tree Warden shall strive to make a determination within 14 calendar days of the request. At the time of inspection, the Tree Warden will mark, with ribbon, the tree(s) proposed to be removed.

6. If the Tree Warden determines that the trees are healthy and do not warrant removal, Applicant may appeal tree removal requests due to perceived hazards to the City's Public Safety Committee. Removal requests of healthy trees for aesthetics or convenience will not be considered.

7. The Public Safety Committee typically meets the 3rd Wednesday of every month. Any tree removal requests appealed to the Committee must be submitted to the Department of Public Works by the 1st day of the month. This will allow time to announce a Public Hearing during the Public Safety Committee Meeting regarding the proposed removal of a public tree(s).

8. Public trees are City property. In consideration of a tree removal request, Applicant must complete an abutter's checklist, as developed by the City's Planning Department. All parcels of land which are contiguous to the subject property at any point or which would be contiguous if not for an intervening road or stream must be listed. The list is completed by the applicant directly from information on the computer terminal located in the Assessor's Office in the basement of City Hall and then acknowledged by the Applicant. The list may not be filled out more than 5 days prior to submission to the Public Works Department. Please note that holders of conservation or preservation easements must also be notified. If there are any they must be included on the abutter's list. 1 original only. The applicant must pay the City of Rochester the current postal rate for a certified letter to be mailed to everyone on the abutter list. The Department of Public Works will generate the public hearing notice and take it to the post office to be mailed certified. The applicant should supply 2 mailing labels for each name on abutter list.



POLICY AND PROCEDURE MEMO

SUBJECT: TREE REMOVAL POLICY

12/17/16

NO. 1.014

DATE: 10/7/2016.

CITY MANAGER

9. The public hearing shall occur during the regularly scheduled monthly meeting of the Public Safety Committee. The meeting notice will be posted at City Hall and the DPW facility as well as at the location of the tree(s) at least 7 calendar days prior to the public hearing.

- If the tree(s) to be removed are determined to be outside the residential part of the City (such residential part to be determined by the Tree Warden), the Tree Warden may determine a public hearing is not necessary and written notice be issued by DPW for the tree(s) removal.

10. The Public Safety Committee, Tree Warden and/or representative of the DPW, based on input from the applicant and public, will make a determination at the public hearing as to whether the tree(s) will be permitted to be removed.

11. The Public Safety Committee will instruct the DPW to issue a written notice of the outcome of the public hearing and this notice shall be considered approval/ or disapproval of the applicants request.

12. If tree removal is allowed, the Applicant will be required to fund the cost of removal of any healthy trees. Applicant will be required to pre-deposit full amount of tree removal work. The City will then engage a Licenses Arborist to remove the tree(s). The City will only engage a reputable, Licensed Arborist, fully-insured to City standards.



12/1/16

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

Approve Tree Removal Policy (referred from Public Safety Committee)

COUNCIL ACTION ITEM ☒
INFORMATION ONLY ☐FUNDING REQUIRED? YES ☐ NO ☒
* IF YES ATTACH A FUNDING RESOLUTION FORMRESOLUTION REQUIRED? YES ☒ NO ☐FUNDING RESOLUTION FORM? YES ☐ NO ☒

AGENDA DATE	December 6, 2016	
DEPT. HEAD SIGNATURE	John B. Storer, PE Orig with signature at City Clerks Ofc	
DATE SUBMITTED	November 17, 2016	
ATTACHMENTS YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	3

COMMITTEE SIGN-OFF

COMMITTEE	Public Safety
CHAIR PERSON	Donald Hamann

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	signature on file
CITY MANAGER	signature on file

FINANCE & BUDGET INFORMATION

FINANCE OFFICE APPROVAL	signature on file
SOURCE OF FUNDS	
ACCOUNT NUMBER	
AMOUNT	
APPROPRIATION REQUIRED YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	

LEGAL AUTHORITY

City Council Approval

SUMMARY STATEMENT

The Public Safety Committee reviewed and supported the attached Tree Removal Policy. The Committee is looking for support and approval from the City Council to adopt and implement the Policy.

The City is responsible for public trees on City property and within rights-of-way of our streets. We only remove trees when they pose a safety hazard or a Licensed Arborist determines they are diseased or decaying. The City does not have a formal process to allow a business or resident to request removal of a public tree.

We would not allow removal of a public tree for convenience or aesthetic reasons. If a resident expressed concern about the safety of a tree we would retain a Licensed Arborist to conduct an assessment. If the tree was determined to be healthy, we would take no action to remove the tree.

The proposed Tree Removal Policy allows a resident to seek removal of a public tree if they feel there may be a potential safety hazard. There was a specific request from a resident in Stillwater Circle that was worried that a tall, mature pine was slightly leaning towards his house and could reach his house if it fell.

The proposed Policy is modeled after language from the City of Portsmouth, with modifications to follow our Planning Department's Abutter Notification Process. Tree Removal Requests would be processed through the Department of Public Works, with appeals eventually going to the Public Safety Committee if the City's Arborist felt the tree was healthy, but the requesting party still felt a safety hazard existed.

RECOMMENDED ACTION

Support adoption of the attached Tree Removal Policy which will be implemented and enforced through the Public Safety Committee.

Public Works and Buildings Committee**November 17, 2016 6PM****Council Chambers****MEMBERS PRESENT**

Councilor Ralph Torr – Chairman

Councilor Sandy Keans

Councilor Donald Hamann

Councilor Thomas Willis

MEMBERS ABSENT

Councilor Ray Varney- Vice Chairman

OTHERS PRESENT

Councilor James Gray

Dan Fitzpatrick, City Manager

John B. Storer, Director of City Services

Captain Matthew Henry, National Guard Armory, Brock St

Amanda Schrempf, 156 Winkely Farm Road

Troy Brown, 44 Winkley Farm Road

Walter Devine, 7 Joshua Street

Justin Pasay, 212 Chesley Hill Road, Attorney

Scott Cole, 212 Chesley Hill Road, Engineer

MINUTES

Chairman Torr called the Public Works and Buildings Committee to order at 7:00 PM.

1. Approve minutes from October 20, 2016 meeting -

Chairman Torr requested comments or a recommendation on last month's minutes.

*Councilor Hamann made a motion to accept minutes as presented for the October 20, 2016 Meeting. The motion was seconded by Councilor Willis. The Motion passed unanimously.***2. Public Input****National Guard Armory Brock Street** - Mr. Storer stated that Captain Matthew Henry came tonight to discuss the release of a water line easement. Mr. Storer stated that there is time sensitivity to this issue and that he intended to have it on the last City Council Meeting agenda and that it had been missed. He will confirm that this will be on the City Council Agenda for December 6, 2016.**Water Quality – Winkley Farm Road** – Mr. Storer stated that the Councilors had received letters from Mrs. Schrempf from 156 Winkley Farm Road. He stated that the letter discussed the severity of the water quality issue of the homes on Winkley Farm Road. Mrs. Schrempf stated that she bought her home approximately two years ago and that they have already had two treatment systems fail. She said they have been told they

need to drill a new well, but have had difficulty finding a well company willing to do the work due to bedrock issues and the opinion that a new well would not help the situation. She stated that neither the treatment companies nor the well companies want to work in the area as they do not believe that the customers will be happy with the end product of work performed. Mrs. Schrempf stated she can't do wash, cook, or bathe her children in their water and there is no solution to fix the problem. She stated she is seeking guidance and any wisdom or assistance that the City Council can provide. Mr. Troy Brown of 44 Winkley Farm Road also spoke of the problems him and most of, if not all of their other neighbors face with water quality. Mr. Brown stated he has been there approximately 10 years and the situation has gotten progressively worse. He displayed a jar of water that was clearly dark orange / brown in color. He also passed around a section of his pipe that demonstrated the level of corrosion they are experiencing. He stated that it is more than just high iron and manganese they are fighting. He also shared the experience of not being able to find contactors willing to come to his home to assist with the filtration system. He stated that he currently has a system that cost thousands of dollars for installation and approximately thirteen hundred dollars a year for maintenance. He stated he can shower and wash his dark clothing, but must go to the laundromat for whites and must use bottle water for drinking and cooking. Mr. Brown spoke at length and stated he has been in contact with NHDES. Mr. Brown explained that he has been told by Brendan Kernen of NHDES that the State is looking at the use of grant funds for an mtbe issue in the Crown Point / Meaderboro Road section of Rochester and that project could end up extending the City of Rochester's water system to the area of Winkley Farm Road. Mr. Brown stated that he believes their only solution to the water quality problem would be tying into the municipal water system if it could be brought to their area. Councilor Willis and Mr. Storer both shared information regarding the mtbe remediation program and stated that it might be the answer but it would still be very costly to run municipal water into the neighborhood. Mr. Fitzpatrick stated that the project could be added to the Capital Improvement Plan for future years and it will be decided by the City Council what projects the budgeting process could support. Mr. Storer stated that the NHDES remediation plan has several options for where and how to get water extended to the area effected by the mtbe contamination and that "alternate #3" would be the most beneficial to the Winkley Farm residents. Mr. Storer stated that he believes the City Council could weigh in with a letter of support for alternate #3 as it would assist with a greater amount of residents rather than just the mtbe affected wells. Councilor Willis stated that the residents of Winkley Farm Lane should continue to collect data and to share it with NHDES in order to support their cause.

Councilor Hamann made a motion to recommend the full City Council authorize a letter of support for the mtbe remediation option 3 plan as it may help to solve the water quality issues of the Winkley Farm Lane residents. The motion was seconded by Councilor Keans. The motion passed unanimously.

Walter Devine – 7 Joshua Street, Acorn Terrace Mobile Home Park – Mr. Devine stated that he is the Operations Manager for this Co-op park. Mr. Devine stated that the park has 3 wells that are not providing a sufficient amount of water for the park. He said that like many other places around the area the drought has made the problem worse. Mr. Devine stated that the park is currently entering into a Drinking Water State of NH Revolving Fund (DWSRF) loan to repair the onsite infrastructure including their main lines, pumps and storage tanks. He stated he was here to ask if the City was currently considering any water main extension up the Cross Roads that this park would be able to tie into. Mr. Fitzpatrick explained the City's Capital Improvement Program by stating that a water main extension project could be added to that plan and then based on funding and other criteria the City Council would decide if and when they would construct such a project. Councilor Willis stated he will be the NHDES project manager for the DWSRF project and that he will not be part of the City's decisions regarding this project. Councilor Willis advised Mr. Devine to think about applying the DWSRF loan to the main extension project instead of the infrastructure project. Mr. Devine stated that they are currently losing water due to breaks in the underground pipes and if they were to extend the City main to the park without fixing those breaks, they would have water but would now be paying a per unit cost on the water going into the ground.

Chesley Hill Road Paving Moratorium – Mr. Justin Pasay of Donahue, Tucker & Ciandella, PLLC legal firm introduced himself as a lawyer and stated he was here with Scott Cole from Beals Associates, an engineering firm from Stratham. He stated they were here on behalf of Alexis Makris who is the owner of several parcels on Chesley Hill Road. He stated that of these parcels there are two directly on Chesley Hill Road that have been conveyed to Chinburg Builders for construction. Mr. Pasay stated that Chinburg had attempted to pull excavation and water tie-in permits and had been informed of the five year moratorium for cutting the pavement on newly paved City streets. Mr. Fitzpatrick asked him if it was proper to be appearing in a professional capacity without letting the City know they were coming which would give the City time to decide if they too wanted legal representation present. Mr. Pasay apologized and stated he was here at the invitation of Mr. Friend-Gray as he was told this was the appropriate forum to seek information about any ways to proceed with construction. Mr. Storer cited the City Ordinance chapter 15.5(b) pertaining to the moratorium and explained that it would need a Council action by majority vote to cut the pavement. Councilor Willis asked for the location of the water line. Mr. Storer stated that it is on the opposite side of the road and development of these lots would require cutting the road. Mr. Willis explained that when you cut into a newly paved road it significantly impacts the integrity of the pavement. Mr. Pasay stated that it was thought that as these were lots of record the water stubs are usually brought to curbside prior to paving when roads are reconstructed. Mr. Pasay stated that they are currently here for these two parcels but stated that another parcel is in front of the planning board for a subdivision

development project that will also require water tie in installation. Councilor Willis suggested that there could be conditions of the Planning Board that would require a large pavement patch using pavement technologies that could reduce the impacts to the new pavement. Councilor Willis stated that if they are going to do just 2 lots now, then they would need to come back to this committee for a recommendation for the City Council to approve or deny the cuts to be made. Councilor Gray asked if boring or pulling a line under the road is an option. Mr. Cole stated that they have determined that the line is just under the edge of the road and they have ruled out being able to jack it under the road. Mr. Storer stated that the line is under the pavement and would require a significant cutting of the pavement. Mr. Storer suggested that a milling and overlay that would incorporate the recent cut made by the City to repair a drainage issue and the 2-3 necessary cuts by the developer, may be an option that would be beneficial to both the developer and the City

3. Wakefield Street

Mr. Storer stated that a Public Information Meeting will be held for residents and businesses in the area to come and discuss the project. He stated the meeting is scheduled at the Community Center for November 30, 2016 at 7PM. He stated that after the meeting he will have the engineers back to this committee with the conceptual designs. He stated he is still looking into the cost and feasibility of underground utilities.

4. Wallace Street

Mr. Storer stated the City Council should see an item on the December 6, 2016 City Council agenda requesting authorization to submit for two Brownfield Remediation Grants for this site. Councilor Willis asked if these were State of NHDES Grants USEPA Grants. Councilor Storer stated he believes they were federal but stated he would get back to Mr. Willis on that. Councilor Willis has asked what the grants are to be used for. Mr. Storer stated that each grant is for two hundred thousand dollars for a total of four hundred thousand. He believes that they are for general cleanup but stated he would get the Councilor the details to him.

5. Granite State Business Park Street Lights

Mr. Storer stated that staff is still looking into the lights at the business park and will bring back recommendations soon. He stated that the park has a futuristic vibe to it with the current signage so he is looking at more modern alternatives to the lantern style lights that are kind of historic looking. Eversource has suggested that the City go on a metered service type of account and perform our own maintenance. He stated that currently the City is on a lower cost fixed account but we have to pay for any additional repairs. He stated there are many options as to what we can put in but he suggests that we go on the metered service and do all of the light maintenance with our own bucket truck.

6. LED Street Lights

Mr. Storer stated that he met with other Portsmouth, Dover and Durham Public Works Directors and he stated that they are going out to bid to swap out their high pressure

sodium lights for LED's. He stated that he believes there could be a significant saving both on monthly metered service and on maintenance parts. He stated that we would maintain our own inventory of lights and parts and do the maintenance of changing them out with City staff. He stated that he will try get the bid results from those communities and he plans to put in a CIP budget request for FY18 for converting to LED's. Mr. Storer stated that in 2012 the City had converted the downtown lamp posts to LED and it was approximately a four year payback period.

7. Raw Water Transmission Main Repair

Mr. Storer stated that this is a procurement issue. He stated that we were looking to do a hydraulic evaluation of this line to determine what size line we need. He stated that this is our main transmission line from the Berry River and we are seeking to increase the storage at Round Pond. He stated that Wright Pierce has done some research that supports the idea of doing pipe bursting instead of open cutting to repair this transmission main. Mr. Storer stated that he had a budget of six hundred thousand dollars and that they have obtained a price for open cutting the line from SUR Construction Company in the amount of seven hundred and eighty thousand dollars (780K) and two price quotes for pipe bursting. The first was a quote from a company in Massachusetts at seven hundred and seventy three thousand dollars and the second quote was from Ted Berry Company for five hundred and forty thousand dollars. Mr. Storer stated that Wright-Pierce recommends the Ted Berry Company as they have worked with them several times and have a high-level of confidence with them. Mr. Storer stated that he asked the Finance Director for authority to proceed with the pipe bursting with Ted Berry Company. He stated proceeding with this plan also save the cost of engineering the bid documents. Mr. Storer stated that he was looking to see if the Committee felt this was a good route to go as well. Mr. Willis stated that he supports the idea of the Ted Berry Company and he was in favor of the pipe bursting effort as is has less of an impact on the environment and less permitting would be necessary. Councilors Keans and Hamann suggested that if Wright Pierce was confident in the Ted Berry Company then they also supported the decision.

8. Colonial Pines

Mr. Storer stated that this phase of the project is moving forward. He stated that the geotechnical information has given them the information to reduce the cost of the effort to get under the turnpike with the current two million in funding. He stated that if they are able to they should be working on the construction in February or March.

9. Letters of Support

Mr. Storer stated he wanted to keep the Committee informed about two letters of support he would be sending out. The first letter was in regards to the drought plan being developed by the Strafford Regional Planning Commission and the second letter was in support of land conservation in Farmington. He stated that the property they are working with is referred to as the "Bullwinkle" property and it is in our watershed.

10. Arena Roof

Mr. Storer stated that he believed there to be a seven hundred and fifty thousand dollar budget for the arena roof project. He stated that he expects the bids to be over budget but stated he would get the project out to bid and keep the Committee informed.

11. Health and Human Services Lease

Mr. Storer stated that there will be an agenda item asking the City Council to enter into a new lease amendment agreement with NH Department of Health and Human Service for the space at the Community Center. He stated that the term is for twenty months and that there will be a two percent increase on the rent.

12. Other

Pavement Conditions Assessment Project – Mr. Storer stated that the assessment is in progress and we should have information to use while discussing the FY18 Paving Program. He also stated that Sealcoating, Inc. will be working on crack sealing in the upcoming weeks.

Whitehouse Road – Mr. Storer stated that because Unitil is holding up the City's paving on this street they will be participating in a cost share to overlay the road for the winter. Councilor Willis stated that Unitil has a history of disrupting the City's paving and the City should be compensated. Councilor Willis asked if there were other roads that are being considered for the funds that were set aside for Whitehouse Road. Mr. Storer stated that as it is late in the season it isn't likely that any other paving could be completed this season. Mr. Storer stated that Weeping Willow Road is on the Road Supervisors list as needing an overlay. He stated it is too large a road to be completed by City Staff. The Committee agreed that it is likely too late in the season to do any other paving.

157 Farmington Road / Henderson Farm Building – Mr. Storer stated that the building known formally as the Henderson Farm House that is located on the Cocheco Well site is in need of repairs and maintenance. He further stated that he put this on the agenda to see if any of the Councilors remember any stipulations or historical building issues that mandate that the City keep the building and maintain it. He stated that he had found a draft of a Historic Preservation Deed but was unable to find out if it was ever executed. He stated that if in fact we are responsible to maintain it and keep the building he would be adding a project to the budget as it is in need of substantial repairs. Councilor Willis stated that he did not have a good recollection of this issue but suggested that the Division of Historic Resources may have recorded the document or have the historic review findings as it was a federally funded project. Chairman Torr suggested that Mr. Storer stop into Brocks Lumber to see Bob Henderson as he might have kept up with the property as it was his family's property.

13. Non Public – RSA 91-A:3 for land

At 8:44 PM Councilor Hamann made a motion to recess for non-public session citing

*RSA-91-A:3 for land. Councilor Willis seconded the motion. A roll call vote was taken
Chairman Torr-Yes*

Councilor Keans – Yes

Councilor Hamann Yes

Councilor Willis Yes

The motion passed unanimously.

*At 9:01 Councilor Willis made a motion to reconvene the Public Works Committee and
to seal the minutes of the Non-Public Session. The motion was seconded by Councilor
Haman. A roll call vote was taken.*

Chairman Torr – Yes

Councilor Keans - Yes

Councilor Hamann – Yes

Councilor Willis - Yes

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*Councilor Hamann made a motion for adjournment at 9:02 pm. The motion was
seconded by Councilor Willis. The motion passed unanimously.*

Minutes respectfully submitted by Lisa J. Clark, City of Rochester Administration and
Utility Billing Supervisor.



12/1/16

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

Release of Water Line Easement, 106 Brock Street, National Guard

COUNCIL ACTION ITEM ☒
INFORMATION ONLY ☐FUNDING REQUIRED? YES ☐ NO ☒
* IF YES ATTACH A FUNDING RESOLUTION FORMRESOLUTION REQUIRED? YES ☒ NO ☐FUNDING RESOLUTION FORM? YES ☐ NO ☒

AGENDA DATE	November 1, 2016		
DEPT. HEAD SIGNATURE	John B.Storer		
DATE SUBMITTED	October 21, 2016		
ATTACHMENTS	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	2

COMMITTEE SIGN-OFF

COMMITTEE	
CHAIR PERSON	

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	signature on file
CITY MANAGER	signature on file

FINANCE & BUDGET INFORMATION

FINANCE OFFICE APPROVAL	signature on file
SOURCE OF FUNDS	
ACCOUNT NUMBER	
AMOUNT	
APPROPRIATION REQUIRED	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>

LEGAL AUTHORITY

City Council Resolution

SUMMARY STATEMENT

Per the attached letter request, the National Guard Armory on Brock Street is looking for the City to relinquish an old water line easement. This would free up the parcel for potential expansion.

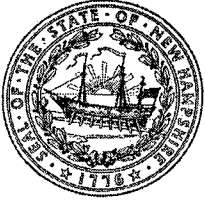
In 1954 the City sold the property at 106 Brock Street to the State of New Hampshire for the purposes of constructing a National Guard Armory. At that time a 50-foot wide right-of-way or easement was retained by the City for the right to maintain, repair and reconstruct a 16-inch water main crossing the property and further right to install and extend additional pipe lines as future demands may require. The City did later install a second water main (18-inch diameter) within the easement area. Since that time both water mains have been abandoned as a result of improvements made to other areas of the water distribution system. Abandonment of the mains also allowed for discontinuance of the water mains across the Rochester Fairgrounds property. The City of Rochester no longer has a need to retain the easement across this property.

The National Guard has requested release of the easement in a letter to the City dated October 18, 2016. Although the water mains are no longer being actively used, the 18-inch main remains physically connected to the active water distribution system. The City should consider requiring the work of physically disconnecting this pipe from the active system as compensation for this release of easement.

RECOMMENDED ACTION

Motion to release the water line easement in exchange for having the National Guard be responsible for physically disconnecting the 18-inch water main from the active line on Brock Street.

12/1/16



STATE OF NEW HAMPSHIRE
THE ADJUTANT GENERAL'S DEPARTMENT

BUSINESS ADMINISTRATION
STATE MILITARY RESERVATION
4 PEMBROKE ROAD
CONCORD, NEW HAMPSHIRE 03301-5652

William N. Reddel, III, Major General
The Adjutant General

Warren M. Perry, Colonel (ret.)
Deputy Adjutant General

Stephanie L. Milender
Administrator

Phone: 603-225-1360
Fax: 603-225-1341
TDD Access: 1-800-735-2964

October 18, 2016

Mr. John Storer, P.E.
Director of City Services
City of Rochester
31 Wakefield Street
Rochester NH 03867

Subject: Formal Request for Release of Water Line Easement (Book 626 Page 483) located at 106 Brock Street (Tax Map 129 Lot 15).

Dear Mr. Storer,

Please consider this letter as a formal request to be placed on the Rochester City Council Agenda at their earliest convenience. The purpose of this request is for the City Council to approve the release of a water line easement at 106 Brock Street in Rochester. The intent of the abandonment is to allow the Adjutant General's Department/New Hampshire National Guard complete use of the parcel for a future Military Construction (MILCON) project.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Stephanie L. Milender".

Stephanie L. Milender
Administrator

cc: Mr. Michael Bezanson, PE

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**RESOLUTION DEAUTHORIZING PREVIOUS FUNDING FOR THE EAST END DAM
REPAIR PROJECT IN THE AMOUNT OF \$100,000**

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

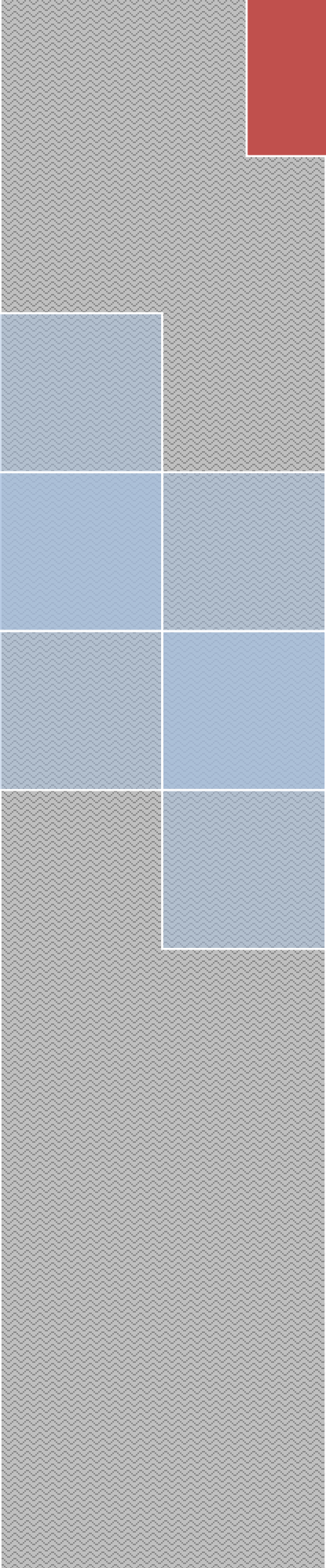
WHEREAS, by virtue of a certain resolution adopted by the Mayor and City Council of the City of Rochester, the Mayor and City Council appropriated One Hundred Thousand Dollars (\$100,000.00) from the Water Fund unreserved retained earnings balance to the Water Works Capital Improvement Plan (CIP) fund for the purpose of completing the East End Dam Repair (the "Project"), and

WHEREAS, by Resolution, the Mayor and City Council have changed the source of funding for the Project to borrowing;

NOW THEREFORE, in light of the above, the Mayor and City Council of the City of Rochester hereby withdraw and deauthorize the sum of One Hundred Thousand Dollars (\$100,000.00) of previous appropriation of funds from the Water Works CIP and return the funds to the Water Fund unreserved retained earnings balance.

To the extent not otherwise provided for in this Resolution, the Finance Director is hereby authorized to designate and/or establish such accounts and/or account numbers as necessary to implement the transactions contemplated by this Resolution.

CC FY 16 12-06 AB 61 -B



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**RESOLUTION DEAUTHORIZING CITY OF ROCHESTER DEPARTMENT OF
PUBLIC WORKS WATER FUND CAPITAL IMPROVEMENT PLAN PROJECT
FUNDING FOR THE WATER TREATMENT PLANT ROOF UPGRADE PROJECT IN
THE AMOUNT OF \$42,948.42**

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

In accordance with the provisions RSA 33:9, Forty Two Thousand Nine Hundred Forty Eight and 42/100 Dollars (\$42,948.42) of previous bond authority is deauthorized from the FY 2017 Department of Public Works Water Fund Capital Improvement Project Fund for the costs associated with the Water Treatment Plant Roof Upgrade Project.

To the extent not otherwise provided for in this Resolution, the Finance Director is hereby authorized to establish and/or designate such accounts and or account numbers as are necessary to implement the transactions contemplated in this Resolution.

CC FY17 12-06 AB 78

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12/1/16

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
DE-AUTHORIZATION WATER FUND - WTP Roof Project 15540

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

AGENDA DATE	DECEMBER 6, 2016		
DEPT. HEAD SIGNATURE	John B. Storer Orig w/signature on file at City Clerk ofc		
DATE SUBMITTED	11/21/16		
ATTACHMENTS YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> Munis Account Status	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	1	

COMMITTEE SIGN-OFF

COMMITTEE	
CHAIR PERSON	

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	Signature on file
CITY MANAGER	Signature on file

FINANCE & BUDGET INFORMATION

FINANCE OFFICE APPROVAL	Signature on file
SOURCE OF FUNDS	Bonding
ACCOUNT NUMBER	55016010-772000-15540
AMOUNT	\$42,948.42
APPROPRIATION REQUIRED YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	

LEGAL AUTHORITY

CITY COUNCIL RESOLUTION

SUMMARY STATEMENT

The project to make repairs to the WTP roof has been completed.

The original amount funded was \$50,000

The expended amount is \$7,051.58

We are requesting the de-authorization of the remaining balance of \$42,948.42 in the project expense account.

RECOMMENDED ACTION

1. A resolution for the de-authorization of water fund bonding authority in the amount of \$42,948.42 from associated water fund account # 55016010-772000-15540.

AGENDA BILL - FUNDING RESOLUTION

EXHIBIT

Project Name: Date: Fiscal Year:

Fund (select):

GF Water Sewer Arena CIP Water CIP Sewer CIP Arena CIP Special Revenue Fund Type: Lapsing Non-Lapsing

Deauthorization

	Org #	Object #	Project #	Fed Amount \$	State Amount \$	Local Amount \$
1	55016010	772000	15540	-	-	42,948.42 -
2				-	-	-
3				-	-	-
4				-	-	-

Appropriation

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

Revenue

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

DUNS # CFDA # Grant # Grant Period: From
To

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

Reimbursement Request will be reduced Funds will be returned

11/22/2016 11:05
lisa

CITY OF ROCHESTER
YEAR-TO-DATE BUDGET REPORT

P 1
glytdbud

FOR 2017 13

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
5501 CAPITAL PROJECTS WATER FUND							
55016010 CIP WATER EXPENSE							
55016010 772000 15540 WTP ROOF REPA	50,000	50,000	7,051.58	.00	.00	42,948.42	14.1%
TOTAL CAPITAL PROJECTS WATER FUND	50,000	50,000	7,051.58	.00	.00	42,948.42	14.1%
TOTAL EXPENSES	50,000	50,000	7,051.58	.00	.00	42,948.42	
GRAND TOTAL	50,000	50,000	7,051.58	.00	.00	42,948.42	14.1%

** END OF REPORT - Generated by Lisa Clark **

**RESOLUTION DEAUTHORIZING APPROPRIATION FROM DEPARTMENT OF
PUBLIC WORKS SEWER FUND CAPITAL IMPROVEMENT PROJECT FUND FOR
THE WASTEWATER TREATMENT PLANT SECURITY CAMERA PROJECT IN THE
AMOUNT OF \$4,568.00**

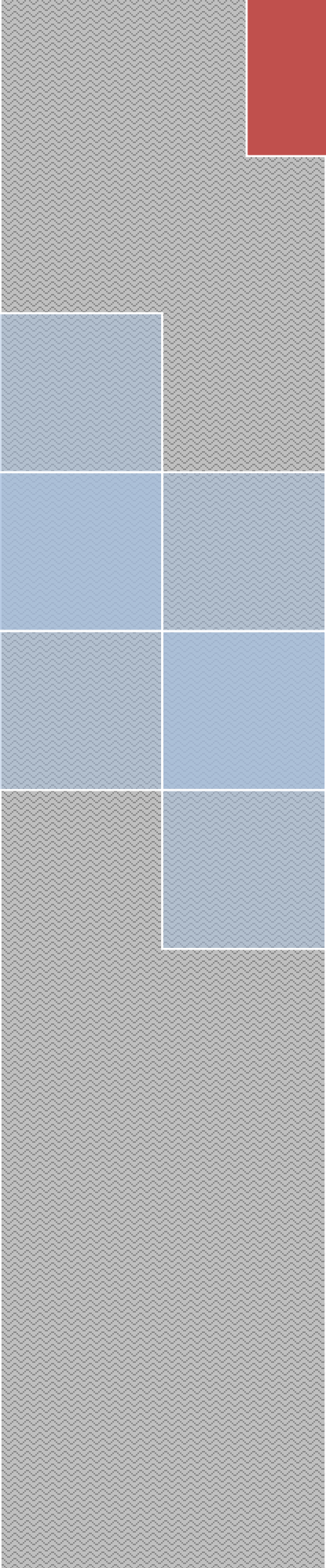
**BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF
ROCHESTER:**

That the sum of Four Thousand Five Hundred Sixty Eight Dollars (\$4,568.00) of the previous appropriation of funds from a Homeland Security Grant to the Sewer Fund Capital Improvements Plan for costs associated with the Waste Water Treatment Plant Security Camera Project is deauthorized.

Further, the Homeland Security Grant was based upon reimbursement, therefore the amount sought by the City in reimbursement will be reduced by Four Thousand Five Hundred Sixty Eight Dollars (\$4,568.00).

To the extent not otherwise provided for in this Resolution, the Finance Director is hereby authorized to establish and/or designate such accounts and or account numbers as are necessary to implement the transactions contemplated in this Resolution.

CC FY16 RESOLUTION 12-06 AB 74



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12/1/16

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

DE-AUTHORIZATION SEWER HOMELAND GRANT WWTP CAMERA PROJECT

COUNCIL ACTION ITEM ☒
INFORMATION ONLY ☐FUNDING REQUIRED? YES ☐ NO ☒
* IF YES ATTACH A FUNDING RESOLUTION FORMRESOLUTION REQUIRED? YES ☒ NO ☐FUNDING RESOLUTION FORM? YES ☒ NO ☐

AGENDA DATE	DECEMBER 6, 2016	
DEPT. HEAD SIGNATURE	John B. Storer Orig w/signature on file at City Clerk ofc	
DATE SUBMITTED	11/17/16	
ATTACHMENTS YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> Munis Account Status	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	1

COMMITTEE SIGN-OFF

COMMITTEE	
CHAIR PERSON	

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	Signature on file
CITY MANAGER	Signature on file

FINANCE & BUDGET INFORMATION

FINANCE OFFICE APPROVAL	Signature on file
SOURCE OF FUNDS	GRANT
ACCOUNT NUMBER	55026020-773800-1657
AMOUNT	\$4,568.00
APPROPRIATION REQUIRED YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	

LEGAL AUTHORITY

CITY COUNCIL RESOLUTION

SUMMARY STATEMENT

This funding for the Security Camera Project at the WWTP was from a Homeland Grant. the project is now completed.

The total funded for this project was \$25,000

The total cost was \$20,432.0.

We are requesting the de-authorization of the remaining balance of \$4568 in the account.

RECOMMENDED ACTION

1. A resolution for the de-authorization Homeland Grant funds totaling \$4,568 in Sewer Fund Account #55026020-773800-16570.

AGENDA BILL - FUNDING RESOLUTION

EXHIBIT

Project Name: Date: Fiscal Year:

Fund (select):

GF Water Sewer Arena CIP Water CIP Sewer CIP Arena CIP Special Revenue Fund Type: Lapsing Non-Lapsing

Deauthorization

	Org #	Object #	Project #	Fed Amount \$	State Amount \$	Local Amount \$
1	55026020	773800	16570	\$4,568.00	-	-
2				-	-	-
3				-	-	-
4				-	-	-

Appropriation

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

Revenue

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

DUNS # CFDA # Grant # Grant Period: From
To

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

Reimbursement Request will be reduced Funds will be returned

11/17/2016 09:44
lisa

CITY OF ROCHESTER
YEAR-TO-DATE BUDGET REPORT

P 1
glytdbud

FOR 2017 13

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
5502 CAPITAL PROJECTS SEWER FUND							
55026020 CIP SEWER EXPENSE							
55026020 773800 16570 HOMELAND SECU	25,000	25,000	20,432.00	.00	.00	4,568.00	81.7%
TOTAL CAPITAL PROJECTS SEWER FUND	25,000	25,000	20,432.00	.00	.00	4,568.00	81.7%
TOTAL EXPENSES	25,000	25,000	20,432.00	.00	.00	4,568.00	
GRAND TOTAL	25,000	25,000	20,432.00	.00	.00	4,568.00	81.7%

** END OF REPORT - Generated by Lisa Clark **

**RESOLUTION DEAUTHORIZING APPROPRIATION FROM DEPARTMENT OF
PUBLIC WORKS WATER CAPITAL IMPROVEMENT PROJECT FUND FOR THE
WATER TREATMENT PLANT SECURITY FENCING PROJECT IN THE AMOUNT
OF \$6,311.00**

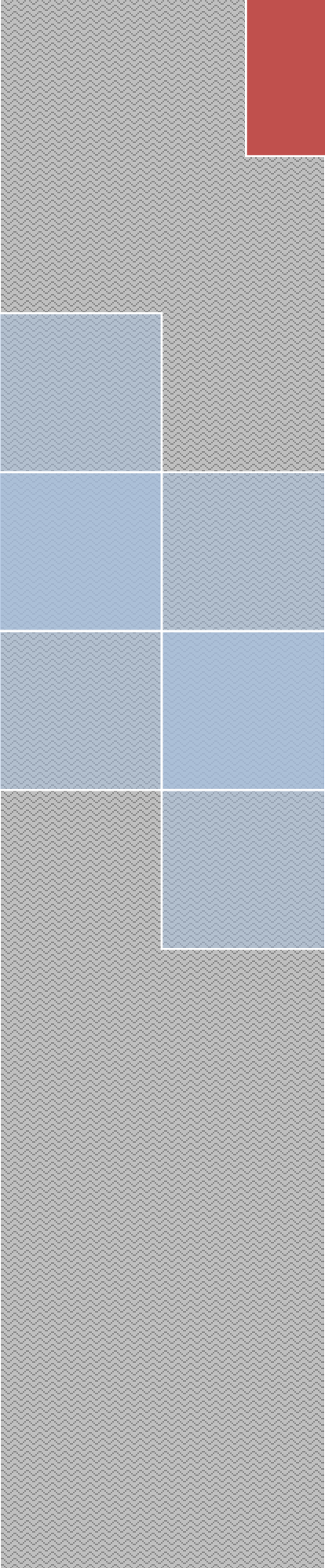
**BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF
ROCHESTER:**

That the sum of Six Thousand Three Hundred Eleven Dollars (\$6,311.00) of the previous appropriation of funds from a Homeland Security Grant to the Water Fund Capital Improvement Plan for costs associated with the Water Treatment Plant Security Fencing Project is deauthorized.

Further, the Homeland Security Grant was based upon reimbursement, therefore the amount sought by the City in reimbursement will be reduced by Six Thousand Three Hundred Eleven Dollars (\$6,311.00)

To the extent not otherwise provided for in this Resolution, the Finance Director is hereby authorized to establish and/or designate such accounts and or account numbers as are necessary to implement the transactions contemplated in this Resolution.

CC FY16 RESOLUTION 12-06 AB 76



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12/1/16

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

DE-AUTHORIZATION SEWER HOMELAND GRANT WTP SECURITY FENCEING

COUNCIL ACTION ITEM ☒
INFORMATION ONLY ☐FUNDING REQUIRED? YES ☐ NO ☒
* IF YES ATTACH A FUNDING RESOLUTION FORMRESOLUTION REQUIRED? YES ☒ NO ☐FUNDING RESOLUTION FORM? YES ☒ NO ☐

AGENDA DATE	DECEMBER 6, 2016	
DEPT. HEAD SIGNATURE	John B. Storer Orig w/signature on file at City Clerk ofc	
DATE SUBMITTED	11/17/16	
ATTACHMENTS YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> Munis Account Status	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	1

COMMITTEE SIGN-OFF

COMMITTEE	
CHAIR PERSON	

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	Signature on file
CITY MANAGER	Signature on file

FINANCE & BUDGET INFORMATION

FINANCE OFFICE APPROVAL	Signature on file
SOURCE OF FUNDS	GRANT
ACCOUNT NUMBER	55016010-772000-16569
AMOUNT	\$6,311.00
APPROPRIATION REQUIRED YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	

LEGAL AUTHORITY

CITY COUNCIL RESOLUTION

SUMMARY STATEMENT

This funding for the Security Camera Project at the WWTP was from a Homeland Grant. the project is now completed.

The total funded for this project was \$25,000

The total cost was \$18,689

We are requesting the de-authorization of the remaining balance of \$6,311.00 in the account.

RECOMMENDED ACTION

1. A resolution for the de-authorization Homeland Grant funds totaling \$6,311.00 in Water Fund Account #55016010-772000-16569.

AGENDA BILL - FUNDING RESOLUTION

EXHIBIT

Project Name: Date: Fiscal Year:

Fund (select):

GF Water Sewer Arena CIP Water CIP Sewer CIP Arena CIP Special Revenue Fund Type: Lapsing Non-Lapsing

Deauthorization

	Org #	Object #	Project #	Fed Amount \$	State Amount \$	Local Amount \$
1	55016010	772000	16569	\$6,311.00	-	-
2				-	-	-
3				-	-	-
4				-	-	-

Appropriation

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

Revenue

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

DUNS # CFDA # Grant # Grant Period: From
To

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

Reimbursement Request will be reduced Funds will be returned

11/17/2016 15:57
lisa

CITY OF ROCHESTER
YEAR-TO-DATE BUDGET REPORT

P 1
glytdbud

FOR 2017 13

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
5501 CAPITAL PROJECTS WATER FUND							
55016010 CIP WATER EXPENSE							
55016010 772000 16569 HOMELAND SECU	25,000	25,000	18,689.00	.00	.00	6,311.00	74.8%
TOTAL CAPITAL PROJECTS WATER FUND	25,000	25,000	18,689.00	.00	.00	6,311.00	74.8%
TOTAL EXPENSES	25,000	25,000	18,689.00	.00	.00	6,311.00	
GRAND TOTAL	25,000	25,000	18,689.00	.00	.00	6,311.00	74.8%

** END OF REPORT - Generated by Lisa Clark **

**RESOLUTION DEAUTHORIZING FUNDS FROM THE DEPARTMENT OF PUBLIC
WORKS WATER CAPITAL IMPROVEMENTS PLAN PROJECT FUND FOR THE
GINA DRIVE PUMP STATION PROJECT IN THE AMOUNT OF \$2,023.16**

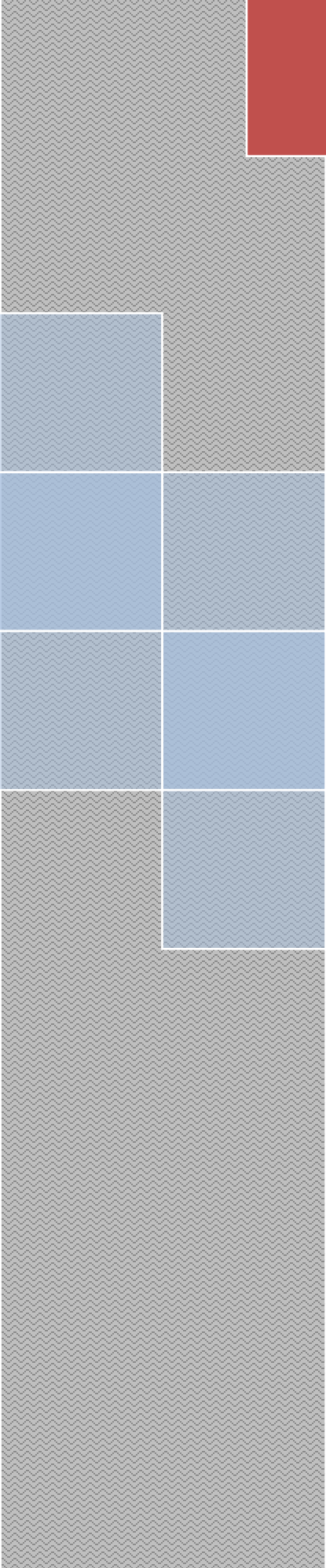
**BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF
ROCHESTER:**

That Two Thousand Twenty Three and 16/100 Dollars (\$2,023.16) of previously appropriated funds to the Water Capital Improvements Plan Fund for the Gina Drive Pump Station project is hereby deauthorized.

Further, the Council authorizes the transfer of said funds back to the Water Fund retained earnings balance.

To the extent not otherwise provided for in this Resolution, the Finance Director is hereby authorized to establish and/or designate such accounts and or account numbers as are necessary to implement the transactions contemplated in this Resolution.

CC FY17 12-06 AB 77



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12/1/16

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

DE-AUTHORIZATION WATER FUND - Gina Drive Pump Station Upgrade Proj 15534

COUNCIL ACTION ITEM ☒
INFORMATION ONLY ☐FUNDING REQUIRED? YES ☐ NO ☒
* IF YES ATTACH A FUNDING RESOLUTION FORMRESOLUTION REQUIRED? YES ☒ NO ☐FUNDING RESOLUTION FORM? YES ☒ NO ☐

AGENDA DATE	DECEMBER 6, 2016		
DEPT. HEAD SIGNATURE	John B. Storer Orig w/signature on file at City Clerk ofc		
DATE SUBMITTED	11/21/16		
ATTACHMENTS YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> Munis Account Status	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	1	

COMMITTEE SIGN-OFF

COMMITTEE	
CHAIR PERSON	

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	
CITY MANAGER	

FINANCE & BUDGET INFORMATION

FINANCE OFFICE APPROVAL	
SOURCE OF FUNDS	Water Fund Retained Earnings (cash)
ACCOUNT NUMBER	55016010-772000-15534
AMOUNT	\$2,023.16
APPROPRIATION REQUIRED YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	

LEGAL AUTHORITY

CITY COUNCIL RESOLUTION

SUMMARY STATEMENT

The project to make upgrades to the Gina Drive PS is completed.

The original project to upgrade this water booster station was funded for \$10,000, from the water fund retained earnings account (cash).

We have expensed \$7,976.84

We are requesting the de-authorization of the remaining balance of \$2,023.16 in the project expense account 55016010-772000-15534.

RECOMMENDED ACTION

1. A resolution to de-authorize \$2,023.16 in the Water Fund retained earnings, account #55016010-772000-15534.

AGENDA BILL - FUNDING RESOLUTION

EXHIBIT

Project Name: Date: Fiscal Year:

Fund (select):

GF Water Sewer Arena CIP Water CIP Sewer CIP Arena CIP Special Revenue Fund Type: Lapsing Non-Lapsing

Deauthorization

	Org #	Object #	Project #	Fed Amount \$	State Amount \$	Local Amount \$
1	55016010	772000	15534	-	-	2,023.16
2				-	-	-
3				-	-	-
4				-	-	-

Appropriation

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

Revenue

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

DUNS # CFDA # Grant # Grant Period: From
To

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

Reimbursement Request will be reduced Funds will be returned

11/22/2016 10:30
lisa

CITY OF ROCHESTER
YEAR-TO-DATE BUDGET REPORT

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FOR 2017 13

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENC/REQ	AVAILABLE BUDGET	PCT USED
5501 CAPITAL PROJECTS WATER FUND							
550101 CIP REVENUE CASH							
550101 472000 15534 GINA DRIVE PUMP	-10,000	-10,000	-10,000.00	.00	.00	.00	100.0%
55016010 CIP WATER EXPENSE							
55016010 772000 15534 GINA DRIVE PU	10,000	10,000	7,976.84	.00	.00	2,023.16	79.8%
TOTAL CAPITAL PROJECTS WATER FUND	0	0	-2,023.16	.00	.00	2,023.16	100.0%
TOTAL REVENUES	-10,000	-10,000	-10,000.00	.00	.00	.00	
TOTAL EXPENSES	10,000	10,000	7,976.84	.00	.00	2,023.16	
GRAND TOTAL	0	0	-2,023.16	.00	.00	2,023.16	100.0%

** END OF REPORT - Generated by Lisa Clark **

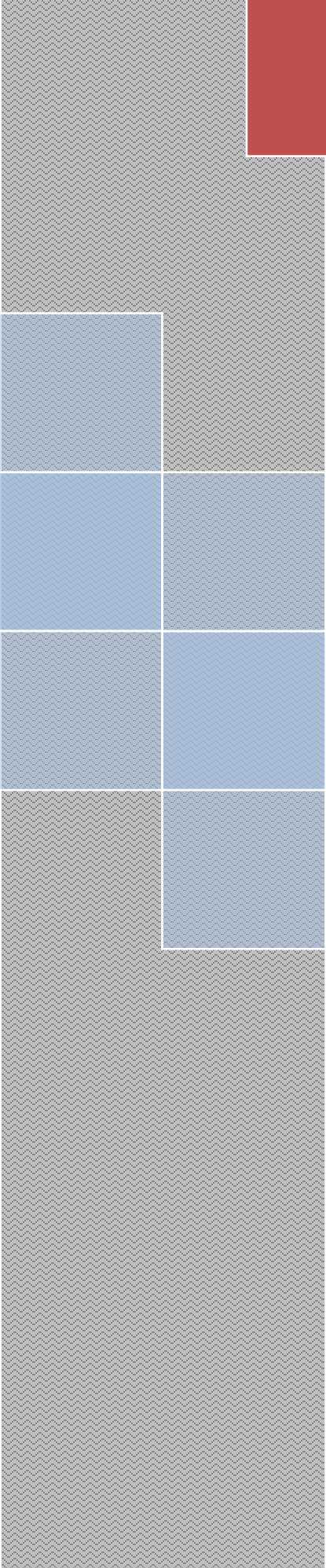
**RESOLUTION DEAUTHORIZING CITY OF ROCHESTER DEPARTMENT OF
PUBLIC WORKS SEWER FUND CAPITAL IMPROVEMENT PROJECT FUNDING
FOR THE WASTEWATER TREATMENT PLANT DISC FILTER CAPACITY
PROJECT IN THE AMOUNT OF \$23,258.60**

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

In accordance with the provisions RSA 33:9, Twenty Three Thousand Two Hundred Fifty Eight and 60/100 Dollars (\$23,258.60) of previous bond authority is deauthorized from the FY 2017 Department of Public Works Sewer Fund Capital Improvement Project Fund for the costs associated with the Wastewater Treatment Plant Disc Filter Capacity Project.

To the extent not otherwise provided for in this Resolution, the Finance Director is hereby authorized to establish and/or designate such accounts and or account numbers as are necessary to implement the transactions contemplated in this Resolution.

CC FY17 12-06 AB 71



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12/1/16

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
DE-AUTHORIZATION SEWER - Increase Disc Filter Capacity Project 14528

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

AGENDA DATE	DECEMBER 6, 2016		
DEPT. HEAD SIGNATURE	John B. Storer Orig w/signature on file at City Clerk ofc		
DATE SUBMITTED	11/17/16		
ATTACHMENTS YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> Munis Account Status	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	1	

COMMITTEE SIGN-OFF

COMMITTEE	
CHAIR PERSON	

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	Signature on file
CITY MANAGER	Signature on file

FINANCE & BUDGET INFORMATION

FINANCE OFFICE APPROVAL	Signature on file
SOURCE OF FUNDS	Bonding
ACCOUNT NUMBER	55026020-771000-14528
AMOUNT	\$23,258.60
APPROPRIATION REQUIRED YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	

LEGAL AUTHORITY

CITY COUNCIL RESOLUTION

SUMMARY STATEMENT

The project to increase the Wastewater Treatment Plant Disc Filter Capacity has been completed

We are requesting the de-authorization of the remaining balance of \$23,258.60 in the project expense account.

RECOMMENDED ACTION

1. A resolution for the de-authorization of sewer fund bonding authority in the amount of \$23,258.60 from associated sewer fund account # 55026020-771000-14528.

AGENDA BILL - FUNDING RESOLUTION

EXHIBIT

Project Name: Date: Fiscal Year:

Fund (select):

GF Water Sewer Arena CIP Water CIP Sewer CIP Arena CIP Special Revenue Fund Type: Lapsing Non-Lapsing

Deauthorization

	Org #	Object #	Project #	Fed Amount \$	State Amount \$	Local Amount \$
1	55026020	771000	14528	-	-	23,258.60 -
2				-	-	-
3				-	-	-
4				-	-	-

Appropriation

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

Revenue

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

DUNS # CFDA # Grant # Grant Period: From
To

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

Reimbursement Request will be reduced Funds will be returned

11/14/2016 14:56
lisa

CITY OF ROCHESTER
YEAR-TO-DATE BUDGET REPORT

P 1
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FOR 2017 13

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
5502 CAPITAL PROJECTS SEWER FUND							
55026020 CIP SEWER EXPENSE							
55026020 772000 14528 INCREASE DISC	90,000	90,000	66,741.40	.00	.00	23,258.60	74.2%
TOTAL CAPITAL PROJECTS SEWER FUND	90,000	90,000	66,741.40	.00	.00	23,258.60	74.2%
TOTAL EXPENSES	90,000	90,000	66,741.40	.00	.00	23,258.60	
GRAND TOTAL	90,000	90,000	66,741.40	.00	.00	23,258.60	74.2%

** END OF REPORT - Generated by Lisa Clark **

**RESOLUTION DEAUTHORIZING CITY OF ROCHESTER DEPARTMENT OF
PUBLIC WORKS CAPITAL IMPROVEMENT PLAN (CIP) PROJECT, WATER FUND
CIP PROJECT, AND SEWER FUND CIP PROJECT FUNDING FOR THE SHERIDAN,
GLEN, AND GRANITE STREET PROJECT IN THE GROSS AMOUNT OF \$648,441.24**

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

In accordance with the provisions RSA 33:9, Sixty Thousand Three Hundred Thirty One and 19/100 Dollars (\$60,331.19) of previous bond authority is deauthorized from the FY 2017 Department of Public Works CIP Fund, Two Hundred Forty Eight Thousand Fifty Four and 83/100 (\$248,054.83) is deauthorized from the FY 2017 Department of Public Works Water Fund CIP Fund, and Three Hundred Forty Thousand Fifty Five and 22/100 Dollars (\$340,055.22) is deauthorized from the FY 2017 Department of Public Works Sewer Fund CIP Fund for the costs associated with the Sheridan, Glen, and Granite Street Project.

To the extent not otherwise provided for in this Resolution, the Finance Director is hereby authorized to establish and/or designate such accounts and or account numbers as are necessary to implement the transactions contemplated in this Resolution.

CC FY17 12-06 AB 72

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12/1/16

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

DE-AUTHORIZATION Sheridan , Glen and Granite Street Area Project # 14519

COUNCIL ACTION ITEM ☒
INFORMATION ONLY ☐FUNDING REQUIRED? YES ☐ NO ☒
* IF YES ATTACH A FUNDING RESOLUTION FORMRESOLUTION REQUIRED? YES ☒ NO ☐FUNDING RESOLUTION FORM? YES ☒ NO ☐

AGENDA DATE	DECEMBER 6, 2016	
DEPT. HEAD SIGNATURE	John B. Storer Orig w/signature on file at City Clerk ofc	
DATE SUBMITTED	11/14/16	
ATTACHMENTS YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> Munis Account Status	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	1

COMMITTEE SIGN-OFF

COMMITTEE	
CHAIR PERSON	

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	
CITY MANAGER	

FINANCE & BUDGET INFORMATION

FINANCE OFFICE APPROVAL	
SOURCE OF FUNDS	Bond
ACCOUNT NUMBER	Project #14519 Gen, Water & Sewer
AMOUNT	\$648,441.24
APPROPRIATION REQUIRED YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	

LEGAL AUTHORITY

CITY COUNCIL RESOLUTION

SUMMARY STATEMENT

The Sheridan, Glen and Granite Street Area project is complete. These bond funded accounts are ready for de-authorization.

15013010-771000 -14519 = \$60,331.19

55016010-771000-14519 = \$248,054.83

55026020-771000-14519 = \$340,055.22

The total de-auth \$648,441.24

RECOMMENDED ACTION

1. A resolution for the de-authorization of all remaining bond funding associated with the Catherine, Sheridan & Granite Street Area Project #14519 in the general, water and sewer funds.

AGENDA BILL - FUNDING RESOLUTION

EXHIBIT

Project Name: Date: Fiscal Year:

Fund (select):

GF Water Sewer Arena CIP Water CIP Sewer CIP Arena CIP Special Revenue Fund Type: Lapsing Non-Lapsing

Deauthorization

	Org #	Object #	Project #	Fed Amount \$	State Amount \$	Local Amount \$
1	15013010	771000	14519	-	-	\$60,331.19 -
2	55016010	771000	14519	-	-	\$248,054.83 -
3	55026020	771000	14519	-	-	\$340,055.22 -
4				-	-	-

Appropriation

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

Revenue

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

DUNS # CFDA # Grant # Grant Period: From
To

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

Reimbursement Request will be reduced Funds will be returned

11/14/2016 15:18
lisa

CITY OF ROCHESTER
YEAR-TO-DATE BUDGET REPORT

P 1
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FOR 2017 13

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
1501 CAPITAL PROJECTS GENERAL FUND							
15013010 CIP PUBLIC WORKS EXPENSE							
15013010 771000 14519 SHERIDAN GLEN	1,100,000	1,100,000	1,039,668.81	.00	.00	60,331.19	94.5%
TOTAL CAPITAL PROJECTS GENERAL FU	1,100,000	1,100,000	1,039,668.81	.00	.00	60,331.19	94.5%
TOTAL EXPENSES	1,100,000	1,100,000	1,039,668.81	.00	.00	60,331.19	
5501 CAPITAL PROJECTS WATER FUND							
55016010 CIP WATER EXPENSE							
55016010 771000 14519 SHERIDAN GLEN	900,000	900,000	651,945.17	.00	.00	248,054.83	72.4%
TOTAL CAPITAL PROJECTS WATER FUND	900,000	900,000	651,945.17	.00	.00	248,054.83	72.4%
TOTAL EXPENSES	900,000	900,000	651,945.17	.00	.00	248,054.83	
5502 CAPITAL PROJECTS SEWER FUND							
55026020 CIP SEWER EXPENSE							
55026020 771000 14519 SHERIDAN GLEN	2,000,000	2,000,000	1,651,944.78	.00	8,000.00	340,055.22	83.0%
TOTAL CAPITAL PROJECTS SEWER FUND	2,000,000	2,000,000	1,651,944.78	.00	8,000.00	340,055.22	83.0%
TOTAL EXPENSES	2,000,000	2,000,000	1,651,944.78	.00	8,000.00	340,055.22	
GRAND TOTAL	4,000,000	4,000,000	3,343,558.76	.00	8,000.00	648,441.24	83.8%

** END OF REPORT - Generated by Lisa Clark **

**RESOLUTION DEAUTHORIZING FUNDS ASSOCIATED WITH THE PURCHASE OF
A MAIL PROCESSING MACHINE FOR THE CITY HALL BUSINESS OFFICE IN
THE GROSS AMOUNT OF \$4,998.00**

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

That One Thousand Five Hundred Eighty Four Dollars (\$1,584.00) of previously appropriated funds is deauthorized from the Business Office Capital Improvement Plan (CIP) Project Fund; One Thousand Seven Hundred Seven Dollars (\$1,707.00) is deauthorized from the Water CIP Fund, and One Thousand Seven Hundred Seven Dollars (\$1,707.00) is deauthorized from the Sewer CIP Fund for the costs associated with the purchase of a mail machine stuffer/insertor.

Further, that the Council hereby authorizes the transfer of One Thousand Five Hundred Eighty Four Dollars (\$1,584.00) to the General Fund unassigned fund balance; One Thousand Seven Hundred Seven Dollars (\$1,707.00) to the Water Fund retained earnings; and One Thousand Seven Hundred Seven Dollars (\$1,707.00) to the Sewer Fund retained earnings.

To the extent not otherwise provided for in this Resolution, the Finance Director is hereby authorized to establish and/or designate such accounts and or account numbers as are necessary to implement the transactions contemplated in this Resolution.

CC FY17 12-06 AB 73

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12/1/16

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

DE-AUTHORIZATION Mail Machine-Insertor/Folder Gen, Water & Sewer Project 16507

COUNCIL ACTION ITEM ☒
INFORMATION ONLY ☐FUNDING REQUIRED? YES ☐ NO ☒
* IF YES ATTACH A FUNDING RESOLUTION FORMRESOLUTION REQUIRED? YES ☒ NO ☐FUNDING RESOLUTION FORM? YES ☒ NO ☐

AGENDA DATE	DECEMBER 6, 2016	
DEPT. HEAD SIGNATURE	John B. Storer Orig w/signature on file at City Clerk ofc	
DATE SUBMITTED	11/17/16	
ATTACHMENTS YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> Munis Account Status	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	1

COMMITTEE SIGN-OFF

COMMITTEE	
CHAIR PERSON	

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	Signature on file
CITY MANAGER	Signature on file

FINANCE & BUDGET INFORMATION

FINANCE OFFICE APPROVAL	Signature on file
SOURCE OF FUNDS	Gen Cash / Water & Sewer Retained Earnings
ACCOUNT NUMBER	Project #16507 Gen, Water & Sewer
AMOUNT	\$4,998.00
APPROPRIATION REQUIRED YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	

LEGAL AUTHORITY

CITY COUNCIL RESOLUTION

SUMMARY STATEMENT

This original funding for the purchase of a mail machine stuffer /inserter was in the amount of \$24,000. The purchase was completed for \$19,002.00.

This request is to de-authorize and returned funds to the appropriate cash or retained earnings accounts as follows

.

De-auth General Fund Cash 15011060-773150-16507 = \$1,584.00

De-auth Water Fund Retained Earnings 55016010-773150-16507= \$1,707.00

De-auth Sewer Fund Retained Earning 55026020-773150-16507 = \$1,707.00

The total de-auth \$4,998.00

RECOMMENDED ACTION

1. A resolution for the de-authorization of all remaining funding for the Mailing Machine stuffer / inserter project 16507. The funds are to returned to general fund cash account or the appropriate retained earnings account in the water and sewer fund.

AGENDA BILL - FUNDING RESOLUTION

EXHIBIT

Project Name: Date: Fiscal Year:

Fund (select):

GF Water Sewer Arena CIP Water CIP Sewer CIP Arena CIP Special Revenue Fund Type: Lapsing Non-Lapsing

Deauthorization

	Org #	Object #	Project #	Fed Amount \$	State Amount \$	Local Amount \$
1	15011060	773150	16507	-	-	\$1,584.00 -
2	55016010	773150	16507	-	-	\$1,707.00 -
3	55026020	773150	16507	-	-	\$1,707.00 -
4				-	-	-

Appropriation

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

Revenue

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

DUNS # CFDA # Grant # Grant Period: From
To

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

Reimbursement Request will be reduced Funds will be returned

11/14/2016 14:50
lisa

CITY OF ROCHESTER
YEAR-TO-DATE BUDGET REPORT

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FOR 2017 13

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
1501 CAPITAL PROJECTS GENERAL FUND							
15011060 CIP BUSINESS OFFICE							
15011060 773150 16507 MAILING MACHI	8,000	8,000	6,416.00	.00	.00	1,584.00	80.2%
TOTAL CAPITAL PROJECTS GENERAL FU	8,000	8,000	6,416.00	.00	.00	1,584.00	80.2%
TOTAL EXPENSES	8,000	8,000	6,416.00	.00	.00	1,584.00	
5501 CAPITAL PROJECTS WATER FUND							
55016010 CIP WATER EXPENSE							
55016010 773150 16507 MAILING MACHI	8,000	8,000	6,293.00	.00	.00	1,707.00	78.7%
TOTAL CAPITAL PROJECTS WATER FUND	8,000	8,000	6,293.00	.00	.00	1,707.00	78.7%
TOTAL EXPENSES	8,000	8,000	6,293.00	.00	.00	1,707.00	
5502 CAPITAL PROJECTS SEWER FUND							
55026020 CIP SEWER EXPENSE							
55026020 773150 16507 MAILING MACHI	8,000	8,000	6,293.00	.00	.00	1,707.00	78.7%
TOTAL CAPITAL PROJECTS SEWER FUND	8,000	8,000	6,293.00	.00	.00	1,707.00	78.7%
TOTAL EXPENSES	8,000	8,000	6,293.00	.00	.00	1,707.00	
GRAND TOTAL	24,000	24,000	19,002.00	.00	.00	4,998.00	79.2%

** END OF REPORT - Generated by Lisa Clark **

**RESOLUTION DEAUTHORIZING CITY OF ROCHESTER DEPARTMENT OF
PUBLIC WORKS WATER FUND CAPITAL IMPROVEMENT PLAN PROJECT
FUNDING FOR THE WATER TREATMENT PLANT UPGRADE PROJECT AND
RECISSION OF BORROWING AUTHORITY IN THE AMOUNT OF \$21,546.25**

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

That Twenty One Thousand Five Hundred Forty Six and 25/100 Dollars (\$21,546.25) of previously appropriated funds is deauthorized from the FY 2017 Department of Public Works Water Fund Capital Improvement Project Fund for the costs associated with the WTP Upgrade project.

Further, the Mayor and City Council rescind authority to borrow funds associated with said Project from the State of New Hampshire Drinking Water State Revolving Fund in the amount of Twenty One Thousand Five Hundred Forty Six and 25/100 Dollars (\$21,546.25).

To the extent not otherwise provided for in this Resolution, the Finance Director is hereby authorized to establish and/or designate such accounts and or account numbers as are necessary to implement the transactions contemplated in this Resolution.

CC FY17 12-06 AB 75

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12/1/16

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

DE-AUTHORIZATION Water Treatment Plant Upgrade Project 14527

COUNCIL ACTION ITEM ☒
INFORMATION ONLY ☐FUNDING REQUIRED? YES ☐ NO ☒
* IF YES ATTACH A FUNDING RESOLUTION FORMRESOLUTION REQUIRED? YES ☒ NO ☐FUNDING RESOLUTION FORM? YES ☒ NO ☐

AGENDA DATE	DECEMBER 6, 2016	
DEPT. HEAD SIGNATURE	John B. Storer Orig w/signature on file at City Clerk ofc	
DATE SUBMITTED	11/17/16	
ATTACHMENTS YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> Munis Account Status	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	1

COMMITTEE SIGN-OFF

COMMITTEE	
CHAIR PERSON	

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	Signature on file
CITY MANAGER	Signature on file

FINANCE & BUDGET INFORMATION

FINANCE OFFICE APPROVAL	Signature on file
SOURCE OF FUNDS	NHDES - DWSRF
ACCOUNT NUMBER	55016010-772000-14527
AMOUNT	\$21,546.25
APPROPRIATION REQUIRED YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	

LEGAL AUTHORITY

CITY COUNCIL RESOLUTION

SUMMARY STATEMENT

This funding was for the New Route 125 Pump Station Upgrade Project.
The total funded for this project was \$2,270,000
The total cost was \$2,248,453.75

We are requesting the de-authorization of the remaining balance in the account.

RECOMMENDED ACTION

1. A resolution for the de-authorization of remaining \$21,546.25 in Water Fund - Water Treatment Plant upgrade account 55016010-772000-14527.
2. Recind \$21,546.25 in DWSRF Borrowing Authority.

AGENDA BILL - FUNDING RESOLUTION

EXHIBIT

Project Name: Date: Fiscal Year:

Fund (select):

GF Water Sewer Arena CIP Water CIP Sewer CIP Arena CIP Special Revenue Fund Type: Lapsing Non-Lapsing

Deauthorization

	Org #	Object #	Project #	Fed Amount \$	State Amount \$	Local Amount \$
1	55016010	772000	14527	-	-	21,546.25 -
2				-	-	-
3				-	-	-
4				-	-	-

Appropriation

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

Revenue

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

DUNS # CFDA # Grant # Grant Period: From
To

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

Reimbursement Request will be reduced Funds will be returned

11/22/2016 11:58
lisa

CITY OF ROCHESTER
YEAR-TO-DATE BUDGET REPORT

P 1
glytdbud

FOR 2017 13

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
5501 CAPITAL PROJECTS WATER FUND							
55016010 CIP WATER EXPENSE							
55016010 772000 14527 WATER PLANT U	1,820,000	2,270,000	2,248,453.75	.00	.00	21,546.25	99.1%
TOTAL CAPITAL PROJECTS WATER FUND	1,820,000	2,270,000	2,248,453.75	.00	.00	21,546.25	99.1%
TOTAL EXPENSES	1,820,000	2,270,000	2,248,453.75	.00	.00	21,546.25	
GRAND TOTAL	1,820,000	2,270,000	2,248,453.75	.00	.00	21,546.25	99.1%

** END OF REPORT - Generated by Lisa Clark **

**RESOLUTION DEAUTHORIZING CITY OF ROCHESTER DEPARTMENT OF
PUBLIC WORKS SEWER FUND CAPITAL IMPROVEMENT PROJECT FUNDING
FOR THE ROUTE 125 PUMP STATION PROJECT AND RECISSION OF
BORROWING AUTHORITY IN THE AMOUNT OF \$71,986.37**

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

That Seventy One Thousand Nine Hundred Eighty Six and 37/100 Dollars (\$71,986.37) of previously appropriated funds is deauthorized from the FY 2017 Department of Public Works Sewer Fund Capital Improvement Project Fund for the costs associated with the Route 125 Pump Station upgrade project.

Further, the Mayor and City Council rescind authority to borrow funds associated with said Project from the State of New Hampshire Clean Water State Revolving Fund in the amount of Seventy One Thousand Nine Hundred Eighty Six and 37/100 Dollars (\$71,986.37).

To the extent not otherwise provided for in this Resolution, the Finance Director is hereby authorized to establish and/or designate such accounts and or account numbers as are necessary to implement the transactions contemplated in this Resolution.

CC FY17 12-06 AB 70

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12/1/16

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

DE-AUTHORIZATION SEWER Rt 125 Pump Station Upgrade 11519

COUNCIL ACTION ITEM ☒
INFORMATION ONLY ☐FUNDING REQUIRED? YES ☐ NO ☒
* IF YES ATTACH A FUNDING RESOLUTION FORMRESOLUTION REQUIRED? YES ☒ NO ☐FUNDING RESOLUTION FORM? YES ☒ NO ☐

AGENDA DATE	DECEMBER 6, 2016	
DEPT. HEAD SIGNATURE	John B. Storer Orig w/signature on file at City Clerk ofc	
DATE SUBMITTED	11/17/16	
ATTACHMENTS YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> Munis Account Status	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	1

COMMITTEE SIGN-OFF

COMMITTEE	
CHAIR PERSON	

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	Signature on file
CITY MANAGER	Signature on file

FINANCE & BUDGET INFORMATION

FINANCE OFFICE APPROVAL	Signature on file
SOURCE OF FUNDS	NHDES - CWSRF
ACCOUNT NUMBER	55026020-772000-11519
AMOUNT	\$71,986.37
APPROPRIATION REQUIRED YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	

LEGAL AUTHORITY

CITY COUNCIL RESOLUTION

SUMMARY STATEMENT

This funding was for the New Route 125 Pump Station Upgrade Project.

The total funded for this project was \$906,015.73.

The total cost was \$834,029.36.

The City Received \$361,015.73 from a STAG Grant and used CWSRF for \$473,013.63.

We are requesting the de-authorization of the remaining balance in the account.

RECOMMENDED ACTION

1. A resolution for the de-authorization of remaining \$71,986.37 in Sewer Fund New Rt. 125 Pump Station Project Account 55026020-772000-11519.

2. Recind \$71,986.37 in CWSRF Borrowing Authority.

AGENDA BILL - FUNDING RESOLUTION

EXHIBIT

Project Name: Date: Fiscal Year:

Fund (select):

GF Water Sewer Arena CIP Water CIP Sewer CIP Arena CIP Special Revenue Fund Type: Lapsing Non-Lapsing

Deauthorization

	Org #	Object #	Project #	Fed Amount \$	State Amount \$	Local Amount \$
1	55016010	772000	14527	-	-	21,546.25 -
2				-	-	-
3				-	-	-
4				-	-	-

Appropriation

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

Revenue

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

DUNS # CFDA # Grant # Grant Period: From
To

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

Reimbursement Request will be reduced Funds will be returned

11/14/2016 15:38
lisa

CITY OF ROCHESTER
YEAR-TO-DATE BUDGET REPORT

P 1
glytdbud

FOR 2017 13

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
5502 CAPITAL PROJECTS SEWER FUND							
55026020 CIP SEWER EXPENSE							
55026020 772000 11519 PUMP STATION	545,000	906,016	834,029.36	.00	.00	71,986.37	92.1%
TOTAL CAPITAL PROJECTS SEWER FUND	545,000	906,016	834,029.36	.00	.00	71,986.37	92.1%
TOTAL EXPENSES	545,000	906,016	834,029.36	.00	.00	71,986.37	
GRAND TOTAL	545,000	906,016	834,029.36	.00	.00	71,986.37	92.1%

** END OF REPORT - Generated by Lisa Clark **

**RESOLUTION DEAUTHORIZING APPROPRIATION FROM INDUSTRIAL PARK
SIGNS CAPITAL IMPROVEMENT PROJECT FUND AND TRANSFER TO THE
ECONOMIC DEVELOPMENT UNASSIGNED FUND BALANCE IN THE AMOUNT OF
\$6,591.50**

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

That the sum of Six Thousand Five Hundred Ninety One and 50/100 Dollars (\$6,591.50) of the previous appropriation of funds to the Industrial Park Capital Improvements Plan Project is deauthorized.

Be it further resolved that the sum of Six Thousand Five Hundred Ninety One and 50/100 Dollars (\$6,591.50) deauthorized herein be transferred to the Economic Development Fund unassigned fund balance.

To the extent not otherwise provided for in this Resolution, the Finance Director is hereby authorized to establish and/or designate such accounts and or account numbers as are necessary to implement the transactions contemplated in this Resolution.

CC FY16 RESOLUTION 12-06 AB 86

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12/1/16

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

AB-86: Deauthorization of CIP Funds and Appropriation to Economic Development Fund

COUNCIL ACTION ITEM ☒
INFORMATION ONLY ☐FUNDING REQUIRED? YES ☒ NO ☐
* IF YES ATTACH A FUNDING RESOLUTION FORMRESOLUTION REQUIRED? YES ☒ NO ☐FUNDING RESOLUTION FORM? YES ☒ NO ☐

AGENDA DATE	December 6, 2016	
DEPT. HEAD SIGNATURE	Karen Pollard, Signature on File	
DATE SUBMITTED	November 22, 2016	
ATTACHMENTS YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	1

COMMITTEE SIGN-OFF

COMMITTEE	
CHAIR PERSON	

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	Signature on file
CITY MANAGER	Signature on file

FINANCE & BUDGET INFORMATION

FINANCE OFFICE APPROVAL	Signature on file
SOURCE OF FUNDS	
ACCOUNT NUMBER	
AMOUNT	
APPROPRIATION REQUIRED YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	

LEGAL AUTHORITY

SUMMARY STATEMENT

Industrial Park Signs Capital Project is now completed. Three industrial parks were given new signage including Gonic (Nadeau Drive), Ten Rod Road (Industrial Way) and Granite State Business Park (Innovation Drive). The remaining funds may be deauthorized and returned to the Economic Development Fund for future non-recurring expenditures.

RECOMMENDED ACTION

Deauthorize \$6,591.50 from Capital Project Industrial Park Signs. Request the City Council appropriate the balance to the Economic Development Fund.

AGENDA BILL - FUNDING RESOLUTION

EXHIBIT

Project Name: AB - 86 : Deauthorization of CIP Industrial Park Signs, Appropriation to Economic Development Fund

Date: November 22, 2016

Fiscal Year: FY 2017

Fund (select):

GF Water Sewer Arena
 CIP ☒ Water CIP Sewer CIP Arena CIP
 Special Revenue

Fund Type: Lapsing Non-Lapsing ☒

Deauthorization

	Org #	Object #	Project #	Fed Amount \$	State Amount \$	Local Amount \$
1	CIP		13501	-	-	6591.50 -
2				-	-	-
3				-	-	-
4				-	-	-

Appropriation

	Org #	Object #	Project #	Fed Amount \$	State Amount \$	Local Amount \$
1	ED Fund		406101	-	-	6591.50 -
2				-	-	-
3				-	-	-
4				-	-	-

Revenue

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

DUNS # CFDA # Grant # Grant Period: From
To

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

Reimbursement Request will be reduced Funds will be returned

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**RESOLUTION DEAUTHORIZING APPROPRIATION TO THE DEPARTMENT OF
BUILDING, ZONING AND LICENSING SERVICES CAPITAL IMPROVEMENT PLAN
PROJECT FUND FOR VEHICLE AND EQUIPMENT REPLACEMENT IN THE
AMOUNT OF \$92.00**

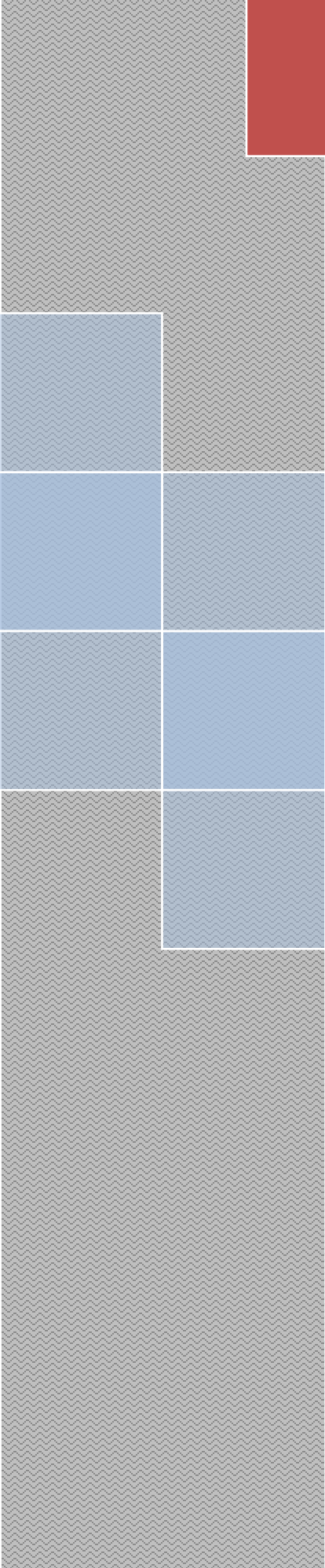
**BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF
ROCHESTER:**

That the sum of Ninety Two Dollars (\$92.00) of the previous appropriation of funds to the Department of Building, Zoning and Licensing Services Capital Improvements Plan Fund for costs associated with vehicle and equipment replacement is deauthorized.

Further, that the Council authorizes the transfer of said deauthorized funds in the amount of Ninety Two Dollars (\$92.00) to the General Fund unassigned fund balance.

To the extent not otherwise provided for in this Resolution, the Finance Director is hereby authorized to establish and/or designate such accounts and or account numbers as are necessary to implement the transactions contemplated in this Resolution.

CC FY16 RESOLUTION 12-06 AB 87



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12/1/16

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

Agenda Bill # 87

CIP Codes Expense for new vehicle 15012040-773150-16508

COUNCIL ACTION ITEM ☒
INFORMATION ONLY ☐FUNDING REQUIRED? YES ☐ NO ☒
* IF YES ATTACH A FUNDING RESOLUTION FORMRESOLUTION REQUIRED? YES ☒ NO ☐FUNDING RESOLUTION FORM? YES ☒ NO ☐

AGENDA DATE	November 28, 2016		
DEPT. HEAD SIGNATURE			
DATE SUBMITTED	November 22, 2016		
ATTACHMENTS	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	

COMMITTEE SIGN-OFF

COMMITTEE	
CHAIR PERSON	

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	Signature on file
CITY MANAGER	Signature on file

FINANCE & BUDGET INFORMATION

FINANCE OFFICE APPROVAL	Signature on file
SOURCE OF FUNDS	CIP
ACCOUNT NUMBER	15012040-773150-16508
AMOUNT	\$92.00
APPROPRIATION REQUIRED	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>

LEGAL AUTHORITY

SUMMARY STATEMENT

CIP Codes Expense- Vehicle and Equipment Replacement

RECOMMENDED ACTION

De-authorization needed for \$92.00 unexpended money from project# 16508

AGENDA BILL - FUNDING RESOLUTION

EXHIBIT

Project Name: 16508 Vehicle and Equipment Replacement

Date: 11/21/16

Fiscal Year: 2016

Fund (select):

GF Water Sewer Arena CIP BZLS Water CIP Sewer CIP Arena CIP Special Revenue Fund Type: Lapsing Non-Lapsing

Deauthorization

	Org #	Object #	Project #	Fed Amount \$	State Amount \$	Local Amount \$
1	15012040	773150	16508	-	-	92.00 -
2				-	-	-
3				-	-	-
4				-	-	-

Appropriation

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

Revenue

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

DUNS # CFDA # Grant # Grant Period: From
To

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

Reimbursement Request will be reduced Funds will be returned ☒

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kareng

CITY OF ROCHESTER
G/L ACCOUNT - MASTER INQUIRY

P 1
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Org code: 15012040 CIP CODES EXPENSE Type: E
Object code: 773150 VEHICLE & EQUIPMENT Status: A
Project code: 16508 VEHICLE & EQUIPMENT REPLACEMENT Budgetary: N

Fund 1501 CAPITAL PROJECTS GENERAL FUND
LEVEL GOVT 0
FUNCTION 0000
LEVEL/DEPT 204 CODE ENFORCEMENT
PRGM/ACTIVIT 000
LOCATION 00
GRADE 00
REVENUE 0
Project 16508 VEHICLE & EQUIPMENT REPLACEMENT

Full description: VEHICLE & EQUIPMENT Short desc: VEH&EQUIP
Reference Acct: Auto-encumber? (Y/N) N

----- CURRENT YEAR MONTHLY AMOUNTS -----				
PER	ACTUAL	ENCUMBRANCE	BUD TRANSFER	BUDGET
00	.00	.00	.00	.00
01	.00	.00	.00	7.63
02	.00	.00	.00	7.67
03	.00	.00	.00	7.67
04	.00	.00	.00	7.67
05	.00	.00	.00	7.67
06	.00	.00	.00	7.67
07	.00	.00	.00	7.67
08	.00	.00	.00	7.67
09	.00	.00	.00	7.67
10	.00	.00	.00	7.67
11	.00	.00	.00	7.67
12	.00	.00	.00	7.67
13	.00	.00	.00	.00
Tot:	.00	.00	.00	92.00

----- CURRENT YEAR TOTAL AMOUNTS -----			
Actual (Memo)	.00	Original Budget	.00
Encumbrances	.00	Budget Tranfr In	.00
Requisitions	.00	Budget Tranfr Out	.00
Total	.00	Carry Fwd Budget	.00
Available Budget	92.00	Carry Fwd Bud Tfr	.00
Percent Used	.00	Revised Budget	.00
Inceptn to SOY	24,908.00	Inceptn Orig Bud	25,000.00
		Inceptn Revsd Bud	25,000.00
Encumb-Last Yr	.00	INITIAL	25,000.00
Actual-Last Yr	.00	ADMIN	25,000.00
Estim-Actual	.00	COMMITTEE	25,000.00
		CM/SCHOOL	25,000.00
		COUNCIL	25,000.00

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CITY OF ROCHESTER
G/L ACCOUNT - MASTER INQUIRY

P 2
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PER	ACTUAL	ENCUMBRANCE	BUDGET
00	.00	.00	.00
01	.00	.00	2,083.37
02	.00	.00	2,083.33
03	.00	.00	2,083.33
04	.00	.00	2,083.33
05	.00	.00	2,083.33
06	.00	24,908.00	2,083.33
07	.00	.00	2,083.33
08	.00	.00	2,083.33
09	24,908.00	-24,908.00	2,083.33
10	.00	.00	2,083.33
11	.00	.00	2,083.33
12	.00	.00	2,083.33
13	.00	.00	.00
Tot:	24,908.00	.00	25,000.00

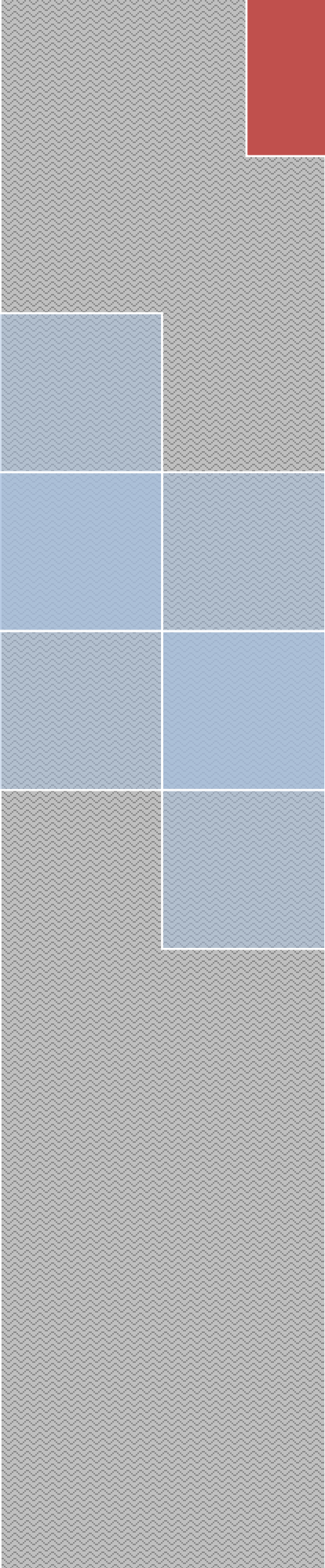
PRIOR YEARS		TOTAL AMOUNTS	
2016 Actual	24,908.00	2016 Orig Budget	.00
2016 Closed @ YE	24,908.00	2016 Bud Tfr In	.00
2016 Encumbrance	.00	2016 Bud Tfr Out	.00
2016 Memo Bal	24,908.00	2016 C Fwd Budget	.00
2015 Actual	.00	2016 Revsd Budget	.00
2014 Actual	.00		
2013 Actual	.00	2015 Orig Budget	.00
2012 Actual	.00	2015 Revsd Budget	.00
2011 Actual	.00	2014 Orig Budget	.00
2010 Actual	.00	2014 Revsd Budget	.00
2009 Actual	.00		
2008 Actual	.00	2016	1.00
2007 Actual	.00	2015	0.00
		2014	0.00

FUTURE YEAR AMOUNTS	
PER	2018 BUDGET
00	.00
01	.00
02	.00
03	.00
04	.00
05	.00
06	.00
07	.00
08	.00
09	.00
10	.00
11	.00
12	.00
13	.00
Tot:	.00

BUDGET	
2018 INITIAL	.00
2018 ADMIN	.00
2018 COMMITTEE	.00
2018 CM/SCHOOL	.00
2018 COUNCIL	.00
2018 Revised	.00
2019 Estimate	.00
2020 Estimate	.00
2021 Estimate	.00
2022 Estimate	.00
2018 Memo Bal	.00
2018 Encumbrance	.00
2018 Requisition	.00

ACCOUNT NOTES

** END OF REPORT - Generated by Karen Grenier **



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**RESOLUTION DEAUTHORIZING APPROPRIATION OF DRIVING WHILE
INTOXICATED ENFORCEMENT GRANT FUNDING FROM ROCHESTER POLICE
DEPARTMENT IN THE AMOUNT OF \$3,457.97**

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

That the sum of Three Thousand Four Hundred Fifty Seven and 97/100 Dollars (\$3,457.97) of the previous appropriation of funds from a Department of Safety Driving While Intoxicated (DWI) Enforcement Grant to Rochester Police Department for costs associated with DWI safety patrols is deauthorized.

Further, the Department of Safety DWI Enforcement Grant was based upon reimbursement, therefore the amount sought by the City in reimbursement will be reduced by Three Thousand Four Hundred Fifty Seven and 97/100 Dollars (\$3,457.97).

To the extent not otherwise provided for in this Resolution, the Finance Director is hereby authorized to establish and/or designate such accounts and or account numbers as are necessary to implement the transactions contemplated in this Resolution.

CC FY16 RESOLUTION 12-06 AB 94

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12/1/16

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**

De-authorize funds for the Highway Safety DWI Grant 308-16A-021.

COUNCIL ACTION ITEM ☒
INFORMATION ONLY ☐FUNDING REQUIRED? YES ☐ NO ☒
* IF YES ATTACH A FUNDING RESOLUTION FORMRESOLUTION REQUIRED? YES ☒ NO ☐FUNDING RESOLUTION FORM? YES ☒ NO ☐

AGENDA DATE	Next November 2016 meeting.		
DEPT. HEAD SIGNATURE			
DATE SUBMITTED	11/22/16		
ATTACHMENTS	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	1

COMMITTEE SIGN-OFF

COMMITTEE	
CHAIR PERSON	

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	signature on file
CITY MANAGER	signature on file

FINANCE & BUDGET INFORMATION

FINANCE OFFICE APPROVAL	signature on file
SOURCE OF FUNDS	Federal through State
ACCOUNT NUMBER	61152010 proj. 16572
AMOUNT	\$3,457.97
APPROPRIATION REQUIRED	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>

LEGAL AUTHORITY

Council action required.

SUMMARY STATEMENT

We are requesting that council de-authorize \$3,457.97 for the DWI Highway Safety Grant. We were unable to spend all of the grant funds due to the unavailability of Officers who were detailed to cover shift work for illness, vacations and comp time off as well as the Fair and other construction projects within the City.

RECOMMENDED ACTION

Council approve de-authorization of funds.

AGENDA BILL - FUNDING RESOLUTION

EXHIBIT

Project Name: Date: Fiscal Year:

Fund (select):

GF Water Sewer Arena CIP Water CIP Sewer CIP Arena CIP Special Revenue Fund Type: Lapsing Non-Lapsing

Deauthorization

	Org #	Object #	Project #	Fed Amount \$	State Amount \$	Local Amount \$
1	61152010	513001	16572	-	\$2,805.82 -	-
2	61152010	522000	16572	-	\$ 40.73 -	-
3	61152010	523000	16572	-	\$ 611.42 -	-
4				-	-	-

Appropriation

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

Revenue

	Org #	Object #	Project #	Fed Amount \$	State Amount \$	Local Amount \$
1	6115003	402179	16572	-	\$3,457.97 -	-
2				-	-	-
3				-	-	-
4				-	-	-

DUNS # CFDA # Grant # Grant Period: From
To

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

Reimbursement Request will be reduced Funds will be returned

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CITY OF ROCHESTER
YTD BUDGET REPORT

P 1
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FOR 2017 13

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
1000 GENERAL FUND						
12012453 PD PATROL SERVICES						
12012453 511001 16572 SALARIES - FU	0	.00	.00	184.72	-184.72	100.0%*
12012453 522000 16572 SOCIAL SECURI	0	.00	.00	2.57	-2.57	100.0%*
12012453 523000 16572 RETIREMENT IK	0	.00	.00	48.73	-48.73	100.0%*
TOTAL PD PATROL SERVICES	0	.00	.00	236.02	-236.02	100.0%
TOTAL GENERAL FUND	0	.00	.00	236.02	-236.02	100.0%
TOTAL EXPENSES	0	.00	.00	236.02	-236.02	
6115 FY16 POLICE GRANTS						
6115003 FY16 POLICE GRANTS						
6115003 402179 16572 DWI PATROL 308	-5,961	.00	-5,960.98	-2,503.01	-3,457.97	42.0%*
TOTAL FY16 POLICE GRANTS	-5,961	.00	-5,960.98	-2,503.01	-3,457.97	42.0%
61152010 FY16 POLICE GRANTS						
61152010 513001 16572 OVERTIME - RE	4,764	.00	4,764.00	1,958.18	2,805.82	41.1%
61152010 522000 16572 SOCIAL SECURI	69	.00	69.00	28.27	40.73	41.0%
61152010 523000 16572 RETIREMENT	1,128	.00	1,127.98	516.56	611.42	45.8%
TOTAL FY16 POLICE GRANTS	5,961	.00	5,960.98	2,503.01	3,457.97	42.0%
TOTAL FY16 POLICE GRANTS	0	.00	.00	.00	.00	.0%
TOTAL REVENUES	-5,961	.00	-5,960.98	-2,503.01	-3,457.97	
TOTAL EXPENSES	5,961	.00	5,960.98	2,503.01	3,457.97	
GRAND TOTAL	0	.00	.00	236.02	-236.02	100.0%

** END OF REPORT - Generated by Ann Arsenault **

**AMENDMENT TO CHAPTER 42 OF THE GENERAL ORDINANCES OF THE CITY OF
ROCHESTER REGARDING ACCESSORY APARTMENTS**

THE CITY OF ROCHESTER ORDAINS:

That Chapter 42 of the General Ordinances of the City of Rochester and currently before the Rochester City Council, be amended as follows:

42.23 Accessory Uses

- a. **General Provisions.** The following provisions apply in evaluating proposed accessory uses, activities, structures, and situations.

*
*
*

- b. **Standards for Specific Accessory Uses.** The following standards shall apply to these specific accessory uses, activities, structures, and situations wherever they are allowed:

1. **Accessory Apartment.** An accessory apartment is permitted subject to compliance with all of the following standards and procedures:
 - A. It is permitted where and as specified in the Table of Uses (by right or by special exception). **However, if the accessory dwelling is detached from the single family dwelling, it must be approved by a special exception;**
 - B. It is accessory to a single family dwelling only **and if detached from the single family dwelling it is similar in architectural style;**
 - C. ~~It must be a studio or one bedroom apartment;~~ **It must be two bedrooms or less;**
 - D. It may not exceed 800 square feet;
 - E. It may not house more than two occupants;
 - F. It may be either part of the single family house ~~house~~ **dwelling** or in a separate building, such as above a garage; **if it is part of the single family house, an interior door shall be provided between the principal dwelling unit and the accessory dwelling unit.**
 - G. There may be only one per lot;
 - H. ~~The main house must be owner occupied;~~ **The owner of the property must occupy one of the dwelling units and the owner must demonstrate that one of the dwelling units is his or her principal place of residence;**
 - I. At least one parking space must be provided for the unit;
 - J. Where municipal sewer service is not provided, the septic system

shall meet NHDES requirements for the combined system demand for total occupancy of the property; and

- K.** It is exempt from site plan review but a letter of intent must be submitted to the Building Inspector to ensure that the above conditions are met.
- L.** If it is a security apartment, it shall not exceed 800 square feet and it shall be attached to or located with an allowed commercial, office or industrial use. Such unit may be occupied by the business owner, family member or employee whose purpose is to provide security and/or protection of the business premises. This use shall require Site Plan review.
- M.** If it is a caretaker apartment it shall be attached to or located with an allowed residential or nonresidential use and it shall be occupied by the owner, family member or employee of the principal use and the gross floor area does not exceed 800 square feet. This use shall require Site Plan review.

The effective date of these amendments shall be upon passage.

**AMENDMENT TO CHAPTER 42 OF THE GENERAL ORDINANCES OF THE CITY OF
ROCHESTER REGARDING TABLE 18-A**

THE CITY OF ROCHESTER ORDAINS:

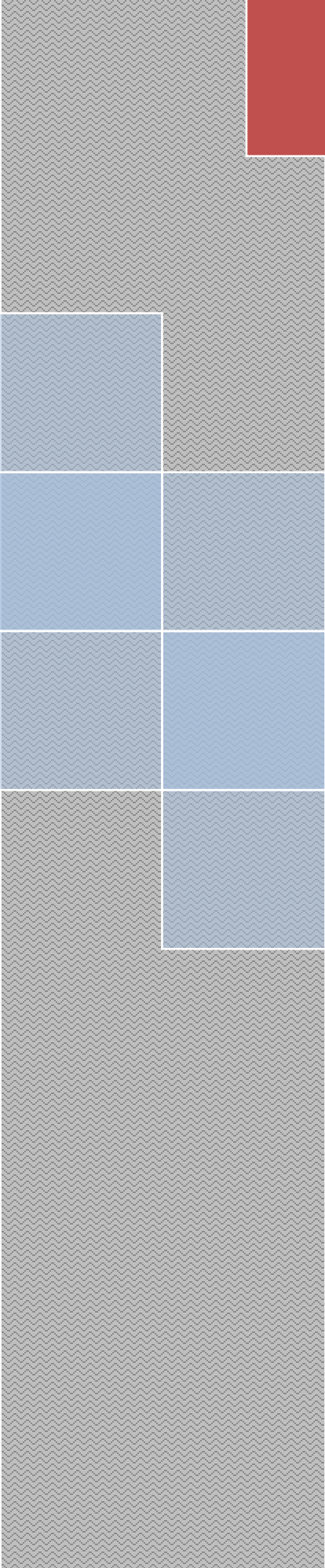
That Chapter 42 of the General Ordinances of the City of Rochester and currently before the Rochester City Council, be amended as follows:

The effective date of these amendments shall be upon passage.

TABLE 18-A RESIDENTIAL USES 8/7/2014

Residential Uses	Residential				Commercial			Industrial		Special		Criteria/Conditions
	R1	R2	AG	NMU	DC	OC	HC	GI	RI	HS	AS	Section Reference
Apartment, Accessory	E	P	P	P	P	P	P	I	I	E	I	Section 42.21 & 42.23
Apartment, Inlaw	P	P	P	P	P	P	P	-	-	-	-	
Apartment, Security	-	P	-	P	P	P	P	P	P	P	P	Sections 42.2 & 42.23
Assisted Living Facility	-	C	C	C	C	C	C	-	-	C	-	Section 42.21
Boarding House	-	-	-	-	E	-	-	-	-	-	-	
Community Residence - I	-	E	E	-	E	E	E	-	E	E	-	Section 42.22
Community Residence - II	-	-	E	-	-	E	-	-	E	E	-	Section 42.22
Conservation Subdivision	C	C	C	-	-	C	C	-	-	-	-	Sections 42.21 & 42.33
Dwelling, Apartments (Apt/ Mixed Use Bldg)	-	-	-	P	P	C	P	-	-	-	-	Section 42.21
Dwelling, Multifamily Development	-	P	-	-	C	-	P	-	-	-	-	Sections 42.20 & 42.22
Dwelling, Multifamily	-	P	-	-	C	-	P	-	-	-	-	
Dwelling, Single Family	P	P	P	P	P	P	P	I	I	P	I	
Zero Lot Line Development	C	C	C	-	-	C	C	-	-	-	-	Section 42.33

*LEGEND. P = Permitted Use,
C = Conditional Use. E = Use



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12/1/16

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**

Proposed Zoning Ordinance amendments to Chapter 42.23 (b)(1), Accessory Dwelling Units.

COUNCIL ACTION ITEM ☒
INFORMATION ONLY ☐FUNDING REQUIRED? YES ☐ NO ☒
* IF YES ATTACH A FUNDING RESOLUTION FORMRESOLUTION REQUIRED? YES ☐ NO ☒FUNDING RESOLUTION FORM? YES ☐ NO ☒

AGENDA DATE	December 6, 2016		
DEPT. HEAD SIGNATURE	Signature on file		
DATE SUBMITTED	November 28, 2016		
ATTACHMENTS	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	4

COMMITTEE SIGN-OFF

COMMITTEE	Planning Board
CHAIR PERSON	Nel Sylvain

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	Signature on file
CITY MANAGER	Signature on file

FINANCE & BUDGET INFORMATION

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

LEGAL AUTHORITY

Rochester Zoning Ordinance Section 42.3 (e), RSA 674:16, and RSA 674:18.

SUMMARY STATEMENT

Senate Bill 146, an act relative to accessory dwelling units, was passed by the legislature and signed into law by the Governor in 2016. The bill established requirements for local regulation of accessory dwelling units. The City of Rochester already permitted accessory dwelling units but there were some slight changes to the language that were needed to conform to the new State Law.

RECOMMENDED ACTION

Consider amendments for first reading, public hearing and adoption.

TABLE 18-A RESIDENTIAL USES 8/7/2014

RESIDENTIAL USES	Residential Districts				Commercial Districts			Industrial Districts		Special		Criteria/Conditions
	R1	R2	AG	NMU	DC	OC	HC	GI	RI	HS	AS	Section Reference
Apartment, Accessory (accessory use)	E	P	P	P	P	P	P	I	I	E	I	Section 42.21 & 42.23
Apartment, Inlaw	P	P	P	P	P	P	P	-	-	-	-	
Apartment, Security	-	P	-	P	P	P	P	P	P	P	P	Sections 42.2 & 42.23
Assisted Living Facility	-	C	C	C	C	C	C	-	-	C	-	Section 42.21
Boarding House	-	-	-	-	E	-	-	-	-	-	-	
Community Residence - I	-	E	E	-	E	E	E	-	E	E	-	Section 42.22
Community Residence - II	-	-	E	-	-	E	-	-	E	E	-	Section 42.22
Conservation Subdivision	C	C	C	-	-	C	C	-	-	-	-	Sections 42.21 & 42.33I
Dwelling, Apartments (Apt/ Mixed Use Bldg)	-	-	-	P	P	C	P	-	-	-	-	Section 42.21
Dwelling, Multifamily Development	-	P	-	-	C	-	P	-	-	-	-	Sections 42.20 & 42.22
Dwelling, Multifamily	-	P	-	-	C	-	P	-	-	-	-	
Dwelling, Single Family	P	P	P	P	P	P	P	I	I	P	I	
Dwelling, Three & Four Family	-	P	-	C	C	C	P	-	-	-	-	Sections 42.21 & 42.33
Dwelling, Two Family	-	P	P	P	P	P	P	-	-	-	-	Sections 42.21 & 42.33
Flag Lots	-	C	C		-	-	-	-	-	C	-	Section 42.21
Home Occupation - 1 (accessory use)	P	P	P	P	P	P	P	-	-	P	-	Section 42.24
Home Occupation - 2 (accessory use)	P	P	P	P	P	P	P	-	-	P	-	Sections 42.22 & 42.24
Home Occupation - 3 (accessory use)	-	E	E	P	P	P	P	-	-	E	-	Sections 42.22 & 42.24
Manufactured Housing Unit on own lot	-	-	P	-	-	-	-	-	-	-	-	Sections 42.20 & 42.21
Nursing Home	-	-	C	-	-	C	-	-	-	P	-	Sections 42.20 & 42.21
Outdoor Wood-Fired Hydronic Boiler	-	-	P	-	-	-	-	-	-	-	-	Section 42.20
Porkchop Subdivision	-	-	C	-	-	-	-	-	-	-	-	Section 42.21
Residential Facility	-	-	E	-	-	E	-	-	E	E	-	Section 42.22
Senior Housing	-	P	C	C	C	C	-	-	-	-	-	Section 42.21
Temporary Structure	P	P	P	P	P	P	P	P	P	P	P	Section 42.20
Zero Lot Line Development	C	C	C	-	-	C	C	-	-	-	-	Section 42.33

*LEGEND. P = Permitted Use, C = Conditional Use, E = Use Allowed by Special Exception

42.2 Definitions and Terminology

a. General Provisions

1. When used in this chapter, the words, terms, and phrases listed in subsection b, and the acronyms and abbreviations listed in subsection c of Section 42.2 Definitions and Terminology shall have the meanings ascribed to them therein, unless a contrary meaning is clearly indicated or implied.

2. *Ordinary Meanings.* Words, terms, and phrases that are not defined in Section 42.2 Definitions and Terminology shall have their ordinary accepted meanings or those that the context may clearly imply.

3. *Regulations.* In cases where there is a conflict in the definition of a word, term, phrase, or acronym given herein and that given in the City of Rochester Site Plan Regulations or City of Rochester Subdivision Regulations, the definition given herein shall be determining.

4. *Interpretations/Dictionary.* Director of Building, Zoning, and Licensing Services, or his/her designee, shall have the authority to interpret or define words, terms, and phrases used in this chapter that are not defined in 42.2 Definitions and Terminology. In case of conflicting definitions from various general dictionaries the definitions given in the Random House Webster's Unabridged Dictionary shall be determining.

5. *Designations in this Chapter.* For the purposes of this chapter, the words "this chapter" refers to this entire zoning ordinance, Chapter 42 of the City of Rochester General Ordinances. The words "this section" refers to a specific portion of this chapter, as designated by Arabic numerals (such as "42.1" or "42.2"). The words "this subsection" refers to a specific portion of a section as designated by a lower case letter (such as "a" or "b"). The levels continue by using an Arabic numeral (such as "1" or "2"), a capital letter (such as "A" or "B"), a lower case Roman numeral (such as "i" or "ii"), or another lower level designation. The words "this ordinance" applies to this chapter, a section of this chapter, or a subsection of this chapter, as the context may imply.

6. *Specific Words.* The words "shall" and "must" are mandatory, the word "may" is permissive, and the word "should" indicates a preferred or encouraged, but not necessarily a required course of action. The present tense includes the future tense, the singular number includes the plural, and the plural number includes the singular. "Occupied" or "used" shall be considered as though followed by "or intended, arranged or designed to be occupied or used". "Includes" (or "including") means "includes, but is not limited to". The word "person" includes a(n) individual, firm, association, condominium association, organization, partnership, trust, entity, company or corporation as well as an individual.

7. *Other Sections.* Specialized sets of definitions are given in other sections in this chapter. In case of conflict between a definition given in a section and that given in

specific section. Additional definitions are provided in the following Sections: Aquifer Protection Overlay District, Aviation Overlay District, Conservation Overlay District, Flood Hazard Overlay District, Historic Overlay District, and Signs.

b. Definitions

1. Abutter: Pursuant to RSA 672:3 "Abutter" means any person whose property is located in New Hampshire and adjoins or is directly across the street or stream from the land under consideration by the local land use board. For purposes of receiving testimony only, and not for purposes of notification, the term "abutter" shall include any person who is able to demonstrate that his or her land will be directly affected by the proposal under consideration. For purposes of receipt of notification by a municipality or a local land use board hearing, in the case of an abutting property being under a condominium or other collective form of ownership, the term abutter means the officers of the collective or association, as defined in RSA 356-B:3, XXIII. For purposes of receipt of notification by a municipality of a local land use board hearing, in the case of an abutting property being under a manufactured housing park form of ownership as defined in RSA 205-A:1, II, the term ""abutter" includes the manufactured housing park owner and the tenants who own manufactured housing which adjoins or is directly across the street or stream from the land under consideration by the local land use board.

2. Accessory Apartment: An independent dwelling unit subordinate to a single family house (See Section 42.23 – Accessory Uses.)

3. Accessory Structure: A building or structure that:

- A) is not attached to the principal building or structure on a lot or tract;
- B) accommodates a use customarily or reasonably associated with the use of the principal building or structure;
- C) is incidental and subordinate to the primary building, structure, or use; and
- D) is located on the same lot or tract as the principal building, structure, or use.

Examples include garages, driveways, parking lots, sheds, signs, fences, and light poles.

4. Accessory Use: A use that:

- A) is customarily or reasonably associated with the principal use;
- B) has hours of operation the same as or less than the principal use;
- C) is incidental and subordinate to the principal use; and
- D) is located on the same lot or tract as the principal use (for determinations whether a proposed use is an accessory use see Section 42.23 – Accessory Uses). *(See also "Secondary Use")*

5. Adaptive Reuse: The development of a new use for an older building or for a building originally designed for a different purpose.

.....

100. Fair: A large scale entertainment event, such as an annual summer/fall fair, concert, or music festival situated on land on which significant permanent structures have been erected largely to serve the fair, concert or music festival. A special, small scale, temporary entertainment event lasting no more than ten (10) days, such as a motorized or non-motorized racing, carnival, bazaar, or circus situated on land on which no significant permanent structures have been erected largely to serve the fair is considered an accessory use. Temporary campsites erected for no more than ten (10) days are also considered an accessory use an annual summer/fall fair, concert or music festival.

.....

**AMENDMENT TO CHAPTER 42 OF THE GENERAL ORDINANCES OF THE CITY OF
ROCHESTER REGARDING THE ENTERTAINMENT OVERLAY DISTRICT**

THE CITY OF ROCHESTER ORDAINS:

That Chapter 42 of the General Ordinances of the City of Rochester and currently before the Rochester City Council, be amended as follows:

42.2 Definitions and Terminology

a. General Provisions.

*
*
*

b. Definitions.

*
*
*

100. Fair: A large scale entertainment event, such as an annual summer/fall fair, **concert, or music festival** situated on land on which significant permanent structures have been erected largely to serve the fair, **concert or music festival**. A special, small scale, temporary entertainment event lasting no more than ten (10) days, such as a **motorized or non-motorized racing**, carnival, bazaar, or circus situated on land on which no significant permanent structures have been erected largely to serve the fair is considered an accessory use. **Temporary campsites erected for no more than ten (10) days are also considered an accessory use an annual summer/fall fair, concert or music festival.**

*
*
*

42.16 Entertainment Overlay Districts

- a. Identification of the Entertainment District. A Zoning Map of the Rochester Entertainment District, as amended, which shows the Entertainment Overlay District, is hereby incorporated as part of this Section, and is on file with the City Clerk. The Zoning Map and all the notations, references, district boundaries, and other information shown thereon, shall be as much a part of this Section as if all were fully described therein. See the Appendix which lists properties in the district by Assessor's Map and Lot numbers.

I. Objectives

A. The purpose of this district is to allow amusement and entertainment activities where tickets are sold or fees collected for the activity.

B. Maximize the developable areas on the parcels within the district through the creation of flexible development standards for commercial purposes.

2. Permitted Uses

A. Uses.

i. The following nonresidential uses are permitted in existing structures and new construction.

- a. Temporary Structures
- b. Reuse of Agricultural Building
- c. Commercial Yard Sale
- d. Foodstand
- e. Function Hall
- f. Bed & Breakfast
- g. Hotel
- h. Motel
- i. Indoor Recreation
- j. Outdoor Recreation
- k. Restaurant
- l. Theater/Cinema (5,000 s.f. or less)
- m. Theater/Cinema (over 5,000 s.f.)
- n. Fair
- o. Farmers Market (Temporary)

ii. In addition to any other approvals required by this Zoning Ordinance, the following uses are required to receive approval from the City of Rochester Licensing Board for temporary events in the Entertainment District: Fair, Farmers' Market, Foodstand, and Recreation Outdoor.

3. Development Standards

A. Parking Requirements

i. The parking requirements for residential and non-residential uses are found in the Rochester Site Plan Regulations and a parking plan must be approved by the Planning Board.

B. Parking areas

i. Parking areas must be fully screened from the street and any abutting residential property.

ii. Parking is allowed in the front of buildings, in the rear of buildings, and to the side of buildings.

C. Dimensional Standards

i. Lots

- a. Minimum lot area – 20,000 s.f.
- b. Minimum frontage – 100 feet
- c. Maximum lot coverage – 85%

ii. Setbacks

- a. Minimum front – 20 feet
- b. Minimum side – 10 feet (For lots that abut a single family residence, the side setback abutting the residence shall be the larger of the required side setback in the subject Entertainment Overlay District or the abutting residence)
- c. Minimum rear – 25 feet

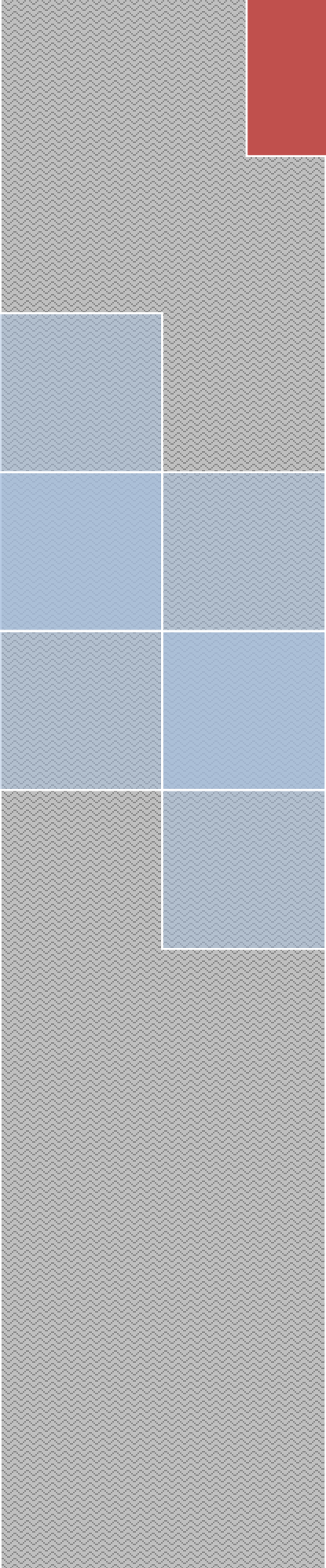
iii. Number of stories

- a. Maximum number of stories – 5

b. Appendix - Delineation of the District. The Rochester Entertainment Overlay District is defined as that area made up of the lots listed below as delineated on the Rochester Tax Maps. Unless otherwise noted or shown on the map, all of the land composing each lot shall be considered to lie within the District. The District also includes all City property necessary to make a contiguous District. (Note that in the case of discrepancy between the Zoning Map and this list of lots, the Zoning Map shall be determining.) Lots in the district include:

- 1. Tax Map 123, Lots 1 – 21, 23 – 26, 27, 27-1, 28 – 38, and 40 – 59**
- 2. Tax Map 124, Lots 67, 69 – 81, 99, 100, 102 – 116, and 118 – 129**
- 3. Tax Map 129, Lots 5 – 14, and 40**
- 4. Tax Map 130, Lots 1 and 2**

The effective date of these amendments shall be upon passage.



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12/1/16

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

Zoning Ordinance Amendments to create an Entertainment Overlay District

COUNCIL ACTION ITEM ☒
INFORMATION ONLY ☐FUNDING REQUIRED? YES ☐ NO ☒
* IF YES ATTACH A FUNDING RESOLUTION FORMRESOLUTION REQUIRED? YES ☐ NO ☒FUNDING RESOLUTION FORM? YES ☐ NO ☒

AGENDA DATE	December 6, 2016	
DEPT. HEAD SIGNATURE		
DATE SUBMITTED	November 28, 2016	
ATTACHMENTS YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	6

COMMITTEE SIGN-OFF

COMMITTEE	Planning Board
CHAIR PERSON	Nel Sylvain

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	signature on file
CITY MANAGER	signature on file

FINANCE & BUDGET INFORMATION

FINANCE OFFICE APPROVAL	signature on file
SOURCE OF FUNDS	
ACCOUNT NUMBER	
AMOUNT	
APPROPRIATION REQUIRED YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	

LEGAL AUTHORITY

Rochester Zoning Ordinance Section 42.3 (e), RSA 674:16, and RSA 674:18.

SUMMARY STATEMENT

In March of 2016, the Mayor's Entertainment Zone Committee was formed to review zoning in and around the Rochester Fairgrounds. The Committee met and passed along recommendations to the Planning Board for Ordinance amendments creating an Entertainment District. The amendments included a change to the definitions section of the Ordinance, creation of an Entertainment District with permitted uses, and an amendment to the Zoning Map. The language being proposed is a result of discussions held over several meetings at the Planning Board.

RECOMMENDED ACTION

Consider amendments for first reading, public hearing and adoption.

42.16 ENTERTAINMENT OVERLAY DISTRICTS

- a. Identification of the Entertainment District. A Zoning Map of the Rochester Entertainment District, as amended, which shows the Entertainment Overlay District, is hereby incorporated as part of this Section, and is on file with the City Clerk. The Zoning Map and all the notations, references, district boundaries, and other information shown thereon, shall be as much a part of this Section as if all were fully described therein. See the Appendix which lists properties in the district by Assessor's Map and Lot numbers.

1. Objectives

- A. The purpose of this district is to allow amusement and entertainment activities where tickets are sold or fees collected for the activity.
- B. Maximize the developable areas on the parcels within the district through the creation of flexible development standards for commercial purposes.

2. Permitted Uses

A. Uses.

- i. The following nonresidential uses are permitted in existing structures and new construction.

- a. Temporary Structures
- b. Reuse of Agricultural Building
- c. Commercial Yard Sale
- d. Foodstand
- e. Function Hall
- f. Bed & Breakfast
- g. Hotel
- h. Motel
- i. Indoor Recreation
- j. Outdoor Recreation
- k. Restaurant
- l. Theater/Cinema (5,000 s.f. or less)
- m. Theater/Cinema (over 5,000 s.f.)
- n. Fair
- o. Farmers Market (Temporary)

- ii. In addition to any other approvals required by this Zoning Ordinance, the following uses are required to receive approval from the City of Rochester Licensing Board for temporary events in the Entertainment District: Fair, Farmers' Market, Foodstand, and Recreation Outdoor.

3. Development Standards

A. Parking Requirements

- i. The parking requirements for residential and non-residential uses are found in the Rochester Site Plan Regulations and a parking plan must be approved by the Planning Board.

B. Parking areas

- i. Parking areas must be fully screened from the street and any abutting residential property.
- ii. Parking is allowed in the front of buildings, in the rear of buildings, and to the side of buildings.

C. Dimensional Standards

i. Lots

- a. Minimum lot area – 20,000 s.f.
- b. Minimum frontage – 100 feet
- c. Maximum lot coverage – 85%

ii. Setbacks

- a. Minimum front – 20 feet
- b. Minimum side – 10 feet (For lots that abut a single family residence, the side setback abutting the residence shall be the larger of the required side setback in the subject Entertainment Overlay District or the abutting residence)
- c. Minimum rear – 25 feet

iii. Number of stories

- a. Maximum number of stories – 5

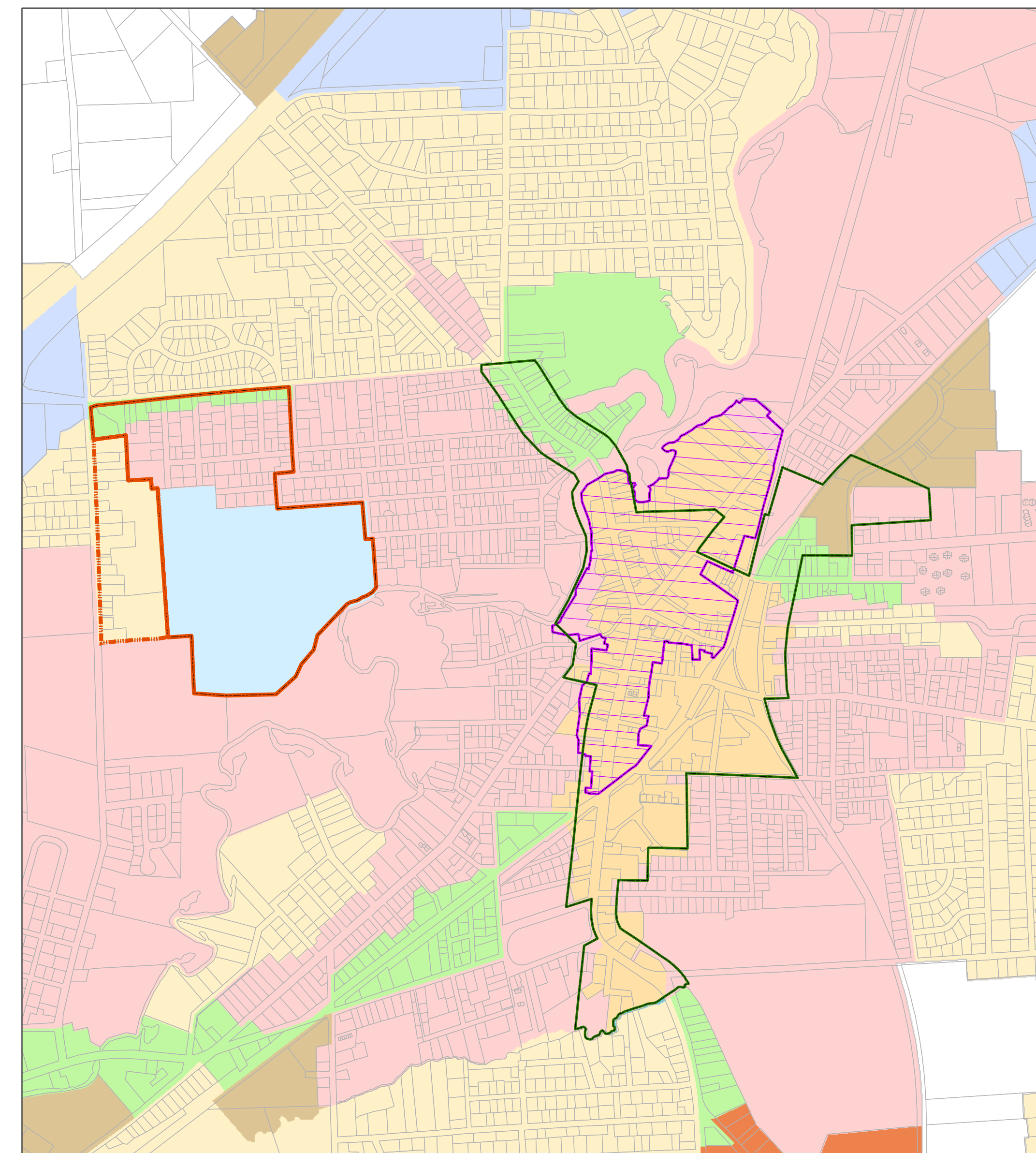
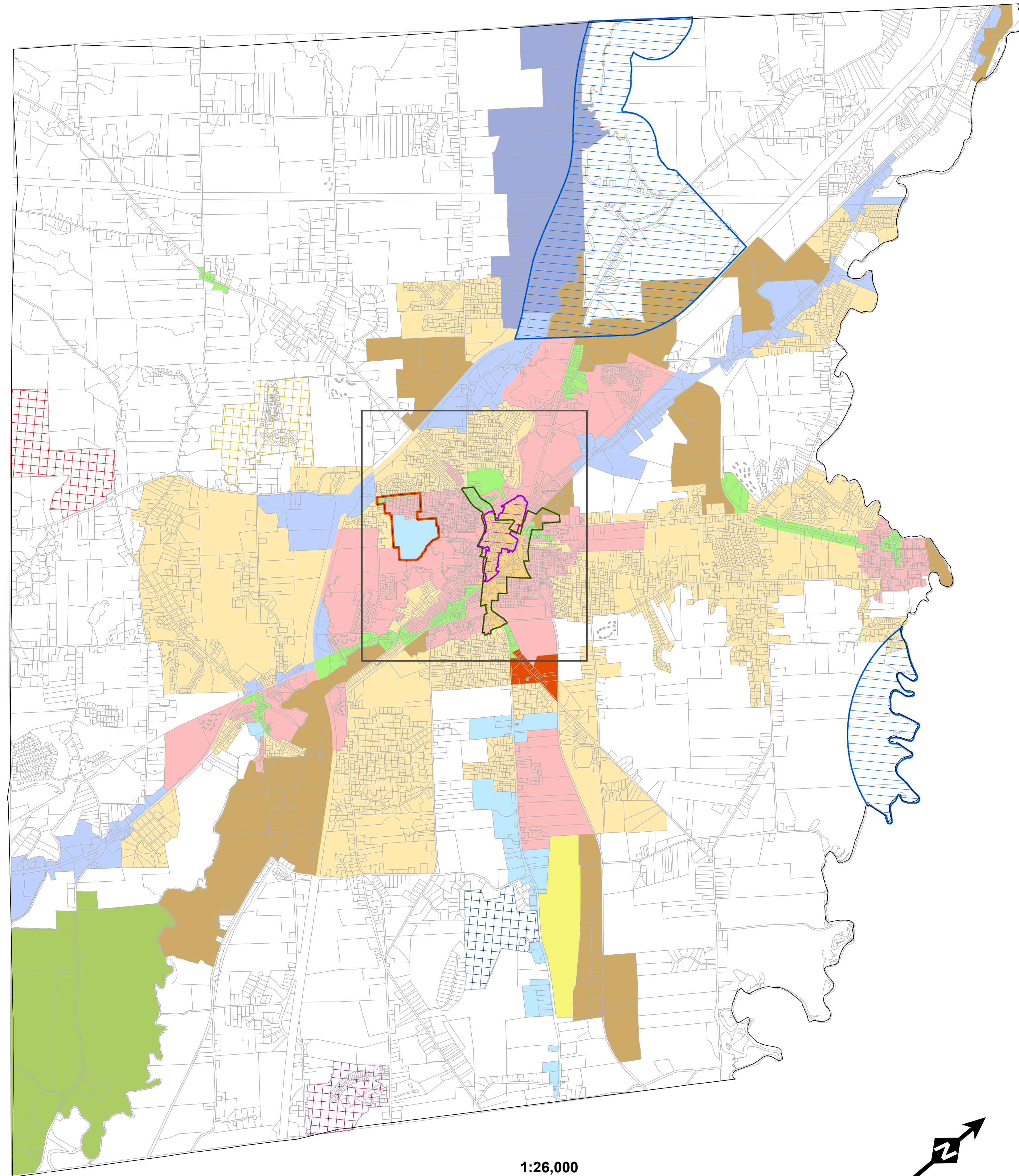
b. Appendix - Delineation of the District. The Rochester Entertainment Overlay District is defined as that area made up of the lots listed below as delineated on the Rochester Tax Maps. Unless otherwise noted or shown on the map, all of the land composing each lot shall be considered to lie within the District. The District also includes all City property necessary to make a contiguous District. (Note that in the case of discrepancy between the Zoning Map and this list of lots, the Zoning Map shall be determining.) Lots in the district include:

1. Tax Map 123, Lots 1 – 21, 23 – 26, 27, 27-1, 28 – 38, and 40 – 59
2. Tax Map 124, Lots 67, 69 – 81, 99, 100, 102 – 116, and 118 – 129
3. Tax Map 129, Lots 5 – 14, and 40
4. Tax Map 130, Lots 1 and 2

City of Rochester, New Hampshire

Zoning with Entertainment Overlay District

Note: This is not the official City of Rochester zoning map.



Legend

Overlay Districts

- Aquifer Protection
- Special Downtown
- Historic
- Entertainment
- Entertainment - proposed
- Digital Tax Parcel (2015)

Zoning District

- Agricultural
- Airport Special
- Downtown Commercial
- Granite Ridge
- Highway Commercial
- Hospital Special
- General Industrial
- Neighborhood Mixed-Use
- Office Commercial
- Residential - 1
- Residential - 2
- Recycling Industrial
- Water

Planned Unit Development

- PUD-1
- PUD-2
- PUD-3
- PUD-4

Prepared by the **Stafford Regional Planning Commission**
150 Wakefield St. Suite 12 Rochester, NH 03867
T: (603) 994-3500 E: srpc@stafford.org

Date: 9/19/2016 Author: RM

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Data Sources
Base features from NH GRANIT database. Digital data in NH GRANIT represent the efforts of the contributing agencies to record information from the cited source materials. Earth Systems Research Center (ESRC), under contract to the Office of Energy and Planning (OEP), and in consultation with cooperating agencies, maintains a continuing program to identify and correct errors in these data. Neither OEP nor ESRC make any claim as to the validity or reliability or to any implied uses of these data.

Digital tax parcels taken from SRPC database. Data should be used for planning purposes only. Data were derived from various sources and were updated at different timeframes, with varying levels of accuracy. Street names are maintained internally by SRPC staff. Please notify SRPC of any missing or inaccurate street names.

**AMENDMENT TO CHAPTER 42 OF THE GENERAL ORDINANCES OF THE CITY
OF ROCHESTER REGARDING THE LOCATION AND BOUNDARIES OF ZONING
DISTRICTS**

THE CITY OF ROCHESTER ORDAINS:

WHEREAS, Chapter 42.1, Section J establishes that the location and boundaries of zoning districts within the City of Rochester are established as shown on a map titled, "City of Rochester Zoning Map."

WHEREAS, Chapter 42.1, Section J further declares that the City of Rochester Zoning Map is incorporated by reference as party of Chapter 42 of the General Ordinances of Rochester regarding zoning.

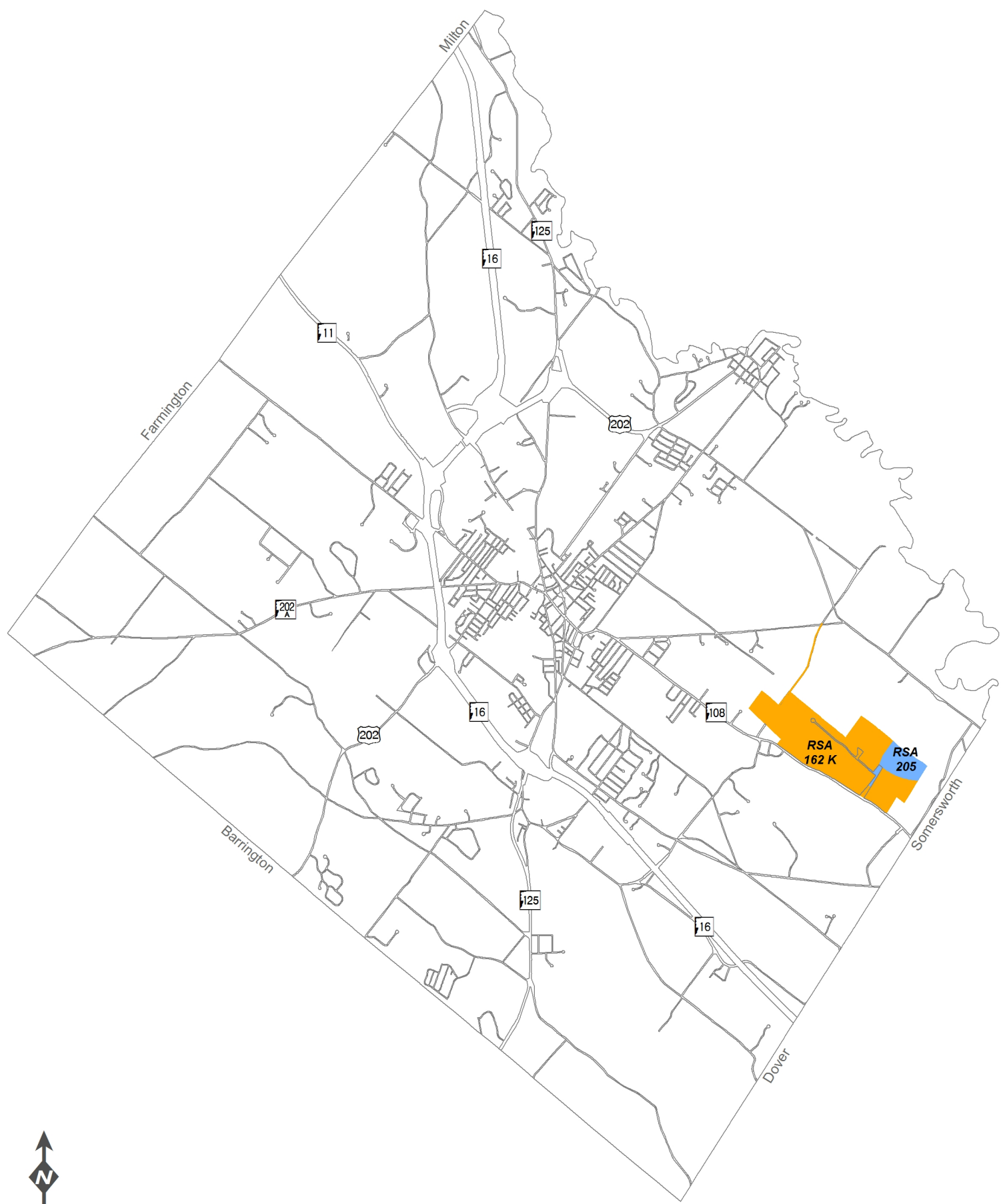
WHEREAS, the Mayor and City Council of Rochester desire to amend the City of Rochester Zoning Map to expand the Industrial Zone.

THEREFORE, the Mayor and City Council of Rochester ordain that the Industrial Zone in the City of Rochester shall be expanded to include the following properties:

1. 0255-0017-0000 290 Rochester Hill Road
2. 0255-0018-0000 294 Rochester Hill Road
3. 0255-0019-0000 296 Rochester Hill Road
4. 0255-0020-0000 302 Rochester Hill Road
5. 0255-0021-0000 0 Rochester Hill Road

FURTHER, the City of Rochester Zoning Map shall be amended and updated to reflect that the above named properties are included in the Industrial Zone and are removed from the Agricultural Zone.

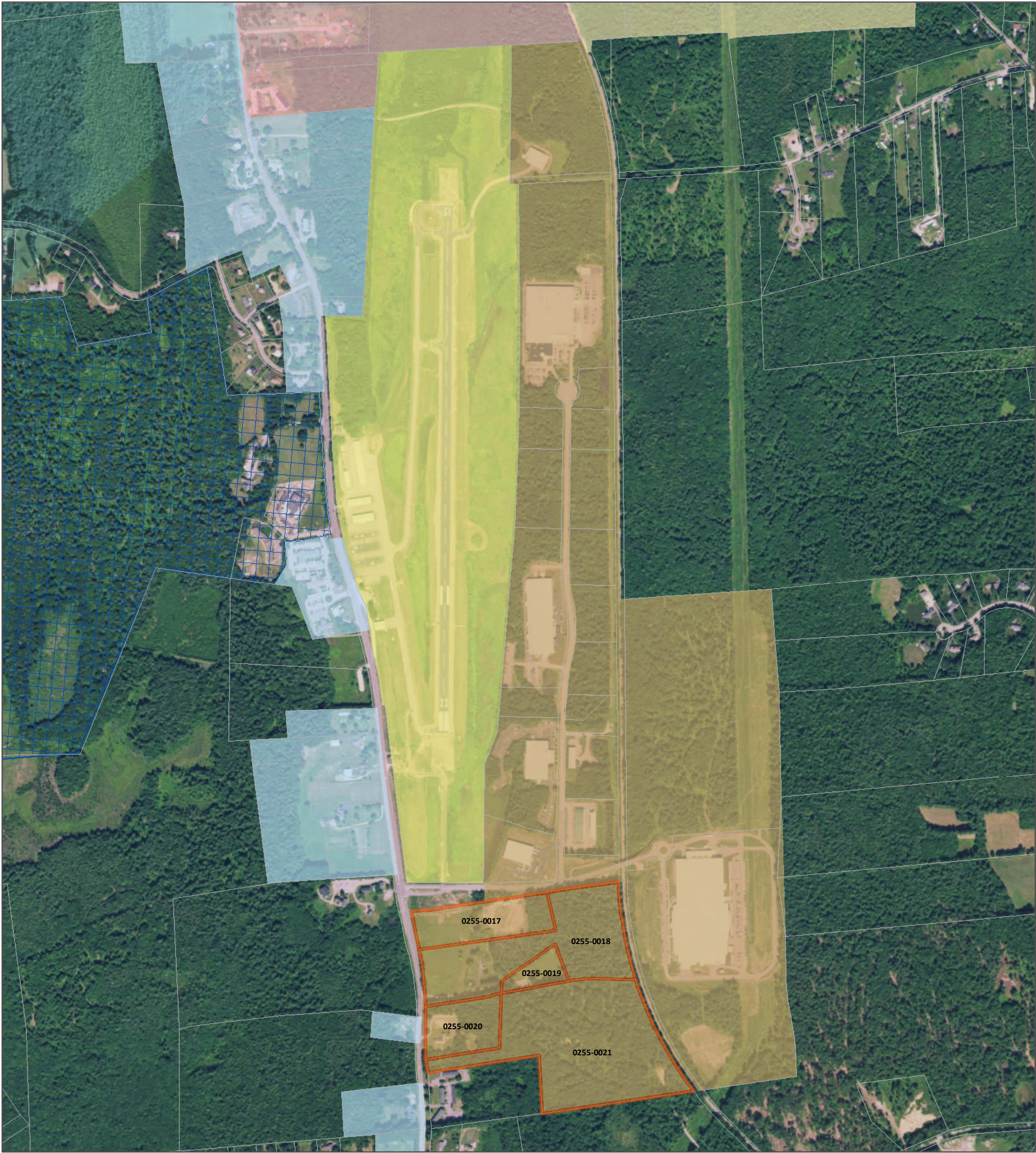
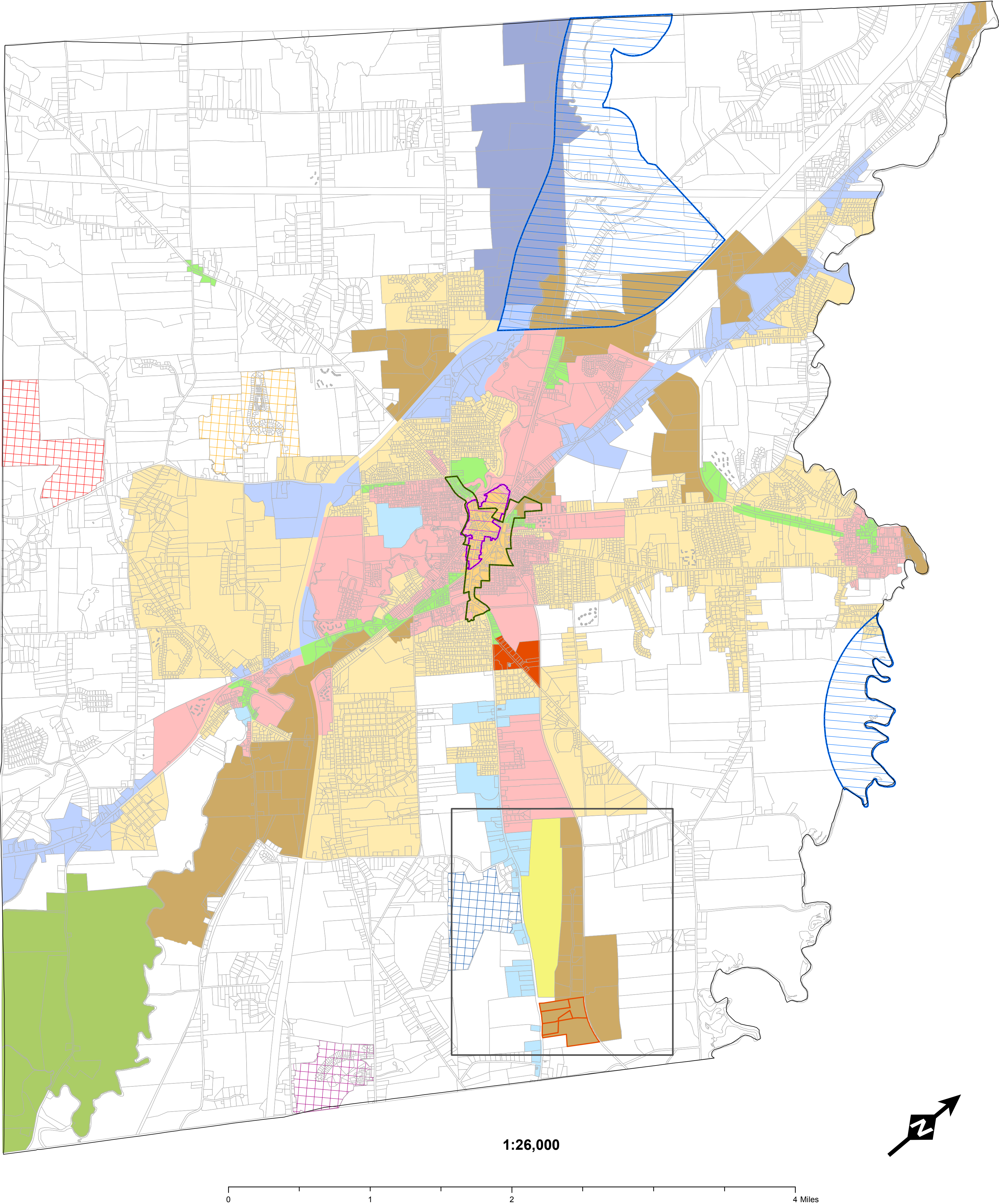
The effective date of these amendments shall be upon passage.



City of Rochester, New Hampshire

Industrial Park Expansion

Note: This is not the official City of Rochester zoning map.



- Legend**
- Proposed Industrial Park Expansion
 - Digital Tax Parcel (2015)
- Overlay Districts**
- Aquifer Protection
 - Special Downtown
 - Historic
- Zoning District**
- Agricultural
 - Airport Special
 - Downtown Commercial
 - Granite Ridge
 - Highway Commercial
 - Hospital Special
 - General Industrial
 - Neighborhood Mixed-Use
 - Office Commercial
 - Residential - 1
 - Residential - 2
 - Recycling Industrial
 - Water
- Planned Unit Development**
- PUD-1
 - PUD-2
 - PUD-3
 - PUD-4

Parcel Number	Property Address
0255-0017	290 Rochester Hill Rd
0255-0018	294 Rochester Hill Rd
0255-0019	296 Rochester Hill Rd
0255-0020	302 Rochester Hill Rd
0255-0021	0 Rochester Hill Rd

Prepared by the **Stafford Regional Planning Commission**
150 Wakefield St. Suite 12 Rochester, NH 03867
T: (603) 994-3500 E: srpc@stafford.org

Date: 11/1/2016 Author: RM

Path: M:\GIS_Map_Documents\Requests\Members\Rochester\IndustrialParkExpansion\Rochester_IndustrialPark_2016.mxd



Data Sources

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**RESOLUTION ADOPTING AMENDMENTS/REVISIONS TO THE GRANITE STATE
BUSINESS PARK TAX INCREMENT FINANCING (TIF) DISTRICT: DEVELOPMENT
PROGRAM AND FINANCING PLAN AND AMENDING/REVISING THE GRANITE
STATE BUSINESS PARK (GSBP) TIF DISTRICT BOUNDARIES**

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

WHEREAS, by Resolution adopted November 1, 2005, the Mayor and City Council adopted provisions of RSA 162-K, as amended, for the purpose of establishing one or more TIF districts within the City of Rochester; and

WHEREAS, by Resolution adopted July 5, 2011, the Mayor and City Council created the GSBP TIF District and Development Program and Financing Plan (the "Plan"); and

WHEREAS, changes in circumstances within the GSBP and adjacent areas have created conditions which, in the opinion of the District Administrator and the Mayor and City Council, leaves the GSBP TIF District and Plan in need of revisions and/or amendments to effectively carry out the purpose for which the GSBP TIF District was created and the Plan adopted; and

WHEREAS, RSA 162-K:6, III and RSA 162-K:9, IV permit the alteration of development programs and/or the modification of a TIF financing plan; and

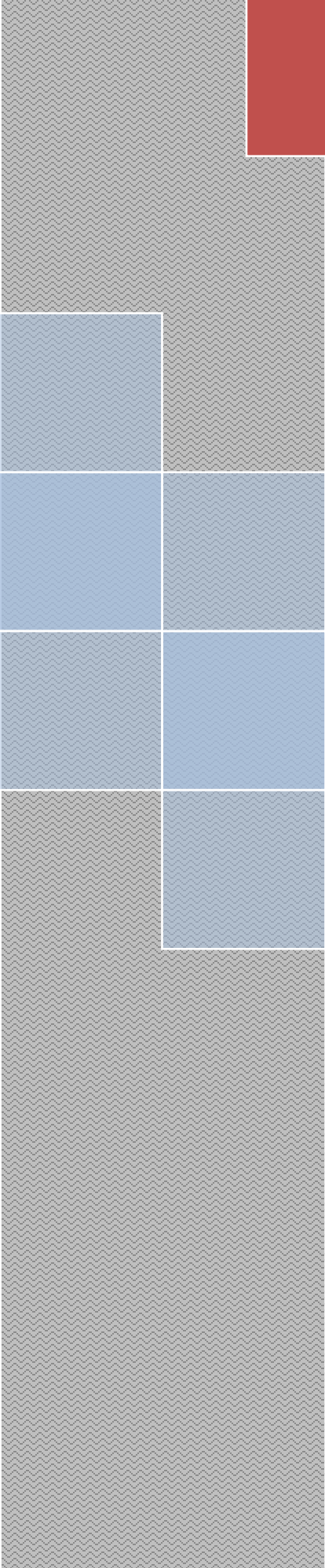
NOW, THEREFORE, the Mayor and City Council of the City of Rochester, by adoption of this Resolution, hereby resolves as follows:

1. After holding a public hearing on **January 3, 2017**, and taking public testimony, the Mayor and City Council hereby find that the establishment of alterations and/or revisions to the GSBP TIF District and to the Plan (all more completely set forth and described in the document annexed hereto as **Exhibit A** and entitled "Granite State Business Park Tax Increment Finance District: Development Program and Financing Plan", as revised on September 4, 2012), serve a public purpose pursuant to RSA 162-K:5, specifically the preservation and expansion of the City's tax and employment bases, as well as the promotion of development and/or redevelopment of new, vacant, and/or underutilized land and/or buildings within the GSBP TIF District; and

2. The City of Rochester hereby, by adoption of this Resolution, alters, revises and/or amends the GSBP TIF District, so as to be comprised of the properties depicted, described, and/or otherwise delineated in the **Exhibit A**; and

3. In accordance with RSA 162-K:6, 162-K:9, and 162-K:10, the Mayor and the City Council herein adopts the altered/revised GSBP TIF District Development Program and Finance Plan, as altered/revised on November 21, 2016, and as attached hereto as **Exhibit A**; and

4. This Resolution shall take effect upon its passage.



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**Granite State Business Park
Tax Increment Financing District:

Development Program and
Financing Plan**

City of Rochester, NH

Date Prepared: March 22, 2011

Date Adopted: July 5, 2011

Date Revised: July 10, 2012

Date Amendment/Revision Adopted: Sept. 4, 2012

Date Revised: Nov 21, 2016

Date Amendment/Revision Adopted: Est. Feb. 7, 2017

A. Introduction and Objectives

Tax increment financing (TIF), authorized by New Hampshire RSA 162-K may be used to provide municipal incentives for economic development. Tax increment financing allows property taxes derived from growth in assessed valuation within a TIF district to be retained to pay for internal public improvements within the district that encourage new businesses and industries to locate there. Cities and towns in northern New England use the TIF mechanism to compete with financial incentives offered in other regions of the United States. TIF districts are limited in duration, generally by the time required to amortize bonded debt and the recovery of other municipal costs incurred in creating the TIF district and providing public infrastructure.

1. History of Granite State Business Park

The Granite State Business Park (GSBP) is located in the southeastern portion of Rochester adjacent to the Skyhaven Airport. Phase I of the GSBP is accessed via Airport Drive from Rochester Hill Road (NH Route 108). The first buildings in the Granite State Business Park were constructed in 1994. The development pace within the GSBP has been modest, with growth between 1995 and 2010 averaging about 11,500 square feet per year. There are remaining undeveloped lots in Phase I that are currently accessed by Airport Drive, and are serviced by public water and sewer. Phase II of the GSBP lacks utilities and road access, and is separated from Phase I by an active rail line.

A Master Plan and marketing package for the Granite State Business Park (GSBP) was created in 1990 by Matarazzo Design Inc. and S.G. Phillips Companies. The park was planned as a multi-use site that would principally accommodate light and heavy manufacturing, research and development, warehousing and distribution and related uses. The GSBP was intended to respond to a strong demand in the marketplace for light and heavy industrial space in the Seacoast region prior to the closure of the Pease Air Force Base and its subsequent conversion into the Pease International Tradeport.

Early tenants included Prime Tanning, Albany International Techniweave and Salmon Falls Precision. Albany and Salmon Falls were both internal expansions of Rochester businesses. The Rochester Industrial Development Authority (RIDA) was a partner in the Salmon Falls Precision project. The RIDA applied to the New Hampshire Business Finance Authority for financing of the project and negotiated a successful built-to-suit/lease-to-own agreement.

The demand for industrial land changed between 1990 and 2000. Rochester's Ten Rod Road Park and Cabletron became the focus of industrial expansion in the City. The redevelopment of the Pease Air Force Base into the Pease International Tradeport and other area business parks offered superior highway access and were able to meet regional demands more effectively than the Granite State Business Park. Interest in the park has grown as Rochester has matured as a regional hub for business development and a center of labor force growth. The availability of larger, serviced industrial parcels in the region has become more limited.

Phase II of the GSBP has the potential to host large industrial users. But new industrial and business development in Phase II is unlikely to occur without initial public expenditures to provide a rail crossing, and the extension of road, water and sewer. The City's Economic Development Department believes that providing this essential public infrastructure will enable access to a significant expanse of industrially-zoned land that will accelerate growth in taxable valuation, jobs and wages.

July 2012: This plan is being revised to take into account the RSA 205 TIF District, created in Dec. 2011 and encompassing certain land and improvements in the Granite State Business Park.

November 2016: This plan is being revised to take into account future expansion needs of the GSBP.

2. Development Potential of Granite State Business Park

The economic benefits of proposed public investments to enable Phase II of the GSBP are estimated in Table 1. This comparison estimates the current and projected commercial and industrial development, assessed valuation, property tax yield, employment and payroll for Phase I and Phase II properties.

Table 1: Granite State Business Park Development Potential

Comparison Factor	Granite State Business Park TIF by Phase		
	Phase 1 (1)	Phase 2	Total
Gross Land Area (Acres)	279.65	114.94	394.59
Building Floor Area			
Existing	421,500	0	421,500
Growth Potential	381,200	319,200	700,400
Buildout Total	802,700	319,200	1,121,900
Taxable Assessed Value (\$Millions)			
Existing (2)	\$15.74	\$0.22	\$15.96
Growth Potential	\$10.99	\$11.99	\$22.98
Buildout Total	\$26.73	\$12.10	\$38.83
Annual Property Tax Yield (3)			
Existing	\$375,943	\$5,172	\$381,115
Growth Potential	\$262,551	\$477,800	\$740,351
Buildout Total	\$638,494	\$482,972	\$1,121,466
Estimated Employment			
Existing	425	0	425
Growth Potential	384	300	684
Buildout Total	809	300	1109
Estimated Payroll (Millions) 2009			
Existing	\$19-\$20	\$0	\$19-21
Growth Potential	\$17-\$19	\$29-\$32	\$46-\$51
Buildout Total	\$36-\$40	\$29-\$32	\$65-\$72

(1) Includes Skyhaven Airport (173 Acres) and one residential parcel owned by PDA (7.7 acres)

(2) April 2011 assessment of hangar leases (4987,180) included in existing Phase 1 valuation

(3) Computed at total 2010 tax rate of \$23.89 per thousand assessed value for Phases 1 and 2, Phase 3 is calculated at the 2015 tax rate of \$28.15 per thousand assessed value.

Comparison Factor	Granite State Phase 1(1)	Business Park Phase 2	TIF by Phase Phase 3	Total
Gross Land Area (Acres)	279.65	114.94	53.60	448.19
Building Floor Area	421,500	0	9,953	431,453
Existing	381,200	319,200	340,047	1,040,447

Growth Potential Buildout Total	802,700	319,200	350,000	1,471,900
Taxable Assessed Value (\$Millions)				
Existing (2)	\$15.74	\$0.22	\$0.86	\$16.82
Growth Potential	\$10.99	\$11.99	\$14.14	\$37.12
Buildout Total	\$26.73	\$12.10	\$15.00	\$53.83
Annual Property Tax Yield (3)				
Existing	\$375,943	\$5,172	\$24,124	\$405,239
Growth Potential	\$262,551	\$477,800	\$398,126	\$1,138,477
Buildout Total	\$638,494	\$482,972	\$422,250	\$1,543,716
Estimated Employ				
Existing	425	0	0	425
Growth Potential	384	300	360	1,044
Buildout Total	809	300	360	1,469
Estimated Payroll (\$Millions)				
Existing	\$19-\$20	\$0	\$0	\$19-\$20
Growth Potential	\$17-\$19	\$29-\$32	\$25-\$35	\$71-\$86
Buildout Total	\$36-\$40	\$29-\$32	\$25-\$35	\$90-\$107

The development potential of the one remaining parcel in Phase II represents potential growth of over \$12 million in assessed valuation, 300 jobs and about \$30 million in additional payroll. Those benefits would not occur in the foreseeable future without the proposed public investments outlined in this Development Program.

The Rochester Economic Development Commission (REDC) and Rochester Industrial Development Authority (RIDA) has the responsibility and authority to complete the development of the Granite State Business Park, including the sale or lease of lots to businesses and the Phase II expansion of the GSBP.

3. Objectives of GSBP TIF Development Program

The development program for the TIF District reflect the long term goals and objectives developed by the Rochester Economic Development Commission/Rochester Industrial Development Authority (REDC/RIDA) for the Granite State Business Park, including the following:

- Continue to offer financing assistance and collaboration with local, state and federal programs as an incentive for relocation or expansion; research and apply for new grants or programs for which the park becomes eligible.
- Direct and promote opportunities for business attraction and expansion within the Granite State Business Park in accordance with Rochester's Economic Development Strategic Master Plan.
- Create new employment and entrepreneurial opportunities for area residents through the acquisition and resale of lots, and the construction of public facilities.
- Acquire or assemble parcels within the GSBP to facilitate the efficient development of commercial and industrial property within the TIF.

The REDC/RIDA was created under New Hampshire RSA 162-G and has guided the initial planning and development of the Granite State Business Park. The authority provided by this chapter includes municipal actions to encourage the development of business and industrial facilities by acquiring, developing, expanding, leasing and disposing of such facilities. The REDC/RIDA also operates under the specific authority and limitations contained in the Rochester Code of General Ordinances, Chapter 3, Section 3.12 (Economic Development Commission).

4. Public Benefits of GSBP TIF District

The construction of new industrial and business facilities promotes the long-term growth, stability and diversity of employment and the City's taxable valuation. Long term growth in commercial and industrial valuation ultimately supports higher quality services at a lower tax expense to residential uses. The Granite State Business Park 162-K TIF District is expected to provide a number of public benefits, including:

- 1) Enhancing the efficiency of land use and encouraging development consistent with the City's Master Plan and its Economic Development Strategy;
- 2) Concentrating new economic development in desired areas through the efficient use of that infrastructure;
- 3) Stabilizing or expanding the City's manufacturing base and resident access to higher wage jobs;
- 4) Encouraging the creation of diverse economic opportunities and the standard of living for residents;
- 5) Providing for long-term growth in the City's non-residential property valuation;
- 6) Diversifying the property tax base to enable Rochester to continue providing quality municipal services and facilities for residents; and
- 7) Supporting general growth and prosperity of the City and the general welfare of its citizens.

Table 2 illustrates the projected long term economic benefits from employment and wages generated within the GSBP TIF District as the result of infill development and creation of new industrial development sites in Phase II.

Table 2 – Estimated Employment and Payroll

Development Area	Square Feet	Employees	Range in Annual Payroll in Millions \$ (2009 Dollars)
Existing Industries in GSBP	421,500	425	\$19.1 - \$21.0
Additional Potential Within Phase 1	381,200	384	\$17.2 - \$19.0
New Sites in Phase 2	319,200	300	\$29.0 - \$32.0

New sites in Phase 3	350,000	360	\$25 - \$35
Total TIF Potential (excluding Airport & RSA205 TIF)	1,471,900	1469	\$90.3 - \$107.0
Growth to Total Buildout	1,050,400	1044	\$58.2 - \$77.0

**Notes: Excludes airport and one residential parcel; payroll assumes 80% of jobs in manufacturing, 20% other. Payroll estimates based on average annual wages per employee in City and County for 2009 as reported by NH Employment Security for manufacturing sector and averages for all sectors.*

Between 2011 and its full buildout, the total GSBP 162-K TIF District (Phase1, 2 and 3 combined) is expected to host almost 1,500 jobs and generate \$90.3 to \$107 million in annual payroll.

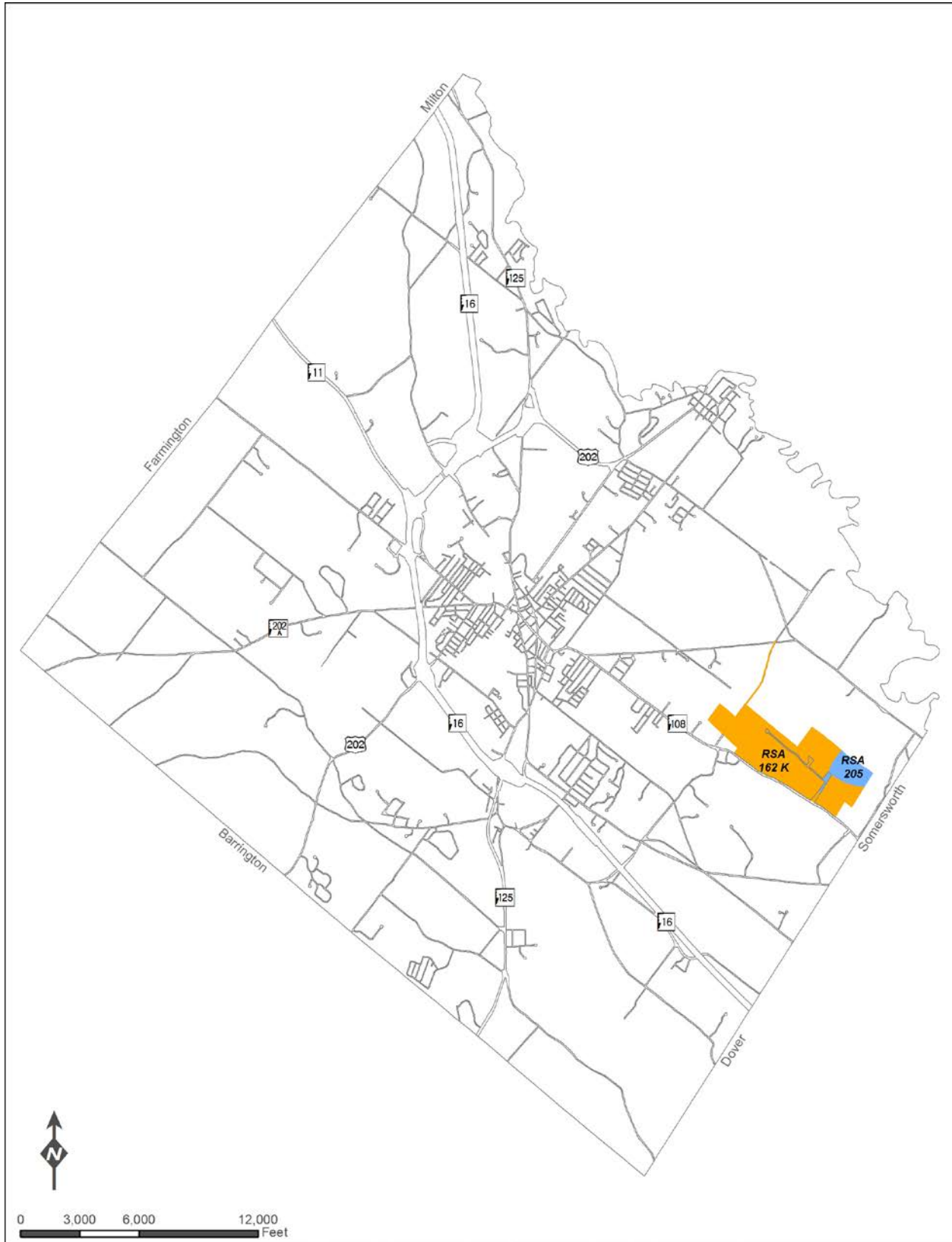
B. Description of the GSBP Tax Increment Financing District

1. District Boundaries

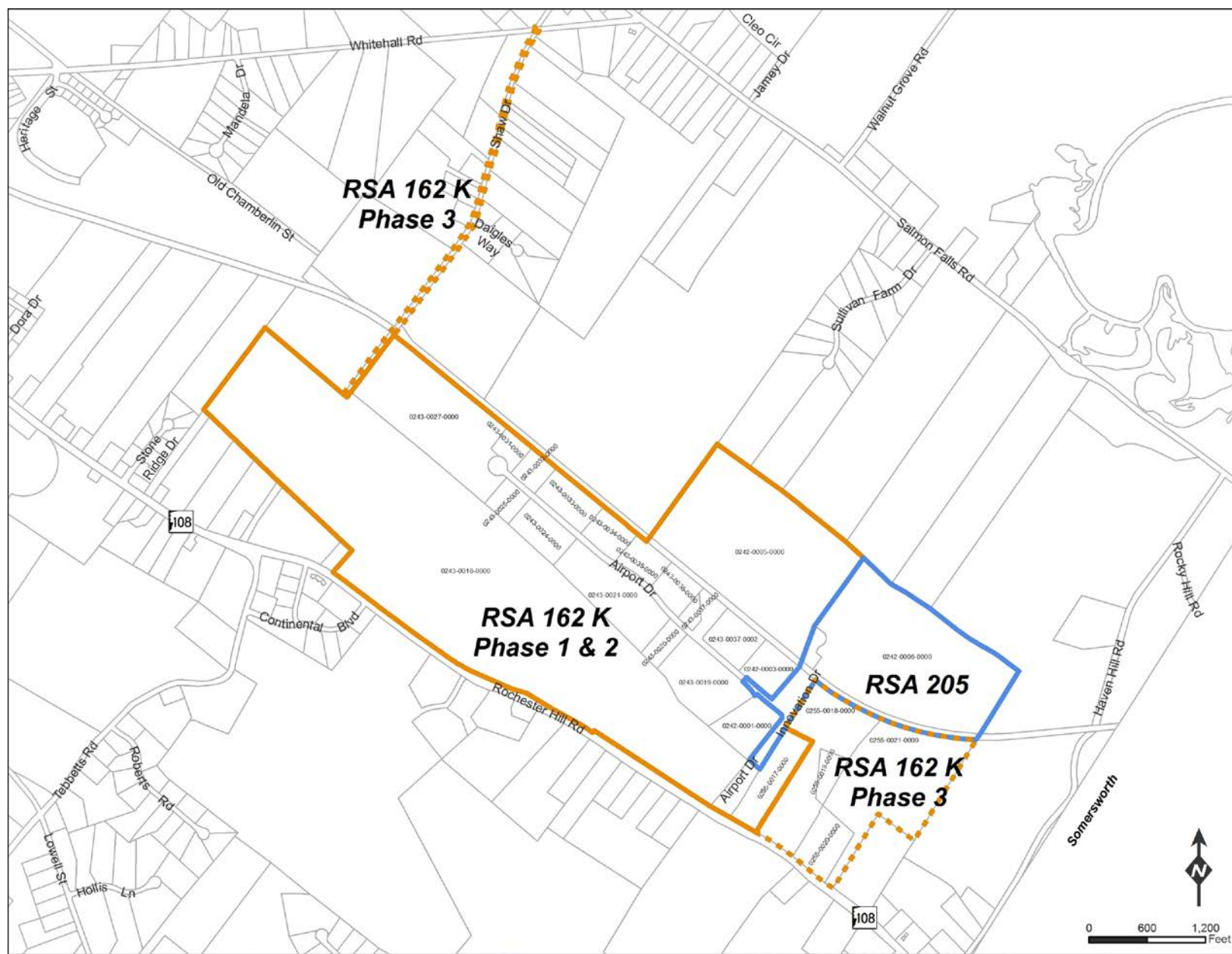
The Granite State Business Park TIF District (the District) will include the Skyhaven Airport and the existing (Phase I) portions of the Granite State Business Park, one adjacent residential lot, and additional land located in Phase 2 of the GSBP, located easterly of the New Hampshire Northcoast Rail Line. Included as part of the 2016 Revision are the Lots in Phase 3 as well as Shaw Drive, from the Whitehall Road intersection, underneath the active rail line and along 216 Airport Drive, terminating at Skyhaven Airport.

Eliminated from the TIF District are those parcels now included in the District created by RSA 205 with the Rochester Housing Authority. The particular parcels to be included within the TIF District are listed in Table 3 and described by tax map and lot number and/or street address. The entirety of the acreage within the listed properties will be included within the TIF District.

Location of Granite State Business Park TIF District in Rochester



Granite State Business Park TIF District



Granite State Business Park TIF District

**Table 3: Granite State Business Park TIF District Parcels
Estimate of Original Assessed Valuation (Baseline) ¹**

Parcel ID (PID)	Property Address	Owner	LUC	Land Use Description	Type	Acres	Finished Floor Area	Year Built	Total Baseline Assessment	Other
0243-0037-0002	85 Airport Drive	Frisbie Foundation	905	Charitable	Warehouse	4.66	9,897	1999	\$ 543,900.00	Exempt
0243-0018-0000	238 Rochester Hill Rd	Pease Development Authority	901	State of NH	Airport	174.00	0	0	\$ -	Exempt
0255-0017-0000	290 Rochester Hill Rd	Pease Development Authority	901	State of NH	SF Home	7.70	2,202	1956	\$ 329,700.00	Exempt
0242-0001-0000	48 Airport Drive	GSBP % Howard Katz	440	Ind Dev Land	Land	4.81	0	0	\$ 131,200.00	
0242-0005-0000	0 Innovation Drive	GSBP % Howard Katz	440	Ind Dev Land	Land	55.61	0	0	\$ 212,200.00	
0243-0033-0000	167 Airport Drive	GSBP % Howard Katz	440	Ind Dev Land	Land	5.10	0	0	\$ 132,40.00	
0243-0034-0000	145 Airport Drive	GSBP % Howard Katz	440	Ind Dev Land	Land	3.78	0	0	\$ 127,100.00	
0243-0035-0000	127 Airport Drive	GSBP % Howard Katz	440	Ind Dev Land	Land	3.46	0	0	\$ 125,800.00	
0243-0020-0000	102 Airport Drive	Albany Engineered Composites	440	Ind Dev Land	Land	2.68	0	0	\$ 122,700.00	
0243-0024-0000	166 Airport Drive	Albany Engineered Composites	440	Ind Dev Land	Land	5.23	0	0	\$ 132,900.00	
0243-0025-0000	190 Airport Drive	216 Airport Drive LLC	440	Ind Dev Land	Land	2.68	0	0	\$ 122,70.00	
0243-0031-0000	199 Airport Drive	216 Airport Drive LLC	440	Ind Dev Land	Land	2.10	0	0	\$ 120,400.00	
0243-0032-0000	189 Airport Drive	216 Airport Drive LLC	440	Ind Dev Land	Land	2.57	0	0	\$ 122,300.00	
0243-0036-0000	109 Airport Drive	Spectex Realty LLC	440	Ind Dev Land	Land	3.53	0	0	\$ 126,100.0	
0243-0037-0000	97 Airport Drive	Spectex Realty LLC	440	Ind Dev Land	Land	1.10	0	0	\$ 60,400.00	
0242-0004-A000	0 Airport Drive	Bell Atlantic Property Tax	430	Telephone	Telephone	0.00	0	0	\$ 31,900.00	
0243-0019-0000	88 Airport Drive	88 Airport Drive LLC & Gerson	400	Manufacture	Industrial	10.84	61,025	1994	\$ 2,128,500.00	
0243-0021-0000	112 Airport Drive	Albany International	400	Manufacture	Industrial	12.88	130,672	1999, 2008	\$ 4,127,800.00	
0242-0003-0000	61 Airport Drive	Airport Drive Condo Association	345	Comm Condo	Condo	4.63	0	0	\$ -	
0242-0003-0001	61 Airport Drive	Amarosa Perkins Development	345	Comm Condo	Condo	0	2,500	2006	\$ 164,400.00	
0242-0003-0002	61 Airport Drive	Robmar Realty	345	Comm Condo	Condo	0	3,400	2006	\$ 222,400.00	
0242-0003-0003	61 Airport Drive	Robmar Realty	345	Comm Condo	Condo	0	1,600	2006	\$ 106,400.00	
0242-0003-0004	61 Airport Drive	Bolton Realty Trust LLC	345	Comm Condo	Condo	0	2,500	2006	\$ 164,400.00	
0242-0003-0005	61 Airport Drive	Amarosa Perkins Development	345	Comm Condo	Condo	0	2,500	2006	\$ 164,400.00	
0242-0003-0006	61 Airport Drive	Robinson	345	Comm Condo	Condo	0	2,500	2006	\$ 164,400.00	
0242-0003-0007	61 Airport Drive	Kizzmo Realty	345	Comm Condo	Condo	0	2,500	2006	\$ 164,400.00	
0242-0003-0008	61 Airport Drive	Airport Dr. Bus. Park %Amarosa	345	Comm Condo	Condo	0	4,865	2009	\$ 328,100.00	
0242-0003-0009	61 Airport Drive	C&D Entry Level Properties LLC	345	Comm Condo	Condo	0	5,225	2009	\$ 353,200.00	
0243-0027-0000	216 Airport Drive	216 Airport Drive LLC	46	Mix Ind/CU	Industrial	27.90	192,280	1994	\$ 4,350,069.00	
Total TIF District						335.26	423,666		\$ 14,012,051.00	

¹ Data in Table 3 has been certified by the City Assessor as the Assessed Valuation for Tax Purposes as of April 1, 2011 and are the designated values of the TIF District

**Table 4: Granite State Business Park TIF District Phase 3
Parcels Estimate of Original Assessed Valuation (Baseline 2015)**

Parcel ID (PID)	Property Address	Owner	LUC	Land Use Description	Acres	Finished Floor Area	Year Built	Total Baseline Assessment
0255-0018-0000	294 Roch Hill Rd	Furina Rev Trust	101	SINGLE FAM	18	2591		\$289,300
0255-0019-0000	296 Roch Hill Rd	City of Rochester	101	SINGLE FAM	2.4	1,746	1969	\$176,900
0255-0020-0000	302 Roch Hill Rd	Presbytery of Northern New England	906	RELIGIOUS	5.88	5,616	1967	\$389,700
0255-0021-0000	0 Roch Hill Rd	City of Rochester	671	CALL	27.32	0	0	\$1,082
	Shaw Drive	City of Rochester		STREET		0	0	0
Total TIF District					54	9,953		\$856,982.00

2. Compliance with Statutory Limits on TIF Land Area and Valuation

Table 4 compares baseline conditions in the GSBP RSA 162-K TIF district to statutory limitations on taxable valuation and acreage allowed within the City. New Hampshire RSA 162-K:5 sets the maximum allowable base valuation of any individual TIF district, at not more than eight percent (8%) of the City's taxable value, and limits gross land area within a TIF to not more than five percent (5%) of the City's land area. Maximum base valuation for a single TIF district in Rochester is \$160.47 million (as of 2010) and maximum land area allowable in an individual district is 1,434 acres. Both the valuation and acreage of the GSBP TIF District are well within statutory limits (see Table 4).

Table 5

Comparison Factor for Statutory TIF Limitations RSA 162-K:5	Taxable Valuation	Land Area in Acres
City Total 2015	\$2,047,939,500	26,258.38
Maximum Allowable - Individual TIF District (8% of Taxable Value; 5% of Acreage)	\$163,835,160	1,312.19
Granite State Business Park TIF Phase 1 & 2 Baseline	\$13,409,069	335.26
Granite State Business Park TIF Phase 3 Baseline <i>As Percent of City Total</i>	\$856,982 .70%	53.6 1.48%

Granite State Business Park TIF District

Maximum Cumulative TIFs Allowable <i>(16% of Taxable Value; 10% of Acreage)</i>	\$327,670,320	2,625.83
Granite State Business Park RSA 162-K:5 TIF All Phases	\$14,266,051	388.86
Granite State Business Park RSA 205 TIF	\$193,900	58.65
Granite Ridge Development District RSA 162- K:5 TIF	\$60,431,438	710.76
Total Cumulative District Values 2010 <i>As Percent of City Total</i>	\$74,891,389 3.66%	1158.27 4.41%

The statute also limits the cumulative land area and taxable valuation within all TIF districts of a municipality to 16% of assessed valuation and 10% of total land area. Rochester had no other existing RSA 162-K TIF districts when the original and first amendment was adopted. The Granite Ridge Development District was adopted as a 162-K:5 TIF District in July 2014. The combined TIF valuation and acreage of both districts is well within the statutory limits.

C. Proposed Development Activities

The City's principal activities in developing the Granite State Business Park TIF District may include land acquisition and assembly, public infrastructure development, marketing and promotion of the District, negotiation of development agreements, and the sale or lease of property for commercial and industrial development.

1. Acquisition of Land, Easements and Rights of Way

The City intends to undertake land acquisition solely through a negotiation process, without the need for involuntary acquisitions. Land acquisition by the City will center on property required for installation of necessary public infrastructure and roadways, and on securing key parcels where feasible to facilitate development that is consistent with the objectives for the District.

Phase 1 of the GSBP contains a number of serviced but undeveloped lots that are in common ownership. Future activities may include acquisition of other undeveloped properties in Phase I of the GSBP to facilitate efficient development or to assemble sites for resale or lease to private parties.

Phase 2 of the GSBP comprises three large undeveloped parcels. One of these, a 50.5 acre lot (parcel 0242-0006) has been purchased by the City and included with the RSA 205 TIF District. Other acquisitions may be made in the future during the course of TIF development and buildout.

Phase 3 of the GSBP contains four parcels, two with single family homes, one church and one large undeveloped parcel which the City acquired in October 2016. (PID#0255-0021-0000. One single family property was acquired by the City in November 2016 (PID#0255-0019-0000) The City also includes Shaw Drive from the intersection of Whitehall Road to the east side of Skyhaven Airport. These parcels and Shaw Drive are being added to the TIF District to allow infrastructure for future industrial growth. The church is not planning any changes, should they consider future changes the City would encourage industrial development to be a consideration.

The cost of acquisition, net of sales proceeds, may be recovered through tax increments to reimburse the City for investment to secure those properties.

a. Relocation and Displacement

The City intends to acquire all property through negotiated purchases. It does not anticipate the need to involuntarily relocate persons, families, or businesses due to publicly financed acquisition or development activity within the Granite State Business Park TIF District. Any proposals for the involuntary displacement of persons or businesses would require an amendment to this RSA 162-K TIF Development Program.

b. Property Disposition & Reuse of Private Property

The City may convey all or a portion of property it acquires within the RSA 162-K TIF District to private developers under the terms of specific development agreements designed to promote the objectives of the Development Program. The terms of purchase and sale agreements or development agreements pertaining to properties transferred by the City must be approved by the City Council.

2. Environmental Remediation of City-Owned Sites

While there is no anticipated need for the remediation of contaminated sites to be acquired by the City within the RSA 162-K TIF District, the City of Rochester may undertake environmental cleanup, remediation or monitoring of municipally owned real estate it owns within the District. The City shall have the authority to accept grants from the federal government, State of New Hampshire, or other entities, to finance remediation activities. Should a need arise for the environmental remediation within property owned by the City in the District, the City may use tax increment revenues for that purpose.

3. Public Facilities to be Constructed

a. Initial Infrastructure Projects

The City's initial capital investment in public infrastructure within the TIF District includes the following elements, which center on improvements necessary to enable development of the Granite State Business Park:

1. Land acquisition
2. Relocating the existing Public Service of New Hampshire electric transmission line
3. Municipal street lighting on Airport Drive or Innovation Drive
4. Upgrading existing portions of Airport Drive as needed for anticipated development
5. Maintenance and administrative costs.
6. Costs not reimbursed by RSA 205 GSBP TIF District.

b. Other Public Costs

While the initial plan for infrastructure development centers on the above elements, additional projects to extend or improve public utilities and roadways may also be undertaken within the GSBP in the future, including but not limited to:

1. Further extension of public roadways and street lighting
2. Extension of water, sewer and underground services.
3. Sidewalks, bus shelters or other public amenities for employees and public use.
4. Intermodal transportation facilities and rail sidings.

The Development Plan does not envision the creation of public open space by the City within the GSBP TIF District. However, reservations of land for public open space or conservation may be established as conditions of Planning Board approval during the site plan approval process, and/or donated or offered by individual developments.

4. Private Utilities and Railroad

a. Gas and Electric

Natural gas service is provided to the Granite State Business Park by Unittel (formerly Northern Utilities.) Unittel has a policy of extending service lines at its own cost to provide service to new development sites.

Public Service Company of New Hampshire (PSNH) is the provider of electric service to the GSBP.

The City may enter into such contracts and agreements as are necessary to enable the installation of underground electric service within the TIF District, cable and telephone, natural gas or other common services, and to provide for appropriate easements for the installation and maintenance of these facilities.

b. Rail

The City has discussed with New Hampshire Northcoast Railroad the possibility of a siding for business use in the GSBP. Rail use is expected to increase as the price of fuel continues to escalate, affecting overhead, production and transportation costs for some industries.

The RSA 205 GSBP TIF Program includes the cost for the City to construct a bridge overpass of the rail line. Future infrastructure development within the GSBP TIF District may require other improvements to be negotiated with Northcoast Railroad in support of business development within the District.

5. Environment Controls

Private property within the District shall be developed or redeveloped in accordance with the goals, objectives, and standards set by the following City documents, as amended:

1. Rochester Master Plan and Economic Development Strategic Plan;
2. Zoning ordinance;
3. Special zoning overlay provisions centering on the Skyhaven Airport flight path and vicinity
4. Subdivision regulations;
5. Site plan review regulations;
6. Building and life safety codes;
7. All applicable state and federal laws pertaining to abatement of hazardous materials or environmental contamination.

In addition to applicable public regulations, other pertinent limits on development may be defined by the terms of development agreements between the City and individual private parties, and in specific covenants applicable within the Granite State Business Park Phase 1.

Covenants and restrictions were developed at the inception of the GSBP as part of its original Master Plan and marketing strategy. Those provisions will be reviewed regularly by the REDC/RIDA to assure continuity of high standards for park maintenance and development. The intent of the covenants is to protect the integrity, investment value, and corporate image of the properties within the GSBP.

D. Tax Increment Financing Plan

1. Objective

The objective of the Financing Plan is to provide funds for the construction of public improvements, to offset the net public cost of land acquisition and assembly, and for organizational and administrative expenses incurred in creating and developing the GSBP RSA 162-K TIF District. The City intends to use the property tax revenue derived from captured (incremental) assessed valuation within the GSBP RSA 162-K TIF District to fund public infrastructure and to reimburse the City for other expenditures incurred in creating the District.

2. Land Acquisition Costs

The cost of land acquisition, less sales proceeds, will be considered an expense eligible for reimbursement from tax increment revenues, but subordinate to the use of incremental revenues to pay debt service on bonds for public infrastructure.

3. Sale of City-Owned Real Estate within the TIF District

As part of the Development Program, the City may convey individual properties to private entities for the purposes of development consistent with the purposes of the District. Net revenues generated from the sale of these parcels shall be used to reimburse the City's Economic Development Fund for its prior investments in land acquisition within the RSA 162-K TIF District. Acquisition costs that are not recovered from net sales proceeds may be reimbursed as an eligible expense of the RSA 162-K TIF Development Program.

4. Cost of Public Improvements

The City anticipates approaching public improvements in multiple phases over the course of the development or build-out of the Granite State Business Park. There is no expectation of bonding at this time for public improvements. Improvements will be scheduled as increment becomes available.

5. Revenue Potential from Captured Assessed Valuation in District

a. Annual TIF District Revenues

TIF revenues will be generated by property taxes levied on the captured assessed valuation within the District after the date of its creation. Long term projections of buildout of the GSBP RSA 162-K TIF District indicate the following annual tax revenue potential generated by 100% retention of captured assessed value.

<u>Year Ending:</u>	<u>Annual Tax Revenue Potential From Captured Assessed Valuation</u>	
2015	\$ 39,383 to \$ 65,638	15%-25% of Phase I
2020	\$ 185,088 to \$ 370,176	25%-50% of Phase I & II
2025	\$ 370,176 to \$ 555,263	50%-75% of Phase I & II
2030	\$ 555,263 to \$ 740,351	75%-100% of Phase I & II

The above revenue estimates rely on assumptions that include anticipated near-term development commitments, a continuation of the historic annual pace of growth in industrial floor area within Phase I of the GSBP, and development of large lots in Phase II by new industrial users in 2020, and 2027.² The portion of captured assessed valuation required to be retained for TIF expenses may change over time depending on the actual pace and character of new development within the TIF, actual valuations assigned to TIF properties, and property tax rate

b. Annual Allocation of Captured Value

Where annual tax increment revenues from the GSBP District, together with unexpended balances of such revenues from prior years exceed the amount necessary for annual debt service payments, the balance may be used to offset other approved costs for prior expenditures for land acquisition or TIF development costs, to fund public improvements within the District, to create reserve funds set aside for future improvements, or for the operation and maintenance of public infrastructure. The priority for use of incremental TIF revenues shall be:

1. Bonded debt service, if any;
2. Repayment of past expenditures for funds drawn from the Economic Development Fund for acquisition, to the extent required to offset costs net of sales proceeds;
3. The recovery of initial costs for land capability analysis, infrastructure development cost estimates, legal and consulting fees pertinent to the creation or development of the District
4. Funding of capital reserve accounts or other improvement funds designated for upgrade or replacement of water, sewer, roads, traffic safety, or stormwater drainage facilities.

² See long term development, estimate of captured assessed value and tax rate assumptions contained in Granite State Business Park Tax Increment Financing District - Buildout Estimate and Revenue Potential, March 18, 2011, prepared for City of Rochester by BCM Planning, LLC.

5. Approved operating costs for public infrastructure within the TIF District.

d. Impact of RSA 162-K TIF District on Related Taxing Jurisdictions

In accordance with RSA 162-K:10, tax revenues generated by the original assessed value (base value) of the TIF District will continue to accrue to the City's general fund, as well as to the Rochester School District, Stafford County, and the State of New Hampshire.

The captured assessed valuation that is created and retained within the District to fund RSA 162-K TIF expenses is not included as part of the taxable valuation of the City when computing property tax rates. While all or a portion of captured assessed valuation may be retained by the District to fund internal public improvement costs for a period of time, the original taxable valuation within and outside the TIF remain available to all taxing jurisdictions. Consequently the assessed valuation and revenue base available to all taxing jurisdictions is not diminished as a result of forming the District.

During the operation of the RSA 162-K TIF District, tax revenue from captured valuation that are not required to fund eligible expenses of the TIF Development Program will become available to all tax jurisdictions. Upon expiration of the RSA 162-K TIF District, all incremental valuation that has been created within the RSA 162-K TIF becomes available generated property tax revenues for the City's general fund and to all other taxing jurisdictions.

6. Reimbursement of Previous City Expenditures

The City has invested in the predevelopment planning of the Granite State Business Park expansion in the form of legal and consulting costs for TIF District development, land capability analysis, environmental review of land capability, development potential, and estimates of infrastructure development costs. Prior investment by the City that is directly related to RSA 162-K TIF land acquisition and public infrastructure development, planning and development-related consulting and legal costs shall be reimbursable from TIF incremental revenues. The recovery of these past expenditures will be subordinate to the principal use of incremental revenues to fund current year debt service payments for infrastructure costs.

7. Operation and Maintenance

The City will be responsible for the operation and maintenance of all public facilities, including the cost of winter and summer maintenance of roads, bridges and street lighting, and the operation and maintenance of storm drains and catch basins, public water and public sewer utilities. The cost of public water and sewer operations are offset by connection and user charges to individual properties served by these systems.

While the cost of operation and maintenance of road and drainage facilities may be charged against the incremental revenues of the RSA 162-K TIF District, these costs will initially be borne by the general fund or by the appropriate utility fund, unless otherwise approved by the District Administrator with the recommendation of the Advisory Board.

The City may also establish capital reserve accounts for the replacement or upgrades of public infrastructure within the District using TIF incremental revenues.

E. District Administration

1. Administrator

The administrator of the Granite State Business Park RSA 162-K TIF District shall be by the City Manager, who shall make an annual financial report to the City Council.

2. Advisory Board

In accordance with RSA 162-K: 14, the City Council shall pass a resolution which shall create an Advisory Board for the GSBP District. A majority of the Advisory Board shall be owners or occupants of real property within or adjacent to the District. The same resolution shall incorporate provisions of 162-K: 14 and stipulate the powers and authority of the Advisory Board. The purpose of the Advisory Board shall be to review the policies and actions of the district administrator in the planning, construction and implementation of the Development Program and the operation of the District after the program is completed.

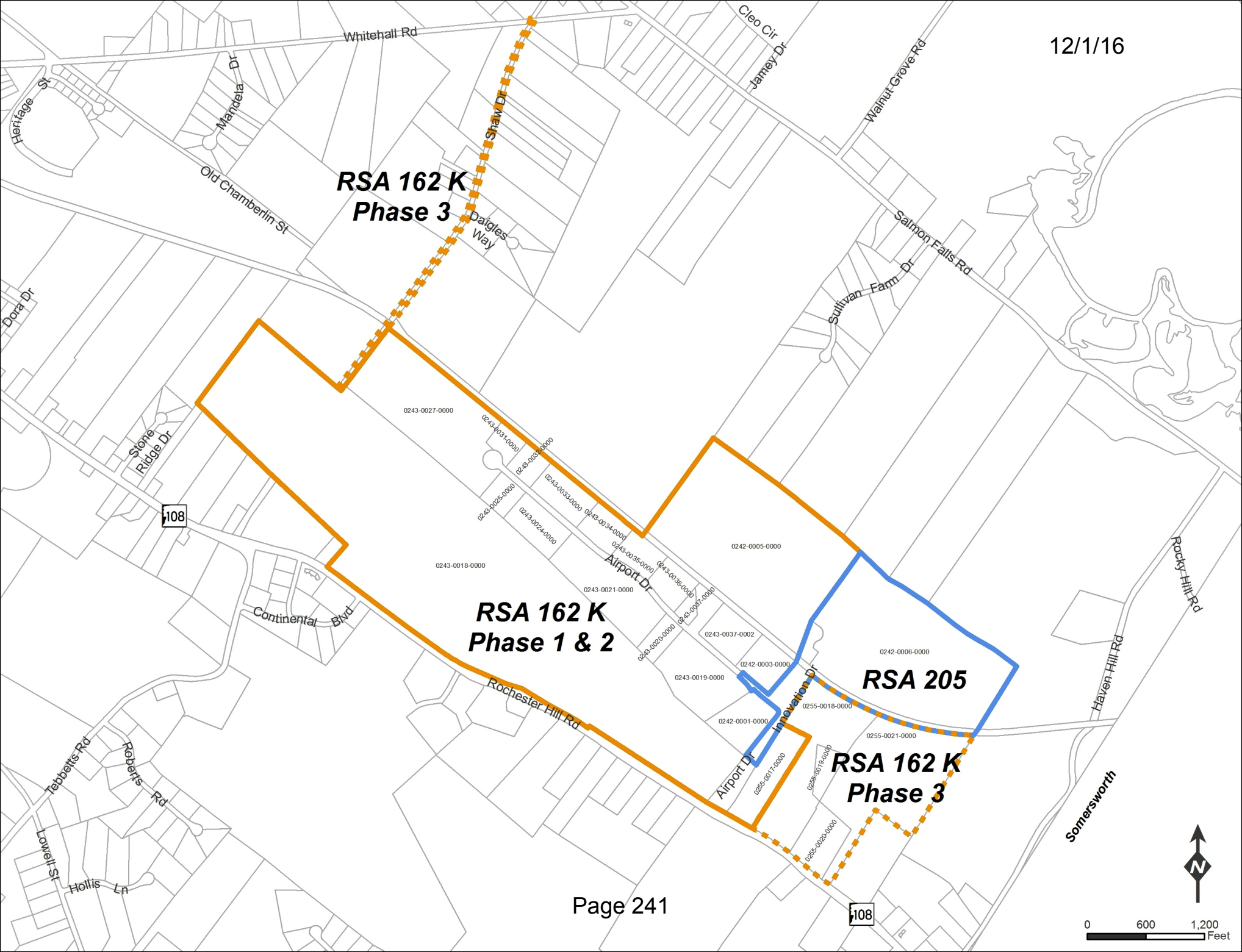
The Advisory Board shall have 30 days to appeal any decision of the district administrator to the City Council for review and appropriate action. The Advisory Board shall meet either as determined by the chair of the Board or the Mayor or the City Manager to examine operation and maintenance of the TIF District.

3. Amendments

Amendments to the boundaries of the TIF District, the Development Program or Financing Plan shall be undertaken in accordance with the public hearing process set forth within RSA 162-K:4, including its requirements for reasonable notification to the Rochester School District and Strafford County, in accordance with RSA 162-K:9.

4. Duration of Program

The Granite State Business Park Tax Increment Financing District will remain in existence until eligible public expenditures of the District have been repaid through tax increment revenues.

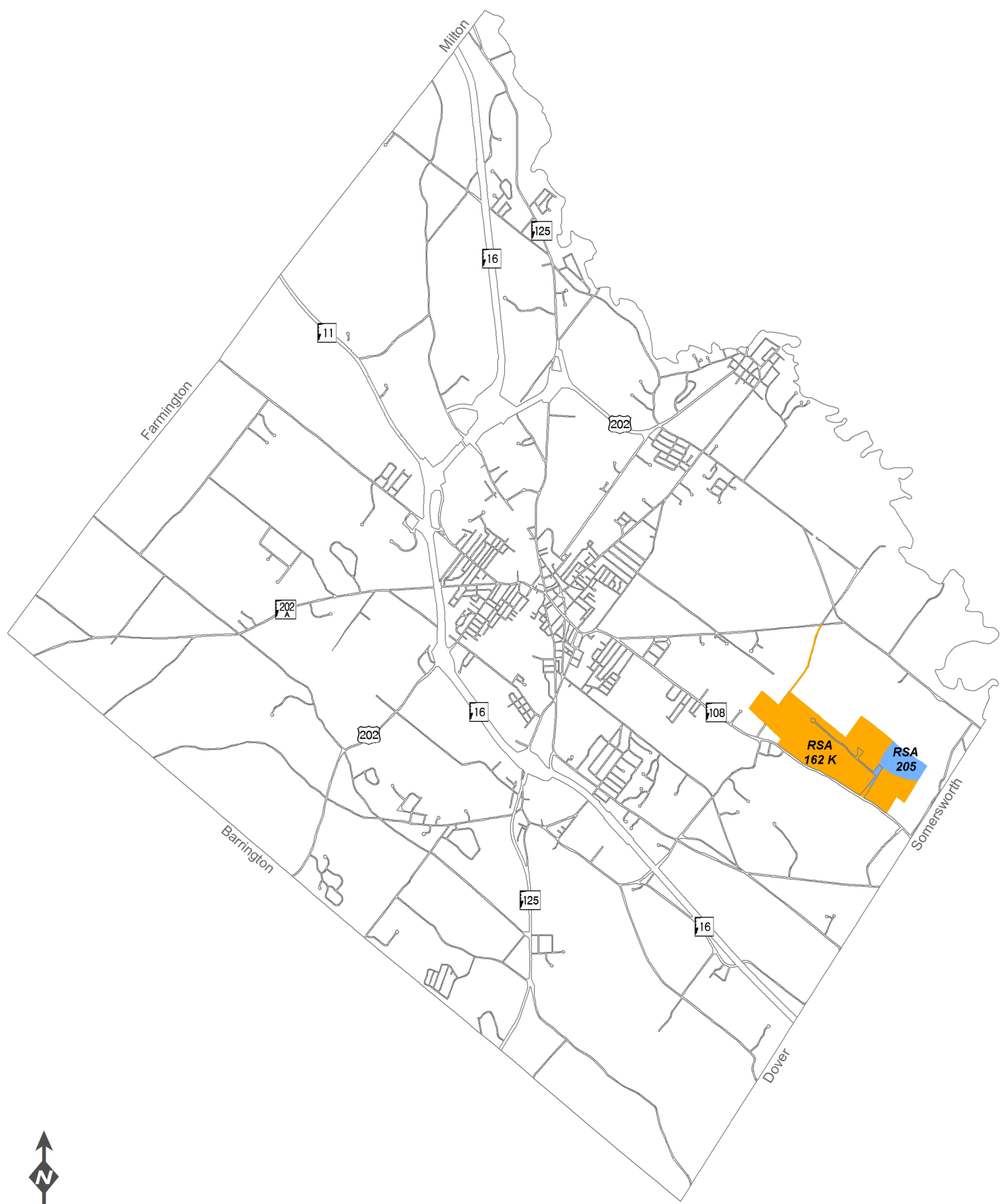


**RSA 162 K
Phase 3**

**RSA 162 K
Phase 1 & 2**

RSA 205

**RSA 162 K
Phase 3**





12/1/16

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**

AB-82: Granite State Business Park Tax Increment Financing District Plan Revisions

COUNCIL ACTION ITEM ☒
INFORMATION ONLY ☐FUNDING REQUIRED? YES ☐ NO ☒
* IF YES ATTACH A FUNDING RESOLUTION FORMRESOLUTION REQUIRED? YES ☒ NO ☐FUNDING RESOLUTION FORM? YES ☐ NO ☒

AGENDA DATE	December 6, 2016	
DEPT. HEAD SIGNATURE	Karen Pollard, Signature on File	
DATE SUBMITTED	November 21, 2016	
ATTACHMENTS YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	26

COMMITTEE SIGN-OFF

COMMITTEE	Rochester Economic Development Commiss
CHAIR PERSON	Susan DeRoy

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	signature on file
CITY MANAGER	signature on file

FINANCE & BUDGET INFORMATION

FINANCE OFFICE APPROVAL	signature on file
SOURCE OF FUNDS	
ACCOUNT NUMBER	
AMOUNT	
APPROPRIATION REQUIRED YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	

LEGAL AUTHORITY

November 1, 2005, the Mayor and City Council adopted provisions of RSA 162-K, as amended, for the purpose of establishing one or more TIF districts within the City of Rochester.

SUMMARY STATEMENT

November 1, 2005, the Mayor and City Council adopted provisions of RSA 162-K, as amended, for the purpose of establishing one or more TIF districts within the City of Rochester; and July 5, 2011 created the GSBP TIF District and Development Program and Financing Plan (the "Plan"); and changes in circumstances within the GSBP and adjacent areas have created conditions which, in the opinion of the District Administrator and the Mayor and City Council, leaves the GSBP TIF District and Plan in need of revisions and/or amendments to effectively carry out the purpose for which the GSBP TIF District was created and the Plan adopted; and RSA 162-K:6, III and RSA 162-K:9, IV permit the alteration of development programs and/or the modification of a TIF financing plan.

Addition of Granite State Business Park TIF District Phase 3

0255-0018-0000 294 Roch Hill Rd Furina Rev Trust \$289,300

0255-0019-0000 296 Roch Hill Rd City of Rochester \$176,900

0255-0020-0000 302 Roch Hill Rd Presbytery of Northern New England \$389,700

0255-0021-0000 0 Roch Hill Rd City of Rochester \$1,082

Shaw Drive City of Rochester STREET

Total TIF District Phase 3 \$856,982.00

RECOMMENDED ACTION

Request First Reading on December 6, 2016

Request Public Hearing on January 3, 2017

Request Second Reading and Consideration for Approval on February 7, 2017

**Granite State Business Park
Tax Increment Financing District:

Development Program and
Financing Plan**

City of Rochester, NH

Date Prepared: March 22, 2011

Date Adopted: July 5, 2011

Date Revised: July 10, 2012

Date Amendment/Revision Adopted: Sept. 4, 2012

Date Revised: Nov 21, 2016

Date Amendment/Revision Adopted: Est. Feb~~Jan~~. 7~~3~~, 2017

A. Introduction and Objectives

Tax increment financing (TIF), authorized by New Hampshire RSA 162-K may be used to provide municipal incentives for economic development. Tax increment financing allows property taxes derived from growth in assessed valuation within a TIF district to be retained to pay for internal public improvements within the district that encourage new businesses and industries to locate there. Cities and towns in northern New England use the TIF mechanism to compete with financial incentives offered in other regions of the United States. TIF districts are limited in duration, generally by the time required to amortize bonded debt and the recovery of other municipal costs incurred in creating the TIF district and providing public infrastructure.

1. History of Granite State Business Park

The Granite State Business Park (GSBP) is located in the southeastern portion of Rochester adjacent to the Skyhaven Airport. Phase I of the GSBP is accessed via Airport Drive from Rochester Hill Road (NH Route 108). The first buildings in the Granite State Business Park were constructed in 1994. The development pace within the GSBP has been modest, with growth between 1995 and 2010 averaging about 11,500 square feet per year. There are remaining undeveloped lots in Phase I that are currently accessed by Airport Drive, and are serviced by public water and sewer. Phase II of the GSBP lacks utilities and road access, and is separated from Phase I by an active rail line.

A Master Plan and marketing package for the Granite State Business Park (GSBP) was created in 1990 by Matarazzo Design Inc. and S.G. Phillips Companies. The park was planned as a multi-use site that would principally accommodate light and heavy manufacturing, research and development, warehousing and distribution and related uses. The GSBP was intended to respond to a strong demand in the marketplace for light and heavy industrial space in the Seacoast region prior to the closure of the Pease Air Force Base and its subsequent conversion into the Pease International Tradeport.

Early tenants included Prime Tanning, Albany International Techniweave and Salmon Falls Precision. Albany and Salmon Falls were both internal expansions of Rochester businesses. The Rochester Industrial Development Authority (RIDA) was a partner in the Salmon Falls Precision project. The RIDA applied to the New Hampshire Business Finance Authority for financing of the project and negotiated a successful built-to-suit/lease-to-own agreement.

The demand for industrial land changed between 1990 and 2000. Rochester's Ten Rod Road Park and Cabletron became the focus of industrial expansion in the City. The redevelopment of the Pease Air Force Base into the Pease International Tradeport and other area business parks offered superior highway access and were able to meet regional demands more effectively than the Granite State Business Park. Interest in the park has grown as Rochester has matured as a regional hub for business development and a center of labor force growth. The availability of larger, serviced industrial parcels in the region has become more limited.

Phase II of the GSBP has the potential to host large industrial users. But new industrial and business development in Phase II is unlikely to occur without initial public expenditures to provide a rail crossing, and the extension of road, water and sewer. The City's Economic Development Department believes that providing this essential public infrastructure will enable access to a significant expanse of industrially-zoned land that will accelerate growth in taxable valuation, jobs and wages.

[July 2012:](#) This plan is being revised to take into account the RSA 205 TIF District, created in Dec. 2011 and encompassing certain land and improvements in the Granite State Business Park.

[November 2016:](#) This plan is being revised to take into account future expansion needs of the GSBP.

2. Development Potential of Granite State Business Park

The economic benefits of proposed public investments to enable Phase II of the GSBP are estimated in Table 1. This comparison estimates the current and projected commercial and industrial development, assessed valuation, property tax yield, employment and payroll for Phase I and Phase II properties.

Table 1: Granite State Business Park Development Potential

Comparison Factor	Granite State Business Park TIF by Phase		
	Phase 1 (1)	Phase 2	Total
Gross Land Area (Acres)	279.65	114.94	394.59
Building Floor Area			
Existing	421,500	0	421,500
Growth Potential	381,200	319,200	700,400
Buildout Total	802,700	319,200	1,121,900
Taxable Assessed Value (\$Millions)			
Existing (2)	\$15.74	\$0.22	\$15.96
Growth Potential	\$10.99	\$11.99	\$22.98
Buildout Total	\$26.73	\$12.10	\$38.83
Annual Property Tax Yield (3)			
Existing	\$375,943	\$5,172	\$381,115
Growth Potential	\$262,551	\$477,800	\$740,351
Buildout Total	\$638,494	\$482,972	\$1,121,466
Estimated Employment			
Existing	425	0	425
Growth Potential	384	300	684
Buildout Total	809	300	1109
Estimated Payroll (Millions) 2009			
Existing	\$19-\$20	\$0	\$19-21
Growth Potential	\$17-\$19	\$29-\$32	\$46-\$51
Buildout Total	\$36-\$40	\$29-\$32	\$65-\$72

(1) Includes Skyhaven Airport (173 Acres) and one residential parcel owned by PDA (7.7 acres)

(2) April 2011 assessment of hangar leases (4987,180) included in existing Phase 1 valuation

(3) Computed at total 2010 tax rate of \$23.89 per thousand assessed value [for Phases 1 and 2.](#)
[Phase 3 is calculated at the 2015 tax rate of \\$28.15 per thousand assessed value.](#)

-Source: Estimates prepared by BCM Planning, LLC incorporating estimates of developable building area for selected lots provided by City of Rochester Economic Development Department.

Comparison Factor	Granite State Phase 1(1)	Business Park Phase 2	TIF by Phase Phase 3	Total
Gross Land Area (Acres)	279.65	114.94	53.60	448.19

<u>Building Floor Area</u>	<u>421,500</u>	<u>0</u>	<u>9,953</u>	<u>431,453</u>
<u>Existing</u>	<u>381,200</u>	<u>319,200</u>	<u>340,047</u>	<u>1,040,447</u>
<u>Growth Potential</u>	<u>802,700</u>	<u>319,200</u>	<u>350,000</u>	<u>1,471,900</u>
<u>Buildout Total</u>				
<u>Taxable Assessed Value (\$Millions)</u>				
<u>Existing (2)</u>	<u>\$15.74</u>	<u>\$0.22</u>	<u>\$0.86</u>	<u>\$16.82</u>
<u>Growth Potential</u>	<u>\$10.99</u>	<u>\$11.99</u>	<u>\$14.14</u>	<u>\$37.12</u>
<u>Buildout Total</u>	<u>\$26.73</u>	<u>\$12.10</u>	<u>\$15.00</u>	<u>\$53.83</u>
<u>Annual Property Tax Yield (3)</u>				
<u>Existing</u>	<u>\$375,943</u>	<u>\$5,172</u>	<u>\$24,124</u>	<u>\$405,239</u>
<u>Growth Potential</u>	<u>\$262,551</u>	<u>\$477,800</u>	<u>\$398,126</u>	<u>\$1,138,477</u>
<u>Buildout Total</u>	<u>\$638,494</u>	<u>\$482,972</u>	<u>\$422,250</u>	<u>\$1,543,716</u>
<u>Estimated Employ</u>				
<u>Existing</u>	<u>425</u>	<u>0</u>	<u>0</u>	<u>425</u>
<u>Growth Potential</u>	<u>384</u>	<u>300</u>	<u>360</u>	<u>1,044</u>
<u>Buildout Total</u>	<u>809</u>	<u>300</u>	<u>360</u>	<u>1,469</u>
<u>Estimated Payroll (\$Millions)</u>				
<u>Existing</u>	<u>\$19-\$20</u>	<u>\$0</u>	<u>\$0</u>	<u>\$19-\$20</u>
<u>Growth Potential</u>	<u>\$17-\$19</u>	<u>\$29-\$32</u>	<u>\$25-\$35</u>	<u>\$71-\$86</u>
<u>Buildout Total</u>	<u>\$36-\$40</u>	<u>\$29-\$32</u>	<u>\$25-\$35</u>	<u>\$90-\$107</u>

The development potential of the one remaining parcel in Phase II represents potential growth of over \$12 million in assessed valuation, 300 jobs and about \$30 million in additional payroll. Those benefits would not occur in the foreseeable future without the proposed public investments outlined in this Development Program.

The Rochester Economic Development Commission (REDC) and Rochester Industrial Development Authority (RIDA) has the responsibility and authority to complete the development of the Granite State Business Park, including the sale or lease of lots to businesses and the Phase II expansion of the GSBP.

3. Objectives of GSBP TIF Development Program

The development program for the TIF District reflect the long term goals and objectives developed by the Rochester Economic Development Commission/Rochester Industrial Development Authority (REDC/RIDA) for the Granite State Business Park, including the following:

- Continue to offer financing assistance and collaboration with local, state and federal programs as an incentive for relocation or expansion; research and apply for new grants or programs for which the park becomes eligible.
- Direct and promote opportunities for business attraction and expansion within the Granite State Business Park in accordance with Rochester's Economic Development Strategic Master Plan.
- Create new employment and entrepreneurial opportunities for area residents through the acquisition and resale of lots, and the construction of public facilities.

- Acquire or assemble parcels within the GSBP to facilitate the efficient development of commercial and industrial property within the TIF.

The REDC/RIDA was created under New Hampshire RSA 162-G and has guided the initial planning and development of the Granite State Business Park. The authority provided by this chapter includes municipal actions to encourage the development of business and industrial facilities by acquiring, developing, expanding, leasing and disposing of such facilities. The REDC/RIDA also operates under the specific authority and limitations contained in the Rochester Code of General Ordinances, Chapter 3, Section 3.12 (Economic Development Commission).

4. Public Benefits of GSBP TIF District

The construction of new industrial and business facilities promotes the long-term growth, stability and diversity of employment and the City's taxable valuation. Long term growth in commercial and industrial valuation ultimately supports higher quality services at a lower tax expense to residential uses. The Granite State Business Park 162-K TIF District is expected to provide a number of public benefits, including:

- 1) Enhancing the efficiency of land use and encouraging development consistent with the City's Master Plan and its Economic Development Strategy;
- 2) Concentrating new economic development in desired areas through the efficient use of that infrastructure;
- 3) Stabilizing or expanding the City's manufacturing base and resident access to higher wage jobs;
- 4) Encouraging the creation of diverse economic opportunities and the standard of living for residents;
- 5) Providing for long-term growth in the City's non-residential property valuation;
- 6) Diversifying the property tax base to enable Rochester to continue providing quality municipal services and facilities for residents; and
- 7) Supporting general growth and prosperity of the City and the general welfare of its citizens.

Table 2 illustrates the projected long term economic benefits from employment and wages generated within the GSBP TIF District as the result of infill development and creation of new industrial development sites in Phase II.

Table 2 – Estimated Employment and Payroll

Development Area	Square Feet	Employees	Range in Annual Payroll in Millions \$ (2009 Dollars)
Existing Industries in GSBP	421,500	425	\$19.1 - \$21.0

Granite State Business Park TIF District

Additional Potential Within Phase 1 Existing Park	381,200	384	\$17.2 - \$19.0
New Sites in Phase 24	319,200	300	\$ 4629.0 - \$ 232.0
New sites in Phase 3	350,000	360	\$25 - \$35
Total TIF Potential (excluding Airport & RSA205 TIF)	1, 424 1,900	1 46 109	\$ 9052.3 - \$ 10763.0
Growth to Total Buildout	700,400 1,050,400	1046 84	\$ 5833.2 - \$ 7742.0

*Notes: Excludes airport and one residential parcel; payroll assumes 80% of jobs in manufacturing, 20% other. Payroll estimates based on average annual wages per employee in City and County for 2009 as reported by NH Employment Security for manufacturing sector and averages for all sectors.

Between 2011 and its full buildout, the total GSBP 162-K TIF District (Phase ~~1, 2 and 3~~ [1, 4 and 3](#) combined) is expected to host ~~almost over 1,500~~ [almost over 1,500](#) jobs and generate \$~~90.352-3~~ to \$~~10763~~ million in annual payroll.

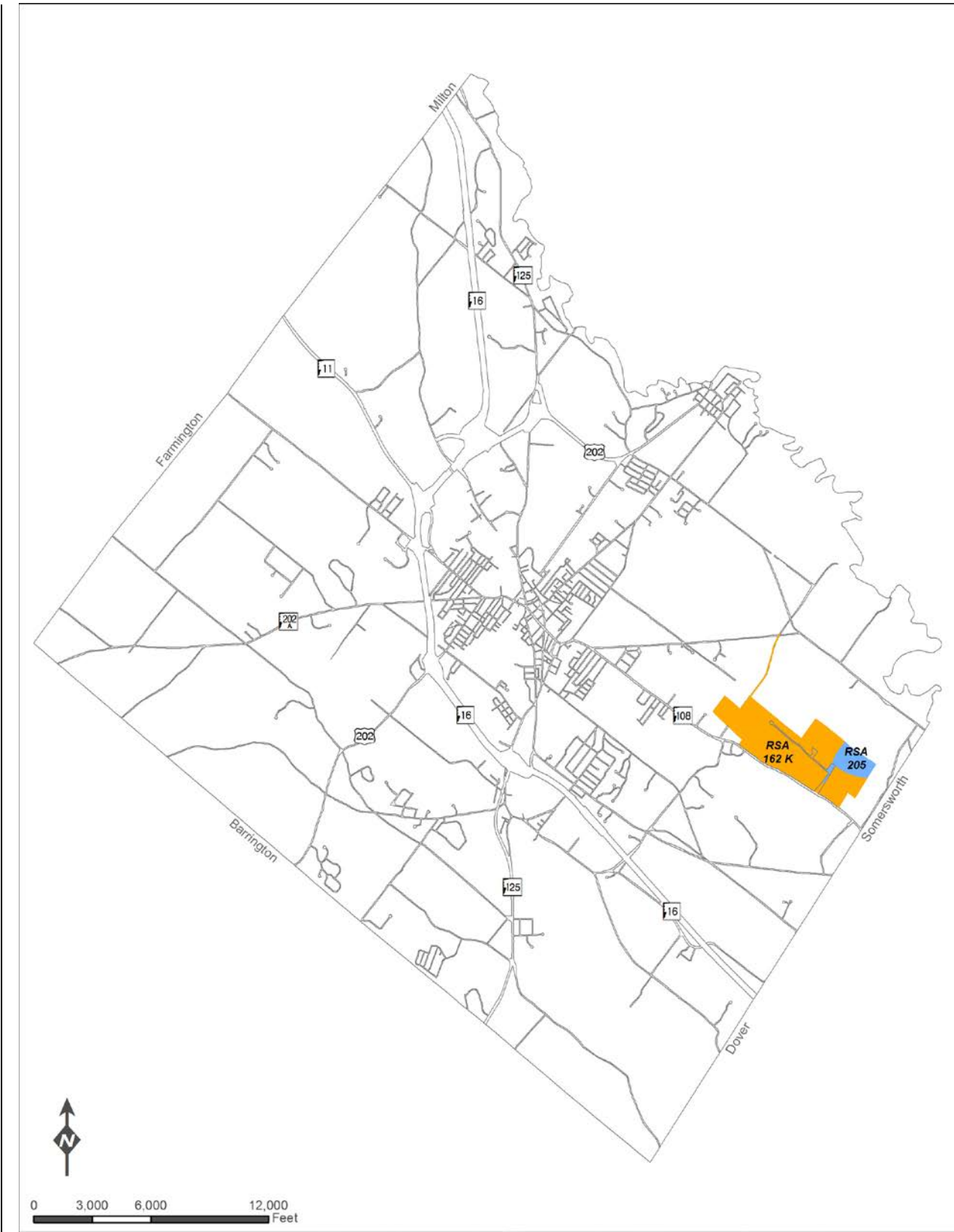
B. Description of the GSBP Tax Increment Financing District

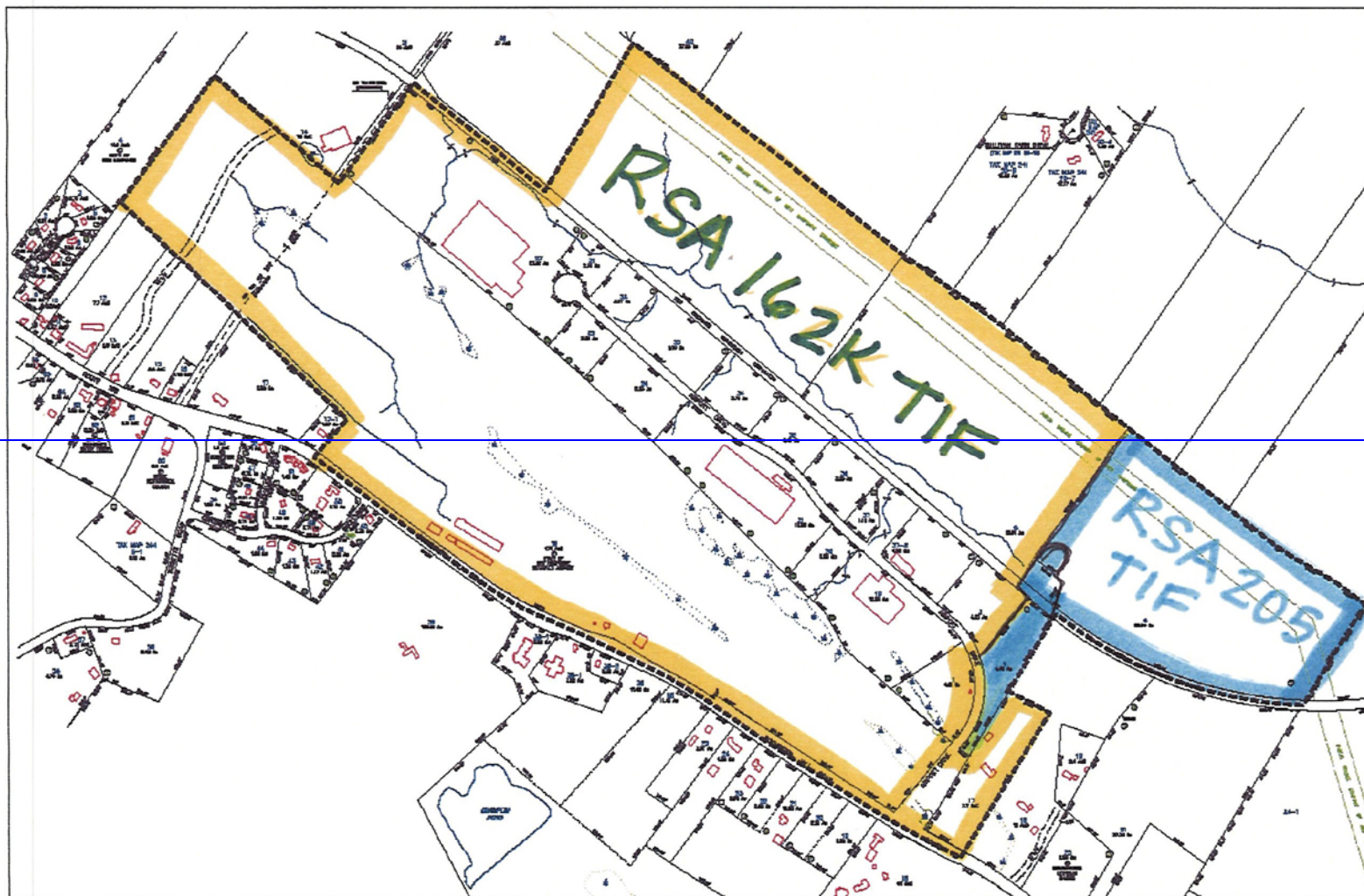
1. District Boundaries

The Granite State Business Park TIF District (the District) will include the Skyhaven Airport and the existing (Phase I) portions of the Granite State Business Park, one adjacent residential lot, and additional land located in Phase ~~24~~ [24](#) of the GSBP, located easterly of the New Hampshire Northcoast Rail Line. [Included as part of the 2016 Revision are the Lots in Phase 3 as well as Shaw Drive, from the Whitehall Road intersection, underneath the active rail line and along 216 Airport Drive, terminating at Skyhaven Airport.](#)

Eliminated from the TIF District are those parcels now included in the District created by RSA 205 with the Rochester Housing Authority. The particular parcels to be included within the TIF District are listed in Table 3 and described by tax map and lot number and/or street address. ~~With the exception of one parcel, the entirety of the acreage within the listed properties will be included within the TIF District. For that parcel (identification number 0241-0021) only a portion of its gross acreage (about 59.3 acres) is included within the TIF boundary.~~

Location of Granite State Business Park TIF District in Rochester



Boundary of Granite State Business Park TIF District and Included Parcels



Granite State Business Park TIF District

**Table 3: Granite State Business Park TIF District Parcels
Estimate of Original Assessed Valuation (Baseline) ¹**

Parcel ID (PID)	Property Address	Owner	LUC	Land Use Description	Type	Acres	Finished Floor Area	Year Built	Total Baseline Assessment	Other
0243-0037-0002	85 Airport Drive	Frisbie Foundation	905	Charitable	Warehouse	4.66	9,897	1999	\$ 543,900.00	Exempt
0243-0018-0000	238 Rochester Hill Rd	Pease Development Authority	901	State of NH	Airport	174.00	0	0	\$ -	Exempt
	238 Rochester Hill Rd	Pease Development Authority	901	State of NH	Hangar Leases	-	0	0	\$ 967,180.00	Exempt
0255-0017-0000	290 Rochester Hill Rd	Pease Development Authority	901	State of NH	SF Home	7.70	2,202	1956	\$ 329,700.00	Exempt
0242-0001-0000	48 Airport Drive	GSBP % Howard Katz	440	Ind Dev Land	Land	4.81	0	0	\$ 131,200.00	
0242-0005-0000	0 Innovation Drive	GSBP % Howard Katz	440	Ind Dev Land	Land	55.61	0	0	\$ 212,200.00	
0243-0033-0000	167 Airport Drive	GSBP % Howard Katz	440	Ind Dev Land	Land	5.10	0	0	\$ 132,40.00	
0243-0034-0000	145 Airport Drive	GSBP % Howard Katz	440	Ind Dev Land	Land	3.78	0	0	\$ 127,100.00	
0243-0035-0000	127 Airport Drive	GSBP % Howard Katz	440	Ind Dev Land	Land	3.46	0	0	\$ 125,800.00	
0241-0021-0000	*1035 Salmon Falls	Linda Sargent & Martha Fowler	613	C.U. Farm-20%	Land	55.61	0	0	\$ 5,482.00	-
0243-0020-0000	102 Airport Drive	Albany Engineered Composites	440	Ind Dev Land	Land	2.68	0	0	\$ 122,700.00	
0243-0024-0000	166 Airport Drive	Albany Engineered Composites	440	Ind Dev Land	Land	5.23	0	0	\$ 132,900.00	
0243-0025-0000	190 Airport Drive	216 Airport Drive LLC	440	Ind Dev Land	Land	2.68	0	0	\$ 122,70.00	
0243-0031-0000	199 Airport Drive	216 Airport Drive LLC	440	Ind Dev Land	Land	2.10	0	0	\$ 120,400.00	
0243-0032-0000	189 Airport Drive	216 Airport Drive LLC	440	Ind Dev Land	Land	2.57	0	0	\$ 122,300.00	
0243-0036-0000	109 Airport Drive	Spectex Realty LLC	440	Ind Dev Land	Land	3.53	0	0	\$ 126,100.0	
0243-0037-0000	97 Airport Drive	Spectex Realty LLC	440	Ind Dev Land	Land	1.10	0	0	\$ 60,400.00	
0242-0004-A000	0 Airport Drive	Bell Atlantic Property Tax	430	Telephone	Telephone	0.00	0	0	\$ 31,900.00	
0243-0019-0000	88 Airport Drive	88 Airport Drive LLC & Gerson	400	Manufacture	Industrial	10.84	61,025	1994	\$ 2,128,500.00	
0243-0021-0000	112 Airport Drive	Albany International	400	Manufacture	Industrial	12.88	130,672	1999, 2008	\$ 4,127,800.00	
0242-0003-0000	61 Airport Drive	Airport Drive Condo Association	345	Comm Condo	Condo	4.63	0	0	\$ -	
0242-0003-0001	61 Airport Drive	Amarosa Perkins Development	345	Comm Condo	Condo	0	2,500	2006	\$ 164,400.00	
0242-0003-0002	61 Airport Drive	Robmar Realty	345	Comm Condo	Condo	0	3,400	2006	\$ 222,400.00	
0242-0003-0003	61 Airport Drive	Robmar Realty	345	Comm Condo	Condo	0	1,600	2006	\$ 106,400.00	
0242-0003-0004	61 Airport Drive	Bolton Realty Trust LLC	345	Comm Condo	Condo	0	2,500	2006	\$ 164,400.00	
0242-0003-0005	61 Airport Drive	Amarosa Perkins Development	345	Comm Condo	Condo	0	2,500	2006	\$ 164,400.00	
0242-0003-0006	61 Airport Drive	Robinson	345	Comm Condo	Condo	0	2,500	2006	\$ 164,400.00	
0242-0003-0007	61 Airport Drive	Kizzmo Realty	345	Comm Condo	Condo	0	2,500	2006	\$ 164,400.00	
0242-0003-0008	61 Airport Drive	Airport Dr. Bus. Park %Amarosa	345	Comm Condo	Condo	0	4,865	2009	\$ 328,100.00	
0242-0003-0009	61 Airport Drive	C&D Entry Level Properties LLC	345	Comm Condo	Condo	0	5,225	2009	\$ 353,200.00	
0243-0027-0000	216 Airport Drive	216 Airport Drive LLC	46	Mix Ind/CU	Industrial	27.90	192,280	1994	\$ 4,350,069.00	
Total TIF District						390.87335.26	423,666		\$ 14,012,051.00	

¹ Data in Table 3 has been certified by the City Assessor as the Assessed Valuation for Tax Purposes as of April 1, 2011 and are the designated values of the TIF District

**** Total parcel has 153 acres, assessed value of \$14,138 (2010). Portion to be included in TIF: 59.33 acres, prorated assessment at \$5,482 based on acreage.**

**Table 4: Granite State Business Park TIF District Phase 3
Parcels Estimate of Original Assessed Valuation (Baseline 2015)**

<u>Parcel ID (PID)</u>	<u>Property Address</u>	<u>Owner</u>	<u>LUC</u>	<u>Land Use Description</u>	<u>Acres</u>	<u>Finished Floor Area</u>	<u>Year Built</u>	<u>Total Baseline Assessment</u>
0255-0018-0000	294 Roch Hill Rd	Furina Rev Trust	101	SINGLE FAM	18	2591		\$289,300
0255-0019-0000	296 Roch Hill Rd	City of Rochester	101	SINGLE FAM	2.4	1,746	1969	\$176,900
0255-0020-0000	302 Roch Hill Rd	Presbytery of Northern New England	906	RELIGIOUS	5.88	5,616	1967	\$389,700
0255-0021-0000	0 Roch Hill Rd	City of Rochester	671	CALL	27.32	0	0	\$1,082
	Shaw Drive	City of Rochester		STREET		0	0	0
<u>Total TIF District</u>					<u>54</u>	<u>9,953</u>		<u>\$856,982.00</u>

2. Compliance with Statutory Limits on TIF Land Area and Valuation

Table 4 compares baseline conditions in the GSBP RSA 162-K TIF district to statutory limitations on taxable valuation and acreage allowed within the City. New Hampshire RSA 162-K:5 sets the maximum allowable base valuation of any individual TIF district, at not more than eight percent (8%) of the City's taxable value, and limits gross land area within a TIF to not more than five percent (5%) of the City's land area. Maximum base valuation for a single TIF district in Rochester is \$160.47 million (as of 2010) and maximum land area allowable in an individual district is 1,434 acres. Both the valuation and acreage of the GSBP TIF District are well within statutory limits (see Table 4).

Table 45

<u>Comparison Factor for Statutory TIF Limitations</u> <u>RSA 162-K:5</u>	<u>Taxable Valuation</u>	<u>Land Area in Acres</u>
<u>City Total 2015</u>	<u>\$2,047,051,893,96,50840</u>	<u>268,688,258.0538</u>
<u>Maximum Allowable - Individual TIF District</u> <u>(8% of Taxable Value; 5% of Acreage)</u>	<u>\$163,803,52,160861</u>	<u>1,312,434.1940</u>
<u>Granite State Business Park TIF Phase 1 & 2 Baseline</u> <u>As Percent of City Total</u>	<u>\$44,012,051.0013,409,069</u> <u>0.70%</u>	<u>390.87335.26</u> <u>1.36%</u>
<u>Granite State Business Park TIF Phase 3 Baseline</u> <u>As Percent of City Total</u>	<u>\$856,982</u> <u>.70%</u>	<u>53.6</u> <u>1.48%</u>

Granite State Business Park TIF District

Maximum Cumulative TIFs Allowable (16% of Taxable Value; 10% of Acreage)	\$3270,670943,494320	2,628658.831
Granite State Business Park RSA 162-K:5 TIF All Phases	\$14,042,051266,051	390388.867
Granite State Business Park RSA 205 TIF	\$77,130193,900	58.65
Granite Ridge Development District RSA 162-K:5 TIF	\$60,431,438	710.76
Total Cumulative District Values 2010 <i>As Percent of City Total</i>	\$44,089,18474,891,389 0.803.66%	449.521158.27 4.41% 1.57%

The statute also limits the cumulative land area and taxable valuation within all TIF districts of a municipality to 16% of assessed valuation and 10% of total land area. Rochester has no other existing RSA 162-K TIF districts [when the original and first amendment was adopted. The Granite Ridge Development District was adopted as a 162-K:5 TIF District in July 2014. -](#)

[The City is anticipating the possible creation of a second RSA 162-K TIF district along NH Route 11. Based on a 2005 analysis of the proposed Route 11 TIF district, the combined TIF valuation and acreage of both districts is would remain](#) well within the statutory limits.

C. Proposed Development Activities

The City's principal activities in developing the Granite State Business Park TIF District may include land acquisition and assembly, public infrastructure development, marketing and promotion of the District, negotiation of development agreements, and the sale or lease of property for commercial and industrial development.

1. Acquisition of Land, Easements and Rights of Way

The City intends to undertake land acquisition solely through a negotiation process, without the need for involuntary acquisitions. Land acquisition by the City will center on property required for installation of necessary public infrastructure and roadways, and on securing key parcels where feasible to facilitate development that is consistent with the objectives for the District.

Phase I of the GSBP contains a number of serviced but undeveloped lots that are in common ownership. Future activities may include acquisition of other undeveloped properties in Phase I of the GSBP to facilitate efficient development or to assemble sites for resale or lease to private parties.

Phase #2 of the GSBP comprises three large undeveloped parcels. One of these, a 50.5 acre lot (parcel 0242-0006) has been purchased by the City and included with the RSA 205 TIF District. Other acquisitions may be made in the future during the course of TIF development and buildout.

Phase 3 of the GSBP contains four parcels, two with single family homes, one church and one large undeveloped parcel which the City acquired in October 2016. (PID#0255-0021-0000. One single family property was acquired by the City in November 2016 (PID#0255-0019-0000) The City also includes Shaw Drive from the intersection of Whitehall Road to the east side of Skyhaven Airport. These parcels and Shaw Drive are being added to the TIF District to allow infrastructure for future industrial growth. The church is not planning any changes, should they consider future changes the City would encourage industrial development to be a consideration.

The cost of acquisition, net of sales proceeds, may be recovered through tax increments to reimburse the City for investment to secure those properties.

a. Relocation and Displacement

The City intends to acquire all property through negotiated purchases. It does not anticipate the need to involuntarily relocate persons, families, or businesses due to publicly financed acquisition or development activity within the Granite State Business Park TIF District. Any proposals for the involuntary displacement of persons or businesses would require an amendment to this RSA 162-K TIF Development Program.

b. Property Disposition & Reuse of Private Property

The City may convey all or a portion of property it acquires within the RSA 162-K TIF District to private developers under the terms of specific development agreements designed to promote the objectives of the Development Program. The terms of purchase and sale agreements or development agreements pertaining to properties transferred by the City must be approved by the City Council.

2. Environmental Remediation of City-Owned Sites

While there is no anticipated need for the remediation of contaminated sites to be acquired by the City within the RSA 162-K TIF District, the City of Rochester may undertake environmental cleanup, remediation or monitoring of municipally owned real estate it owns within the District. The City shall have the authority to accept grants from the federal government, State of New Hampshire, or other entities, to finance remediation activities. Should a need arise for the environmental remediation within property owned by the City in the District, the City may use tax increment revenues for that purpose.

3. Public Facilities to be Constructed

a. Initial Infrastructure Projects

The City's initial capital investment in public infrastructure within the TIF District includes the following elements, which center on improvements necessary to enable development of the Granite State Business Park:

1. Land acquisition
2. Relocating the existing Public Service of New Hampshire electric transmission line
- ~~3. Construction and installation of a new industrial park sign~~
- ~~4.3. Municipal street lighting on Airport Drive or Innovation Drive~~
- ~~5.4. Upgrading existing portions of Airport Drive as needed for anticipated development~~
- ~~6.5. Maintenance and administrative costs.~~
- ~~7.6. Costs not reimbursed by RSA 205 GSBP TIF District.~~

b. Other Public Costs

While the initial plan for infrastructure development centers on the above elements, additional projects to extend or improve public utilities and roadways may also be undertaken within the GSBP in the future, including but not limited to:

1. Further extension of public roadways and street lighting
2. Extension of water, sewer and underground services.
3. Sidewalks, bus shelters or other public amenities for employees and public use.
4. Intermodal transportation facilities and rail sidings.

The Development Plan does not envision the creation of public open space by the City within the GSBP TIF District. However, reservations of land for public open space or conservation may be established as conditions of Planning Board approval during the site plan approval process, and/or donated or offered by individual developments.

4. Private Utilities and Railroad

a. Gas and Electric

Natural gas service is provided to the Granite State Business Park by Unitil (formerly Northern Utilities.) Unitil has a policy of extending service lines at its own cost to provide service to new development sites.

Public Service Company of New Hampshire (PSNH) is the provider of electric service to the GSBP.

The City may enter into such contracts and agreements as are necessary to enable the installation of underground electric service within the TIF District, cable and telephone, natural gas or other common services, and to provide for appropriate easements for the installation and maintenance of these facilities.

b. Rail

The City has discussed with New Hampshire Northcoast Railroad the possibility of a siding for business use in the GSBP. Rail use is expected to increase as the price of fuel continues to escalate, affecting overhead, production and transportation costs for some industries.

The RSA 205 GSBP TIF Program includes the cost for the City to construct a bridge overpass of the rail line. Future infrastructure development within the GSBP TIF District may require other improvements to be negotiated with Northcoast Railroad in support of business development within the District.

5. Environment Controls

Private property within the District shall be developed or redeveloped in accordance with the goals, objectives, and standards set by the following City documents, as amended:

1. Rochester Master Plan and Economic Development Strategic Plan;
2. Zoning ordinance;
3. Special zoning overlay provisions centering on the Skyhaven Airport flight path and vicinity
4. Subdivision regulations;
5. Site plan review regulations;
6. Building and life safety codes;
7. All applicable state and federal laws pertaining to abatement of hazardous materials or environmental contamination.

In addition to applicable public regulations, other pertinent limits on development may be defined by the terms of development agreements between the City and individual private parties, and in specific covenants applicable within the Granite State Business Park [Phase 1](#).

Covenants and restrictions were developed at the inception of the GSBP as part of its original Master Plan and marketing strategy. Those provisions will be reviewed regularly by the REDC/RIDA to assure continuity of high standards for park maintenance and development. The intent of the covenants is to protect the integrity, investment value, and corporate image of the properties within the GSBP.

D. Tax Increment Financing Plan

1. Objective

The objective of the Financing Plan is to provide funds for the construction of public improvements, to offset the net public cost of land acquisition and assembly, and for organizational and administrative expenses incurred in creating and developing the GSBP RSA 162-K TIF District. The City intends to use the property tax revenue derived from captured (incremental) assessed valuation within the GSBP RSA 162-K TIF District to fund public infrastructure and to reimburse the City for other expenditures incurred in creating the District.

2. Land Acquisition Costs

The cost of land acquisition, less sales proceeds, will be considered an expense eligible for reimbursement from tax increment revenues, but subordinate to the use of incremental revenues to pay debt service on bonds for public infrastructure.

3. Sale of City-Owned Real Estate within the TIF District

As part of the Development Program, the City may convey individual properties to private entities for the purposes of development consistent with the purposes of the District. Net revenues generated from the sale of these parcels shall be used to reimburse the City's Economic Development Fund for its prior investments in land acquisition within the RSA 162-K TIF District. Acquisition costs that are not recovered from net sales proceeds may be reimbursed as an eligible expense of the RSA 162-K TIF Development Program.

4. Cost of Public Improvements

The City anticipates approaching public improvements in multiple phases over the course of the development or build-out of the Granite State Business Park. There is no expectation of bonding at this time for public improvements. Improvements will be scheduled as increment becomes available.

5. Revenue Potential from Captured Assessed Valuation in District

a. Annual TIF District Revenues

TIF revenues will be generated by property taxes levied on the captured assessed valuation within the District after the date of its creation. Long term projections of buildout of the GSBP RSA 162-K TIF District indicate the following annual tax revenue potential generated by 100% retention of captured assessed value.

<u>Year Ending:</u>	<u>Annual Tax Revenue Potential From Captured Assessed Valuation</u>	
2015	\$ 39,383 to \$ 65,638	15%-25% of Phase I
2020	\$ 185,088 to \$ 370,176	25%-50% of Phase I & II
2025	\$ 370,176 to \$ 555,263	50%-75% of Phase I & II
2030	\$ 555,263 to \$ 740,351	75%-100% of Phase I & II

The above revenue estimates rely on assumptions that include anticipated near-term development commitments, a continuation of the historic annual pace of growth in industrial floor area within Phase I of the GSBP, and development of large lots in Phase II by new industrial users in 2020, and 2027.² The portion of captured assessed valuation required to be retained for TIF expenses may change over time depending on the actual pace and character of new development within the TIF, actual valuations assigned to TIF properties, and property tax rate

b. Annual Allocation of Captured Value

Where annual tax increment revenues from the GSBP District, together with unexpended balances of such revenues from prior years exceed the amount necessary for annual debt service payments, the balance may be used to offset other approved costs for prior expenditures for land acquisition or TIF development costs, to fund public improvements within the District, to create reserve funds set aside for future improvements, or for the operation and maintenance of public infrastructure. The priority for use of incremental TIF revenues shall be:

1. Bonded debt service, if any;
2. Repayment of past expenditures for funds drawn from the Economic Development Fund for acquisition, to the extent required to offset costs net of sales proceeds;
3. The recovery of initial costs for land capability analysis, infrastructure development cost estimates, legal and consulting fees pertinent to the creation or development of the District

² See long term development, estimate of captured assessed value and tax rate assumptions contained in Granite State Business Park Tax Increment Financing District - Buildout Estimate and Revenue Potential, March 18, 2011, prepared for City of Rochester by BCM Planning, LLC.

4. Funding of capital reserve accounts or other improvement funds designated for upgrade or replacement of water, sewer, roads, traffic safety, or stormwater drainage facilities.
5. Approved operating costs for public infrastructure within the TIF District.

d. Impact of RSA 162-K TIF District on Related Taxing Jurisdictions

In accordance with RSA 162-K:10, tax revenues generated by the original assessed value (base value) of the TIF District will continue to accrue to the City's general fund, as well as to the Rochester School District, Stafford County, and the State of New Hampshire.

The captured assessed valuation that is created and retained within the District to fund RSA 162-K TIF expenses is not included as part of the taxable valuation of the City when computing property tax rates. While all or a portion of captured assessed valuation may be retained by the District to fund internal public improvement costs for a period of time, the original taxable valuation within and outside the TIF remain available to all taxing jurisdictions. Consequently the assessed valuation and revenue base available to all taxing jurisdictions is not diminished as a result of forming the District.

During the operation of the RSA 162-K TIF District, tax revenue from captured valuation that are not required to fund eligible expenses of the TIF Development Program will become available to all tax jurisdictions. Upon expiration of the RSA 162-K TIF District, all incremental valuation that has been created within the RSA 162-K TIF becomes available generated property tax revenues for the City's general fund and to all other taxing jurisdictions.

6. Reimbursement of Previous City Expenditures

The City has invested in the predevelopment planning of the Granite State Business Park expansion in the form of legal and consulting costs for TIF District development, land capability analysis, environmental review of land capability, development potential, and estimates of infrastructure development costs. Prior investment by the City that is directly related to RSA 162-K TIF land acquisition and public infrastructure development, planning and development-related consulting and legal costs shall be reimbursable from TIF incremental revenues. The recovery of these past expenditures will be subordinate to the principal use of incremental revenues to fund current year debt service payments for infrastructure costs.

7. Operation and Maintenance

The City will be responsible for the operation and maintenance of all public facilities, including the cost of winter and summer maintenance of roads, bridges and street lighting, and the operation and maintenance of storm drains and catch basins, public water and public sewer utilities. The cost of public water and sewer operations are offset by connection and user charges to individual properties served by these systems.

While the cost of operation and maintenance of road and drainage facilities may be charged against the incremental revenues of the RSA 162-K TIF District, these costs will initially be borne by the general fund or by the appropriate utility fund, unless otherwise approved by the District Administrator with the recommendation of the Advisory Board.

The City may also establish capital reserve accounts for the replacement or upgrades of public infrastructure within the District using TIF incremental revenues.

E. District Administration

1. Administrator

The administrator of the Granite State Business Park RSA 162-K TIF District shall be by the City Manager, who shall make an annual financial report to the City Council.

2. Advisory Board

In accordance with RSA 162-K: 14, the City Council shall pass a resolution which shall create an Advisory Board for the GSBP District. A majority of the Advisory Board shall be owners or occupants of real property within or adjacent to the District. The same resolution shall incorporate provisions of 162-K: 14 and stipulate the powers and authority of the Advisory Board. The purpose of the Advisory Board shall be to review the policies and actions of the district administrator in the planning, construction and implementation of the Development Program and the operation of the District after the program is completed.

The Advisory Board shall have 30 days to appeal any decision of the district administrator to the City Council for review and appropriate action. The Advisory Board shall meet either as determined by the chair of the Board or the Mayor or the City Manager to examine operation and maintenance of the TIF District.

3. Amendments

Amendments to the boundaries of the TIF District, the Development Program or Financing Plan shall be undertaken in accordance with the public hearing process set forth within RSA 162-K:4, including its requirements for reasonable notification to the Rochester School District and Strafford County, in accordance with RSA 162-K:9.

4. Duration of Program

The Granite State Business Park Tax Increment Financing District will remain in existence until eligible public expenditures of the District have been repaid through tax increment revenues.

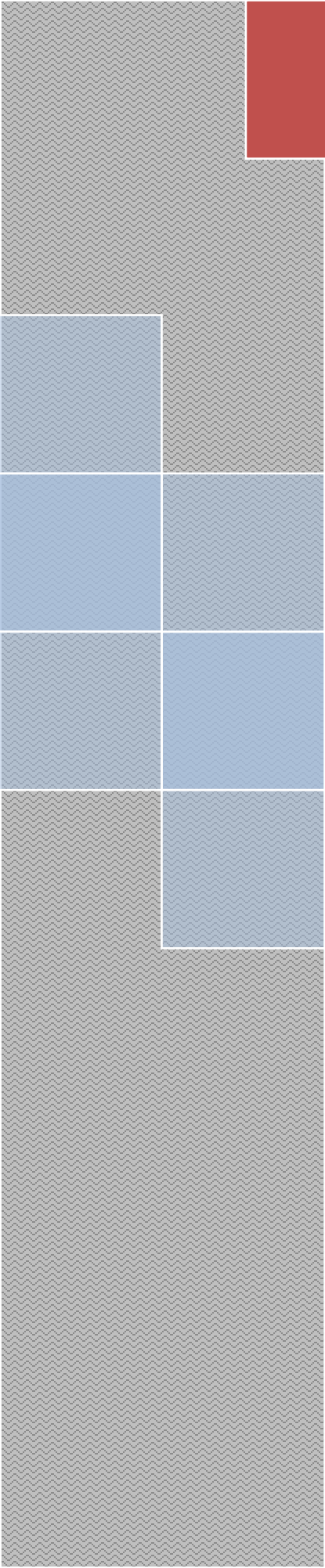
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**RESOLUTION AUTHORIZING TWO APPLICATIONS FOR UNITED STATES
ENVIRONMENTAL PROTECTION AGENCY (USEPA) BROWNFIELDS CLEANUP
GRANTS IN THE GROSS AMOUNT OF \$400,000**

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

That the City of Rochester Department of Public Works is authorized to apply for two United States Environmental Protection Agency Brownfields Cleanup Grants in an amount up to Two Hundred Thousand Dollars (\$200,000.00) each to be used for soil decontamination efforts on City owned properties located at 10 Wallace Street and 16 Wallace Street. Said grants require a Twenty Percent (20%) cost share.

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12/1/16

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

10-16 Wallace Street USEPA Brownfields Cleanup Grant Application

COUNCIL ACTION ITEM ☒
INFORMATION ONLY ☐FUNDING REQUIRED? YES ☐ NO ☒
* IF YES ATTACH A FUNDING RESOLUTION FORMRESOLUTION REQUIRED? YES ☒ NO ☐FUNDING RESOLUTION FORM? YES ☐ NO ☒

AGENDA DATE	December 6, 2016	
DEPT. HEAD SIGNATURE	John B. Storer-Signed original on file at City Clerk's office	
DATE SUBMITTED	November 28, 2016	
ATTACHMENTS YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	

COMMITTEE SIGN-OFF

COMMITTEE	
CHAIR PERSON	

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	
CITY MANAGER	

FINANCE & BUDGET INFORMATION

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

LEGAL AUTHORITY

City Charter, Section 4: Except as herein provided otherwise, the City Council shall have all powers conferred by law upon City Councils, Boards of Mayor and Aldermen, and the Selectmen of Towns so far as applicable to cities.

SUMMARY STATEMENT

The DPW seeks City Council authority to submit an application(s) for USEPA Brownfields Cleanup Grant funds for the 10 Wallace Street and 16 Wallace Street parcels. These City-owned parcels have documented soil contamination. There is a NHDES-approved Remedial Action Plan in place for this site, and NHDES has requested that the City proceed with the preparation of a remedial design for removal of impacted soils on the site. The City is eligible to apply for up to \$200,000 per parcel for cleanup activities at this brownfield site. These cleanup grants require a 20% cost share. The City has existing funds appropriated in account 15011010-771000-09501, which could be used for this cost share if the application(s) is approved for funding.

RECOMMENDED ACTION

Resolution giving City staff authorization to submit up to two applications for USEPA Brownfields Cleanup Grant funding for the 10 Wallace Street and 16 Wallace Street parcels in amounts up to \$200,000 per parcel.

**RESOLUTION AUTHORIZING ACCEPTANCE OF DONATION FROM THE TRUST
UNDER THE WILL OF WILLIAM W. EVANS (EVANS TRUST)**

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

WHEREAS, that upon dissolution of the Evans Trust, the 7th Circuit Court-Probate Division approved the donation of the remaining Evans Trust funds to the City of Rochester to be administered by the Trustees of the Trust Funds;

THEREFORE, the donation of the remaining Evans Trust funds is hereby accepted by the City of Rochester;

FURTHER, to the extent not otherwise provided for in this Resolution, the Finance Director is hereby authorized to work with the Trustees of the Trust Funds to identify, designate and/or establish such accounts and/or account numbers as necessary to implement the transactions contemplated by this Resolution.

CC FY 17 AB 67

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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

Acceptance of Donation from the William W. Evans Trust

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	October 4, 2016		
DEPT. HEAD SIGNATURE	Terence O'Rourke, City Attorney <i>Terence O'Rourke</i>		
DATE SUBMITTED	September 9, 2016		
ATTACHMENTS YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED		11

COMMITTEE SIGN-OFF

COMMITTEE	
CHAIR PERSON	

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	signature on file
CITY MANAGER	signature on file

FINANCE & BUDGET INFORMATION

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

LEGAL AUTHORITY

City of Rochester Ordinance 3.6

SUMMARY STATEMENT

The Trust under the will of William W. Evans was created in 1937 for use on behalf of the New Hampshire Tuberculosis Association or other such charitable associations as deemed fit by the Trustee. The current Trustee for the Trust filed an action in the 7th Circuit Court-Probate Division to dissolve the Trust and deposit the funds with the City of Rochester Trustees of the Trust Funds. If the funds are accepted, the Trustees of the Trust Funds may use the funds for charitable associations.

RECOMMENDED ACTION

Accept the funds.

The State of New Hampshire

7TH CIRCUIT

PROBATE DIVISION - DOVER

IN RE: TRUST U/W/O WILLIAM W. EVANS
CASE NUMBER: 319-1999-TU-00328

ASSENTED TO MOTION TO TERMINATE TRUST

TO THE HONORABLE JUDGE OF PROBATE FOR THE COUNTY OF STRAFFORD:

NOW COMES Glenn M. Lepene, Trustee of the Trust u/w/o William W. Evans (the "Trust"), and moves for this Court to terminate the Trust, and in support thereof states as follows:

1. This Trust was established under the following provision in Article Fourth of the Last Will and Testament of William W. Evans dated November 1, 1933, on the following terms:

"...I direct my said trustee...to hold said property in trust, for and on behalf of the New Hampshire Tuberculosis Association or such other charitable association as he may select, directing my said trustee to pay to it or to them such part or the whole of the income from said trust as my said trustee may deem necessary to assist it or them in the carrying on of the work of said Association or associations, said fund to be known as the "William W. Evans Charitable Trust."

2. This Trust was funded in 1937 and has been administered through the Strafford County Probate Court (now the 7th Circuit - Probate Division - Dover) since that time.

3. On April 27, 1999, this Court appointed Glenn M. Lepene as Trustee under the Will of William W. Evans.

4. As of May 31, 2016, the Trust consists of the following:

TD Ameritrade Investment Account	\$304,652.43
Citizens Bank Account	<u>\$ 6,270.29</u>
Total	\$310,922.72

5. The Trustee is authorized to use "...such part or the whole of the income..." for or on behalf of such charitable association as the Trustee may select.

6. For Tax Year 2014, the Trust reported a total income of \$9,046.66, and distributed \$8,370.00 to various charitable associations in or around the City of Rochester, New Hampshire.

7. New Hampshire RSA 564-B:4-413 provides that "upon petition by the trustee...the court may apply cy pres to modify or terminate the trust by directing that the trust property be applied or distributed, in whole or in part, to a charitable purpose which is useful to the community and which fulfills as nearly as possible the general charitable intent of the settlor."

8. The Trustee believes that the relatively small amount of income of the Trust makes it uneconomical to continue the administration of the Trust as a separate Trust, and the testator's charitable purpose that the funds benefit charitable organizations can best be achieved by transferring the Trust assets to the Trustees of the Trust Fund for the City of Rochester.

9. Counsel for the Trustee has consulted with the administrator for the Trustees of the Trust Fund for the City of Rochester.

10. Counsel for the Trustee has consulted with the Attorney General's Office, Office of Charitable Trusts, Attorney Terry Knowles, who assents to the termination of the Trust and the distribution of funds to the Trustees of the Trust Fund for the City of Rochester, New Hampshire, so long as the Trustees of the Trust Fund are limited to use the income from the Trust assets for the benefit of the charitable organizations.

11. In the event this Court grants this Motion, the Trustees of the Trust Fund will need to seek approval from the City Council of the City of Rochester, New Hampshire to accept the funds, and establish a policy for distribution of the funds to be approved by the New Hampshire Attorney General's Office of Charitable Trusts, to include a limitation for the use of income only.

WHEREFORE, your Petitioner prays that this Honorable Court:

A. Order that the Trust under the Will of William W. Evans be terminated in accord with New Hampshire RSA 564-B:4-413;

B. Allow ninety (90) days to obtain the approvals outlined in Paragraph 11,

C. Order that a Final Account be filed within thirty (30) days of obtaining the approvals outlined in Paragraph 11; and


D. Grant such further relief as may be just and equitable.

DATED on JUNE 27, 2016. Respectfully submitted,

TRUST U/W/O WILLIAM W. EVANS

By 
Glenn M. Lepene, Trustee

WYSKIEL, BOC, TILLINGHAST &
BOLDUC, P.A.

By 
Michael J. Bolduc, Esquire
NH Bar No. 11247
561 Central Avenue
Dover, NH 03820
(603) 742-5222

7TH CIRCUIT

PROBATE DIVISION - DOVER

At a Court of Probate held at Dover in said County on the ____ day of _____, 2016,
upon due consideration of the foregoing motion, it is decreed that the prayer thereof be granted and
that

Judge of Probate

Wyskiel, Boc, Tillinghast & Bolduc, P.A.
561 Central Avenue, Dover, NH 03820/Telephone: (603) 742-5222

carol/document/probate/evans trust, william/motion to terminate trust

THE STATE OF NEW HAMPSHIRE
JUDICIAL BRANCH

<http://www.courts.state.nh.us>

Court Name: 7th Circuit - Probate Division - Dover

Case Name: Trust u/w/o William W. Evans

Case Number: 319-1999-TU-00328
(if known)

ASSENT

The undersigned, being all the persons interested, assent to the

Assented to Motion to Terminate Trust and request that it be allowed.

DATE

PRINT NAME BELOW LINE
WRITE SIGNATURE ON LINE

ADDRESS

July 22, 2016



Charitable Trusts Unit, Office of the Atty General
33 Capitol Street, Concord, NH 03301

1900 1907

STATE OF NEW HAMPSHIRE.

Strafford, ss.

Court of Probate.

I, ETHEL G. WALDRON, Register of the Court of Probate for said County of Strafford, having by law the custody of the seal and all the records, books, documents, and papers of or appertaining to the said Court of Probate, hereby certify the papers hereto annexed to be a true copy of paper appertaining to said Court, and on file and of record in the office of said Court, to wit:

Last Will and Testament of William W. Evans, late of Rochester, in said County of Strafford, deceased.

Given under my hand and the seal of said Court at Dover,
in said County, this seventh day of August, A. D. 19 14

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Ethel G. Waldron
Register.

Be it Remembered, That I, William W. Evans, of Rochester, in the County of Strafford and State of New Hampshire, being of lawful age and of sound and disposing mind and memory, but mindful of the uncertainty of life, do make, publish and declare this my LAST WILL AND TESTAMENT.

After the payment of my just debts, funeral charges and expenses of administration, I dispose of my estate as follows:

FIRST: I give and bequeath to the Rochester Cemetery Association of Rochester, New Hampshire, the sum of four hundred dollars, in trust, to be hereafter held by it and used for the care, preservation and upkeep of my Cemetery Lot in said Association's Cemetery, and the monuments and headstones thereon, authorizing and empowering said Association to expend so much of the income thereof as may be necessary to keep said lot, and the monuments and headstones thereon in good condition.

SECOND: I give and bequeath to my brother, George E. Evans, of Lynn, in the Commonwealth of Massachusetts, the sum of five hundred dollars.

THIRD: I give and bequeath to my sister, Lillian J. Young, of said Rochester, the sum of five hundred dollars.

FOURTH: All the rest, residue and remainder of my estate, real, personal, or mixed, of whatever name, nature or description, and wherever found or situate, I give, bequeath and devise to Guy Smart, of said Rochester, in trust for my beloved wife, Emma Evans, upon the following terms and conditions:

My said wife, Emma Evans, shall have the use and enjoyment of the income of the above bequeathed property during her natural life, and shall be assured for during her natural life.

I empower my said Trustee to sell and dispose of any securities that may form a part of this trust at such time, and for such sums as he may deem to be for the best interest of the trust estate, without obtaining a license from the Probate Court so to do.

I direct my said trustee to deposit any moneys that he may receive from my estate in the savings departments of the three following Banks: the New Hampshire Savings Bank situate at Concord in said State; the Amoskeag Savings Bank situate at Manchester in said State, and the Strafford Savings Bank situate at Dover in said State, or such other good and reliable savings institution as my said trustee may select with the approval of the Judge of Probate, or to invest such part thereof as he may determine in United States Government securities.

I direct my trustee to expend the whole or so much of the income of this trust fund as he may deem necessary to provide my said beloved wife Emma Evans with all things that may be required to enable her to enjoy the same comforts and live in a like station in life as she has occupied during my lifetime, and at her decease to provide her with a proper burial.

I further direct my said trustee that he permit my said beloved wife, Emma Evans, to occupy our homestead place situate on Portland Street in said Rochester, and to have the use of the contents thereof, together with my automobile and such other personal property as she may select, so long as she may desire, and direct my trustee to expend so much of the income from said trust fund as may be required to keep said property in as good condition and repair as the same has been during my lifetime, to keep the same insured in reliable insurance companies to at least the amount they have been insured for during my lifetime, and to pay all taxes and

assessments that may be levied thereon.

But should my said beloved wife Emma Evans cease to occupy our homestead place and to use the contents thereof, together with my automobile or such other personal property as she may have selected, and permanently abandon the use of the same, then I direct my said trustee to sell and dispose of the same to such persons, for such sums, and at such times as he in his judgment may believe to be for the best interest of my said trust estate, without first obtaining from any Court a license so to do, and direct that the proceeds derived therefrom shall form and become a part of this trust estate.

I further direct my said trustee that on the death of my said beloved wife, Emma Evans, that my said home place and its contents be sold and converted into cash, authorizing him to sell the same, together with all other property not heretofore disposed of, both real and personal, to such persons, for such sums, and at such times as he in his judgment may believe to be for the best interest of my said estate, without first obtaining from any Court a license so to do, the proceeds therefrom to be added to the trust herein-after to be established for and on behalf of the New Hampshire Tuberculosis Association, of New Hampshire, or such other charitable institution as my said trustee may select.

From and after the death of my said beloved wife Emma Evans I direct my said trustee Guy Smart to hold said property in trust, for and on behalf of the New Hampshire Tuberculosis Association or such other charitable association as he may select, directing my said trustee to pay to it or to them such part or the whole of the income from said trust as my said trustee may deem necessary to assist it or them in the carrying on of the work of said Association or associations, said fund to be known as the "William W. Evans Charitable Trust."

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I direct my said trustee to deposit any moneys that he may receive from my estate in the savings departments of the three following Banks: the New Hampshire Savings Bank situate at Concord in said State; the Amoskeag Savings Bank situate at Manchester in said State, and the Strafford Savings Bank situate at Dover in said State, or such other good and reliable savings institution as my said trustee may select with the approval of the Judge of Probate, or to invest such part thereof as he may determine in United States Government securities.

FIFTH: I direct my executor hereinafter named to liquidate and turn into money my furniture business, stock, equipment, supplies and all things used in connection therewith, with the land and buildings where the same is now located, on Hanson Street in said Rochester, and do authorize and empower him to sell and dispose of the same to such persons and at such times and for such sums as my said executor may deem for the best interest of my said estate, without his first having to obtain a license from any court so to do, and further authorize and empower my said executor to sell any and all stocks, bonds or securities that I may possess at my death when, and at such times as he may deem to be for the best interest of my said estate without having first obtained a license from the Probate Court so to do. I direct my said executor to deposit the moneys of my said estate as they accumulate in the three following savings banks: the New Hampshire savings Bank at Concord in said state; the Amoskeag Savings Bank at Manchester in said State, and the Strafford Savings Bank at Dover in said State, or such other good and reliable savings institution as my said executor may select with the approval of the Judge of Probate, or to invest the same in United States Government securities.

SIXTH: I hereby appoint Guy Smart, of said Rochester, sole executor of this will, hereby revoking all former wills by me made.

In testimony whereof, I hereunto set my hand this first day of November, in the year one thousand nine hundred and thirty-three.

. William W. Evans.

Signed, published and declared by the above named William W. Evans to be his last will and testament, in our presence, who, in his presence and the presence of one another, and at his request, subscribe our names hereto as witnesses, this first day of November, 1933, at Rochester, New Hamp shire.

. Gertrude Hickey.

. Gertrude M. Warren

. Della B. Yeston.

THE STATE OF NEW HAMPSHIRE

STRAFFORD, SS—At a Court of Probate holden at Dover, in said County, on the
 sixth day of February A. D. 19 34.

The foregoing instrument purporting to be the last Will in writing of
 William W. Evans late of Rochester in said
 County, deceased, having been presented for probate in common form by
 Guy Smart the Execut^{or} therein named

and Della B. Yeaton one of the subscribing witnesses
 thereto, having made oath before said Court, that she saw the said testat^{or} sign
 and seal said instrument;—that the time of so doing the said testat^{or} was of the age
 of twenty-one years and of sound mind; and that the said Della B. Yeaton
 with Gertrude Hickey and Gertrude M Warren
 (all credible witnesses,) attested and subscribed said instrument together in the presence
 and at the request of said testat^{or} I do therefore approve and allow the same,
 and do DECREE that said instrument is duly proved and allowed in this Court in common
 form, as the last will in writing of said William W. Evans deceased.

..... Jas. McCabe Judge of Probate.