



**Rochester City Council Public Hearing
December 15, 2015
CITY COUNCIL CHAMBERS
7:00 PM**

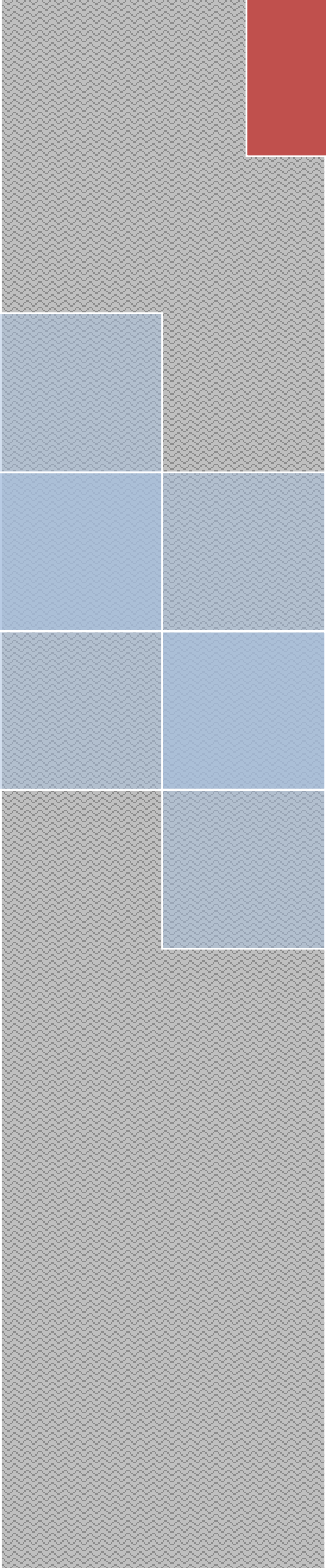
AGENDA

1. Call to Order
2. **AB 70** City of Rochester FY 16-17 Community Block Grant Annual Action Plan P. 5
3. **AB 71** City of Rochester Community Development Block Grant Analysis of Fair Housing P. 9
4. Adjournment

**Rochester City Council Workshop
December 15, 2015
CITY COUNCIL CHAMBERS
(immediately following Public Hearing)**

AGENDA

1. Call to Order
2. Public Input
3. Communications From City Manager
4. Communications From the Mayor - Personal Privilege
 - 4.1 City Councilor Jake Collins - Ward 1
 - 4.2 City Councilor John Laroche - Ward 3
 - 4.3 City Councilor David Walker - Ward 4
 - 4.4 Mayor Jean
5. **AB 69** Annex Renovation – Final Design Plans P. 13



This page has
been
intentionally left
blank.

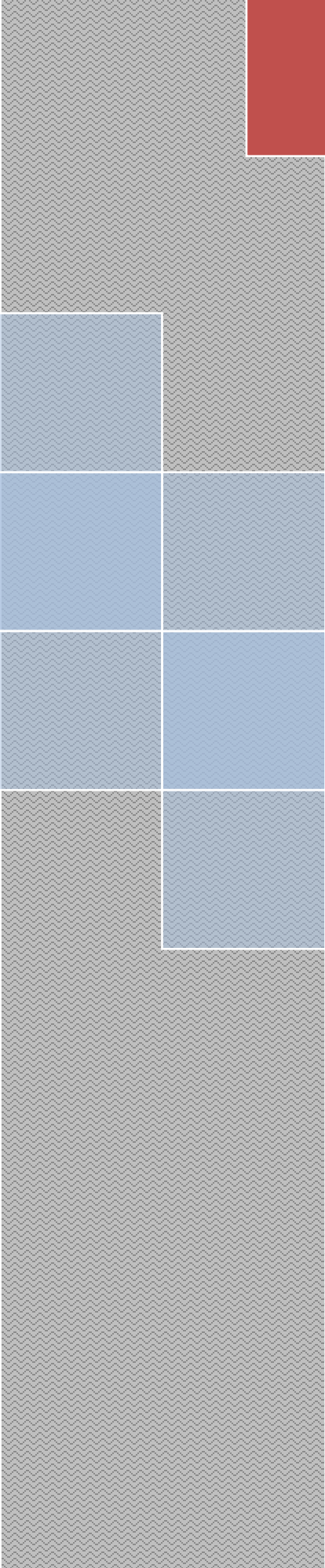


6. Department Reports **P.19**
 7. Non-Meeting/Non-Public Meeting
 - 7.1. Non-Meeting, Consultation with Legal Council RSA, 91-A:2,I (b)
 - 7.2. Non-Public, Land, RSA 91-A:3, II (d)
 8. Adjournment
-

Rochester City Council Special Meeting
December 15, 2015
CITY COUNCIL CHAMBERS
(immediately following Workshop)

AGENDA

1. Call to Order
2. Nominations, Appointments, Resignations, and Elections
 - 2.1. **Appointment:** Troy Dillow, Rochester Economic Development Commission P. **115**
 - 2.2. **Appointment:** Christine DeAngelis, Rochester Economic Development Commission P. **117**
 - 2.3. **Resignation:** Deborah Shigo - Resignation as Chair of the Rochester Conservation Commission P. **119**
3. **AB 72** Amendment to Chapter 42.6 P. **121**
4. **AB 73** Resolution Pursuant to RSA 34:1 Establishing a School Building Capital Reserve Fund P. **127**
5. Other
6. Adjournment



This page has
been
intentionally left
blank.





12/10/15

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 Public Hearing for FY 2016-2017 CDBG Annual Action Plan
--

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

RESOLUTION REQUIRED? YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	FUNDING RESOLUTION FORM? YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>
---	---

AGENDA DATE	December 15, 2015		
DEPT. HEAD SIGNATURE	Karen Pollard, on file		
DATE SUBMITTED	November xx, 2015		
ATTACHMENTS YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	1	

COMMITTEE SIGN-OFF

COMMITTEE	Community Development Committee
CHAIR PERSON	James Gray, on file

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 type="checkbox"/>	

LEGAL AUTHORITY

24 CFR §91.105 requires citizen participation and consultation in the City's process of drafting CDBG plans.

SUMMARY STATEMENT

Please see attached.

RECOMMENDED ACTION

Allow the Community Development Coordinator to present an overview of the CDBG program and the Annual Action Plan process and to solicit public input.

Public Hearing Regarding Annual Action Plan for FY 2016-2017

The City of Rochester receives federal grant funding through the Community Development Block Grants (CDBG) program, which is administered through the U.S. Department of Housing & Urban Development (HUD). As part of this funding process, the City must submit an Annual Action Plan to HUD that outlines its proposed uses of the grants received. The Annual Action Plan outlines the City of Rochester's identified priorities and areas of need for community development, housing, and assistance to low and moderate income residents of the City. It is developed with input from members of the public, City officials, and community stakeholders such as non-profits providing services to City residents and local businesses.

Projects funded during the FY 2015-2016 grant cycle have included:

- Housing weatherization program for low and moderate income residents
- Assistance to regional homeless shelters
- Mental health care peer support
- Installation of fire safety upgrades at local child care center

Comments and concerns can be submitted to Community Development Coordinator Julian Long via email at julian.long@rochesternh.net, via telephone at 603-335-7519, or via postal mail at 31 Wakefield Street, Office of Economic & Community Development, Rochester, NH 03867. Drafts of the FY 2016-2017 Annual Action Plan and other official postings will be posted to the Community Development webpage, which is available online at <http://www.rochesternh.net/community-development-division>.

CITY OF ROCHESTER NOTICE OF PUBLIC HEARING

Notice is hereby given that the Rochester City Council will conduct a **PUBLIC HEARING** on Tuesday, December 15, 2015 at 7 p.m. in City Council Chambers in the City Hall, 31 Wakefield Street, Rochester, New Hampshire, regarding the development and formulation of the City of Rochester's FY 2016-2017 Community Development Block Grant ("CDBG") Program Annual Action Plan.

The City of Rochester receives federal grant funding through the Community Development Block Grants (CDBG) program, which is administered through the U.S. Department of Housing & Urban Development (HUD). As part of this funding process, the City must submit an Annual Action Plan to HUD, which outlines the City's proposed uses of the grants received. The Plan is developed with input from members of the public, City officials, and community stakeholders such as non-profits providing services to City residents and local businesses. Two (2) Public Hearings are held during the course of the Plan's development and finalization. The Public Hearing scheduled on December 15, 2015 will be the first of such hearings.

Projects under consideration for the FY 2016-2017 Plan include:

- homeless shelter services
- substance abuse prevention and treatment services
- economic development activities
- housing activities

Comments and concerns can be submitted to Community Development Coordinator Julian Long *via* e-mail at julian.long@rochesternh.net, *via* telephone at 603-335-7519, or *via* postal mail at 31 Wakefield Street, Office of Economic & Community Development, Rochester, NH 03867. Drafts of the Annual Action Plan and other official postings are posted to the City of Rochester's Community Development webpage, which is available online at <http://www.rochesternh.net/community-development-division>.

Citizens are invited to attend the above noted **PUBLIC HEARING**, to be conducted in City Council Chambers in City Hall, 31 Wakefield Street, Rochester, New Hampshire on the date and at the time noted above, and to ask questions and/or to otherwise speak on the proposed action plan.

Persons with disabilities requesting accommodations should contact the City Clerk's Office (tel. 332-2130), on or before December 14, 2015 in order to make arrangements.

Kelly Walters,
City Clerk



12/10/15

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 Public Hearing for CDBG Fair Housing Analysis

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

RESOLUTION REQUIRED? YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	FUNDING RESOLUTION FORM? YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>
--	--

AGENDA DATE	December 15, 2015		
DEPT. HEAD SIGNATURE	Karen Pollard, on file		
DATE SUBMITTED	November xx, 2015		
ATTACHMENTS YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	1	

COMMITTEE SIGN-OFF

COMMITTEE	Community Development Committee
CHAIR PERSON	James Gray, on file

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 type="checkbox"/>	

LEGAL AUTHORITY

24 CFR §91.105 requires citizen participation and consultation in the City's process of drafting CDBG plans.

SUMMARY STATEMENT

Please see attached.

RECOMMENDED ACTION

Allow the Community Development Coordinator to present an overview of the CDBG program and the Fair Fair Housing process and to solicit public input.

Public Hearing Regarding Analysis of Fair Housing

The City of Rochester receives federal grant funding through the Community Development Block Grants (CDBG) program, which is administered through the U.S. Department of Housing & Urban Development (HUD). As part of meeting reporting and program requirements for this grant, the City must submit an Analysis of Fair Housing that outlines any fair housing problems within the City and the City's plans to address any fair housing problems. The Analysis of Fair Housing is developed with input from members of the public, City officials, and community stakeholders such as local and regional non-profits engaged in housing-related work.

The federal Fair Housing Act prevents housing discrimination on the basis of race, color, religion, sex, handicap/disability, familial status, or national origin. New Hampshire state housing law prevents housing discrimination based on three additional categories: sexual orientation, age, and marital status.

Some examples of the research and analyses that must be included in the Analysis of Fair Housing are:

- Analysis of available U.S. Census data
- Identification of the causes of racial/ethnic segregation and strategy to address any existing racial/ethnic segregation
- Examination of transportation patterns and access to public transportation
- Examination of the location of schools

Comments and concerns can be submitted to Community Development Coordinator Julian Long via email at julian.long@rochesternh.net, via telephone at 603-335-7519, or via postal mail at 31 Wakefield Street, Office of Economic & Community Development, Rochester, NH 03867. Drafts of the Analysis of Fair Housing and other official postings will be posted to the Community Development webpage, which is available online at <http://www.rochesternh.net/community-development-division>.

CITY OF ROCHESTER NOTICE OF PUBLIC HEARING

Notice is hereby given that the Rochester City Council will conduct a **PUBLIC HEARING** on Tuesday, December 15, 2015 at 7 p.m. in City Council Chambers in the City Hall, 31 Wakefield Street, Rochester, New Hampshire, regarding the development and formulation of the City of Rochester's Community Development Block Grant ("CDBG") Analysis of Fair Housing.

The City of Rochester receives federal grant funding through the Community Development Block Grants (CDBG) program, which is administered through the U.S. Department of Housing & Urban Development (HUD). As part of this funding process, the City must submit an Analysis of Fair Housing to HUD. The Analysis of Fair Housing is developed with input from members of the public, City officials, and community stakeholders such as local and regional non-profits engaged in housing-related work.

The federal Fair Housing Act prevents housing discrimination on the basis of race, color, religion, sex, handicap/disability, familial status, or national origin. New Hampshire state housing law prevents housing discrimination based on three additional categories: sexual orientation, age, and marital status.

Some examples of the research and analyses that must be included in the Analysis of Fair Housing are:

- Analysis of available U.S. Census data
- Identification of the causes of racial/ethnic segregation and strategy to address any existing racial/ethnic segregation
- Examination of transportation patterns and access to public transportation
- Examination of the location of schools

Comments and concerns can be submitted to Community Development Coordinator Julian Long *via* e-mail at julian.long@rochesternh.net, *via* telephone at 603-335-7519, or *via* postal mail at 31 Wakefield Street, Office of Economic & Community Development, Rochester, NH 03867. Drafts of the Analysis of Fair Housing and other official postings are posted to the City of Rochester's Community Development webpage, which is available online at <http://www.rochesternh.net/community-development-division>.

Citizens are invited to attend the above noted **PUBLIC HEARING**, to be conducted in City Council Chambers in City Hall, 31 Wakefield Street, Rochester, New Hampshire on the date and at the time noted above, and to ask questions and/or to otherwise speak on the Analysis of Fair Housing.

Persons with disabilities requesting accommodations should contact the City Clerk's Office (tel. 332-2130), on or before December 14, 2015 in order to make arrangements.

Kelly Walters,
City Clerk



12/10/15

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 Annex Renovation - Final Design Plans

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

AGENDA DATE	December 15, 2015		
DEPT. HEAD SIGNATURE	John B. Storer, P.E. (signature on file in City Clerk's Office)		
DATE SUBMITTED	December 3, 2015		
ATTACHMENTS YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	4	

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

--

SUMMARY STATEMENT

Oak Point Architects is proceeding with final design of the Annex Renovation. A memo explaining the design process and selected floor plan is attached.

A set of plans is also attached which shows the evolution of the floor plan. Very minor changes were incorporated from the final Conceptual Study to current final design.

Slight design modifications were required either due to structural reasons, alignment, code compliance, or accommodation of visitor traffic flow.

RECOMMENDED ACTION

Review and support ongoing design process.

Hopefully we will have a 30% set of design plans available for further review and discussion at the December 17, 2015 Public Works Committee Meeting.



City of Rochester Dept of Public Works

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

Memo

To: Mayor Jean & City Council
From: John B. Storer, P.E. Director of City Services
CC: Dan Fitzpatrick, City Manager

Date: December 3, 2015

Re: Annex Renovation – Final Design/Floor Plan

Oak Point Architects is underway with final design services. We hope to have a 30% set of design plans available for review at the December 17 Public Works Committee Meeting.

Attached is a diagram that compares the final Study Concept plans (dated June 9, 2015) and what has been selected for Final Design as of November 23, 2015. The plans are aligned in the same orientation to allow for a comparison. Per the architects, they indicate *“there have been no substantial revisions regarding space location, size, or programming.....The only changes at this point will be minor such as possible chases for mechanical ducts or slight changes to column sizes.”*

Oak Point has conducted at least three onsite visits with City staff to review the historical and architectural features; to review the mechanical, electrical & HVAC systems; and to confirm the alignment of the floor plans. My quick overview of the evolution of the floors plans is:

- Elevator shrunk slightly and relocated to take advantage of first floor slab penetration
- Stairwells wider for code and egress issues
- Added “quiet room” for BZLS inspectors in order to make telephone calls regarding code issues
- Added 2 public-use computer terminals on 1st floor – as we implement Viewpoint software this will be helpful
- Office space really hasn’t changed
- By keeping all departments consolidated on single floor – moved conference rooms to 2nd floor

- Have a unisex bathroom on 1st floor for public use for visitors to Planning or BZLS

I asked one of Oak Point's lead architects to provide a summary of the floor plans and the selected final design. His response is below.

(Peter MacGovern – email 12/2/15)

The major change between the Study Concept plans and the current plans is in our structural approach; in the study concept plans we were replacing the entire second floor structure which required the addition of some large structural supports. In the current plan, the existing second floor structure remains as is except for the removal of the existing 3-4" concrete slab. This one change opened up the floor plan as the new columns shown in the concept plans are eliminated.

Other obvious changes, some of which you note above, are the elevator size and location and the configuration of the stairs. We are utilizing a Limited Use/Limited Application (LULA) Elevator which is smaller than the standard sized elevator shown in the concept plans. The LULA was chosen because it requires less of an elevator pit and overrun space above than a regular sized elevator, yet still meets the code requirement for accessibility. It was relocated due to the change in the stairwells configurations. We changed the configuration of the stairs to simplify their constructability as, per code, they are required to be a continuous fire-rated shaft. The more consistent the shape of the shaft, the less fire proofing of the surrounding supporting structure is required. This allowed for a bit of more usable space on the south side of the building.

Please note the following when comparing each floor specifically:

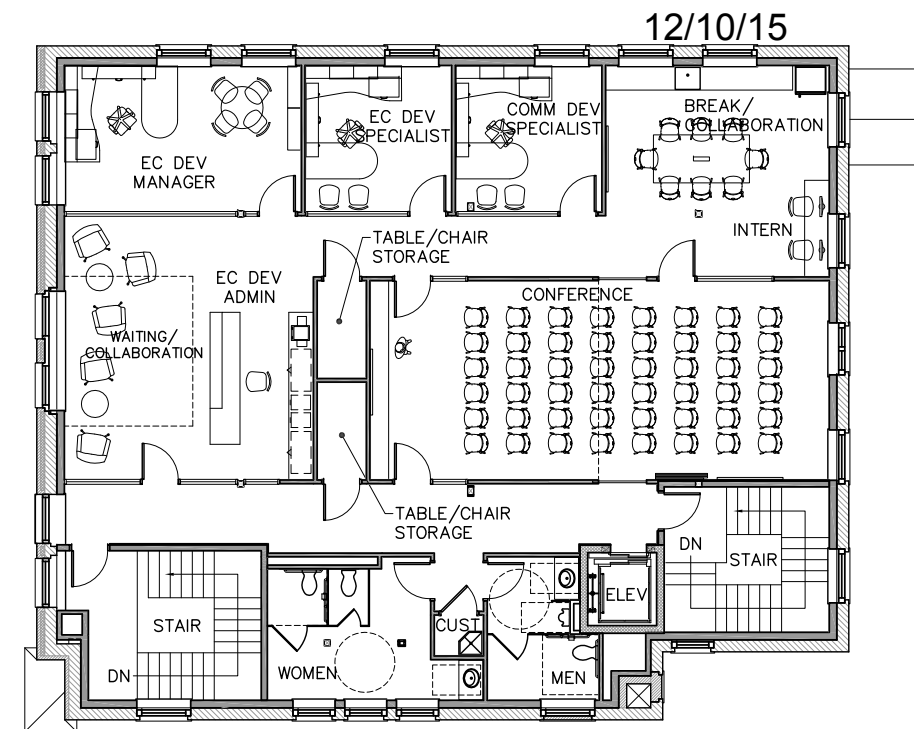
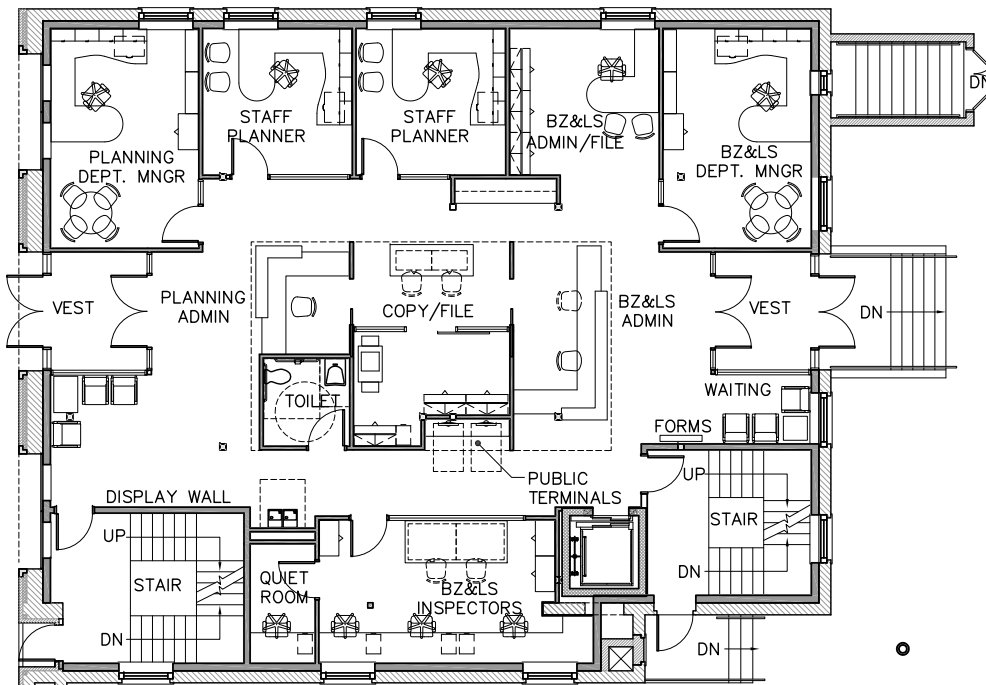
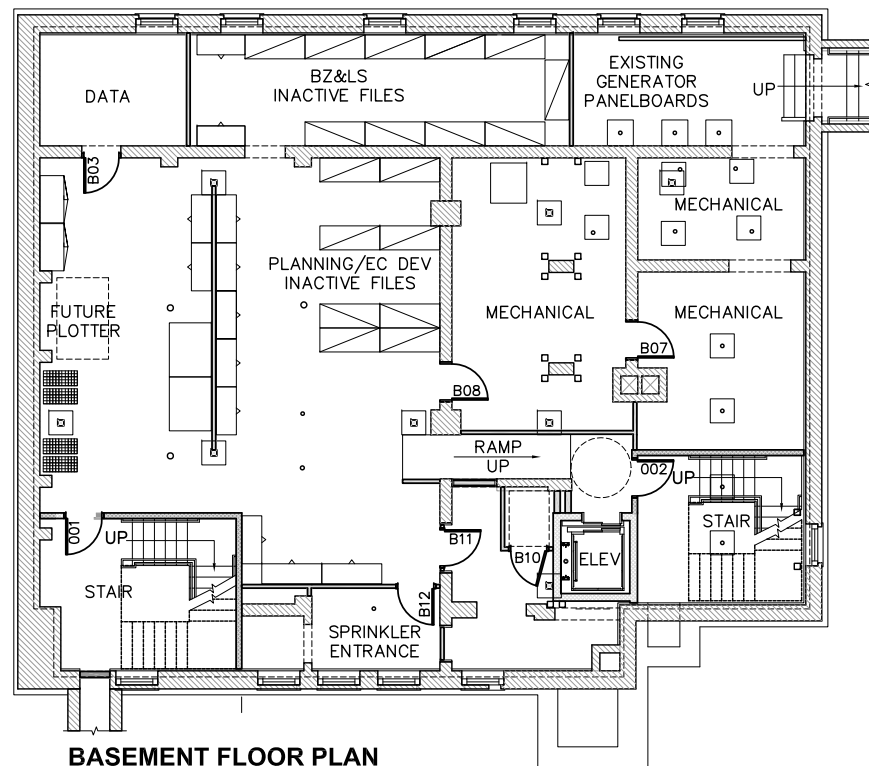
- Basement
 - Eliminated walls which separated functions, but functions remain
 - Added data room per City's request
- First Floor
 - Offices on north side of floor remain the same
 - BZ&Ls Inspector location on south side of the floor remains the same, but added Quiet Room per their request
 - Admin and file/copy location in center of floor remains the same but slightly reconfigured to facilitate collaboration and with the addition of the unisex restroom for public use
 - Public terminals were moved from west wall in planning's waiting area to central location
 - Drinking fountains moved from second floor to first floor for easier access for more people
- Second Floor

- Offices on north side of floor remain the same except for the orientation of the manager's office
- The collaboration/intern area in the north east corner of the floor has been further developed
- Restrooms remain on south side of floor but have been reconfigured to include a custodial closet (on first floor in concept plans) and to have improved non-sight lines into restrooms
- Conference rooms and economic development's admin have been mirrored so that the admin is closer to the manager. Conference rooms have been combined to provide flexibility in size and use

If you have any questions or need further clarification, please let me know.

Thanks,

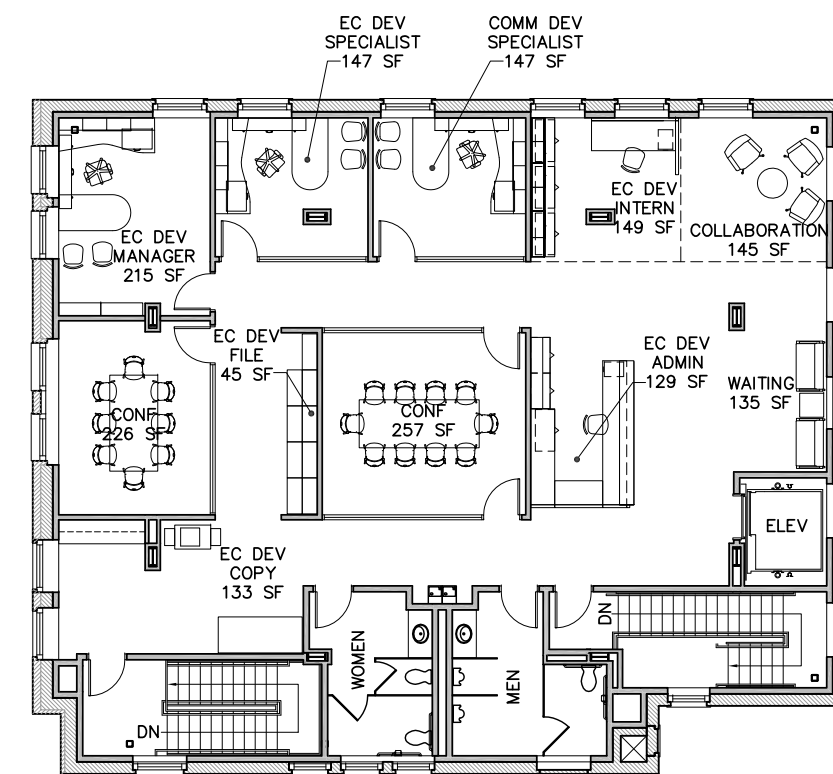
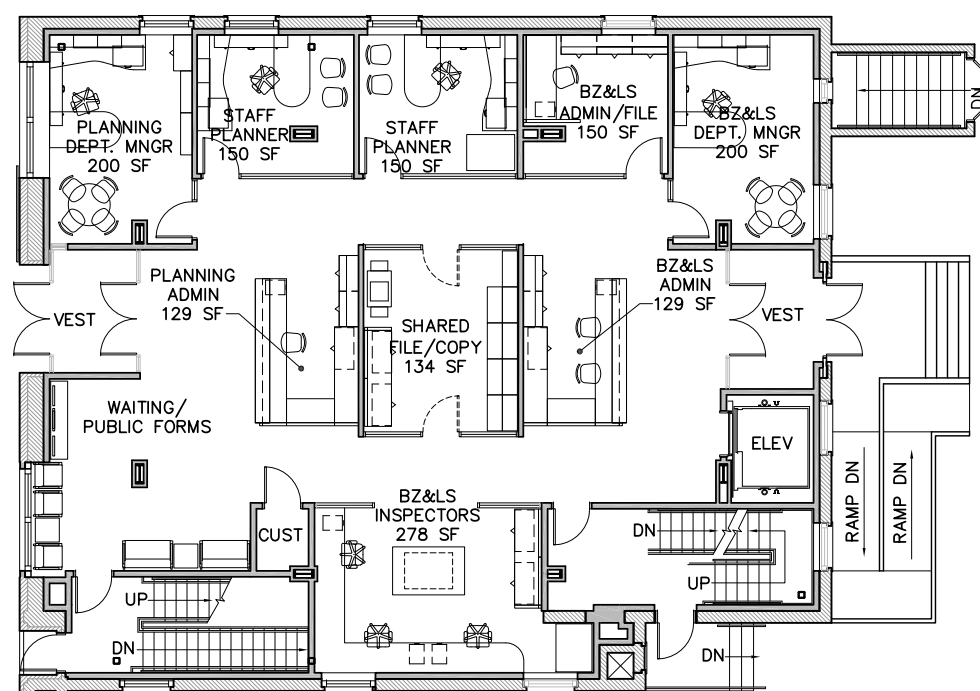
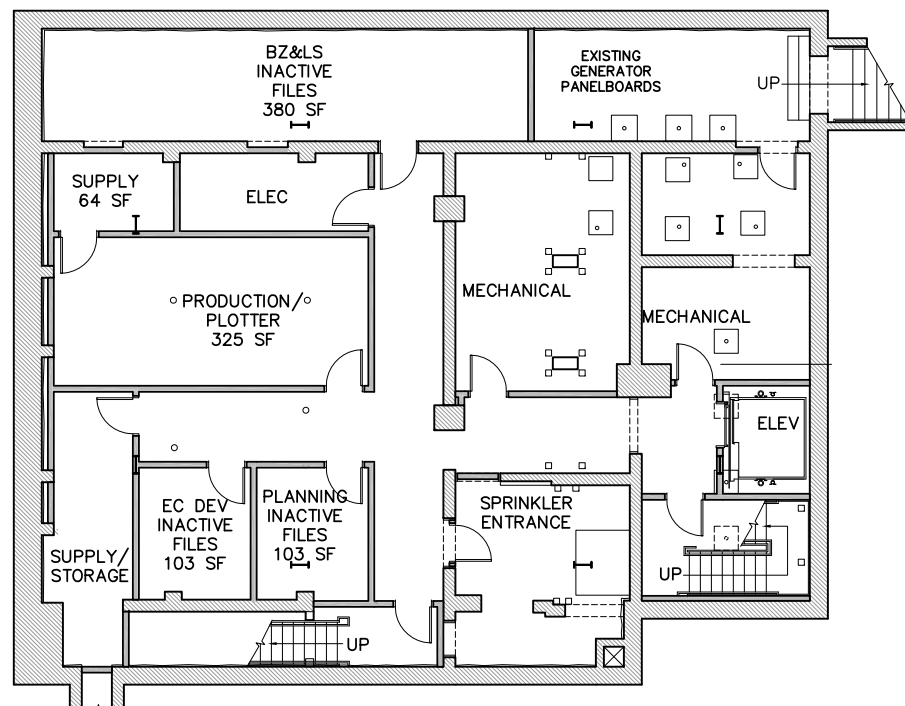
Peter MacGovern
Oak Point Associates



BASEMENT FLOOR PLAN
CURRENT FLOOR PLANS (NOVEMBER 23, 2015)

FIRST FLOOR PLAN

SECOND FLOOR PLAN



BASEMENT FLOOR PLAN
STUDY CONCEPT FLOOR PLANS (JUNE 09, 2015)

FIRST FLOOR PLAN

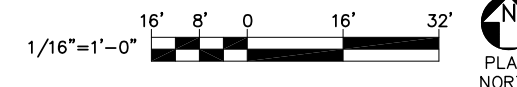
SECOND FLOOR PLAN

CURRENT FLOOR PLANS (TOP) VERSUS STUDY CONCEPT PLANS (BOTTOM)

City of Rochester - City Hall Annex Alterations and Renovations
 Rochester, NH

DECEMBER 02, 2015

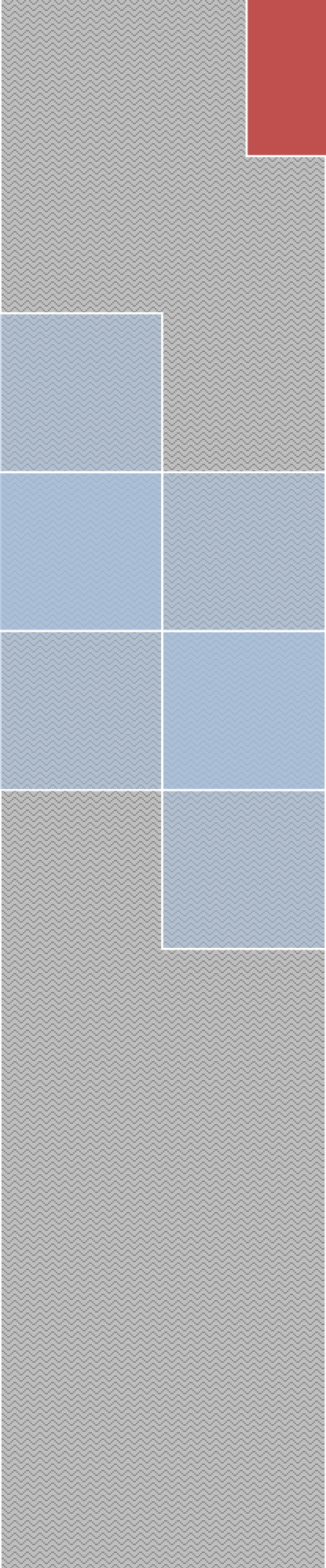
02 Dec, 2015 - 10:49am
 C:\Dfile\21504.24-FLOORPLANS.dwg



ARCHITECTURE ■ ENGINEERING ■ PLANNING

November Department Reports

- Assessing P.21
- City Clerk's Office P.23
- Department of Building, Zoning, and Licensing Services P.25
- Economic Development Department P.31
- Finance Department P.51
- Fire Department P.79
- Library P.97
- Planning Department P.99
- Police Department P.101
- Public Works Department P.105
- Recreation and Arena P.109
- Tax Collector P.111
- Welfare P.113



This page has
been
intentionally left
blank.





City of Rochester, New Hampshire

Assessor's Office

19 Wakefield Street

Rochester, New Hampshire 03867-1915

(603) 332-5109

Email: assessor@rochester.net

Web Site: www.rochesternh.net

December 8, 2015

To: City Manager/Council


From: Rick Vincent, Assessing

Subject: November Council Report

Revenue Received/Collection Warrants issued:

Timber Tax	\$284.81
Property Record Cards, Maps & Copies	\$28.00

- During November, The MS-1 Report was mailed to the State of New Hampshire, Department of Revenue, for tax rate setting.
- The field staff completed cyclical review work in the Sampson Road and Hussey Hill road neighborhoods. The field staff is now verifying building permit work.
- The entire Assessing staff attended the New Hampshire Municipal Association's annual conference in Manchester.
- Verna Sharpe attended the Northeast Arc User's conference in Burlington, Vermont.
- Rick Vincent was approved by Governor Hassan and the Governor's Executive Council to serve on the Assessing Standards Board for a two-year period.



This page has
been
intentionally left
blank.





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

Clerk of the Council
 Elections
 Vital Records
 Dog Licensing
 Notary Public Services

City Clerk's Report 2015

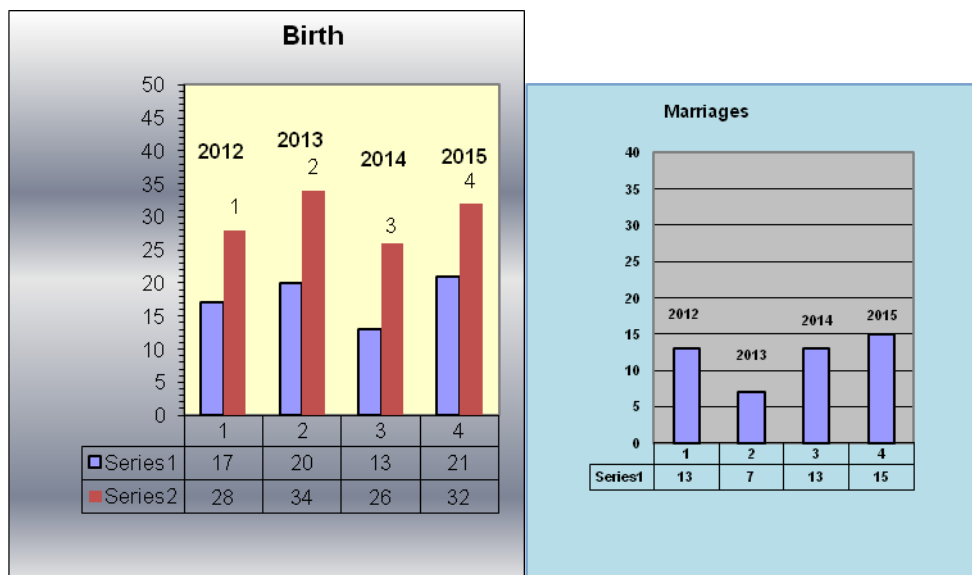
December 15, 2015

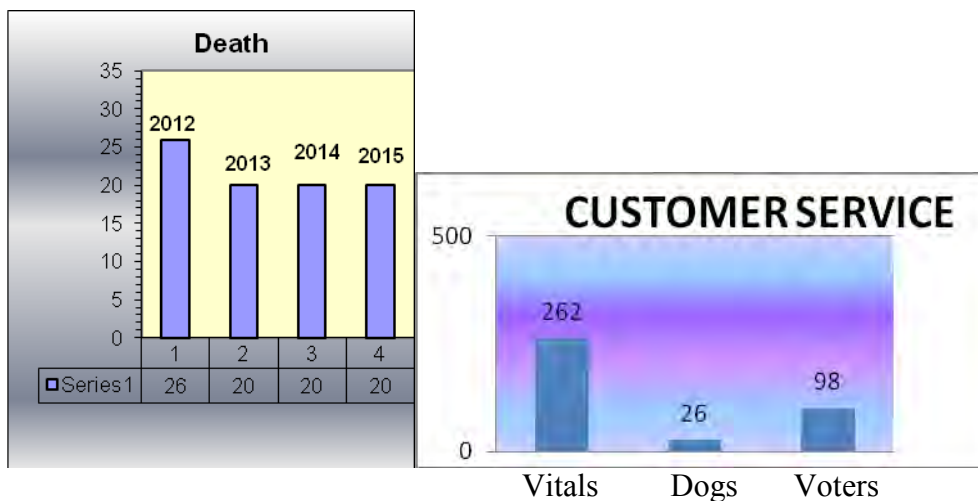
Vital Statistics

The City Clerk's staff issued 172 initial copies of vital records, 86 subsequent copies of vital records, and 15 marriage licenses in November. The New Hampshire Division of Vital Records Administration generated the following report of statistics for the City of Rochester: there were 32 babies born in Rochester during the month of November, 21 of which were of Rochester residents; a total of 20 resident deaths occurred in Rochester during the month of November.

Revenue – Vital Records/Marriage Licenses

	State	City
Initial/Subsequent copies	\$1,806	\$1,634
Marriage Licenses	<u>\$ 645</u>	<u>\$ 105</u>
	\$2,451	\$1,739





Dog Licensing

The City Clerk's office licensed 26 dogs during the month of November.

Elections

Voter registration summary by party as of November 30, 2015:

	<u>Democrats</u>	<u>Republicans</u>	<u>Undeclared</u>	<u>Total</u>
<u>Ward 1</u>	906	954	1,280	3,140
<u>Ward 2</u>	867	987	1,353	3,207
<u>Ward 3</u>	877	1,001	1,276	3,154
<u>Ward 4</u>	776	741	1,335	2,852
<u>Ward 5</u>	766	875	1,373	3,014
<u>Ward 6</u>	846	674	1,211	2,731
<u>Total</u>	5,038	5,232	7,828	18,098

Respectfully submitted,

Marcia H. Roddy

Marcia H. Roddy
Deputy City Clerk

End of Month Council Report

To the Honorable Mayor and City Council of the City of Rochester, the following is a summary of the revenue collected and the activities performed by the Department of Building, Zoning and Licensing Services for the month of November 2015 with fiscal Year to Date

Department Revenue

	Current Month		Year to Date		Projected Revenue
Food Establishments	\$	365.00	\$	10,980.00	\$ 29,000.00
Taxi Service Permits	\$	270.00	\$	490.00	\$ 700.00
Amusement License	\$	900.00	\$	1,460.00	\$ 4,000.00
Building Permits	\$	17,379.00	\$	280,849.25	\$ 279,000.00
Hawkers & Peddlers	\$	25.00	\$	25.00	\$ 500.00
Postage	\$	23.64	\$	196.91	\$ 1,000.00
Second Hand Dealer	\$	0.00	\$	100.00	\$ 1,000.00
Pawnbroker License	\$	0.00	\$	50.00	\$ 150.00
Junk Yard & MVJY	\$	0.00	\$	0.00	\$ 175.00
Zoning Applications	\$	175.00	\$	1,400.00	\$ 7,500.00
Misc. Permits and Fees	\$	0.00	\$	10.00	\$ 100.00
GROSS REVENUE	\$	19,137.64	\$	295,397.86	\$ 323,125.00
Fees Refunded	\$	163.00	\$	2,266.00	
Fees Waived – Veteran	\$	501.00	\$	1,643.00	
Fees Waived - Municipal	\$	0.00	\$	100.00	
Total	\$	664.00	\$	4,009.00	
NET REVENUE	\$	18,473.64	\$	291,388.86	

Department Activities

12/10/15

Permits :		Licenses :		Actions:	
Foundation Only	1	Second Hand Dealer	0	Building Final	27
Building Permit	41	Junk Dealer	0	Demo	0
Demolition Permit	4	Motor Vehicle Junk Yard	0	Electric Final	35
Sign Permit	2	Pawn Broker	0	Electric Rough	10
Plumbing Permit	12	Taxi - Owner	0	Electrical Underground	3
Electrical Permit	19	Taxi - Driver	7	Foundation	6
Mechanical Permit	31	Taxi - Vehicle	0	Framing	17
Pool Permit	0	Health	0	Gas Line	25
Fire Alarm/Sprinkler	1	Mechanical Devices	0	Health Inspection	19
Violation	3	Day Care	0	Insulation	4
		Temporary Food	5	Mechanical Final	22
		Video Games	0	Mechanical Rough	7
		Movie Theater	0	Perm Service	1
		Pool Table	0	Plumbing Final	25
		Hawkers & Peddlers	1	Plumbing Rough	3
		Mobile Home Parks	0	Plumbing Underground	5
		Food Establishments	2	Pool Bonding	1
				Pool Final	0
				Re-Bar	2
				Service & Service Upgrade	11
				Sheetrock	1
				Slab	0
				Temp Service	0
				Walk Through	1
				Other	2

Building Permit Detail

12/10/15

New Permits	Month: November 2015		Fiscal Year to Date	
	Permits Issued	Estimated Construction Value	Permits Issued	Estimated Construction Value
Sign	3	\$ 23,920	16	\$ 128,840
Plumbing	18	\$ 100,625	127	\$ 1,308,842
Electrical	61	\$ 159,422	234	\$ 2,677,872
Mechanical	69	\$ 484,559	281	\$ 2,910,599
Fire				
Alarm	1	\$ 2,400	7	\$ 52,390
Protection	3	\$ 4,500	22	\$ 170,600
Foundation Only	0	\$ 0.00	2	\$ 350,000
Building Permit				
Multi-category	0	\$ 0.00	0	\$ 0.00
New Home	9	\$ 814,000	27	\$ 2,697,765
Addition Non Res	0	\$ 0.00	1	\$ 165,874
Alteration Non Res	2	\$ 90,800	16	\$ 1,500,165
Repair / Replace Non Res	2	\$ 17,620	6	\$ 247,470
Footing	6	\$ 0.00	25	\$ 297,500
Pool	0	\$ 0.00	1	\$ 1,350
Garage	3	\$ 43,550	8	\$ 198,171
Other	10	\$ 33,304	63	\$ 364,997
Demo	0	\$ 0.00	0	\$ 0.00
Shed	8	\$ 19,472	42	\$ 110,721
Addition Res	1	\$ 5,200	18	\$ 327,480
Alteration Res	7	\$ 73,550	29	\$ 224,406
Repair / Replace Res	20	\$ 157,048	112	\$ 795,983
Condo	0	\$ 0.00	0	\$ 0.00
Apartment	0	\$ 0.00	2	\$ 2,206,200
Manufactured Home	1	\$ 29,000	34	\$ 1,623,004
Building Non Res	1	\$ 412,000	6	\$ 11,863,515
Total New Permit	225	\$ 2,470,970	1080	\$ 30,223,744
Permit Renewals	4	\$ 21,200	15	\$ 105,610
Demolition	4	\$ 6,500	21	\$ 89,600
Total Permits Issued	233	\$ 2,443,270	1116	\$ 30,028,534

Respectfully Submitted,



James Grant

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

CODE VIOLATION TYPE & OCCURRENCES**Month of: November 2015****Code Compliance Deficiencies**

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

RUBBISH & GARBAGE:

- Six recent complaints in Ward 4
 - Six recent complaints in Ward 6
- All were resolved and closed

INTERIOR VIOLATIONS:

- One recent in Ward 2
- Both were resolved and closed
- Two recent in Ward 4
- Three were resolved and closed and one remains open
And pending
- One in Ward 5
- Resolved and closed
- Three in Ward 6
- All were resolved and closed

EXTERIOR VIOLATIONS:

- Two recent in Ward three
- Both were resolved and closed
- Two recent in Ward 6
- Both remain open and pending

VEHICLE VIOLATIONS:

- Five recent in Ward 1
- All five are located at the same address and the property owner has received a notice of violation as well as a court complaint for failing to comply
- One recent in Ward 3
- Resolved and closed

- Seven in Ward 4
All of these vehicles are at the same address and are either unregistered or for sale. A notice of violation will be served on the property owner
- One recent in Ward 5
Resolved and closed
- One recent in Ward 6
Resolved and closed

SIGNS:

- One recent in Ward 1
 - Four recent in Ward 2
 - Eight recent in Ward 5
 - Four recent in Ward 6
- Six of the above signs retrieved were political signs and the rest were either snipe signs or realtor off site signs

SITE PLAN/ZONING VIOLATIONS:

- One recent in Ward 2
 - Two recent in Ward 4
 - One recent in Ward 5
 - Two recent in Ward 6
- Some of the above violations involve failing to meet set backs or maybe activities not permitted with a given zone period

PERMITS:

- Two recent in Ward 2
 - One recent in Ward 3
 - Two recent in Ward 4
 - One recent in Ward 6
- All of the above directed to the Build and Zoning Department to apply for the needed Permits

MHP inspections have been started this month as well and are near completion

Written statements were obtained from neighbors of 13 Magic Ave in preparation for an upcoming hearing with Mr. Blaisdell.

There were two court mediations where agreements were made between parties and fines suspended provided the violation is corrected by a given date. For example Next Level Church agreed to a \$10,000 dollar fine which has been suspended provided no more snipe signs are placed on City Property.



12/10/15

City of Rochester, New Hampshire
Department of Building, Zoning and Licensing Services
31 Wakefield Street * Rochester, NH 03867
(603) 332-3508 * Fax (603) 509-1912

November 23, 2015

APPLICATIONS REVIEWED BY THE ZONING BOARD

2015-25 - Application by David & Terri Turgeon for a Variance to allow the setback for a shed to be at three (3) feet to the back and side lot lines than the allowed ten (10) feet. This request is according to the City's Zoning Ordinance, Article 42. Table 19-A.

Location: 54 Harding St. Map 128 Lot 163, Residential One Zone

The variance was APPROVED as presented for the following reasons:

The variance will not be contrary to the public interest because: It will not increase congestion in the streets. The spirit of the ordinance is observed because: It will not reduce safety from fires, panic and other dangers. If granted, the benefit to this individual applicant outweighs any harm to the community as a whole. The value of surrounding properties will not be diminished because: It will not generate levels of noise, light, activity or traffic that are significantly different from that which currently exists. The motion passed unanimously by the five voting members.

Economic & Community Development Management Report

November 30

2015

The City of Rochester is the fastest-growing city in the Seacoast of New Hampshire! As a regional commercial center, our dynamic and expanding business climate is attributed to the proud industrial history of the area and the growing aerospace and advanced composites manufacturing sectors. THINK ROCHESTER – We're good for business!

City of
Rochester,
New
Hampshire



Karen Pollard, Economic Development Manager
Jenn Marsh, Economic Development Specialist

Business Attraction

Promoting the City of Rochester

Manager Pollard represented the City of Rochester at Granite State College, NH Business Finance Authority Tax Credits forum, and a national advertising firm, Business Facilities Magazine lunch.

Manager Pollard met with a property owner regarding hospitality sites, and also was a featured leader at the NH Conference for Women for a discussion on entrepreneurship.

Rochester Fair Grounds

Manager Pollard and Specialist Marsh met with the principals of Fest Events (www.festeventsne.com) to discuss the Rochester Fair Grounds past season and the plans for the future. Additionally, Specialist Marsh met with Chairman Norm Vetter.

Rochester Economic Development Commission

The Commission met to set the course for 2016 forward. Strategic planning goals are attached.

Branding Campaign

The Committee met and decided to wait on initiatives until the new Mayor-elect, Caroline McCarley, assumes office.

Development Agreement – Phase II Draft

Waterstone Retail, Inc.

Manager Pollard and the City of Rochester legal department drafted the Development Agreement for Phase II of the Waterstone Development, which includes an additional 195,000 square feet of shopping and entertainment. Combined with Phase I at 310,000 square feet, this state of the art commercial district represents over 500,000 square feet of a top of the line retail, entertainment and dining experiences. The RIDGE Marketplace is designed be a regional attraction for shopping, dining and community gathering spaces.

Job Creation & Retention Strategy

JOB Loan Program

Manager Pollard and Specialist Marsh facilitated the JOB Loan process for Seacoast Gymnastics, with a follow up review scheduled for December.



Economic Development Executive Secretary

Communication Strategies for Local, Regional, National & International Audience

PR & Communications

Press release drafted for the HUD recognition of Community Development's annual report, CAPER, and the compliance with the goals of the program. Designed several different ads in national trade magazines to appeal to site selectors and elevate our social media presence.

Staff Development

Secretary Aubin attended an Advanced Excel training class in Portland, ME.

Project Management

Website: www.THINKROCHESTER.biz

Of the seven proposals from firms across the country, staff evaluated all projects according to a scorecard and one project design is under close review. Secretary Aubin requested the firm to present their proposal via web conferencing. This presentation is scheduled for early December. Project is projected to be completed late spring 2016.

Special Events



Seacoast Start-Up 2015 drew an audience of close to 100 people to watch PickUpPatrol, founded by high school students: Tony Edvalson and Brian Apple, along with CEO Maria Edvalson (yes, Tony's mom) win the grand prize, along with the People's Choice!



Sponsors include Bank of New Hampshire, Albany International, Liberty Mutual, Smart ATI, Lydall Performance Materials, Great Bay Community College and Anagnost Companies. All event costs, including cash \$10,000 cash prize and event refreshments are generously underwritten by the sponsors.

Presented by Rochester EDC, five finalists emerge to compete for a prize package valued at over \$40,000! Prize details are attached.



Community Development Coordinator Report
Prepared and submitted by the Community Development Coordinator
Continuing Projects
November 2015

- ***Continuing Projects***

- Public Library HVAC System: Bid has been awarded to Moose Harte's Heating and Air Conditioning. Work has not yet started.
- Spaulding High School Elevator Project: This project is scheduled to go out to bid in December 2015, and the project is scheduled to occur during the February 2016 or April 2016 school vacation.
- Bicycle Racks: The Community Development Coordinator started the environmental review for this project.
- Public Service Agencies: The New Hampshire Legal Assistance fair housing training scheduled for November 17th was cancelled due to lack of RSVPs. The Community Development Coordinator has discussed with NHLA staff, and NHLA staff plan to do outreach to Rochester area social service providers to provide fair housing information to these providers' low-income clients.

- ***Future Projects***

- At the most recent Ward 6 meeting, Officer Michael Miehle proposed that a skateboard park be built on Wallace Street. Wallace Street is located in a census tract classified by the U.S. Department of Housing and Urban Development as 51%+ low-income.
- At a recent public service agencies meeting, Community Action Partnership of Strafford County staff proposed way-finding in the Rochester Community Center.

- ***CDBG Program***

- FY 2016-2017 Annual Action Plan: The Community Development Coordinator has started the process of researching and drafting the FY 2016-2017 Annual Action Plan. The Community Development Coordinator has been attending the Ward R.U.N. meetings as they are scheduled, as well as a special meeting organized for Rochester Housing Authority residents. The Community Development Coordinator has also started consultations with relevant City staff and public service agencies. The first public hearing for the FY 2016-2017 Annual Action Plan is tentatively scheduled for Tuesday, December 15th.
- FY 2016-2017 CDBG Grant Applications: The CDBG grant application for the FY 2016-2017 funding cycle was posted to the City website on November 10th, and the official newspaper notice of funding availability was published November 11th. Electronic copies of the application were also sent via email to last year's grant recipients, this year's grant recipients, those who have requested a copy of the application, various City departments, and other organizations that the Community Development Coordinator has identified as potentially eligible. The application deadline is Friday, January 8, 2016.



- Analysis of Fair Housing: The Community Development Coordinator has started the process of researching and drafting the Analysis of Fair Housing. The Community Development Coordinator has been attending the Ward R.U.N. meetings as they are scheduled, as well as a special meeting organized for Rochester Housing Authority residents. The Community Development Coordinator has also started consultations with relevant City staff and public service agencies. The first public hearing for the Analysis of Fair Housing is tentatively scheduled for Tuesday, December 15th.
- Section 3 Annual Report: The online Section 3 reporting system is now working. The system shows that the Section 3 Annual Report for FY 2014-2015 has been received and processed.
- Homelessness Summit: The Community Development Coordinator attended the day-long New Hampshire Conference on Homelessness earlier this month. The Community Development Coordinator returned with informational handouts and brochures and distributed to relevant City staff and non-profit partners.
- Other: The Community Development Coordinator also attended the Balance of State Continuum of Care meeting on November 10th.
- **Other Items**
 - Bridging the Gaps: The Community Development Coordinator is working with the Bridging the Gaps Coordinator to revise the FY 2016-2017 budget for submission and approval.
 - Other Grant Activity: The Community Development Coordinator has researched and discussed grant opportunities with Planning Department staff for funding historic restoration work to the City Hall Annex. The Community Development Coordinator also drafted and submitted a N.H. Homeland Security and Emergency Management application on behalf of the City's Department of Public Works for wastewater facility upgrades.
 - Courage Wall Proposal: The Courage Wall proposal (attached) has been revised, as the original proposed location will become unavailable after Community Center renovations. The new location will be the current location of the Recreation Department's logo. The Recreation Department has approved installation of the Courage Wall at this location after the Recreation Department has moved its offices. Final approval of the Courage Wall from the Department of Public Works is pending. The Community Development Coordinator has also researched funding opportunities for the Courage Wall and forwarded this information to Courage Wall organizer Ms. Jessie Meserve.
- **Report Attachments**
 - Courage Wall Proposal (Revised)



Proposal for the Installation of a “Courage Wall” at the Rochester Community Center

Overview

The Courage Wall is a community art project intended to inspire courage and foster positive neighborhood relations. The original Courage Wall, located on the 2200 block of Mount Vernon Avenue in Alexandria, Virginia, is an 8 feet x 20 feet chalkboard. Participants are encouraged to complete the phrase “I wish I had the courage to _____.” The Courage Wall is a project of the organization We Live Big.

This is a time of great challenges for the City of Rochester. The rise in heroin use, in particular, has had serious negative impacts on the community. The Courage Wall will help to promote positive attitudes and positive actions in Rochester.

Proposal

This project, if approved, will install a chalkboard inside the Rochester Community Center in a mutually agreed-upon location. The chalkboard will measure approximately 6 feet x 9 feet. The chalkboard will be installed by volunteers, but all relevant safety precautions will be taken to ensure the installation is secure and the mounting technique will be submitted to the Buildings and Grounds Supervisor for review and approval before mounting. The chalkboard will have the phrase “I wish I had the courage to _____” included on it, and the general public will be encouraged to complete the phrase with their own thoughts. Chalkboard chalk will be provided beside or below the chalkboard, and the chalk will be attached to the chalkboard with shear-resistant twine or cording to prevent removal of the chalk from the area.

The Community Center has been proposed as the location for installation of the Courage Wall due its high traffic and the existing presence of security cameras to deter potential vandalism. A sign also will be posted that provides notification that the area is monitored by security cameras. Daily checks and maintenance of the chalkboard, including the removal of any vandalism, will be performed by volunteers. Volunteer contact information will be provided on or immediately beside the chalkboard so that any issues with the chalkboard can be addressed immediately.

Costs

Fundraising and partnership with interested non-profit organizations are planned to cover the costs of chalkboard supplies and any necessary equipment. Volunteers will install, monitor, and maintain the chalkboard. There will be no cost to the City of Rochester.

Questions and Concerns

Questions and concerns about this proposal can be sent to Jessica Meserve at jessiemi1287@gmail.com. Thank you.



Proposal Attachments

Potential Location for Courage Wall Installation



Rochester Recreation and Arena will be relocating within the next few months, and its offices will no longer be at this location. The department logo will be painted over at that time, leaving this wall space open for other uses.

The Courage Wall will not be installed in this location until after Rochester Recreation and Arena has completed vacated its current offices.

I WISH I HAD THE COURAGE TO...

THE COURAGE TO Skip work
 THE COURAGE TO Tell my bf I love him
 THE COURAGE TO Live in the present
 THE COURAGE TO Skip the gym
 THE COURAGE TO Tell my mom I love her
 THE COURAGE TO Skip the shower
 THE COURAGE TO Tell my dad I love him
 THE COURAGE TO Skip the car wash
 THE COURAGE TO Tell my friend I love them
 THE COURAGE TO Skip the laundry
 THE COURAGE TO Tell my pet I love them
 THE COURAGE TO Skip the dishes
 THE COURAGE TO Tell my neighbor I love them
 THE COURAGE TO Skip the trash
 THE COURAGE TO Tell my teacher I love them
 THE COURAGE TO Skip the homework
 THE COURAGE TO Tell my principal I love them
 THE COURAGE TO Skip the school
 THE COURAGE TO Tell my country I love them
 THE COURAGE TO Skip the world
 THE COURAGE TO Tell my life I love it

#WELIVEBIG



THINK ROCHESTER NEW HAMPSHIRE

ECONOMIC
DEVELOPMENT





THINK ROCHESTER

NEW HAMPSHIRE ECONOMIC DEVELOPMENT

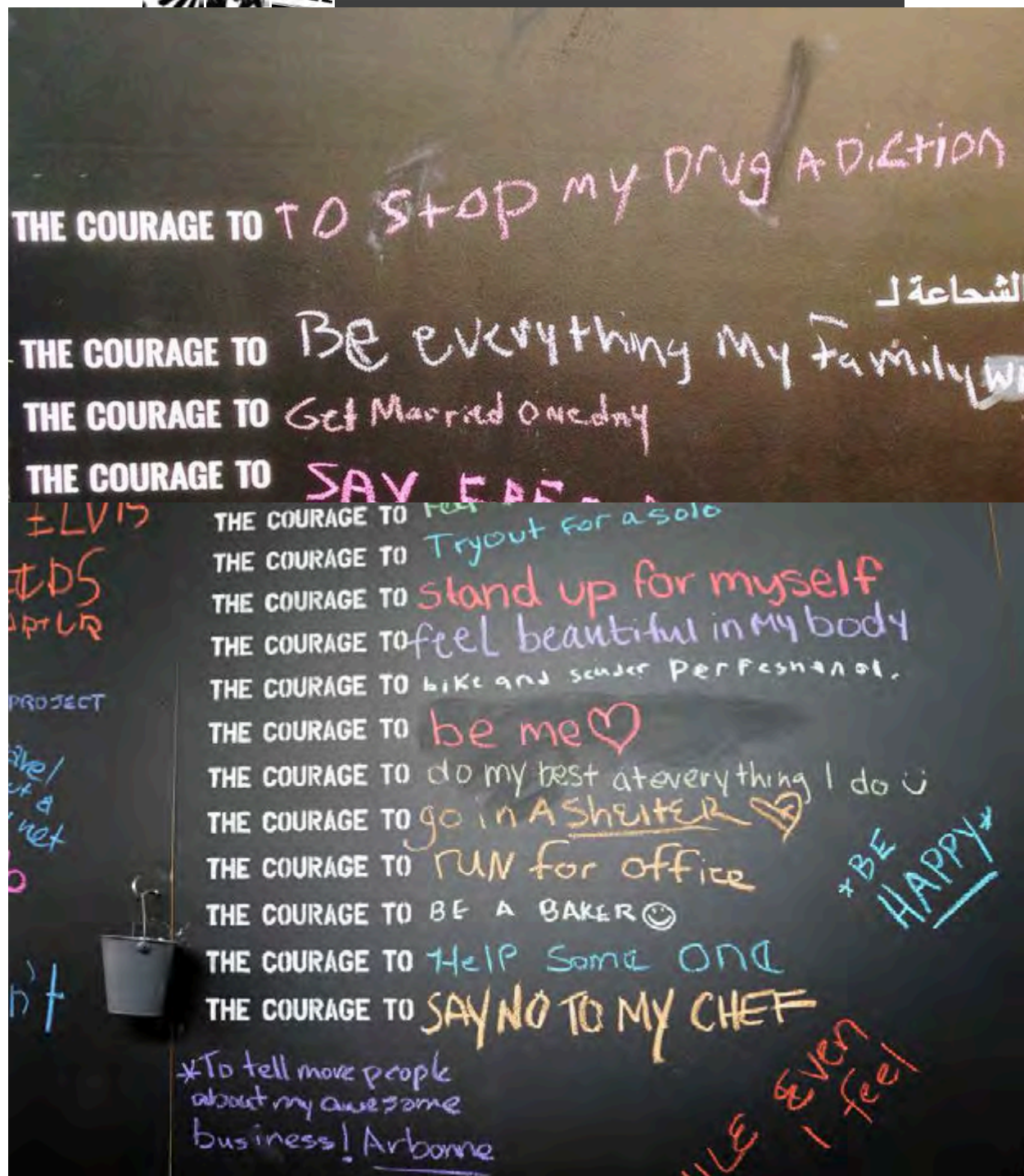
2212 Mt Vernon Ave - Go x Yelp | Search Businesses x
 h,85.23t/data=!3m6!1e1!3m4!1su00IvFp_TkCQyAa8A5RK6w!2e0!7i13312!8i6656







THINK ROCHESTER NEW HAMPSHIRE ECONOMIC DEVELOPMENT



**Rochester Economic Development Commission
Strategic Action Plan 2016**

Priority Rank	Actions	Leadership	Description	Status	Date
1	Zoning Recommendations	REDC, ED Staff, Planning, BZLS	Revisit Zoning Package, particularly Downtown and Corridors - No. Main & Wakefield St., Review ZBA decisions		
2	Marketing or Image Consultant	Mayor, REDC, ED Staff, CM	Improve image of Downtown neighborhoods and Rochester Schools. Work with Mayor on image program. Participate in Rochester Listens Group.	Jenn is doing Rochester Listens with City Manager. Mayor will develop recommendations.	
3	Master Plan for Rochester Fairgrounds	Fair Association, REDC, RMS, CDBG	Apply for CDBG Funding for feasibility study. Staff work with Fest Events on expanding entertainment options, including part of a regional circuit.	Meet with Fair Board again in Jan/Feb timeframe.	
3A	Support the Opera House Board of Directors	REDC	Work with the Opera House Producing Director on a potential alliance with Meadowbrook (similar to Capital Center for the Arts).	Jonathan will contact Meadowbrook and the Opera House	
4	Reposition Underperforming Properties	REDC, ED Staff	Leverage funds to encourage relocations or rehabilitations, 79e, HDC, NH Econ Revitalization Zones	Karen will follow up with Mike (RMS) on HDC & NHERZ	Done 11/24/2015
5	Educational Task Force	REDC, Mayor, School Board, Chamber, Tech Center	Promote training and educational opportunities to small businesses. Encourage internships, job shadowing, business participation on advisory boards.	Ongoing through the Seacoast Mftg Exchange, Jenn on Tech Ctr Advisory Board, Karen on GBCC Board	
6	Invest in neighborhoods	REDC, DPW, Mayor & CC, Planning, CDBG, RFD, RPD	Focus on physical improvements in Downtown neighborhoods, water, sewer, sidewalks, drainage. Community policing and safety. Collaborative public safety campaigns.	79e encourages Downtown housing improvements. Should we invest in a Plan NH Charette?	
7	Business Retention Ambassadors	REDC, Mayor, ED staff	Staff schedules regular visits to existing businesses, bring an REDC member or the Mayor as available.	Ongoing	
8	Maximize the Impact of Skyhaven Airport	SAOC, REDC, ED Staff, Mayor & CC, CM	Consult with PDA regarding current and future plans	Contact Dave Mullen & SAOC for a future REDC meeting	
9	Spaulding Turnpike Expansion and Exit 10	REDC, Mayor & CC, ED Staff, Planning, DPW	Advocate and lobby NHDOT for planning update and timely improvements. Meet with NHDOT to review of Turnpike improvements.	Invite new Commissioner to REDC meeting	
10	Tax Base Analysis	Finance Department, CM, Mayor & CC	determine and maximize the fiscal benefits of public and private tax base investments and stabilize the property tax rate.	Now that the revaluation has occurred, this should be done	



2015 Prize Package Includes:

\$10,000 Cash



\$1,500 Consultation, Eric Tolbert Kilchenstein, Esq.

140 Washington St. 2nd Floor, P.O. Box 977

Dover, New Hampshire 03821-0977

Tel: (603) 749-5000 | Fax: (603) 749-1838

Email: ekilchenstein@shaheengordon.com

Website: www.shaheengordon.com



\$300 Annual Membership, Laura Ring, President

18 South Main Street, Rochester, NH 03867

Tel: (603) 332-5080

Email: LRing@rochesternh.org

Website: www.rochesternh.org/



\$2,500 Consultation, Evan Stowell

645 South Main Street, Wolfeboro, NH 03894

Tel: (603) 659-1953

Email: estowell@lmpa.com

Website: www.lmpa.com/



\$5,000 Rent for a year, Steve Dumont, CEO

750 Exeter Road, Hampton, NH 03842

Tel: (603) 926-9029

Email: steve@dumontpropertygroup.com

Website: www.dumontpropertygroup.com/



\$25,000 JOB Loan*, Jenn Marsh, Economic Development Specialist

Rochester Community Center, Office of Economic Development

150 Wakefield Street, Suite 203 First Floor, Rochester, NH 03867

Tel: (603) 335-7522

Email: Jennifer.Marsh@rochesternh.net

Website: www.THINKROCHESTER.biz

*JOB Loan eligibility includes application approval & business to be located in Rochester, NH; other criteria may apply.

THINKROCHESTER NEW HAMPSHIRE

12/10/15

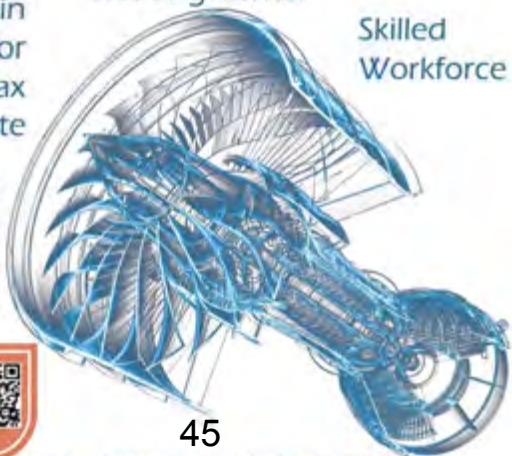
We're good for business!

Advanced Composites
Training Center

7th in
US for
Tax
Climate

Skilled
Workforce

1st in
US for
Quality
of Life



45

www.THINKROCHESTER.biz



U.S. Department of Housing and Urban Development

MASSACHUSETTS STATE OFFICE, NEW ENGLAND AREA
Office of Community Planning and Development
Thomas P. O'Neill, Jr. Federal Building
10 Causeway Street - Fifth Floor
Boston, Massachusetts 02222-1092

Julian L. Long, J.D., Community Development Coordinator/Grants Manager
Office of Economic and Community Development
City of Rochester
150 Wakefield Street
Rochester, NH 03867

NOV 12 2015

Dear Mr. Long:

SUBJECT: Results of On-site Monitoring, Community Development Block Grant
Grant #: B-13-MC-33-0004

We have reviewed the City of Rochester's response to our June 22, 2015 monitoring report. The following details the results of our review.

Finding 1: Inadequate documentation of National Objective compliance for Low- and Moderate-Income Area Benefit (LMA) activities

We find the City's response to the required corrective action acceptable. The City has developed policies and procedures for documentation of service area determinations, including the revised CDBG application and sample service area determination. This finding has been closed.

Finding 2: Misclassification of the NH Small Business Development Center activity

This finding was previously closed.

Finding 3: Lack of a written agreement between the City and the business regarding their commitment to create low- and moderate-income jobs

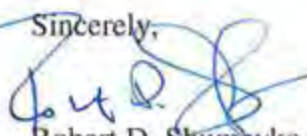
This finding has been closed based on a review of the City's response to the required corrective action, including new procedures for the economic development loan program, a revised Job Creation Agreement and a revised JOB Loan Document and Processing Checklist.

Finding 4: Misclassification of activities when completing the environmental review record for the LHR Sporting Arms LLC, Thompson Investment and the Publik House/Ruby Room economic development activities

Based a review of the information submitted by the City, this finding will remain open pending completion of a Part 58 environmental training by the City's appointed Environmental Review preparer and/or the Certifying Officer.

If you have any questions regarding this letter, please do not hesitate to contact Amy Yuhasz, CPD Representative, at 617-994-8504 or amy.e.yuhasz@hud.gov.

Sincerely,



Robert D. Shumeyko
Director

HUD MONITORING REPORT CITY OF ROCHESTER CDBG PROGRAM

Finding 1: Inadequate Documentation of National Objective Compliance for Low- and Moderate-Income Area Benefit (LMA) Activities

Cause: Lack of management oversight of required file documentation and internal controls.

Effect: Absent proper internal controls, the Grantee is unable to ensure that a national objective is met.

Criteria: Area benefit activities are defined at 24 CFR 208(a)(1) as serving a primarily residential area where at least 51% of residents are low and moderate income persons. The regulations at §570.506(b)(2) require that CDBG recipients maintain records that include the boundaries of the service area for each activity determined to benefit low and moderate income persons based on the area served by the activity and the population's income characteristics.

Condition: The following LMA project files were reviewed: Code Enforcement-NSP (IDIS activity #512), Community Center Gym Heater (IDIS activity #518) and Historical Society Building Improvements (IDIS activity #519). We found that the City's process for documenting compliance with the low- and moderate-income area benefit national objective was absent in the file documentation reviewed for each activity. Files did not include service area boundaries or a written determination of how the service area was defined. Although location of the projects, verified by site visits, were located in low-moderate income block groups, the supportive documentation describing the boundaries and how the service area was defined for these projects was not completed.

Required Corrective Action: The City must develop recordkeeping procedures in accordance with the detailed instructions and guidance related to documentation of service area determinations found in the *Community Development Block Grant Guide for National Objectives and Eligible Activities for Entitlement Communities, Appendix D: Determining Service Areas* and at:

<http://www.hud.gov/offices/cpd/communitydevelopment/library/deskguid.cfm>.

At a minimum, the City's project files must contain a description of the project area including census tract information, a map of the boundaries of the LMA specific to the activity, whether the area is primarily residential, and text that describes how the LMA determination was made. Please provide HUD with a copy of the draft procedure for review and approval.

Finding 2: Misclassification of NH Small Business Development Center Activity

Cause: Lack of administrative oversight and staff training.

Effect: The activity did not meet the Low/Mod Clientele, Job Service Benefit national objective.

Criteria: Eligible CDBG activities are listed in 24 CFR 570.201 through 570.205.

Condition: The NH Business Development Center activity (IDIS activity #511) was classified in IDIS with a matrix code of 18B (economic development administration and technical assistance) and a national objective of LMCSV (low/mod clientele, job service benefit). Per files and discussion with City staff, this activity is intended to be classified as § 570.201(o) microenterprise assistance and should be coded in IDIS with a matrix code of 18C (micro-enterprise assistance) and a LMJ (low- and moderate-income jobs) national objective.

Required Corrective Action: Subsequent to the on-site monitoring, the City reopened this activity in IDIS and revised the CDBG matrix code and national objective as indicated above. This finding has been closed.

Finding 3: Lack of a written agreement between the City and the business regarding their commitment to create low- and moderate-income jobs

Cause: Lack of administrative oversight and staff training.

Effect: Absent proper internal controls, the Grantee is unable to ensure that a national objective is met in order to support project expenditures.

Criteria: The regulations at 24 CFR 570.506(b)(5) describe the records that need to be maintained to demonstrate that each activity undertaken meets a national objective.

Condition: HUD reviewed the NH SBDC, Thompson Investment Castings and Publik House/Ruby Room economic development activity files for national objective compliance. The Thompson Investment Castings file did not contain the required jobs creation agreement between the City and the business; however, the business met the jobs creation requirement with the creation of 17 jobs filled by low- and moderate- income people and significantly surpassed the requirement to create two jobs based on a \$70,000 loan.

Required Corrective Action: The City must develop a written procedure for their economic development loan program that requires the execution of a written agreement prior to the commitment of CDBG economic development loan funds for HUD review and approval. The agreement must state the commitment of the business to create or retain the required amount of low- and moderate-income jobs.

Finding 4: Activities were misclassified when completing the environmental review record for Thompson Investment and the Publik House/Ruby Room economic development activities

Cause: Lack of administrative oversight and failure to understand the differences between Exempt level economic development activities and those that are Categorically Excluded [subject to § 58.5] or activities that require an Environmental Assessment level of review.

Effect: Without the appropriate level of review, the City is at risk of adversely impacting the environment and could be violating several compliance factor requirements as enforced by the lead federal agency as cited under § 58.5, and/or the National Environmental Policy Act.

Criteria: 24 CFR 58.38 (a) (3) and 58.32 (b) and (c)

Condition: The City is classifying all Economic Development activities as Exempt per § 58.34 (a) when in fact some CDBG funded activities are not Exempt from an Environmental Review, and/or potentially a RROF. Activities under 24 CFR 58.35 (a) (3) (iii) [rehabilitation of non-residential buildings] would require a Categorical Excluded Environmental Review subject to § 58.5 and 58.6. 24 CFR 58.36 activities [construction related activities of non-residential buildings or facilities] would require an Environmental Assessment.

Activity	Activity Description
Thompson Investment	Expansion of an existing commercial building
Publik House/Ruby Room	Interior renovation of the building, which included painting the walls and installing restaurant booths

Required Corrective Action: The City shall apply HUD's Categorical Excluded Statutory Checklist for § 58.35 (a) (3) (iii) activities as part of the CDBG funded project that may prompt a RROF if there are circumstances which would require review and compliance with any of the § 58.5 or 58.6 related federal laws and authorities, and other requirements.

The City shall apply HUD's Environmental Assessment Worksheet (applicable to all non-Exempt/CENST/CEST activities) for § 58.36 activities which always require a combined notification and RROF process.

The City shall contact the NH Division of Historical Resources (NHDHR) and initiate Section 106 consultation of the National Historic Preservation Act (NHPA) to ascertain if any existing or proposed historical properties were adversely affected by the grant funded undertaking. The City shall provide HUD this documentation. The City shall also provide documentation that the rehabilitation of interior spaces was properly assessed for Lead based paint and friable Asbestos Containing Building Materials (ACBMs).

The City's appointed Environmental Review preparer and/or the Certifying Officer (CO) shall complete a Part 58 environmental training this August or September (TBA) via Webcast and request technical assistance from the NH Field Environmental Officer. Revised environmental review documentation forms and checklists will be provided to the City.



Blaine Cox
Deputy City Manager/
Director Finance & Administration

Rochester, New Hampshire
 31 Wakefield Street
 Rochester, NH 03867
 Tel. (603) 335-7609
 Fax (603) 335-7589
blaine.cox@rochesternh.net

To: Finance Committee
 From: Blaine Cox, Deputy City Manager
 Date: December 3, 2015
 Subject: Monthly Financial Report
 Copied To: City Manager Fitzpatrick

As of the end of November, we are approximately 41.7% through Fiscal Year 2016.

REVENUES

General Fund Year to Date Revenue Summary:

DESCRIPTION	ORIGINAL ESTIM REV	ESTIM REV ADJ	REVISED ESTIM REV	ACTUAL YTD REVENUE	REMAINING REVENUE	% COLL
ECONOMIC DEVELOPMENT	0	0	0	125	-125	
CITY CLERK	106,420	0	106,420	35,809	70,611	33.6%
ASSESSOR	0	0	0	127	-127	
INTEREST INCOME	55,000	0	55,000	20,355	34,645	37.0%
BUSINESS OFFICE	1,000	0	1,000	0	1,000	0.0%
TAX COLLECTOR	28,488,365	0	28,488,365	14,197,900	14,290,465	49.8%
GENERAL OVERHEAD	3,476,133	325,300	3,801,433	1,624,143	2,177,290	42.7%
ROOMS & MEALS	1,441,166	0	1,441,166	0	1,441,166	0.0%
PUBLIC BLDGS	0	0	0	3,500	-3,500	
PLANNING	15,250	0	15,250	10,886	4,364	71.4%
LEGAL	50,000	0	50,000	8,333	41,667	16.7%
POLICE	351,845	0	351,845	73,414	278,431	20.9%
FIRE LOCAL	11,825	0	11,825	4,663	7,162	39.4%
FIRE STATE	26,400	0	26,400	1,067	25,333	4.0%
DISPATCH	62,044	0	62,044	29,656	32,388	47.8%
BLDG,ZONING,LICENSE	323,125	0	323,125	291,389	31,736	90.2%
PUBLIC WORKS	35,200	0	35,200	18,819	16,381	53.5%
STATE HIGHWAY SUBSIDY	530,930	0	530,930	354,737	176,193	66.8%
WELFARE	8,500	0	8,500	4,638	3,862	54.6%
RECREATION	129,800	0	129,800	90,038	39,762	69.4%
LIBRARY	13,383	0	13,383	5,049	8,334	37.7%
GENERAL FUND	35,126,386	325,300	35,451,686	16,774,648	18,677,038	47.3%

**City and Enterprise Funds
Revenue
For Period Ending
11/30/2015**

12/02/2015 15:45
markCITY OF ROCHESTER
YEAR-TO-DATE BUDGET REPORTP 1
glytdbud

FOR 2016 05

ACCOUNTS FOR: 1000 GENERAL FUND	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
11011 ECONOMIC DEVELOPMENT REVENUE	0	0	0	125.00	-125.00	100.0%
11031 CITY CLERK REVENUE	106,420	0	106,420	35,808.61	70,611.39	33.6%
11051 ASSESSORS REVENUES	0	0	0	127.00	-127.00	100.0%
11061 BUSINESS OFFICE REVENUE	55,000	0	55,000	20,355.22	34,644.78	37.0%
11062 BUSINESS OFFICE REVENUE	1,000	0	1,000	.00	1,000.00	.0%
11071 TAX COLLECTOR REVENUE	28,488,365	0	28,488,365	14,197,900.26	14,290,464.74	49.8%
11081 GENERAL OVERHEAD REVENUE	3,476,133	325,300	3,801,433	1,624,142.89	2,177,290.11	42.7%
11082 GENERAL OVERHEAD REVENUE	1,441,166	0	1,441,166	.00	1,441,166.00	.0%
11091 PUBLIC BLDGS REVENUE	0	0	0	3,499.50	-3,499.50	100.0%
11101 PLANNING	15,250	0	15,250	10,885.74	4,364.26	71.4%
11201 REV LEGAL OFFICE	50,000	0	50,000	8,333.32	41,666.68	16.7%
12011 POLICE CITY REVENUE	351,845	0	351,845	73,414.26	278,430.74	20.9%
12021 FIRE CITY REVENUE	11,825	0	11,825	4,662.60	7,162.40	39.4%
12022 FIRE STATE REVENUE	26,400	0	26,400	1,066.68	25,333.32	4.0%
12031 DISPATCH CENTER	62,044	0	62,044	29,656.31	32,387.69	47.8%
12041 CODE ENFORCEMENT REVENUE	323,125	0	323,125	291,388.86	31,736.14	90.2%
13011 PUBLIC WORKS REVENUE	35,200	0	35,200	18,819.27	16,380.73	53.5%
13012 STATE HIGHWAY SUBSIDY	530,930	0	530,930	354,737.26	176,192.74	66.8%
14011 WELFARE REVENUE	8,500	0	8,500	4,638.45	3,861.55	54.6%
14021 RECREATION REVENUE	129,800	0	129,800	90,037.83	39,762.17	69.4%
14031 LIBRARY REVENUE	13,383	0	13,383	5,048.65	8,334.35	37.7%
TOTAL GENERAL FUND	35,126,386	325,300	35,451,686	16,774,647.71	18,677,038.29	47.3%

12/02/2015 15:45
 mark

 CITY OF ROCHESTER
 YEAR-TO-DATE BUDGET REPORT

 P 2
 glytdbud

FOR 2016 05

ACCOUNTS FOR: 5001	WATER ENTERPRISE FUND	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
510001	WATER WORKS REVENUE	5,403,531	65,000	5,468,531	1,698,802.64	3,769,728.36	31.1%
	TOTAL WATER ENTERPRISE FUND	5,403,531	65,000	5,468,531	1,698,802.64	3,769,728.36	31.1%

12/02/2015 15:45
 mark

 CITY OF ROCHESTER
 YEAR-TO-DATE BUDGET REPORT

 P 3
 glytdbud

FOR 2016 05

ACCOUNTS FOR: 5002	SEWER ENTERPRISE FUND	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
520001	SEWER WORKS REVENUE	6,354,842	0	6,354,842	1,929,327.53	4,425,514.47	30.4%
520002	SEWER WORKS REVENUE	470,552	0	470,552	52,306.00	418,246.00	11.1%
TOTAL SEWER ENTERPRISE FUND		6,825,394	0	6,825,394	1,981,633.53	4,843,760.47	29.0%

12/02/2015 15:45
 mark

 CITY OF ROCHESTER
 YEAR-TO-DATE BUDGET REPORT

 P 4
 glytodbud

FOR 2016 05

 ACCOUNTS FOR:
 5003 ARENA ENTERPRISE FUND

 ORIGINAL
 ESTIM REV

 ESTIM REV
 ADJSTMTS

 REVISED
 EST REV

 ACTUAL YTD
 REVENUE

 REMAINING
 REVENUE

 PCT
 COLL

530001 ARENA REVENUE	586,067	0	586,067	169,833.92	416,233.08	29.0%
TOTAL ARENA ENTERPRISE FUND	586,067	0	586,067	169,833.92	416,233.08	29.0%

YEAR-TO-DATE BUDGET REPORT

FOR 2016 05

ACCOUNTS FOR: 1501	CAPITAL PROJECTS GENERAL FUND	ORIGINAL ESTIM REV	ESTIM REV ADJUSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
150000	CIP REVENUE BONDING	62,934,091	-6,166,362	56,767,729	33,270,986.25	23,496,742.37	58.6%
150001	CIP REVENUE CASH	11,649,752	333,455	11,983,207	12,019,233.07	-36,025.85	100.3%
150002	CIP REVENUE STATE	3,929,831	-309,923	3,619,908	3,621,908.14	-2,000.00	100.1%
150003	CIP REVENUE FUND BAL/RET EAR	3,635,245	440,673	4,075,918	4,090,806.17	-14,888.29	100.4%
150004	CIP REVENUE DEDICATED REVENUE	2,783,779	9,908	2,793,687	2,962,630.23	-168,943.73	106.0%
150005	CIP REVENUE GRANTS	7,114,329	645,580	7,759,910	5,781,832.12	1,978,077.54	74.5%
TOTAL CAPITAL PROJECTS GENERAL FUND		92,047,027	-5,046,669	87,000,358	61,747,395.98	25,252,962.04	71.0%

YEAR-TO-DATE BUDGET REPORT

FOR 2016 05

ACCOUNTS FOR: 5501 CAPITAL PROJECTS WATER FUND	ORIGINAL ESTIM REV	ESTIM REV ADJUSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
550101 CIP REVENUE CASH	2,829,341	-812,338	2,017,003	2,578,340.00	-561,337.46	127.8%
550102 CIP REVENUES STATE	290,000	24,500	314,500	314,500.00	.00	100.0%
550103 CIP REVENUE FUND BAL/RET EAR	236,903	-14,671	222,232	236,903.00	-14,670.86	106.6%
550104 OTHER REVENUES	30,000	0	30,000	30,000.00	.00	100.0%
550105 WATER CIP REVENUE GRANTS	2,521,100	13,349	2,534,449	15,000.00	2,519,448.50	.6%
TOTAL CAPITAL PROJECTS WATER FUND	5,907,344	-789,161	5,118,183	3,174,743.00	1,943,440.18	62.0%

YEAR-TO-DATE BUDGET REPORT

FOR 2016 05

ACCOUNTS FOR: 5502	CAPITAL PROJECTS SEWER FUND	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
550201	CIP REVENUE CASH	3,841,283	-518,693	3,322,591	3,670,251.16	-347,660.43	110.5%
550202	CIP REVENUE STATE	390,000	-390,000	0	.00	.00	.0%
550203	CIP REVENUE FUND BAL/RET EAR	593,018	-55,340	537,678	593,018.00	-55,339.57	110.3%
550205	CIP REVENUE FUND	2,532,326	-4,600	2,527,726	1,035,860.00	1,491,866.00	41.0%
TOTAL CAPITAL PROJECTS SEWER FUND		7,356,627	-968,632	6,387,995	5,299,129.16	1,088,866.00	83.0%

YEAR-TO-DATE BUDGET REPORT

FOR 2016 05							
ACCOUNTS FOR:	ORIGINAL	ESTIM REV	REVISED	ACTUAL YTD	REMAINING	PCT	
5503 CAPITAL PROJECTS ARENA FUND	ESTIM REV	ADJSTMTS	EST REV	REVENUE	REVENUE	COLL	
550301 CIP REVENUE CASH	40,000	-12,046	27,954	23,089.54	4,864.46	82.6%	
550305 CIP REVENUE FUND	64,356	0	64,356	64,356.00	.00	100.0%	
TOTAL CAPITAL PROJECTS ARENA FUND	104,356	-12,046	92,310	87,445.54	4,864.46	94.7%	

**City and Enterprise Funds
Expense
For Period Ending
11/30/2015**

YEAR-TO-DATE BUDGET REPORT

FOR 2016 05

ACCOUNTS 1000	FOR: GENERAL FUND	ORIGINAL APPROP	TRANSFERS/ ADJUSTMENTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
11000051	CITY MANAGER	278,414	0	278,414	101,918.99	5,564.81	170,930.20	38.6%
11012351	ECONOMIC DEVELOPMENT	296,187	0	296,187	129,740.38	4,294.17	162,152.45	45.3%
11020050	MUNICIPAL INFORMATION SYST	444,691	0	444,691	165,637.52	16,553.53	262,499.95	41.0%
11030051	CITY CLERK	290,790	0	290,790	108,991.64	14,164.21	167,634.15	42.4%
11040050	ELECTIONS	44,016	0	44,016	16,168.65	8,470.42	19,376.93	56.0%
11050070	ASSESSORS	387,319	0	387,319	169,791.13	6,382.65	211,145.22	45.5%
11060051	BUSINESS OFFICE	515,644	0	515,644	197,190.56	1,062.62	317,390.82	38.4%
11063151	HUMAN RESOURCES	127,107	0	127,107	56,846.14	4,426.68	65,834.18	48.2%
11070070	TAX COLLECTOR	336,758	0	336,758	135,047.45	1,362.89	200,347.66	40.5%
11080050	GENERAL OVERHEAD	713,467	-5,700	707,767	367,299.19	123,853.00	216,614.81	69.4%
11090050	PB CITY WIDE 50	563,464	0	563,464	246,521.92	6,362.22	310,579.86	44.9%
11090051	PB CITY HALL 51	76,700	7,000	83,700	18,811.25	5,902.26	58,986.49	29.5%
11090052	PB OPERA HOUSE 52	34,176	0	34,176	16,508.56	.00	17,667.44	48.3%
11090054	PB CENTRAL FIRE 54	27,523	6,000	33,523	28,977.51	1,438.33	3,107.16	90.7%
11090055	PB GONIC FIRE 55	23,843	-6,000	17,843	6,271.97	4,445.00	7,126.03	60.1%
11090056	PB LIBRARY 56	21,170	0	21,170	8,342.87	3,032.24	9,794.89	53.7%
11090057	PB DPW GARAGE 57	10,887	0	10,887	4,894.13	533.00	5,459.87	49.8%
11090059	PB FIRE STATION 59	750	0	750	97.71	.00	652.29	13.0%
11090061	PB HISTORICAL MUSEUM 61	1,600	0	1,600	240.00	600.00	760.00	52.5%
11090063	PB HANSON POOL 63	5,005	0	5,005	618.76	129.43	4,256.81	14.9%
11090064	PB GONIC POOL 64	2,880	0	2,880	272.84	59.88	2,547.28	11.6%
11090065	PB EAST ROCHESTER POOL 65	2,650	0	2,650	278.26	58.66	2,313.08	12.7%
11090068	PB GROUNDS 68	8,950	0	8,950	628.84	.00	8,321.16	7.0%
11090069	PB DOWNTOWN 69	16,500	0	16,500	1,488.83	6,129.98	8,881.19	46.2%
11090070	PB REVENUE BUILDING 70	20,860	0	20,860	6,949.55	272.46	13,637.99	34.6%
11090071	PB PLAYGROUNDS 71	1,850	0	1,850	558.39	.00	1,291.61	30.2%
11090075	PB NEW POLICE STATION	22,923	0	22,923	10,275.94	2,910.39	9,736.67	57.5%
11102051	PLANNING	348,964	0	348,964	145,392.28	6,059.73	197,511.99	43.4%
11200051	LEGAL OFFICE	520,899	0	520,899	184,882.62	2,732.77	333,283.61	36.0%
12010053	PD ADMINISTRATIVE SERVICES	1,888,416	433	1,888,849	787,779.82	70,556.34	1,030,513.11	45.4%
12012453	PD PATROL SERVICES	4,525,429	0	4,525,429	1,865,499.52	.00	2,659,929.48	41.2%
12012553	PD SUPPORT SERVICES	395,656	0	395,656	152,447.66	.00	243,208.34	38.5%
12020054	FIRE DEPARTMENT	4,192,014	1,199	4,193,213	1,766,165.86	19,669.70	2,407,377.44	42.6%
12020055	FIRE DEPT 55 GONIC SUBSTAT	28,556	0	28,556	5,236.08	.00	23,319.92	18.3%
12020754	CALL FIRE	29,926	0	29,926	4,667.69	.00	25,258.31	15.6%
12022754	FOREST FIRES	861	0	861	106.47	.00	754.53	12.4%
12030153	DISPATCH CENTER	745,861	0	745,861	300,415.35	3,587.99	441,857.66	40.8%
12040051	CODE ENFORCEMENT	527,429	0	527,429	229,151.29	2,289.48	295,988.23	43.9%
12050050	AMBULANCE	54,913	0	54,913	13,728.25	41,184.75	.00	100.0%
13010057	PUBLIC WORKS	2,016,232	0	2,016,232	797,169.95	374,927.90	844,134.15	58.1%
13010957	WINTER MAINTENANCE	463,666	0	463,666	13,553.75	40,610.44	409,501.81	11.7%
13020050	CITY LIGHTS	257,500	0	257,500	85,248.76	3,000.00	169,251.24	34.3%
14010051	WELFARE	451,998	0	451,998	150,160.96	2,323.86	299,513.18	33.7%
14022072	RECREATION ADMINISTRATION	550,735	-400	550,335	214,417.00	3,448.44	332,469.56	39.6%

YEAR-TO-DATE BUDGET REPORT

FOR 2016 05

ACCOUNTS FOR: 1000 GENERAL FUND	ORIGINAL APPROP	TRANSFERS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
14022150 RECREATION PLAYGROUNDS/CAM	81,051	400	81,451	68,571.08	592.25	12,287.67	84.9%
14022250 RECREATION POOLS	72,790	0	72,790	50,330.36	1,173.55	21,286.09	70.8%
14030056 LIBRARY	1,117,547	0	1,117,547	482,382.47	41,061.17	594,103.36	46.8%
15000051 COUNTY TAX	6,077,984	0	6,077,984	.00	.00	6,077,984.00	.0%
17010051 TRANSFERS/PAYMENTS DEBT SV	4,535,036	0	4,535,036	1,931,447.35	.00	2,603,588.65	42.6%
17030050 OVERLAY	92,256	0	92,256	1,579.53	.00	90,676.47	1.7%
17040051 TRANSFER TO CIP & OTHER FU	1,874,543	324,000	2,198,543	2,198,543.00	.00	.00	100.0%
TOTAL GENERAL FUND	35,126,386	326,932	35,453,318	13,249,246.08	831,227.20	21,372,844.99	39.7%

YEAR-TO-DATE BUDGET REPORT

FOR 2016 05

ACCOUNTS FOR: 5001	WATER ENTERPRISE FUND	ORIGINAL APPROP	TRANSFERS/ ADJUSTMENTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
51601057	WATER WORKS EXPENSE	4,291,969	65,000	4,356,969	1,256,063.66	69,536.24	3,031,369.10	30.4%
51601073	WATER TREATMENT PLANT	1,053,667	0	1,053,667	330,812.95	70,681.30	652,172.75	38.1%
51601570	WATER REVENUE OFFICE	57,895	0	57,895	24,769.70	55.00	33,070.30	42.9%
TOTAL WATER ENTERPRISE FUND		5,403,531	65,000	5,468,531	1,611,646.31	140,272.54	3,716,612.15	32.0%

YEAR-TO-DATE BUDGET REPORT

FOR 2016 05

ACCOUNTS FOR: 5002	SEWER ENTERPRISE FUND	ORIGINAL APPROP	TRANSFERS/ ADJUSTMENTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
52602057	SEWER WORKS EXPENSE	3,507,012	0	3,507,012	2,170,582.30	12,541.18	1,323,888.52	62.3%
52602074	SEWER TREATMENT PLANT	3,263,440	0	3,263,440	590,444.42	104,200.62	2,568,794.96	21.3%
52602470	SEWER REVENUE OFFICE	54,942	0	54,942	24,871.15	55.00	30,015.85	45.4%
TOTAL SEWER ENTERPRISE FUND		6,825,394	0	6,825,394	2,785,897.87	116,796.80	3,922,699.33	42.5%

YEAR-TO-DATE BUDGET REPORT

FOR 2016 05								
ACCOUNTS FOR: 5003	ARENA ENTERPRISE FUND	ORIGINAL APPROP	TRANSFERS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
53603060	ARENA EXPENSE	586,067	0	586,067	217,361.60	9,941.13	358,764.27	38.8%
	TOTAL ARENA ENTERPRISE FUND	586,067	0	586,067	217,361.60	9,941.13	358,764.27	38.8%

YEAR-TO-DATE BUDGET REPORT

FOR 2016 05

ACCOUNTS FOR: 1501	CAPITAL PROJECTS GENERAL FUND	ORIGINAL APPROP	TRANSFERS/ ADJUSTMENTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
15011010	CIP ECONOMIC DEVELOPMENT	845,086	-16,411	828,674	721,881.05	7,870.00	98,923.30	88.1%
15011020	CIP MIS EXPENSE	1,357,816	-225,111	1,132,705	753,321.50	18,615.01	360,768.66	68.1%
15011040	CIP ELECTIONS EXPENSE	14,000	0	14,000	.00	.00	14,000.00	.0%
15011060	CIP BUSINESS OFFICE	8,000	0	8,000	6,416.00	.00	1,584.00	80.2%
15011080	TRANSFER TO OTHER FUNDS	1,338,274	0	1,338,274	1,267,550.21	.00	70,723.88	94.7%
15011081	LAND PURCHASES	2,206,880	-137,157	2,069,724	2,007,544.25	.00	62,179.25	97.0%
15011090	CIP PUBLIC BUILDINGS EXPEN	9,727,360	-3,315,500	6,411,860	2,225,835.95	411,323.54	3,774,700.79	41.1%
15011100	CIP PLANNING EXPENSE	50,000	0	50,000	16,105.98	.00	33,894.02	32.2%
15012010	CIP POLICE EXPENSE	705,954	33,000	738,954	667,327.95	36,057.50	35,568.55	95.2%
15012020	CIP FIRE EXPENSE	1,308,900	-10,880	1,298,020	919,732.38	374,958.00	3,329.68	99.7%
15012040	CIP CODES EXPENSE	195,000	0	195,000	85,009.56	31,525.25	78,465.19	59.8%
15013010	CIP PUBLIC WORKS EXPENSE	49,773,598	-1,792,940	47,980,658	32,597,268.18	2,110,335.76	13,273,054.12	72.3%
15014020	CIP RECREATION EXPENSE	40,000	0	40,000	34,417.36	.00	5,582.64	86.0%
15014030	CIP LIBRARY EXPENSE	150,180	-10,777	139,403	150,177.00	.00	-10,774.36	107.7%
15019000	CIP SCHOOL EXPENSE BOND	18,570,376	-423,717	18,146,659	14,985,110.04	1,308,089.41	1,853,459.97	89.8%
15019001	CIP SCHOOL EXPENSE CASH	1,629,263	304,454	1,933,717	1,638,657.42	33,709.87	261,349.71	86.5%
TOTAL CAPITAL PROJECTS GENERAL FUND		87,920,688	-5,595,039	82,325,649	58,076,354.83	4,332,484.34	19,916,809.40	75.8%

YEAR-TO-DATE BUDGET REPORT

FOR 2016 05									
ACCOUNTS FOR: 5501	CAPITAL PROJECTS WATER FUND	ORIGINAL APPROP	TRANSFERS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
55016010	CIP WATER EXPENSE	37,740,309	-7,018,883	30,721,425	25,314,343.10	861,866.60	4,545,215.37	85.2%	
	TOTAL CAPITAL PROJECTS WATER FUND	37,740,309	-7,018,883	30,721,425	25,314,343.10	861,866.60	4,545,215.37	85.2%	

CITY OF ROCHESTER

YEAR-TO-DATE BUDGET REPORT

FOR 2016 05									
ACCOUNTS FOR: 5502	CAPITAL PROJECTS SEWER FUND	ORIGINAL APPROP	TRANSFERS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
55026020	CIP SEWER EXPENSE	36,584,410	-2,935,799	33,648,611	20,269,861.60	1,041,585.07	12,337,163.98	63.3%	
	TOTAL CAPITAL PROJECTS SEWER FUND	36,584,410	-2,935,799	33,648,611	20,269,861.60	1,041,585.07	12,337,163.98	63.3%	

YEAR-TO-DATE BUDGET REPORT

FOR 2016 05								
ACCOUNTS FOR: 5503	CAPITAL PROJECTS ARENA FUND	ORIGINAL APPROP	TRANSFERS/ ADJUSTMENTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
55036030	CIP ARENA EXPENSE	1,765,000	-73,703	1,691,297	792,242.62	10,536.40	888,518.08	47.5%
	TOTAL CAPITAL PROJECTS ARENA FUND	1,765,000	-73,703	1,691,297	792,242.62	10,536.40	888,518.08	47.5%

**Special Revenue Funds
Revenue
For Period Ending
11/30/2015**

YEAR-TO-DATE BUDGET REPORT

FOR 2016 05							
ACCOUNTS FOR:	ORIGINAL	ESTIM REV	REVISED	ACTUAL YTD	REMAINING	PCT	
6000 COMMUNITY CENTER SP REV FUND	ESTIM REV	ADJSTMTS	EST REV	REVENUE	REVENUE	COLL	
600001 COMMUNITY CENTER REVENUE	775,371	0	775,371	302,164.94	473,206.06	39.0%	
TOTAL COMMUNITY CENTER SP REV FUND	775,371	0	775,371	302,164.94	473,206.06	39.0%	

YEAR-TO-DATE BUDGET REPORT

FOR 2016 05

	ORIGINAL ESTIM REV	ESTIM REV ADJUSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
6017 CD JOB LOANS	380,000	0	380,000	899,153.17	-519,153.17	236.6%
6041 WALLACE ST ROAD IMPROVEMENT	10,000	0	10,000	10,000.00	.00	100.0%
6043 WESLEY MARTIN DONATION	6,308	0	6,308	6,308.29	.00	100.0%
6057 FY09 CDBG FUND	302,411	0	302,411	295,819.22	6,591.78	97.8%
6064 FY10 CDBG FUND	306,055	0	306,055	305,190.87	864.13	99.7%
6071 POLICE SEIZED PROPERTY	5,660	10	5,669	5,669.47	.00	100.0%
6082 FY11 CDBG FUND	330,986	0	330,986	320,186.93	10,799.07	96.7%
6084 FY10 ECONOMIC DEVELOPMENT	30,000	0	30,000	30,000.00	.00	100.0%
6087 FY11 POLICE GRANTS	381,644	-4,071	377,573	377,381.42	191.35	99.9%
6091 FY12 CDBG FUND	276,362	0	276,362	273,855.25	2,506.75	99.1%
6093 FY12 POLICE GRANTS	52,215	-6,683	45,532	45,531.90	.00	100.0%
6094 FY12 FIRE GRANTS	204,002	-52,318	151,684	148,918.55	2,765.35	98.2%
6096 GSBP PUBLIC INFRASTRUCTURE	5,000,000	-586,219	4,413,781	5,000,000.00	-586,218.66	113.3%
6097 FY13 CDBG FUND	225,961	0	225,961	216,737.63	9,223.37	95.9%
6098 FY13 POLICE GRANTS	77,280	-16,261	61,019	61,019.31	.00	100.0%
6099 FY13 FIRE GRANTS	108,558	0	108,558	108,558.00	.00	100.0%
6100 FY14 CDBG FUND	224,505	0	224,505	192,363.57	32,141.43	85.7%
6101 FY14 POLICE GRANTS	36,507	-1,524	34,983	34,600.01	382.93	98.9%
6102 FY14 FIRE GRANTS	2,500	0	2,500	2,500.00	.00	100.0%
6103 POLICE ASSET FORFEITURE FUND	2,500	0	2,500	2,500.42	.00	100.0%
6104 FY15 CDBG FUND	239,000	0	239,000	164,316.52	74,683.48	68.8%
6105 ROCHESTER SAU TABLE TOP DRILL	9,016	-2,244	6,772	6,771.72	.00	100.0%
6106 DARE DONATION FUND	457	0	457	457.47	.00	100.0%
6107 FY15 POLICE GRANTS	44,997	0	44,997	33,796.05	11,200.98	75.1%
6108 GRANITE RIDGE INFRASTRUCTURE	5,000,000	0	5,000,000	3,900,000.00	1,100,000.00	78.0%
6109 FY15 FIRE GRANTS	13,500	0	13,500	13,495.28	4.72	100.0%
6110 FY15 BRIDGING THE GAPS	123,320	-32,240	91,080	93,015.81	-1,935.81	102.1%
6111 FY15 RECREATION-TEEN CAMP	5,000	0	5,000	5,000.00	.00	100.0%
6112 FY16 CDBG FUND	227,062	0	227,062	16,934.25	210,127.75	7.5%
6113 FY16 FIRE GRANTS	9,335	0	9,335	.00	9,335.00	.0%
6114 BULLET PROOF VEST GRANTS	7,164	0	7,164	.00	7,163.94	.0%
GRAND TOTAL	13,642,306	-701,551	12,940,756	12,570,081.11	370,674.39	97.1%

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

YEAR-TO-DATE BUDGET REPORT

FOR 2016 05

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
7015 ICAC GRANTS	5,000	0	5,000	1,998.61	3,001.39	40.0%
7018 HUD OFFICER GRANT	75,000	0	75,000	20,168.74	54,831.26	26.9%
7023 ECONOMIC DEVELOPMENT FUND	125,500	49,605	175,105	.00	175,104.55	.0%
7028 TIF162K - GSBP	70,000	20,000	90,000	.00	90,000.00	.0%
7029 TIF205C - SAFRAN LEASE	0	0	0	36,466.29	-36,466.29	100.0%
GRAND TOTAL	275,500	69,605	345,105	58,633.64	286,470.91	17.0%

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

**Special Revenue Funds
Expense
For Period Ending
11/30/2015**

YEAR-TO-DATE BUDGET REPORT

FOR 2016 05									
ACCOUNTS FOR: 6000	COMMUNITY CENTER SP REV FUND	ORIGINAL APPROP	TRANSFERS/ ADJUSTMENTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
6070572	COMMUNITY CENTER EXPENSE	775,371	0	775,371	249,339.09	49,804.14	476,227.77	38.6%	
	TOTAL COMMUNITY CENTER SP REV FUND	775,371	0	775,371	249,339.09	49,804.14	476,227.77	38.6%	

YEAR-TO-DATE BUDGET REPORT

FOR 2016 05

	ORIGINAL APPROP	TRANSFERS/ ADJUSTMENTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
6017 CD JOB LOANS	735,277	14,987	750,264	742,983.64	.00	7,280.03	99.0%
6041 WALLACE ST ROAD IMPROVEMENT	10,000	0	10,000	.00	.00	10,000.00	.0%
6043 WESLEY MARTIN DONATION	6,308	0	6,308	6,176.77	.00	131.52	97.9%
6057 FY09 CDBG FUND	405,978	-103,567	302,411	295,819.22	.00	6,591.78	97.8%
6064 FY10 CDBG FUND	346,055	-40,000	306,055	305,190.87	.00	864.13	99.7%
6071 POLICE SEIZED PROPERTY	5,660	10	5,669	5,669.47	.00	.00	100.0%
6082 FY11 CDBG FUND	333,600	-2,614	330,986	320,186.93	.00	10,799.07	96.7%
6084 FY10 ECONOMIC DEVELOPMENT	30,000	0	30,000	23,398.20	.00	6,601.80	78.0%
6087 FY11 POLICE GRANTS	381,644	-4,071	377,573	377,381.42	177.03	14.32	100.0%
6091 FY12 CDBG FUND	276,362	0	276,362	273,855.25	.00	2,506.75	99.1%
6093 FY12 POLICE GRANTS	52,215	-6,683	45,532	45,531.90	.00	.00	100.0%
6094 FY12 FIRE GRANTS	204,002	-52,318	151,684	149,678.45	2,005.45	.00	100.0%
6096 GSBP PUBLIC INFRASTRUCTURE	5,000,000	-586,219	4,413,781	5,000,000.00	.00	-586,218.66	113.3%
6097 FY13 CDBG FUND	225,961	0	225,961	216,737.63	.00	9,223.37	95.9%
6098 FY13 POLICE GRANTS	77,262	-16,243	61,019	58,754.67	2,122.97	141.67	99.8%
6099 FY13 FIRE GRANTS	108,558	0	108,558	108,558.00	.00	.00	100.0%
6100 FY14 CDBG FUND	224,505	0	224,505	192,363.57	.00	32,141.43	85.7%
6101 FY14 POLICE GRANTS	36,507	-1,524	34,983	34,600.01	.00	382.93	98.9%
6102 FY14 FIRE GRANTS	2,500	0	2,500	2,500.00	.00	.00	100.0%
6103 POLICE ASSET FORFEITURE FUND	2,500	0	2,500	600.00	.00	1,900.42	24.0%
6104 FY15 CDBG FUND	239,000	0	239,000	183,661.25	35,147.77	20,190.98	91.6%
6105 ROCHESTER SAU TABLE TOP DRILL	9,016	-2,244	6,772	6,771.72	.00	.00	100.0%
6106 DARE DONATION FUND	457	0	457	.00	.00	457.47	.0%
6107 FY15 POLICE GRANTS	44,997	0	44,997	38,384.81	.00	6,612.22	85.3%
6108 GRANITE RIDGE INFRASTRUCTURE	5,000,000	0	5,000,000	2,223,489.07	1,710,493.54	1,066,017.39	78.7%
6109 FY15 FIRE GRANTS	13,500	0	13,500	13,495.28	.00	4.72	100.0%
6110 FY15 BRIDGING THE GAPS	89,320	1,760	91,080	95,766.01	2,423.38	-7,109.39	107.8%
6111 FY15 RECREATION-TEEN CAMP	5,000	0	5,000	4,340.91	659.09	.00	100.0%
6112 FY16 CDBG FUND	227,062	0	227,062	34,382.17	80,910.49	111,769.34	50.8%
6113 FY16 FIRE GRANTS	9,335	0	9,335	8,245.83	.00	1,089.17	88.3%
6114 BULLET PROOF VEST GRANTS	7,164	0	7,164	.00	388.00	6,775.94	5.4%
GRAND TOTAL	14,109,746	-798,727	13,311,019	10,768,523.05	1,834,327.72	708,168.40	94.7%

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

YEAR-TO-DATE BUDGET REPORT

FOR 2016 05

	ORIGINAL APPROP	TRANSFERS/ ADJUSTMENTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
7015 ICAC GRANTS	5,000	0	5,000	1,998.61	111.76	2,889.63	42.2%
7018 HUD OFFICER GRANT	75,000	0	75,000	23,718.28	.00	51,281.72	31.6%
7023 ECONOMIC DEVELOPMENT FUND	125,500	49,605	175,105	98,295.33	41,300.00	35,509.22	79.7%
7028 TIF162K - GSBP	70,000	20,000	90,000	90,000.00	.00	.00	100.0%
GRAND TOTAL	275,500	69,605	345,105	214,012.22	41,411.76	89,680.57	74.0%

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



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

Norman Sanborn Jr.
Chief of Department

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

December 7, 2015

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

**MONTHLY REPORT
NOVEMBER 2015**

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

DEPARTMENT INFORMATION:

During the month of November the Department responded to 187 calls for service. Call volume is lower than in October with 25 less calls this month. This November also shows a significant decrease in the number of calls as compared to November of last year. This is due to a significant snow and ice storm last year which generated approximately 145 calls on the day before Thanksgiving. These calls ranged from trees on houses, trees on wires, wires down, poles down and other similar incidents. No storms this year greatly contributed to this reduction in calls as compared to last year.

For November 2015 there was 1 working structure fire, 1 cooking fire, and 1 vehicle fire. In addition there were as many as 88 incidents involving either medical or motor vehicle accidents as well. Additionally we responded 6 times to other communities for mutual aid.

ADMINISTRATIVE STAFF:

I attended a ribbon cutting at IHOP.

Staff attended the annual breakfast meeting and training for Unitil held in Portsmouth.

Staff attended an open house at the new Cumberland Farms store on the Milton Rd.

Staff went on a new construction tour with Fire Prevention.

FIRE PREVENTION:

The month of November continued to be very busy for Fire Prevention with the continuation of new construction permits, plans review and compliance inspections. We also started our school inspections with a required report submission to the state by December 15th. We had two fire investigations which were completed and worked with 5 juvenile fire setters as a result of one of the incidents. As the heating season is now upon we would like to remind everyone to use caution with solid fuel burning appliances and be sure to check the operation of your smoke and carbon monoxide alarms.

DUTY SHIFT:

There was 205 hours of training for fulltime fire fighters.

EMERGENCY MANAGEMENT:

I went to a Security Assessment at the Rochester Middle School and Spaulding High School which was conducted by NH Emergency Management.

Staff was on a conference call from NH Emergency Management for a player briefing for the upcoming EOC Drill for the Seabrook Power Plant.

Staff from the Fire Department along with other City staff participated in an Emergency Operations Center drill for the Seabrook Power Plant.

Staff met with Emily Martuseello from NH Emergency Management to discuss our Emergency Shelter and holding a shelter drill in the near future.

Sincerely,

Norman G. Sanborn, Jr.
Fire Chief

12/10/15

12/07/2015 08:33 | CITY OF ROCHESTER
cindi | OPERATING BUDGET FY16

| P 1
| glytabud

FOR 2016 06

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED

1000 GENERAL FUND							

12021 FIRE CITY REVENUE							

12021 402111 OUTSIDE SERVICES REVE	-10,000	-10,000	-1,894.41	.00	.00	-8,105.59	18.9%*
12021 402157 00505 TANK REMOVAL	-25	-25	-50.00	.00	.00	25.00	200.0%
12021 402157 00506 BLASTING	-25	-25	-150.00	.00	.00	125.00	600.0%
12021 402157 00507 INCIDENT REPORT	-25	-25	-30.00	.00	.00	5.00	120.0%
12021 402157 00508 F M REPORT	-25	-25	-50.00	.00	.00	25.00	200.0%
12021 402157 00509 PHOTOGRAPHS	0	0	-15.00	.00	.00	15.00	100.0%
12021 402157 00510 CD PHOTOS	-25	-25	-15.00	.00	.00	-10.00	60.0%
12021 402157 00511 FIRE ALARM PLAN	-500	-500	-222.00	.00	.00	-278.00	44.4%*
12021 402157 00512 SPRINKLER PLAN	-1,000	-1,000	-1,558.00	.00	.00	558.00	155.8%
12021 402157 00513 COMM HFS/CA	-100	-100	-350.00	.00	.00	250.00	350.0%
12021 402157 00514 RE-INSPECTION	-50	-50	.00	.00	.00	-50.00	.0%*
12021 402157 00515 FINE	-50	-50	.00	.00	.00	-50.00	.0%*
12021 406201 MISCELLANEOUS REVENUE	0	0	-328.19	.00	.00	328.19	100.0%
TOTAL FIRE CITY REVENUE	-11,825	-11,825	-4,662.60	.00	.00	-7,162.40	39.4%
TOTAL GENERAL FUND	-11,825	-11,825	-4,662.60	.00	.00	-7,162.40	39.4%
TOTAL REVENUES	-11,825	-11,825	-4,662.60	.00	.00	-7,162.40	
GRAND TOTAL	-11,825	-11,825	-4,662.60	.00	.00	-7,162.40	39.4%

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

Rochester Fire Department

Office of Fire Prevention

12/15

Building Fire Code Inspections	23
Building Site Consultation	17
Construction Plan Review	3
Fire Drills	2
Fire Investigations	2
Fire Permits Issued	
Fire Prevention Education and Training	1
Foster Care / Day Care Inspections	2
Outdoor Burning Inspections	
Permit of Assembly Inspections	2
Tank Removal / Installation Inspections	
Woodstove / Pelletstove Appliance Inspection	
Total	52

FIRE DEPARTMENT CALLS

	October-15		November-15	
	Occurences	Percentage	Occurences	Percentage
Fire/Explosion	7	3.3%	3	1.7%
Overpressure Rupture	0	0.0%	0	0.0%
Rescue Call	93	43.9%	74	41.1%
Hazardous Condition	22	10.4%	18	10.0%
Service Call	32	15.1%	35	19.4%
Good Intent Call	29	13.7%	20	11.1%
False Call	29	13.7%	29	16.1%
Undetermined	0	0.0%	1	0.6%
TOTAL	212	100.0%	180	100.0%

Rochester Fire Department
Incident Status

12/10/15

Incident	Incident Date	Alarm Time	Incident Type
15-2219-IN 1st Action: Location:	11/01/2015	0335	Medical assist, assist EMS crew
	Provide manpower		
15-2226-IN 1st Action: Location:	11/01/2015	1220	Vehicle accident, general cleanup
	Investigate		
	59 COLUMBUS AVE @ 15 SUMMER ST		
15-2227-IN 1st Action: Location:	11/01/2015	2029	Medical assist, assist EMS crew
	Provide manpower		
15-2232-IN 1st Action: Location:	11/02/2015	1531	Medical assist, assist EMS crew
	Provide basic life support (BLS)		
15-2233-IN 1st Action: Location:	11/02/2015	1608	Dispatched & canceled en route
	Cancelled en route		
	17 SAWYER AVE BEHIND GOLICK'S		
15-2234-IN 1st Action: Location:	11/02/2015	1644	Dispatched & canceled en route
	Cancelled en route		
	77 SOUTH MAIN ST FRIENDLY'S RESTAURANT		
15-2235-IN 1st Action: Location:	11/02/2015	1710	Good intent call, other
	Investigate		
	10 WELLSWEEP CIR		
15-2236-IN 1st Action: Location:	11/02/2015	1738	Motor vehicle accident with injuries
	Investigate		
	250 GONIC RD @ 67 CHURCH ST		
15-2237-IN 1st Action: Location:	11/02/2015	2042	Medical assist, assist EMS crew
	Assistance, other		
15-2238-IN 1st Action: Location:	11/02/2015	2230	Medical assist, assist EMS crew
	Assistance, other		
15-2239-IN 1st Action: Location:	11/03/2015	0422	Dispatched & canceled en route
	Cancelled en route		
	15 PRAY ST		
15-2245-IN 1st Action: Location:	11/03/2015	0904	Alarm system sounded due to malfunction
	Investigate		
	23 MEADERBORO RD BUDEL CONSTRUCTION CORP		
15-2246-IN 1st Action: Location:	11/03/2015	0926	Service Call, other
	Hazardous materials spill control and confinement		
	172 SOUTH MAIN ST @ 3 FRANKLIN ST		
15-2247-IN 1st Action: Location:	11/03/2015	1031	Vehicle accident, general cleanup
	Investigate		
	95 FARMINGTON RD SHELL (FARMINGTON ROAD)		

Rochester Fire Department
Incident Status

12/10/15

Incident	Incident Date	Alarm Time	Incident Type
15-2248-IN 1st Action: Location:	11/04/2015 Investigate SUMMER ST IN FRONT OF STICKER STATION	0802	Motor vehicle accident with no injuries.
15-2249-IN 1st Action: Location:	11/04/2015 Investigate 500 SALMON FALLS RD @ 696 PORTLAND ST	1752	Motor vehicle accident with no injuries.
15-2250-IN 1st Action: Location:	11/04/2015 Provide manpower	1950	Medical assist, assist EMS crew
15-2251-IN 1st Action: Location:	11/04/2015 Ventilate 65 LAFAYETTE ST	1911	Assist police or other governmental agency
15-2252-IN 1st Action: Location:	11/04/2015 Investigate 86 WALNUT ST	2118	Good intent call, other
15-2253-IN 1st Action: Location:	11/04/2015 Investigate 280 NORTH MAIN ST HOME DEPOT	2122	Good intent call, other
15-2254-IN 1st Action: Location:	11/04/2015 Provide basic life support (BLS)	2318	Medical assist, assist EMS crew
15-2255-IN 1st Action: Location:	11/05/2015 Assistance, other	0446	Medical assist, assist EMS crew
15-2256-IN 1st Action: Location:	11/05/2015 Investigate 4 FOXTROT	1337	Cover assignment, standby, moveup
15-2257-IN 1st Action: Location:	11/05/2015 Investigate 61 EASTERN AVE MONARCH SCHOOL OF NEW ENGLAND	1412	Alarm system activation, no fire - unintentional
15-2258-IN 1st Action: Location:	11/05/2015 Provide manpower	1506	Medical assist, assist EMS crew
15-2259-IN 1st Action: Location:	11/05/2015 Extinguishment by fire service personnel 19 HEATON ST	1606	Building fire
15-2260-IN 1st Action: Location:	11/05/2015 Investigate BRIDGE ST	1727	Service Call, other
15-2268-IN 1st Action: Location:	11/05/2015 Investigate 183 CHESTNUT HILL RD	2126	Vehicle accident, general cleanup

Rochester Fire Department
Incident Status

12/10/15

Incident	Incident Date	Alarm Time	Incident Type
15-2261-IN 1st Action: Location:	11/06/2015	0327	Medical assist, assist EMS crew
	Provide manpower		
15-2262-IN 1st Action: Location:	11/06/2015	0909	Vehicle accident, general cleanup
	Investigate		
	168 NORTH MAIN ST		
15-2263-IN 1st Action: Location:	11/06/2015	1444	Medical assist, assist EMS crew
	Provide manpower		
15-2264-IN 1st Action: Location:	11/06/2015	1710	Lock-out
	Forcible entry		
	116 FARMINGTON RD WALMART #2330		
15-2265-IN 1st Action: Location:	11/06/2015	1842	Service Call, other
	Investigate		
	PICKERING RD		
15-2266-IN 1st Action: Location:	11/06/2015	1656	Motor vehicle accident with injuries
	Provide manpower		
	11 FARMINGTON RD GRANITE STEAK & GRILLE		
15-2267-IN 1st Action: Location:	11/06/2015	0631	Gasoline or other flammable liquid spill
	Investigate		
	1 KNIGHT ST CUMBERLAND FARMS		
15-2269-IN 1st Action: Location:	11/07/2015	2004	Unauthorized burning
	Investigate		
	23 PICKERING RD		
15-2271-IN 1st Action: Location:	11/07/2015	1520	Cover assignment, standby, moveup
	Salvage & overhaul		
	448 SECOND CROWN POINT RT		
15-2285-IN 1st Action: Location:	11/07/2015	2236	Service Call, other
	Investigate		
	269 MILTON RD		
15-2286-IN 1st Action: Location:	11/07/2015	2037	Motor vehicle accident with injuries
	Investigate		
	24 SIGNAL ST		
15-2270-IN 1st Action: Location:	11/08/2015	0945	Carbon monoxide incident
	Investigate		
	31 EBONY DR		
15-2272-IN 1st Action: Location:	11/08/2015	1347	Removal of victim(s) from stalled elevator
	Rescue, remove from harm		
	68 SOUTH MAIN ST 68 SOUTH MAIN STREET COMPLEX		
15-2273-IN 1st Action: Location:	11/08/2015	1234	Hazardous condition, Other
	Remove hazard		
	5 RUSSELL ST		

Rochester Fire Department
Incident Status

12/10/15

Incident	Incident Date	Alarm Time	Incident Type
15-2274-IN 1st Action: Location:	11/09/2015 Investigate	0402	Medical assist, assist EMS crew
15-2275-IN 1st Action: Location:	11/09/2015 Investigate 31 WAKEFIELD ST ROCHESTER CITY HALL	1103	Alarm system activation, no fire - unintentional
15-2276-IN 1st Action: Location:	11/09/2015 Assistance, other 5 LEONARD ST	1501	Service Call, other
15-2277-IN 1st Action: Location:	11/09/2015 Investigate	1427	EMS call, excluding vehicle accident with injury
15-2278-IN 1st Action: Location:	11/09/2015 Investigate	1450	EMS call, excluding vehicle accident with injury
15-2279-IN 1st Action: Location:	11/09/2015 Provide basic life support (BLS) 124 NORTH MAIN ST	1652	Motor vehicle/pedestrian accident (MV Ped)
15-2280-IN 1st Action: Location:	11/09/2015 Provide basic life support (BLS)	1811	Medical assist, assist EMS crew
15-2281-IN 1st Action: Location:	11/10/2015 Cancelled en route 30 BIRCHWOOD AVE	0003	Dispatched & canceled en route
15-2283-IN 1st Action: Location:	11/10/2015 Investigate PORTLAND ST	1758	Service Call, other
15-2284-IN 1st Action: Location:	11/10/2015 Investigate 7 MELROSE DR	1413	CO detector activation due to malfunction
15-2287-IN 1st Action: Location:	11/10/2015 Forcible entry 290 NORTH MAIN ST HANNAFORDBROS #8315	1222	Lock-out
15-2288-IN 1st Action: Location:	11/10/2015 Investigate 112 AIRPORT DR ALBANY ENGINEERED COMPOSITES, INC	0740	CO detector activation due to malfunction
15-2304-IN 1st Action: Location:	11/10/2015 Investigate 130 SOUTH MAIN ST @ 11 LINDEN ST	2026	Vehicle accident, general cleanup
15-2289-IN 1st Action: Location:	11/11/2015 Investigate 1 KNIGHT ST @ 531 COLUMBUS AVE	1013	Vehicle accident, general cleanup

Rochester Fire Department
Incident Status

12/10/15

Incident	Incident Date	Alarm Time	Incident Type
15-2290-IN 1st Action: Location:	11/11/2015	1351	Motor vehicle accident with injuries Provide first aid & check for injuries OLD DOVER RD @ GONIC RD
15-2291-IN 1st Action: Location:	11/11/2015	1515	Motor vehicle accident with injuries Provide basic life support (BLS) 11 SUMMER ST
15-2292-IN 1st Action: Location:	11/11/2015	1548	Lock-out Forcible entry 255 NORTH MAIN ST [RP]
15-2293-IN 1st Action: Location:	11/11/2015	1709	Alarm system activation, no fire - unintentional Investigate 93 CHARLES ST DESIREE'S PLACE
15-2294-IN 1st Action: Location:	11/11/2015	1745	Motor vehicle accident with injuries Provide manpower HIGHLAND ST NEAR CONNECTOR
15-2295-IN 1st Action: Location:	11/11/2015	1802	Medical assist, assist EMS crew Assistance, other
15-2303-IN 1st Action: Location:	11/11/2015	0325	Alarm system sounded due to malfunction Investigate 1.5 CHESTNUT ST
15-2296-IN 1st Action: Location:	11/12/2015	1036	Service Call, other Investigate 1 WESTVIEW DR
15-2297-IN 1st Action: Location:	11/12/2015	1117	Motor vehicle accident with no injuries. Investigate 23 FARMINGTON RD ROCHESTER MOTOR SPORTS
15-2298-IN 1st Action: Location:	11/12/2015	1125	Unauthorized burning Investigate 96 MILTON RD MARKET BASKET
15-2299-IN 1st Action: Location:	11/12/2015	1441	Lock-out Forcible entry 41 LIMESTONE LN
15-2300-IN 1st Action: Location:	11/12/2015	1737	Good intent call, other Investigate PICKERING RD
15-2308-IN 1st Action: Location:	11/12/2015	0112	Dispatched & canceled en route Cancelled en route 10 ELA CT
15-2301-IN 1st Action: Location:	11/13/2015	0649	Alarm system activation, no fire - unintentional Investigate 46 RAILROAD AVE EASTERN PROPANE

Rochester Fire Department
Incident Status

12/10/15

Incident	Incident Date	Alarm Time	Incident Type
15-2302-IN 1st Action: Location:	11/13/2015 Assistance, other 1 SOUTH FUCHSIA DR	1554	Electrical wiring/equipment problem, other
15-2305-IN 1st Action: Location:	11/13/2015 Provide manpower	1545	Medical assist, assist EMS crew
15-2306-IN 1st Action: Location:	11/13/2015 Investigate CONGRESS ST	1427	Grass fire
15-2307-IN 1st Action: Location:	11/13/2015 Investigate 616 PORTLAND ST BRIDLE WOODS	1639	Carbon monoxide detector activation, no CO
15-2309-IN 1st Action: Location:	11/14/2015 Provide air supply 155 DREW RD	0752	Cover assignment, standby, moveup
15-2310-IN 1st Action: Location:	11/14/2015 Provide apparatus 25 FITCH RD	0857	Cover assignment, standby, moveup
15-2311-IN 1st Action: Location:	11/14/2015 Provide basic life support (BLS)	1719	EMS call, excluding vehicle accident with injury
15-2312-IN 1st Action: Location:	11/14/2015 Provide manpower 90 WAKEFIELD ST GAFNEY HOME	1709	Service Call, other
15-2313-IN 1st Action: Location:	11/14/2015 Investigate 31 WAKEFIELD ST ROCHESTER OPERA HOUSE	2127	Alarm system activation, no fire - unintentional
15-2324-IN 1st Action: Location:	11/14/2015 Investigate 136 FRANKLIN ST FRANKLIN	0909	Service Call, other
15-2314-IN 1st Action: Location:	11/15/2015 Investigate 12 ACADEMY ST USE CAUTION-OFFICER SAFETY	1246	Cooking fire, confined to container
15-2315-IN 1st Action: Location:	11/15/2015 Assistance, other	1147	Medical assist, assist EMS crew
15-2316-IN 1st Action: Location:	11/15/2015 Assistance, other	1444	Medical assist, assist EMS crew
15-2317-IN 1st Action: Location:	11/15/2015 Investigate WELLSWEEP CIR BLD 71	1547	CO detector activation due to malfunction

Rochester Fire Department
Incident Status

12/10/15

Incident	Incident Date	Alarm Time	Incident Type
15-2318-IN 1st Action: Location:	11/15/2015	1703	Lock-out Assistance, other 96 MILTON RD MARKET BASKET
15-2319-IN 1st Action: Location:	11/15/2015	1504	EMS call, excluding vehicle accident with injury Provide basic life support (BLS)
15-2320-IN 1st Action: Location:	11/15/2015	2007	Motor vehicle accident with no injuries. Investigate 0 HAVEN HILL RD @ 1190 SALMON FALLS RD
15-2321-IN 1st Action: Location:	11/15/2015	2014	Motor vehicle accident with injuries Investigate 240 PORTLAND ST WINDJAMMERS RESTAURANT
15-2340-IN 1st Action: Location:	11/15/2015	0333	CO detector activation due to malfunction Investigate 603 PORTLAND ST
15-2322-IN 1st Action: Location:	11/16/2015	0548	Gasoline or other flammable liquid spill Assistance, other 95 FARMINGTON RD SHELL (FARMINGTON ROAD)
15-2323-IN 1st Action: Location:	11/16/2015	0816	Medical assist, assist EMS crew Provide manpower
15-2325-IN 1st Action: Location:	11/16/2015	0945	Medical assist, assist EMS crew Investigate
15-2326-IN 1st Action: Location:	11/16/2015	1406	Alarm system activation, no fire - unintentional Investigate 105 MILTON RD RITE-AID
15-2327-IN 1st Action: Location:	11/16/2015	1212	Cover assignment, standby, moveup Fill-in or moveup 29 BRANSON RD
15-2328-IN 1st Action: Location:	11/16/2015	1659	Lock-out Investigate 21 MCKINLEY ST LAUREL TERRACE
15-2329-IN 1st Action: Location:	11/16/2015	1608	Rescue or EMS standby Investigate
15-2330-IN 1st Action: Location:	11/16/2015	1604	Medical assist, assist EMS crew Investigate
15-2352-IN 1st Action: Location:	11/16/2015	2005	Vehicle accident, general cleanup Investigate SPAULDING TURNPIKE CONN EXIT 16

Rochester Fire Department
Incident Status

12/10/15

Incident	Incident Date	Alarm Time	Incident Type
15-2331-IN 1st Action: Location:	11/17/2015 Investigate 94 CHURCH ST ROCHESTER COUNTRY CLUB	1521	Alarm system activation, no fire - unintentional
15-2332-IN 1st Action: Location:	11/17/2015 Investigate	1953	Medical assist, assist EMS crew
15-2333-IN 1st Action: Location:	11/17/2015 Investigate 15 MOORES CT [RP]	0001	Smoke scare, odor of smoke
15-2351-IN 1st Action: Location:	11/17/2015 Investigate	0006	Medical assist, assist EMS crew
15-2334-IN 1st Action: Location:	11/18/2015 Provide basic life support (BLS)	0731	Medical assist, assist EMS crew
15-2335-IN 1st Action: Location:	11/18/2015 Investigate 7 AMAROSA DR	0942	Alarm system activation, no fire - unintentional
15-2336-IN 1st Action: Location:	11/18/2015 Investigate 32 CUSHING BLVD	1449	Service Call, other
15-2337-IN 1st Action: Location:	11/18/2015 Notify other agencies. 244 PICKERING RD	1802	Motor vehicle accident with no injuries.
15-2338-IN 1st Action: Location:	11/18/2015 Investigate 37 BROAD ST	2146	Alarm system sounded due to malfunction
15-2339-IN 1st Action: Location:	11/18/2015 Provide manpower	2001	Medical assist, assist EMS crew
15-2341-IN 1st Action: Location:	11/18/2015 Investigate 22 GLENWOOD AVE	1705	Good intent call, other
15-2342-IN 1st Action: Location:	11/18/2015 Provide manpower	1624	EMS call, party transported by non-fire agency
15-2343-IN 1st Action: Location:	11/19/2015 Provide basic life support (BLS)	1033	Medical assist, assist EMS crew
15-2344-IN 1st Action: Location:	11/19/2015 Investigate 94 CHURCH ST ROCHESTER COUNTRY CLUB	1140	Alarm system activation, no fire - unintentional

Incident	Incident Date	Alarm Time	Incident Type
15-2345-IN 1st Action: Location:	11/19/2015 Investigate 314 ROCHESTER HILL RD	1448	Vehicle accident, general cleanup PROFILE APARTMENTS
15-2346-IN 1st Action: Location:	11/19/2015 5 MILTON RD	1702	K-MART
15-2347-IN 1st Action: Location:	11/19/2015 Fire control or extinguishment, other 58 LAFAYETTE ST	1638	Unauthorized burning
15-2357-IN 1st Action: Location:	11/19/2015 Provide manpower	2124	Medical assist, assist EMS crew
15-2358-IN 1st Action: Location:	11/19/2015 Investigate 136 FRANKLIN ST	1758	Good intent call, other
15-2359-IN 1st Action: Location:	11/19/2015 Provide manpower	1839	Medical assist, assist EMS crew
15-2348-IN 1st Action: Location:	11/20/2015 Investigate 471 SALMON FALLS RD	1803	Smoke detector activation, no fire - unintentional
15-2349-IN 1st Action: Location:	11/20/2015 Notify other agencies. 13 MOORES CT	2006	Water problem, other
15-2350-IN 1st Action: Location:	11/21/2015 Investigate	0031	Medical assist, assist EMS crew
15-2353-IN 1st Action: Location:	11/21/2015 Investigate 11 WHITEHALL RD	1726	Service Call, other FRISBIE MEMORIAL HOSPITAL
15-2354-IN 1st Action: Location:	11/21/2015 Investigate 36 FARMINGTON RD	1608	Good intent call, other NORTHGATE APARTMENTS
15-2355-IN 1st Action: Location:	11/21/2015 Investigate 11 WHITEHALL RD	1909	Alarm system activation, no fire - unintentional FRISBIE MEMORIAL HOSPITAL
15-2356-IN 1st Action: Location:	11/21/2015 Provide mannowar	1031	Medical assist, assist EMS crew
15-2360-IN 1st Action: Location:	11/22/2015 Shut down system 72 LAFAYETTE ST	0844	Gas leak (natural gas or LPG) ROCHESTER FAIR GRAND STANDS

Rochester Fire Department
Incident Status

12/10/15

Incident	Incident Date	Alarm Time	Incident Type
15-2361-IN 1st Action: Location:	11/22/2015	0910	Service Call, other
	Assistance, other		
	1 WILLOWBROOK APTS		
15-2362-IN 1st Action: Location:	11/22/2015	1849	Carbon monoxide detector activation, no CO
	Investigate		
	1 MCDUFFEE BROOK PL		
15-2363-IN 1st Action: Location:	11/22/2015	2116	Medical assist, assist EMS crew
	Provide manpower		
15-2375-IN 1st Action: Location:	11/22/2015	0324	Medical assist, assist EMS crew
	Investigate		
15-2402-IN 1st Action: Location:	11/22/2015	2327	Medical assist, assist EMS crew
	Action taken, other		
15-2364-IN 1st Action: Location:	11/23/2015	1016	Motor vehicle accident with no injuries.
	Investigate		
	FARMINGTON RD BY WALMART		
15-2365-IN 1st Action: Location:	11/23/2015	0729	Motor vehicle accident with no injuries.
	Investigate		
	48 LOWELL ST @ 3 EDGERLY WAY		
15-2366-IN 1st Action: Location:	11/23/2015	1147	Service Call, other
	Investigate		
	COUNTRY BROOK EST		
15-2367-IN 1st Action: Location:	11/23/2015	1304	Service Call, other
	Investigate		
	COUNTRY BROOK EST		
15-2368-IN 1st Action: Location:	11/23/2015	1350	Good intent call, other
	Investigate		
	118 HIGHLAND ST @ 394 SALMON FALLS RD		
15-2369-IN 1st Action: Location:	11/23/2015	1647	Alarm system activation, no fire - unintentional
	Investigate		
	21 JARVIS AVE METROCAST CABLEVISION		
15-2370-IN 1st Action: Location:	11/23/2015	1730	Medical assist, assist EMS crew
	Assistance, other		
15-2371-IN 1st Action: Location:	11/23/2015	1751	Medical assist, assist EMS crew
	Assistance, other		
15-2373-IN 1st Action: Location:	11/23/2015	1501	Unauthorized burning
	Investigate		
	30 EMERSON AVE		

Rochester Fire Department
Incident Status

12/10/15

Incident	Incident Date	Alarm Time	Incident Type
15-2401-IN 1st Action: Location:	11/23/2015	0645	Medical assist, assist EMS crew Provide basic life support (BLS)
15-2372-IN 1st Action: Location:	11/24/2015	0116	Medical assist, assist EMS crew Assistance. other
15-2374-IN 1st Action: Location:	11/24/2015	0412	Rescue, EMS incident, other Rescue. remove from harm
15-2376-IN 1st Action: Location:	11/24/2015	1423	Vehicle accident, general cleanup Investigate 130 WAKEFIELD ST SPAULDING HIGH SCHOOL
15-2377-IN 1st Action: Location:	11/24/2015	0846	Medical assist, assist EMS crew Provide manpower
15-2378-IN 1st Action: Location:	11/25/2015	0847	Alarm system activation, no fire - unintentional Investigate 303 NORTH MAIN ST DUNKIN DONUTS
15-2379-IN 1st Action: Location:	11/25/2015	1210	EMS call, excluding vehicle accident with injury Provide basic life support (BLS)
15-2380-IN 1st Action: Location:	11/25/2015	1405	Smoke detector activation due to malfunction Investigate 33 RIVER ST
15-2381-IN 1st Action: Location:	11/25/2015	1641	Motor vehicle accident with no injuries. Investigate 303 NORTH MAIN ST DUNKIN DONUTS
15-2382-IN 1st Action: Location:	11/25/2015	1724	Medical assist, assist EMS crew Provide manpower
15-2383-IN 1st Action: Location:	11/25/2015	1830	Medical assist, assist EMS crew Provide manpower
15-2384-IN 1st Action: Location:	11/25/2015	2108	Arcing, shorted electrical equipment Remove hazard 795 PORTLAND ST
15-2385-IN 1st Action: Location:	11/26/2015	0103	Smoke detector activation due to malfunction Investigate 34 PUNCH BROOK WAY BROOKSIDE PLACE
15-2386-IN 1st Action: Location:	11/26/2015	0138	Smoke detector activation due to malfunction Investigate 34 PUNCH BROOK WAY BROOKSIDE PLACE

Rochester Fire Department
Incident Status

12/10/15

Incident	Incident Date	Alarm Time	Incident Type
15-2387-IN 1st Action: Location:	11/26/2015	0305	Service Call, other
	Assistance, other 50 SEASONS LN		
15-2388-IN 1st Action: Location:	11/26/2015	0306	Cover assignment, standby, moveup
	Fill-in or moveup SIXTH ST DOVER NORTH END STATION		
15-2389-IN 1st Action: Location:	11/26/2015	0901	Medical assist, assist EMS crew
	Investigate		
15-2390-IN 1st Action: Location:	11/26/2015	1045	Medical assist, assist EMS crew
	Investigate		
15-2391-IN 1st Action: Location:	11/26/2015	1119	Alarm system activation, no fire - unintentional
	Investigate WILLOWBROOK APTS WILLOWBROOK APARTMENTS		
15-2392-IN 1st Action: Location:	11/26/2015	1736	Good intent call, other
	Investigate 1187 SALMON FALLS RD		
15-2393-IN 1st Action: Location:	11/26/2015	1900	Dispatched & canceled en route
	Cancelled en route 588 COLUMBUS AVE @ 8 MCINTYRE CT		
15-2394-IN 1st Action: Location:	11/26/2015	1908	Motor vehicle accident with no injuries.
	Investigate HIGHLAND ST BY DUNKIN DONUTS		
15-2395-IN 1st Action: Location:	11/26/2015	2106	Alarm system sounded due to malfunction
	Investigate 287 ROCHESTER HILL RD SO'FIELD APARTMENTS		
15-2396-IN 1st Action: Location:	11/26/2015	2134	Motor vehicle accident with no injuries.
	Investigate 287 ROCHESTER HILL RD SO'FIELD APARTMENTS		
15-2400-IN 1st Action: Location:	11/27/2015	1052	Motor vehicle accident with injuries
	Provide manpower 932 SALMON FALLS RD @ 178 WHITEHALL RD		
15-2403-IN 1st Action: Location:	11/27/2015	1546	Lock-out
	Forcible entry 26 COMMON ST		
15-2397-IN 1st Action: Location:	11/28/2015	0013	Alarm system activation, no fire - unintentional
	Investigate 479 GONIC RD RIVIERA MOTEL		
15-2398-IN 1st Action: Location:	11/28/2015	0925	Alarm system sounded due to malfunction
	Investigate 11 COLD SPRING CIR		

Rochester Fire Department
Incident Status

12/10/15

Incident	Incident Date	Alarm Time	Incident Type
15-2399-IN 1st Action: Location:	11/28/2015 Investigate	1941	Medical assist, assist EMS crew
15-2411-IN 1st Action: Location:	11/28/2015 Investigate FLAT ROCK BRIDGE RD	1227	Motor vehicle accident with injuries
15-2412-IN 1st Action: Location:	11/29/2015 Investigate 299 NORTH MAIN ST CUMBERLAND FARMS STORE	0956	Oil or other combustible liquid spill
15-2413-IN 1st Action: Location:	11/29/2015 Provide manpower	1015	EMS call, party transported by non-fire agency
15-2416-IN 1st Action: Location:	11/29/2015 Cancelled en route 57 SPRING ST	1720	Dispatched & canceled en route
15-2417-IN 1st Action: Location:	11/29/2015 Assistance, other 21 MCKINLEY ST LAUREL TERRACE	1951	Public service
15-2404-IN 1st Action: Location:	11/30/2015 Investigate 34 FLAGG RD	0743	Motor vehicle accident with no injuries.
15-2405-IN 1st Action: Location:	11/30/2015 Provide basic life support (BLS)	1115	Medical assist, assist EMS crew
15-2406-IN 1st Action: Location:	11/30/2015 Investigate	1416	Medical assist, assist EMS crew
15-2407-IN 1st Action: Location:	11/30/2015 Investigate	1726	Medical assist, assist EMS crew
15-2408-IN 1st Action: Location:	11/30/2015 Investigate 2 HIGHLAND ST @ 62 MAIN ST	1653	Vehicle accident, general cleanup
15-2409-IN 1st Action: Location:	11/30/2015 Cancelled en route 65 LAFAYETTE ST	1848	Dispatched & canceled en route



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

12/10/15
Main Desk: (603) 332-1428
Reference: 335-7550
Children's: 335-7549
Fax: 335-7582
www.rpl.lib.nh.us

MONTHLY REPORT

November 2015

There were a total of 18,766 items circulated with 10,493 people visiting the library in the month of November. Two hundred forty-one patrons used the library's Internet computers for 1,134 hours. Visitors to the library's web site numbered 9,389. Current number of patron registrations is 35,631. Interlibrary loan activity included 60 materials borrowed from other libraries and 262 loaned to other libraries.

The months of November and December are busy for everyone so the Children's Room offers "drop-in" Story Times for patrons with young children. These are informal story programs for 2-5 year olds and their parent or care-giver. Due to the wide age range and varying attendance, this is a much more casual program than the usual Story Times and consists of several fun stories. November 7th thirty-two children joined the Children's Room staff in creating Mud Monsters during a fun Make-It and Take-It program.

The library was proud to present "An Evening of Poetry and Open Mic" on Wednesday, November 18th. The evening included readings from four featured local poets: John Simon, Kyle Leach, Carla Desrosiers, and Sue Zelig followed by an hour of open mic. This free event fosters an atmosphere of respect and encouragement for all participants.

In addition to the print versions of available books, 279 of our library patrons downloaded 1,240 e-books to media devices through the library's web site this month. The RPL website also enabled 23 patrons access to Mango Languages and 763 songs were downloaded from Freegal Music along with 16 videos from Freegal Movies.

Trustees meet on December 15th in the Rose Room of the library at 6pm.

This page has
been
intentionally left
blank.



Planning and Development
Conservation Commission
Historic District Commission
Arts & Culture Commission

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

PLANNING & DEVELOPMENT DEPARTMENT MONTHLY REPORT FOR NOVEMBER 2015

The Planning Board, Conservation Commission, Historic District Commission (HDC), and Arts & Culture Commission each held their regular meetings in November. The Planning Board also held a workshop meeting this month and discussed surety, performance guarantees, and inspections with the new City Engineer. The Board also voted to grant Cumberland Farms a reduction in their surety for their Milton Road property. The discussions/agendas from the Planning Board, Conservation Commission, HDC, and Arts & Culture are summarized below.

The Planning Staff attended various meetings throughout the month of November including, but not limited to, the GIS Working Group, Seacoast MPO Technical Advisory Committee, Rotary, Granite Ridge construction meetings, Minor Site Plan Review, and pre-construction meetings. Staff also held TRG meetings for applications that will be going to the Planning Board in the next few months. As always, the Department staff continued to meet with various developers and citizens of Rochester.

APPLICATIONS REVIEWED BY THE PLANNING BOARD

Dr. Alexander C. Smith, 178 Estes Road (by McEneaney Survey Associates, Inc.)
Subdivision and lot line revision to create two separate lots for future resale.
Case# 236 – 27 – A – 15 **APPROVED**

Thomas & Cheryl Rowe, 4 Spruce Street (by Berry Surveying & Engineering) Subdivision
to create two separate lots. Case# 120 – 216 – R2 – 15 **APPROVED**

21 Farmington Road, LLC, 21 Farmington Road (by Berry Surveying & Engineering)
Request for an extension to an approved Site Plan and Conditional Use Permit.
Case# 216 – 29 – GRD – 15 **APPROVED**

APPLICATIONS REVIEWED BY THE CONSERVATION COMMISSION

- 1. Discussion:** The Commission discussed the upcoming election of officers. The Chair said she will step down as Chair, but wishes to remain on the committee.

2. Dredge and Fill Application/Wetland Permit Application: Planning Staff informed the Commission that a letter had been sent to NH DES stating that Con Com does not oppose a 8,250 sq ft wetland fill at The Ridge, Phase 1, Development, as long as mitigation stays in Rochester. To-date NH DES has not contacted the City.

3. Notice of Intent to Cut Wood or Timber / Intent to Excavate:

a) Notice of Intent to Cut - Tax Map # 254-18, Rochester Hill Road

There were no issues with the Intent to Cut, however it was noted that it may be located near the NH Society for the Protection of NH's Forests (SPNHF) conserved land.

A Commission member stated there is cutting located at the north end of Salmon Falls Road. Planning Staff will follow up with the Assessing Department.

4. Reports

a) TRG report: Planning Staff and a Commission explained the proposed projects from Waste Management (a new wash bay facility; and, to retro fit the Health Care site to be a truck maintenance/repair with fueling and parking. Planning Staff said both proposed projects need work and they will be back before the TRG once the wetlands are evaluated and fueling facility details are submitted. The other three TRG applications had no environmental impacts proposed with them, and thus the Commission had no comments.

b) Summary of NH Association of Conservation Commission Annual Meeting.

Conservation Commission member shared what they had learned at this recent day-long workshop.

5. New Business: The Commission's 2016 Meeting Schedule was reviewed and adopted.

6. Non public: The Commission spent a long time working on non-public matters related to land acquisition.

APPLICATIONS REVIEWED BY THE HISTORIC DISTRICT COMMISSION

Under The Moon Shoppe, 16 North Main Street Certificate of Approval for wall sign and vinyl lettering sign. Case# HDC 121 – 11 – DTC – 15 **APPROVED**

ARTS AND CULTURE COMMISSION ACTIVITIES

The RMFA will be holding the short film festival on January 9th at the Rochester Opera House. There will be 6 new films presented please attend it's a great event. Eric Adema would like to start a new event in the winter with temporary ice block carvings. The Cast and Grind also set up a new program in the city to reward good behavior at school. If a student receives an A on their report card they will receive 50% off.

Respectfully submitted,

James B. Campbell,
Director of Planning & Development

12/10/15



ROCHESTER POLICE DEPARTMENT

23 WAKEFIELD STREET
ROCHESTER NH, 03867-1933

BUSINESS (603) 330-7127
FAX (603) 330-7159
www.rochesterpd.org

"Dedication, Pride, Integrity"

POLICE COMMISSION

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

MICHAEL J. ALLEN
Chief of Police

December 9, 2015



TO: City Manager Daniel Fitzpatrick

RE: Monthly Report – November 2015

OPERATIONS: Three of the six wards [2, 3, and 5] had meetings scheduled this period. There were no attendees for Ward 5; the other two had a combine attended over 25. We discussion crime statistics, heroin use, the Good Samaritan law, and they were able to view what is contained in the narcan bag kit officers carry. Julian Long attended the Ward 2 meeting to address questions regarding community block grants.

The investigations bureau currently has 75 cases assigned for review or investigation. There were 49 new cases sent up from patrol for review and or investigation. Detectives were called out five times this period; for two untimely death investigations, two armed robberies and a sexual assault. One arrest was made on a non compliant sex offender. We assisted the FBI on a child pornography case, as well as assisting the US Marshal's Service with apprehending a fugitive of the week. Det. Bourque continues to do good work as part of the ICAC task force. There were 18 cases presented to the Grand Jury and all returned true bills. We logged in 362 pieces of evidence and returned 62 pieces.

COMMUNICATIONS: The last vacancy in the center in the center has been filled, and as of this writing we are at full staff, with three still in training. Addresses and street map verification for E911 have been reviewed for updating.

COMPSTAT: Traffic stops were back up this period to almost 1200. That is up 48% from this same period last year, and arrests from these stops are up 38%. DWI arrests are up 51% from last year. We have made 20 arrests for DWI at accident scenes. We will continue to monitor this looking for patterns. DWI continues to be a focus of our proactive activities.

Property crime is down in all categories except motor vehicle theft. The vast majority of these were for taking without owner's consent, where the offender is known to the victim. There has been a slight increase in the numbers of thefts from motor vehicles. We continue to stress the importance of locking vehicles and removing valuable property to eliminate the element of this opportunistic crime.

DIVERSION: Nicole has been working closely with the schools and community groups in regards to the untimely death of a Spaulding High School student as a result of a drug overdose. Teen Nights should be back on track for December following the resurfacing of the gym floor.

HONOR GUARD: The Honor Guard participated in Veteran's Day ceremonies. They are scheduled to also participate in the Chamber Holiday parade as well as a Pearl Harbor Day remembrance.

HOUSING: Officer Blair attended an eviction hearing at the Court and also participated in mediation of an issue between tenants. He participated in Halloween events and conducted extra patrols during the evening hours.

K9: There were three tracks and two searches in the City this period. The team also participating in a talk and demo with the DEA in Whitefield, as well as a presentation to the Explorer post.

PROSECUTION: The workload remains a heavy. We have provided 38 hours of support to the office this reporting period to assist with this backload. Lt. Gould attended a truancy conference this period.

SCHOOL RESOURCE OFFICERS: Officer Jackson continues to provide coverage to the middle school during the absence of Off. Funk. He has been involved in several positive events such as an adaptive bicycle day for special needs students and also assisted with a clean up event in the Hanson Pines. He has attended round table meetings at the school for upcoming sporting events and the senior semi formal. The Explorer Post will be getting CPR certified.

ADMINISTRATIVE: The new utility vehicle cruiser is on the road and is getting positive feedback from the officers. Irwin Ford was the low bidder on the second utility vehicle recently approved by the Council. Delivery is between 8 and 12 weeks.

Budget season is upon us. The CIP database is available for entry. In addition to the cruiser replacement plan, we have one ongoing project, which is the replacement of the cruiser radios. We are approximately half way through that project. We will be discussing cruiser camera replacements if other funding sources fall through.

We had applied for a \$485,000 Homeland Security Grant for the replacement of equipment in the dispatch center. We received notice that we were not awarded the grant. We will seek to reapply if funding is available next year.

We had applied for but were not successful in obtaining a Coverdale grant for our evidence team. This grant would allow us to send our evidence collection team to advanced training and move them toward accredited status. We will reapply next year.

As of this writing we are back to square one in the hiring process for two vacant police positions. Both of the candidates given conditional offers were unsuccessful during the background process. The next Academy is not until the summer of 2016 and we are again putting out requests for certified candidates.

Sgt. Cost continues to work on the development of a crisis intervention curriculum. He is working with officers from Manchester Police developing a train the trainer course. Annual recertification began on the rifle and shotgun.

EMD USE:

There was one Taser display, and no Taser deploys this period.

FORFEITURE FUND SPENDING:


There was no forfeiture spending this period.

Respectfully Submitted,

Michael J. Allen

Michael J. Allen
Chief of Police

PC: Rochester Police Commission
File



This page has
been
intentionally left
blank.



ROCHESTER DEPARTMENT OF PUBLIC WORKS MONTHLY REPORT FOR NOVEMBER 2015

HIGHWAY, FLEET MAINTENANCE AND UTILITIES

Highway Division responded to 40 service calls which were either completed or scheduled for repair. Service calls for the month involved pothole repair, dead animals, grading dirt roads, traffic light repairs, and catch basin cleaning though out the city. Staff repaired two storm drain basins and finished marking out catch basin locations though out the city for winter maintenance and they continued the street sweeping program throughout the month. The City's Downtown was decorated with wreaths and lights. The City's Christmas tree was placed on the square with help from SUR Construction and Urban Tree Service. This year's tree was donated by Mr. & Mrs. Campbell of 24 Channings Lane. The children from Rochester Child Care, Jack & Jill Preschool, The Rochester Middle School Special Ed Department, St. Elizabeth Seton School, and the Maple Street Magnet School made the tree decorations and The Monarch School of New England laminated, strung and came out to assist the DPW to trim the Tree. Paul Michaud and David Desjardin were once again the Christmas Specialists from the DPW. Staff worked at the Portland Street property prepping it for use as a new snow dump. Drainage was fixed on Ramsey Drive. The Fleet Maintenance division continues working on all winter maintenance equipment and all of the wings and sanders have now been installed. The dump body on Truck #65 was sandblasted and painted.

The Utilities Division responded to 15 service requests in the month of November. These calls included sewer backups, water leaks and discolored water. Catch basin, culvert cleaning and regular maintenance was performed along with routine maintenance on the City's water and sewer systems. Staff has continued with repairing sewer manholes, raising the covers and paving to bring level with the street. We have completed the task of winterizing all of the city owned hydrants and repaired the hydrants that need normal maintenance items. Water services were repaired at 15 Moores Court, 71 Congress Street, and 22 Milton Road. Curb stops were repaired at 129 North Main Street, 32 North Main Street, 42-44 North Main Street, #130 Eastern Avenue, 1 Carpenter Lane. Staff has been door tagging businesses for shutoffs for non-compliance with the backflow ordinance, which are scheduled to be shut off in December. All equipment that will not be needed for winter maintenance has been winterized and put away for the season. Staff has organized the storage area in the hut so that everything is easily accessible in the winter months.

BUILDINGS AND GROUNDS

Buildings and Grounds responded to 48 service orders in the month of November. Those request included plumbing, lighting, moving and electrical issues. Both the City Hall structural wall repair and the Community Center Gym Floor resurfacing projects have been completed. Remodeling the office space at City Hall is being completed by in house staff. We are converting a storage area and hallway into 2 offices. The Remodeling the Community Center boys locker has begun. This work is being performed by Knights Constructio, the demo, rough plumbing and electrical are complete, tile installation is in progress. Replacement of Library HVAC unit is scheduled for December 7. New flooring for the lower library entrance is scheduled for December 9th and new flooring for the Council Chambers is scheduled for December 11th. All public building HVAC filters and emergency lighting have

been serviced. Sand/salt barrels that are used at the public building during the winter have been put in place.

WATER TREATMENT PLANT

Treated water volume for the month of November 2015 was approximately 49.4 million gallons from the surface water treatment plant; the groundwater plant was offline for maintenance and demand conditions. All water quality testing and monitoring was completed in accordance with NHDES requirements. We are pleased to report that the City of Rochester again met and exceeded all State and Federal standards for drinking water. Raw water quality has stabilized, with few occasional color spikes due to heavy rain and opening of upstream beaver dams. Watershed inspections were conducted on Rochester Reservoir, Round Pond, Berry Dam, Crown Point Road river crossing, and the raw transmission main. Repairs were performed on the Round Pond main the week of November 17th, and placed into full service immediately. Repair work on the west end spillway began November 9th. Equipment and grounds maintenance was performed at the plant, well, and tanks/stations. The plant and river intake structures were cleaned of debris, and all raw water valves tested for operation. Maintenance at the well included annual PM, general housekeeping, and cleaning of the clearwell. Maintenance at the WTF included fall grounds cleanup, instrument calibration, trough cleaning, and bicarbonate silo maintenance. The water storage tank project progress to date included installation of active mixing systems at Chesley Hill and Salmon Falls; final coating, filling, and electrical separation at Chesley Hill; and foundation sealing at all three tanks. Filter upgrade work to date included roof insulation, continued filter cleaning and performance evaluations, ceiling demolition, and a process control/electrical walkthrough. Pending work includes floor coatings, access hatch protection, ceiling and lighting installation, and filter media cleaning. Staff conducted several cross connection inspections and surveys within the city. Ian Rohrbacher, the Chief Operator was elected Vice President of New Hampshire Water Works Association at the November annual meeting.

WASTEWATER TREATMENT FACILITY

Staff continues to work with the coalition of communities on related wastewater and Great Bay Estuary issues. We also continue to work with industries on pretreatment issues. Staff attended State sponsored training classes and Staff conducted industrial pretreatment inspections. The plant received replacement gates for disk filters. A grant application has been submitted for security cameras at the WWTF. Staff had the headwork's properties surveyed. The floating wetland pilot study has been completed and staff sends out thanks to WMI for donating the two 30 yard dumpsters and liners for the study. We received results for the Water Effects Ratio River study for copper and the data is very favorable. The WWTF hosted NHWPCA permit committee meeting and staff has begun preparations for the FY17 budget entry and request process. Staff performed preventative and corrective maintenance on equipment, machinery and instrumentation. All required testing for the EPA and State completed and submitted. Average effluent flow for the month = 2.554 Million Gallons per Day (MGD). Percent of design flow = 50.1%. Percent of design flow for 2015 = 56.6%. Precipitation = 2.03".

ENGINEERING

- **Granite Ridge Public Outlay:** Construction will continue through 2015. Final pavement will be installed after the 2015-2016 winter season.

- **Water Storage Tank Rehabilitation:** Construction is nearly complete; Substantial Completion is anticipated in December 2015.
- **Surface Water Treatment Plant Upgrades:** Construction is nearly complete; Substantial Completion is anticipated in December 2015.
- **Catherine St./Sheridan Ave./Knight St. Area Improvements:** All buried infrastructure improvements and most surface improvements are completed. Construction activity will cease for the winter. Final pavement overlays and project completion are anticipated in spring/early summer 2016.
- **Rochester Reservoir West End Spillway Modifications:** Construction completion is anticipated for December 2015.
- **Salmon Falls Road/Milton Road Water and Sewer (EDA Project):** All permits and easements have been obtained. Final design documents are under review by EDA. Anticipate advertisement for bids during winter 2015 and construction to begin in spring/early summer 2016.
- **Howard Brook Culverts Replacement:** Finalizing design. Anticipate construction in 2016.
- **Franklin St./Western Ave. Area Improvements:** Finalizing design and permitting. Anticipate advertisement for bids during winter of 2015/2016 and construction start in 2016. Project scope now includes rebuilding the roadway and utilities in portions of Franklin St. and Western Ave. and constructing the new Western Ave. sewer pump station. Rebuilding the roadway and utilities in First-Fifth Streets and Adams Avenue will be proposed for construction in a future project.
- **Salmon Falls Rd. HSIP Curve Softening Project:** Working with property owners to obtain necessary temporary and permanent construction easements. Construction of this project is currently anticipated for 2016. The future of this project is uncertain due to challenges with obtaining easements and availability of federal funding.
- **Strafford Square Roundabout:** Design continues. Based on the current status, bidding of the roundabout construction is anticipated in late 2016, with a spring 2017 construction start date. Prior to that contract, a utility infrastructure contract may be undertaken during the 2016 construction season. Approval for demolition of the building at 2-4 Walnut Street is still pending.
- **Wakefield Street Reconstruction:** 30% design documents completed. Final Design and Construction funds were approved in the FY16 budget.
- **Colonial Pines Sewer Extension:** Design continues on the first phase of this multi-phase sewer extension program. Construction funds are proposed in the CIP budget over the next few years for future phases.
- **Wastewater Interceptor Upgrades:** A Basis of Design Report has been received from the design consultant. This report summarizes alternatives and sets design criteria for final design.
- **Lowell Street Culvert:** Construction of infrastructure improvements to drainage and to the culvert began in November. Completion of this first phase of improvements is anticipated in December 2015. Further improvements to the culvert are being contemplated for construction in 2016.
- **Dewey Street Pedestrian Bridge:** Bridge inspection, rating, and evaluation has been completed. Design of a replacement bridge structure is underway.
- **Columbus Avenue (Rte. 125) Pedestrian Bridge:** This bridge was added to the NHDOT's Municipal Red List of deficient bridge structures in August. The bridge has been closed and

design/construction of a replacement bridge is being expedited. The existing bridge was removed in November. Installation of the new bridge is anticipated in January 2016.

- **NPDES Permit - Wastewater & MS4 Permit - Stormwater:** Early in 2015, Rochester agreed to certain conditions with USEPA in exchange for additional time before a new NPDES permit is issued for its Wastewater Treatment Facility. The terms of the conditions include such activities as sampling, conducting studies, and development of plans related to nutrient reduction. The City continues to comply with the conditions. The City continues to await issuance of a new MS4 permit for stormwater. USEPA is currently reviewing comments submitted on their draft language; issuance of the MS4 permit is anticipated for spring 2016 or later.



Memorandum

12/10/15

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

From: Lauren Colanto, Recreation & Arena
Date: December 9, 2015
Re: November Department Report

Adult Art	4
Adult Recreation Ice Hockey	108
Adult Volleyball	60
Learn To Skate	16
Parent/Child Open Gym	14
Parent/Child Paint	5
Parent/Child Stick	21
Public Ice Skating	167
Rec Talks	11
Senior Art	14
Senior Breakfast	39
Senior Dance Lessons	10
Senior Dance Night Out	15
Senior Meditation	6
Senior Open Gym	0
Senior Power Hour	114
Senior Yoga Gentle	32
Senior Yoga Chair	5
Stay and Play	4
Teen Night	0
Monthly Total	645

Youth Mental Health First Aid

Continuing our department's commitment to professional development and collaboration, our full time staff completed the rigorous Youth Mental Health First Aid training with the Rochester School Department. This training, supported by the Safe Schools Healthy Students Grant, empowered staff with valuable knowledge on mental health wellness. The skills learned in this program will help our staff identify concerns in youth participants and direct them and their families to the necessary resources. Attending such trainings allows our department to continue its mission of promoting healthy lifestyles.

#RochesterGivesThanks

To help spread some holiday cheer and reinforce all the positive that happens in Rochester, our department started a social media campaign during Thanksgiving week called Rochester Gives Thanks. Customers, city employees and members of the public sent in pictures of themselves holding a sign that listed what they were thankful for and attached the hashtag #RochesterGivesThanks. This campaign reached over 3,700 people through Facebook. We received a lot of positive feedback that this initiative was lots of fun and put a smile on many faces.

Gymnasium Floor

The gym floor at the Community Center was refinished during the month of November. Gym based programs were cancelled for several weeks due to this project. To help preserve the beautiful new finished, we met with various gym user groups to revisit expectations and standards of the facility. Many members of the public have commented on how nice the gym looks. We are thankful for the hard work and cooperation of Buildings and Grounds in making this project happen.

Don't forget to join us Saturday, December 12 from 4:15-5:50 at the Rochester Arena for our annual Skate With Santa Charity Food Drive!



This page has
been
intentionally left
blank.

City of Rochester Tax Collector's Office
November 30, 2015

Tax Year		Annual Warrant	Collected		Uncollected	
			Amount	%	Amount	%
2015	Semi Warrant	28,169,743	26,871,259.70	95.39%	\$ 1,298,483.30	4.61%
2014		55,068,779	53,954,667.69	97.98%	1,114,111.31	2.02%
2013		53,324,262	52,525,168.22	98.50%	799,093.78	1.50%
2012		50,952,912	50,618,982.82	99.34%	333,929.18	0.66%
2011		48,856,892	48,596,565.16	99.47%	260,326.84	0.53%
2010		47,308,832	47,092,059.33	99.54%	216,772.67	0.46%
2009		46,898,827	46,734,295.22	99.65%	164,531.78	0.35%
2008		46,522,769	46,386,954.13	99.71%	135,814.87	0.29%
2007		42,964,450	42,857,558.64	99.75%	106,891.36	0.25%
2006		40,794,160	40,689,170.46	99.74%	104,989.54	0.26%
2005		38,024,453	37,996,552.27	99.93%	27,900.73	0.07%
2004		36,065,496	36,044,704.13	99.94%	20,791.87	0.06%
2003		33,310,579	33,299,852.88	99.97%	10,726.12	0.03%
2002		29,725,878	29,716,235.89	99.97%	9,642.11	0.03%
2001		26,943,136	26,934,739.38	99.97%	8,396.62	0.03%
2000		25,415,248	25,409,120.87	99.98%	6,127.13	0.02%
1999		22,973,308	22,969,079.37	99.98%	4,228.63	0.02%
1998		30,592,529	30,586,714.71	99.98%	5,814.29	0.02%
1997		29,835,914	29,830,142.79	99.98%	5,771.21	0.02%
1996		27,726,424	27,721,642.91	99.98%	4,781.09	0.02%
1995		27,712,029	27,708,767.98	99.99%	3,261.02	0.01%
1994		26,989,803	26,986,789.81	99.99%	3,013.19	0.01%
1993		25,611,050	25,608,232.96	99.99%	2,817.04	0.01%
1992		24,746,736	24,744,940.64	99.99%	1,795.36	0.01%
1991		24,296,285	24,294,507.32	99.99%	1,777.68	0.01%
					4,651,788.72	

Tax Collector
Doreen Jones, CTC

This page has
been
intentionally left
blank.



Rochester, New Hampshire

Inter office Memorandum

TO: Daniel Fitzpatrick
City Manager

FROM: Todd M. Marsh
Director of Welfare

SUBJECT: Analysis of Direct Assistance for November, 2015.

DATE: December 8, 2015

This office reported 79 formal client notes for the month of November.

Voucher amounts issued for November, 2015 were as follows:

	19 <u>Families</u> 5 new	17 <u>Single</u> 3 new
Burial	650.00	2,600.00
Dental00	.00
Electricity	291.59	82.38
Food.....	.00	20.00
Fuel heating	339.90	.00
Mortgage	490.00	.00
Medical00	.00
Prescriptions00	.00
Rent	4,292.50	2,380.00
Temporary Housing	786.00	550.00
Transportation	<u>.00</u>	<u>9.00</u>
TOTAL	\$6,849.99	\$5,641.38

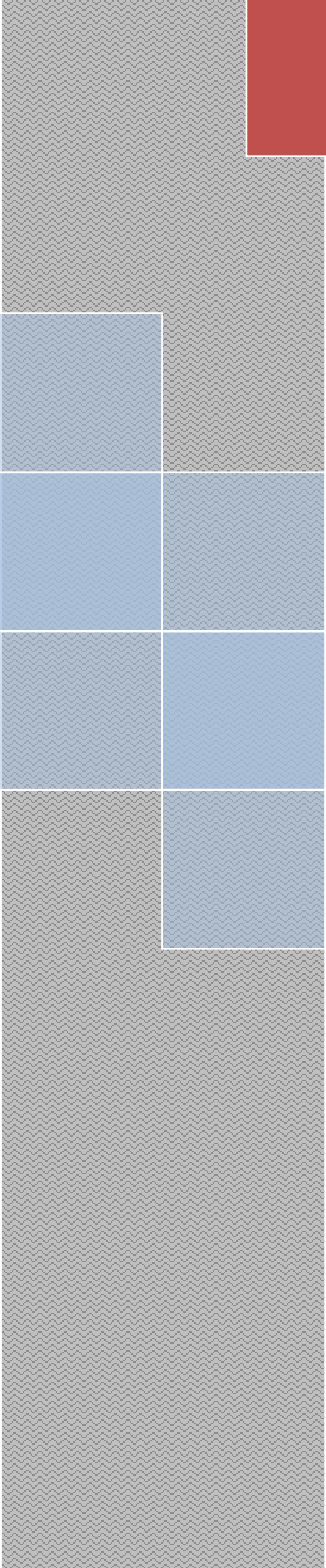
This represents an average cost per case/family of \$360.53 and case/Individual of \$331.85 for this month.

Total vouchers issued: \$12,491.37

There was an increase of \$2,524.57 in assistance issued this month compared to November 2014. There was an increase of \$5,625.33 in vouchers issued this month compared to last month.

We received reimbursements from the Interim Assistance Program SSI, State Medicaid and Personal Reimbursements totaling \$.00

.



This page has
been
intentionally left
blank.





Appointments Committee Minutes
May 5, 2015

Committee Members Present:

John Larochelle, Chair
Jake Collins
Sandra Keans

James Gray
Donald Hamann

John Larochelle called the meeting to order at 6:30 p.m. on May 5th.

Lori-Jean Chick - Library Trustees (new appt) Ward 3

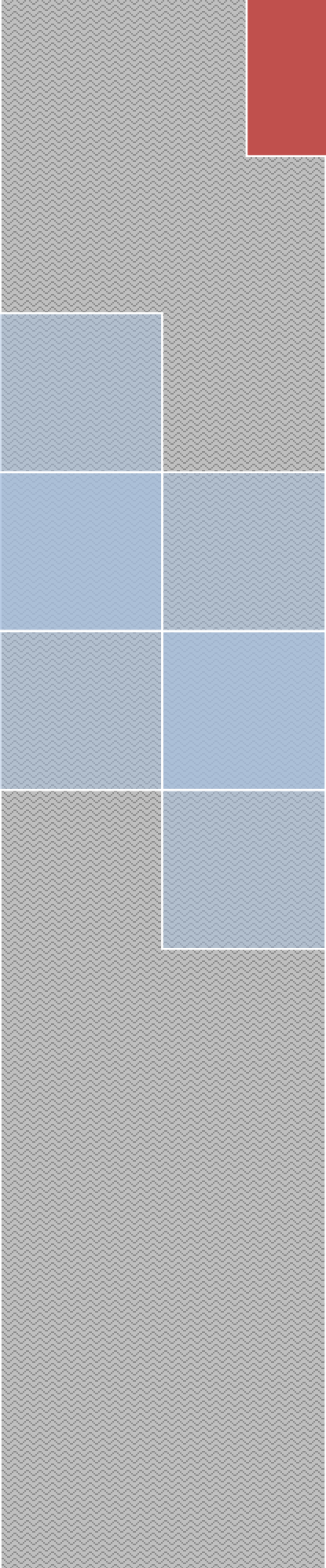
Lori-Jean is a member of the Friends of the Rochester Public Library. She has a strong interest in libraries and would like to serve the City in the capacity of a Library Trustee. The Appointments Committee unanimously recommends Lori-Jean Chick for appointment as Library Trustee for Ward 3, term to expire January 2, 2018.

Troy Dillow - Rochester Economic Development Commission (REDC)

Troy is a resident of Rochester and currently works at Bernier Insurance. While working at the Portsmouth Naval Shipyard, he started and operated Dillco Transportation LLC in 2008 and sold the business in 2014. Since there is no opening in the REDC at this time, the Appointments Committee recommends that the City keep Troy's application on file for the next opening.

Respectfully submitted,

John Larochelle, Chair



This page has
been
intentionally left
blank.





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

12/10/15

Appointments Committee Minutes
April 7, 2015

Committee Members Present:

John Larochelle, Chair
Jake Collins
Sandra Keans

James Gray
Donald Hamann

John Larochelle called the meeting to order at 6:00 p.m. on April 7th

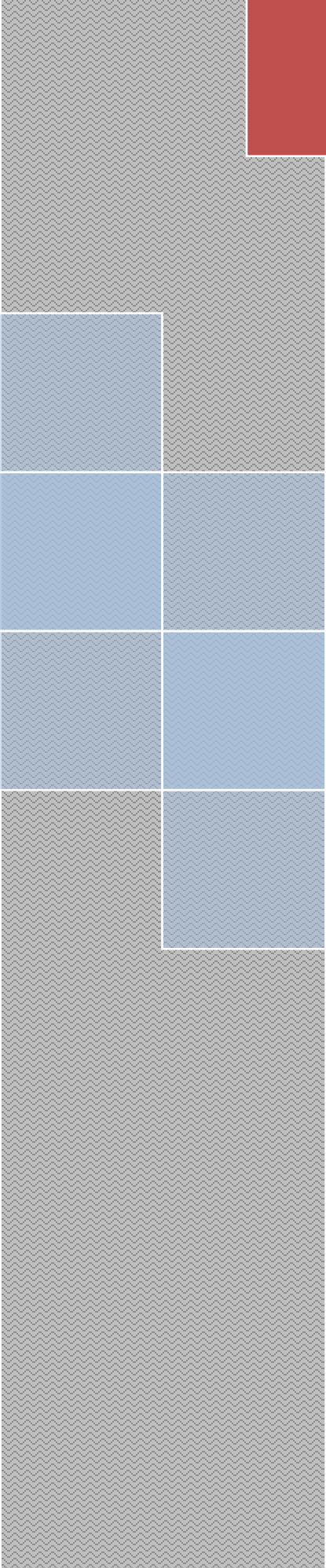
Dan Spencer - Moderator – Ward 5

Dan holds the Ward Clerk position in Ward 5 and is familiar with the election process. He has taken all the online training for positions of Election Officials. The Appointments Committee feels that he will be ready to perform the duties of Moderator for Ward 5 in the upcoming election and unanimously recommends **Dan Spencer** for appointment to the unexpired term of Moderator for Ward 5 to expire January 2, 2016. (Dan was subsequently appointed at the April 7 regular meeting of City Council.)

Christine DeAngelis - Rochester Economic Development Commission (REDC)

Christine is a Certified Public Accountant and holds a Master's of Science degree in Accounting. She is the finance manager for Shaheen and Gordon law firm of Dover. Christine has a long history of participating in community activities and would like play a role in furthering the economic success of Rochester. The appointments committee unanimously agrees that Christine would bring valuable skills to the REDC. As a resident of Gonic, she is fully qualified to be a member.

The Appointments Committee unanimously Christine DeAngelis for appointment to the Rochester Economic Development Commission (REDC) when there is an opening.



This page has
been
intentionally left
blank.



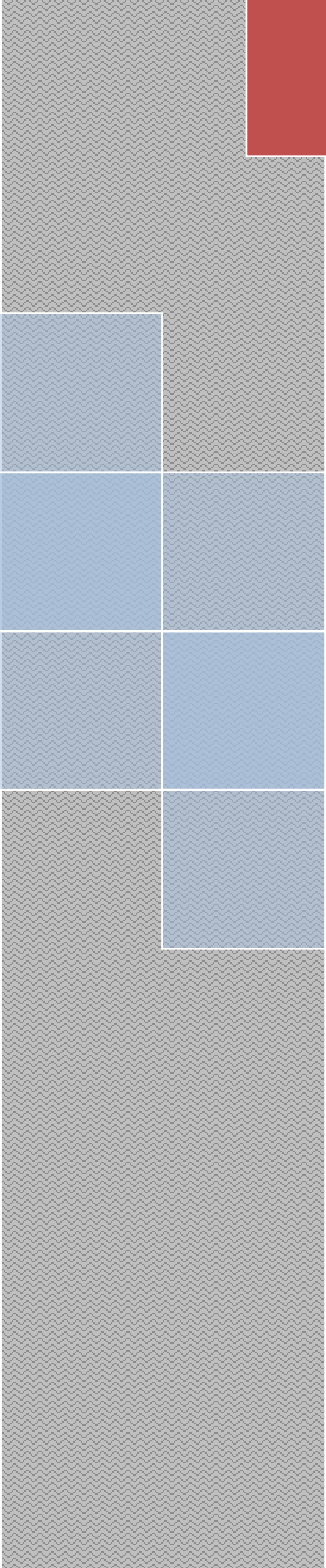
November 24, 2015

Mr. Mayor and City Counselor's,

It is with much deliberation that I am submitting my resignation as Chair of the Rochester Conservation Commission at the end of my term on January 1, 2016. It has been my pleasure to serve as the Chair for the past 8 years; however I believe that it is time for another member of the Commission to step up. I would like to remain on the Conservation Commission as a regular member and I am presently seeking an appointment to the Planning Board. I have discussed this with all Conservation Commission members and we would like to recommend that Mike Dionne be appointed as Chair.

Thank you and Happy Holiday's,

Deborah A. Shigo



This page has
been
intentionally left
blank.



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

THE CITY OF ROCHESTER ORDAINS:

That Chapter 42 of the General Ordinances of the City of Rochester regarding signage in the Highway Commercial District and currently before the Rochester City Council, be amended as follows:

42.6 Commercial Zoning Districts

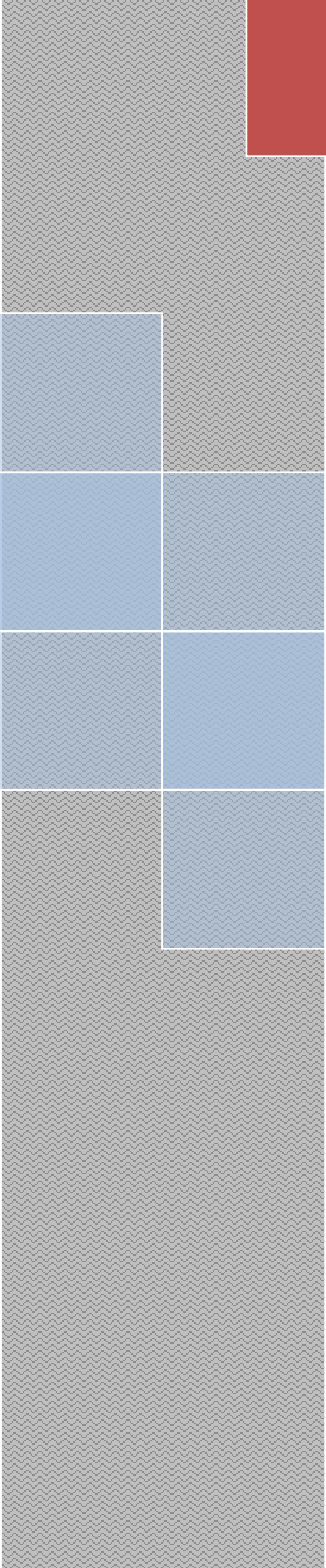
f. **Highway Commercial District**

~~D. Signage. All provisions of Section 42.29 Signage, herein shall apply except for the following allowances:~~

~~i. For buildings located between the Service Road and the main traffic artery, an additional building-mounted sign is permitted.~~

~~ii. Off premises directory style signs and off premises directional signs are permitted by Conditional Use by the Planning Board.~~

The effective date of these amendments shall be upon passage.



This page has
been
intentionally left
blank.





12/10/15

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.

Amendment to Chapter 42.6

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 15, 2015		
DEPT. HEAD SIGNATURE			
DATE SUBMITTED	12/10/2015		
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	
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 Council.

SUMMARY STATEMENT

Remove off premise directory signage provision on page 60 of Chapter 42 section 29 in the Highway Commercial District. This change is recommended because it will make the Ordinance consistent throughout Zoning Districts. (This language was previously removed from other Zoning Districts at the suggestion of the City Council and supported by Staff. This language was overlooked, and thus left, in the Highway Commercial District, and now should be removed).

RECOMMENDED ACTION

First Reading and Refer to a Public Hearing.



Planning and Development
Conservation Commission
Historic District Commission
Arts and Culture Commission

PLANNING & DEVELOPMENT DEPARTMENT
City Hall - Second Floor
31 Wakefield Street,
Rochester, New Hampshire 03867-1917
(603) 335-1338 - Fax (603) 335-7585
Web Site: www.rochesternh.net

MEMO

Date: December 3, 2015
To: Codes and Ordinance Committee
From: Michelle Mears
Planning Department
Re: Chapter 42

The Planning and Development Department recommends the following changes:

Chapter 42

42.6 Commercial Zoning Districts

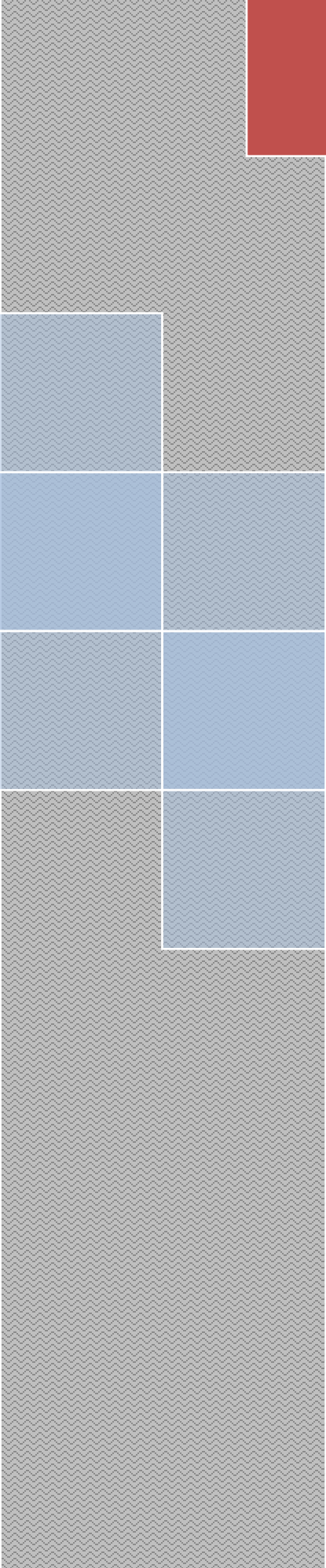
f. Highway Commercial District

Remove this on Page 60 of Chapter 42

~~D. Signage. All provisions of Section 42.29 Signage, herein shall apply except for the following allowances: i. For buildings located between the Service Road and the main traffic artery, an additional building mounted sign is permitted. ii.~~

~~Off premises directory style signs and off premises directional signs are permitted by Conditional Use by the Planning Board.~~

This change is recommended because it will make the Ordinance consistent throughout Zoning Districts. (This language was previously removed from other Zoning Districts at the suggestion of the City Council and supported by Staff. This language was overlooked, and thus left, in the Highway Commercial District, and now should be removed).



This page has
been
intentionally left
blank.



**RESOLUTION PURSUANT TO RSA 34:1 ESTABLISHING A SCHOOL BUILDING
CAPITAL RESERVE FUND**

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

By adoption of this Resolution, the City Council establishes a Capital Reserve Fund pursuant to RSA 34:1 for the purpose of rehabilitating, enlarging, replacing, and/or constructing new school facilities and/or the purchase of land for the enlargement of existing school facilities and/ or siting of new school facilities. The name of such fund shall be the School Building Fund.

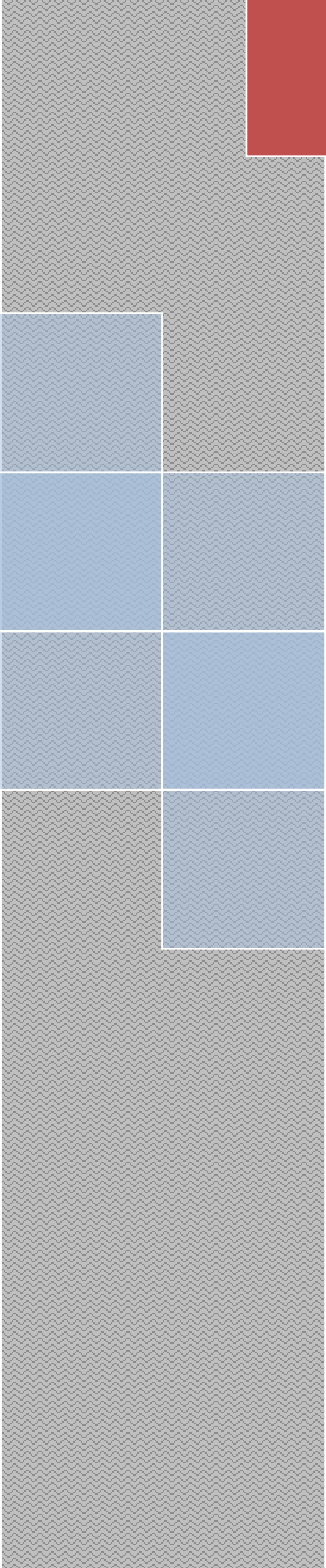
The City Council, at its sole discretion, may appropriate monies to said School Building Fund through the annual budgeting process. The City Council may also by favorable vote of $\frac{3}{4}$ of its members, transfer to such fund after a public hearing with notice as provided in RSA 34:2, not more than $\frac{1}{2}$ of its unencumbered surplus funds remaining on hand at the end of the fiscal year, within limits as provided in RSA 34:4. No transfer from the City's unencumbered surplus funds to the School Building Fund shall be considered until after the annual audit presentation by the independent auditor and confirmation of the stated surplus. The City Council may also accept and appropriate gifts, legacies and trusts to the School Building Fund by majority vote.

Expenditure of funds from the School Building Fund is at the sole discretion of the City Council.

Pursuant to RSA 34:6, the Trustees of Trust Funds shall have custody of all capital reserves transferred to the School Building Fund. The Trustees of the Trust Fund will hold the monies appropriated to the School Building Fund in a separate account. Appropriations made to the School Building Fund will be paid over to the Trustees of the Trust Fund after July 1 but prior to June 30 of the fiscal year of the appropriation.

The City Council may dissolve the School Building Fund at its sole discretion. Upon dissolution of any portion of said fund appropriated from the General Fund said funds will lapse to surplus (Unassigned General Fund fund balance) and cannot be repurposed directly to a different capital fund or project. Any funds contained in the School Building Fund accepted and appropriated from gifts, legacies or trusts may be redirected at the discretion of the City Council.

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.



This page has
been
intentionally left
blank.





12/10/15

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 School Building Capital Reserve Fund Request

COUNCIL ACTION ITEM ☒
INFORMATION ONLY ☐FUNDING REQUIRED? YES ☒ NO ☐
* IF YES ATTACH A FUNDING RESOLUTION FORMRESOLUTION REQUIRED? YES ☐ NO ☒
(to be acted upon at a later date)FUNDING RESOLUTION FORM? YES ☐ NO ☒
(to be acted upon at a later date)

AGENDA DATE	September 15, 2015		
DEPT. HEAD SIGNATURE			
DATE SUBMITTED	August 28, 2015		
ATTACHMENTS YES <input 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	
CITY MANAGER	

FINANCE & BUDGET INFORMATION

DIRECTOR OF FINANCE APPROVAL	
SOURCE OF FUNDS	O&M as well as un-designated fund balance.
ACCOUNT NUMBER	(to be acted upon at a later date)
AMOUNT	(to be determined at a later date)
APPROPRIATION REQUIRED YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	(to be acted upon at a later date)

LEGAL AUTHORITY

RSA 34

SUMMARY STATEMENT

Refer to attached correspondence from Superintendent Hopkins sent to City Manager Fitzpatrick.

RECOMMENDED ACTION

Receive & consider School Department request.

12/10/15

City of Rochester School Department

Mr. Michael Hopkins
Superintendent of Schools
e-mail: hopkins.m@rochesterschools.com

Mrs. Mary A. Moriarty
Assistant Superintendent of Schools
e-mail: moriarty.m@rochesterschools.com

Ms. Linda Casey
Business Administrator
e-mail: casey.l@rochesterschools.com

Mrs. Christiane Allison
Director of Student Services
e-mail: allison.c@rochesterschools.com

Office of the Superintendent
150 Wakefield Street
Suite #8
Rochester, NH 03867-1348
(603) 332-3678
FAX: (603) 335-7367



August 28, 2015

RECEIVED
SEP 8 2015
FINANCE OFFICE
CITY OF ROCHESTER

CITY OF
Received
SEP 8 2015
City Manager
ROCHESTER

Mr. Daniel Fitzpatrick, City Manager
Rochester City Hall
31 Wakefield Street
Rochester, NH 03867

Dear Mr. Fitzpatrick:

At its regular meeting of August 13, 2015, the Rochester School Board unanimously approved a request to City Council with the following motion:

"Request that the Rochester City Council exercise its authority under NH RSA 34 to establish a School Building Capital Reserve Fund (SBCRF) on the following terms and conditions: A. The fund shall be used for the financing of all or part of the cost of the construction, reconstruction, or acquisition of school buildings for the Rochester School District and, as necessary, the acquisition of land for such buildings, all such construction, reconstruction, or acquisition to be pursuant to the relevant provisions of NH RSA 199; B. The fund shall be established as soon as possible; and C. The SBCRF shall be funded from: i. Money raised and appropriated for that purpose as part of the School District's annual Operating Budget; and, ii. Up to one-half of any unencumbered surplus funds remaining on hand at the end of the fiscal year in the School District's Operating Budget, subject annually to the requisite approval of the City Council pursuant to NH RSA 34:3 II or successor statutes. Also to direct the Superintendent to include in each year's Operating Budget for the School District, beginning with Fiscal Year 2017 and continuing until further vote of the School Board an appropriation of \$500,000 to be paid into said Capital Reserve Account."

I hereby request on behalf of the School Board, that this request be placed the City Council Agenda for review and consideration by the Council. I look forward to hearing from you with regard to the meeting date Council will be considering the above requests.

Yours truly,

Michael L. Hopkins
Superintendent of Schools

MLH/mgm

cc

Rochester City Council ✓