



**Rochester City Council Public Hearing  
April 19, 2016  
Council Chambers  
7:00 PM**

**Agenda**

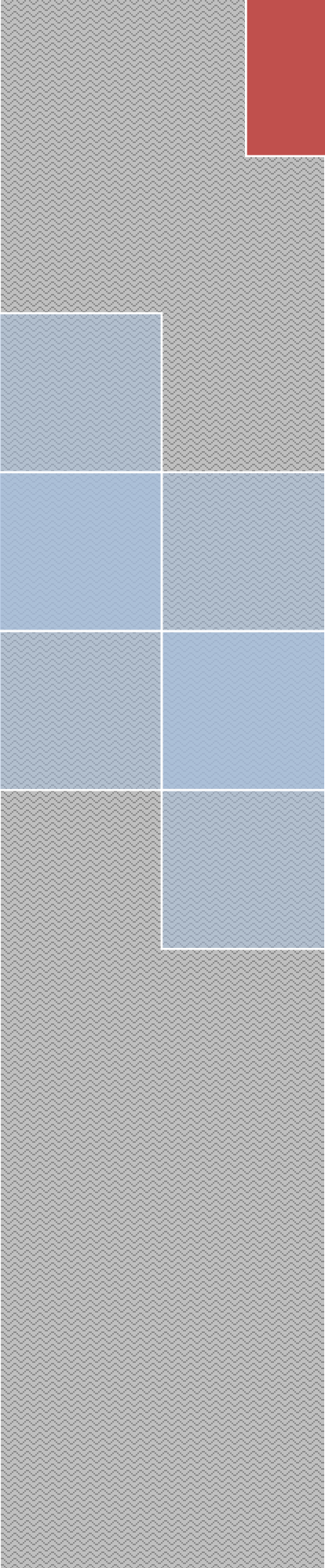
1. Call to Order
2. **AB 128** Resolution Adopting a 2016-2017 Rochester CDBG "Action Plan for the City of Rochester, NH and Approving and Appropriating the 2016-2017 Community Development Budget for the City of Rochester P. 5
3. **AB 131** Resolution Authorizing Supplemental Appropriation to the 2015-2016 Capital Improvements Budget of the City of Rochester, Department of Public Works, for the So-Called Salmon Falls Road EDA Sewer Extension Project P. 11
4. Adjournment

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**City Council Workshop  
April 19, 2016  
Council Chambers  
(Immediately following the City Council Public Hearing)**

**Agenda**

1. Call to Order
2. Communications from the City Manager
  - 2.1 Employee of the Month P. 19
  - 2.2 Mid-month City Manager's Report P. 21
  - 2.3 Introduction of 2017 City Budget
3. Communications from the Mayor
4. Department Reports P. 29
5. Other
6. Adjournment

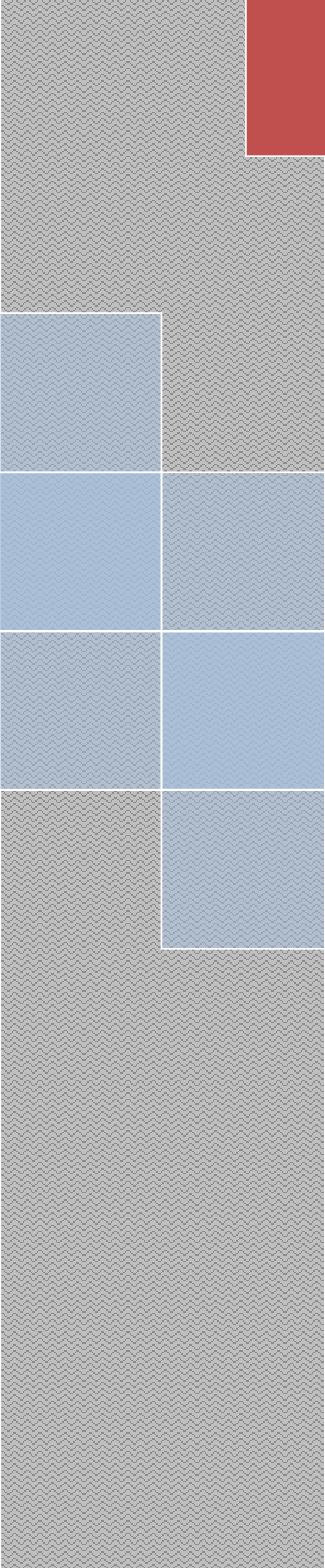


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Special City Council Meeting  
April 19, 2016  
Council Chambers  
*(Immediately following the City Council Workshop)*

1. Call to Order
2. **AB 131** Resolution Authorizing Supplemental Appropriation to the 2015-2016 Capital Improvements Budget of the City of Rochester, Department of Public Works, for the So-Called Salmon Falls Road EDA Sewer Extension Project **Second Reading and Adoption** P. 11
3. **AB 144** Resolution Authorizing Rochester Police Department to Apply for a Paul Coverdell Forensic Science Improvement Grant **First Reading and Adoption** P. 155
4. **AB 143** Resolution Accepting Highway Safety Bicycle/Pedestrian Patrol Grant and Making a Supplemental Appropriation in Connection Therewith **First Reading, Second Reading, and Adoption** P. 167
5. Adjournment



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**RESOLUTION ADOPTING A 2016-2017 ROCHESTER CDBG**  
**“ACTION PLAN FOR THE CITY OF ROCHESTER, N.H.” AND**  
**APPROVING AND APPROPRIATING THE 2016-2017**  
**COMMUNITY DEVELOPMENT BUDGET FOR THE CITY OF ROCHESTER**

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

I. That the Mayor and City Council of the City of Rochester, by adoption of this Resolution, hereby adopt the one-year 2016-2017 “Action Plan for the Community Development Division for the City of Rochester, N.H.,” as prepared and presented to the Mayor and City Council by the City of Rochester Office of Economic and Community Development, in connection with the City’s Community Development Block Grant (CDBG) program, including the goals, objectives, and concepts set forth therein;

II. Further, that a twelve (12) month Community Development Block Grant budget for the Office of Economic and Community Development for the City of Rochester in the total amount of Two Hundred Forty-One Thousand and Fifty-Two Dollars (\$241,052.00) be, and hereby is, approved and appropriated for fiscal year 2016-2017. Included in said approval and appropriation are expenditures set forth in the one-year action plan of the Office of Economic & Community Development for the City of Rochester for the Community Development Block Grant program, in the following categories and amounts:

Administration and Planning	\$ 48,210.40
Public Service Agencies	\$ 36,157.80
Housing/Public Facilities/Infrastructure	\$ 156,683.80
<b>Total</b>	<b>\$241,052.00</b>

This budget and the one-year action plan for 2016-2017 may be reconsidered if federal funding is changed or if it is inconsistent with the total 2016-2017 budget adopted for the Office of Economic & Community Development.

The sums necessary to fund the above appropriation in the amount of Two Hundred Forty-One Thousand and Fifty-Two Dollars (\$241,052.00) shall be drawn in their entirety from the above-mentioned 2016-2017 fiscal year Community Development Block Grant from the federal government to the City of Rochester. The Finance Director is hereby authorized to create such line item accounts as shall be necessary to implement this Resolution.

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



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4/14/16

**City of Rochester Formal Council Meeting****AGENDA BILL****NOTE: Agenda Bills are due by 10 AM on the Monday the week before the City Council Meeting.****AGENDA SUBJECT**

First Reading of Community Development Block Grant (CDBG) Program Annual Action Plan for FY 2016-2017

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	April 5, 2016		
DEPT. HEAD SIGNATURE	Karen Pollard, on file		
DATE SUBMITTED	3/16/2016		
ATTACHMENTS	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	98

**COMMITTEE SIGN-OFF**

COMMITTEE	Community Development Committee
CHAIR PERSON	Elaine Lauterborn, signature on file

**DEPARTMENT APPROVALS**

DEPUTY CITY MANAGER	
CITY MANAGER	

**FINANCE & BUDGET INFORMATION**

FINANCE OFFICE APPROVAL	
SOURCE OF FUNDS	CDBG
ACCOUNT NUMBER	TBD
AMOUNT	\$241,052.00
APPROPRIATION REQUIRED	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>

**LEGAL AUTHORITY**

24 CFR § 91.1 requires the submission of an Annual Action Plan for the City of Rochester to continue to receive Community Development Block Grant funding.

**SUMMARY STATEMENT**

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 grant funding received. This will be the first reading of the Annual Action Plan, to be followed by a public hearing and second reading and adoption.

No City funds need to be obligated to receive this grant funding.

**RECOMMENDED ACTION**

- Step 1 (4/5/2016): Review of the draft FY 2016-2017 Annual Action Plan and referral to public hearing scheduled for April 19th.
- Step 2 (4/19/2016): Public hearing to solicit citizen feedback on adoption of the draft FY 2016-2017 Annual Action Plan.
- Step 3 (5/3/2016): Second review and adoption of the draft FY 2016-2017 Annual Action Plan.

## AGENDA BILL - FUNDING RESOLUTION

## EXHIBIT

Project Name: Date: Fiscal Year: 

Fund (select):

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

## Deauthorization

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

## Appropriation

	Org #	Object #	Project #	Fed Amount \$	State Amount \$	Local Amount \$
1	TBD	TBD	TBD	241,052.00 -	-	-
2				-	-	-
3				-	-	-
4				-	-	-

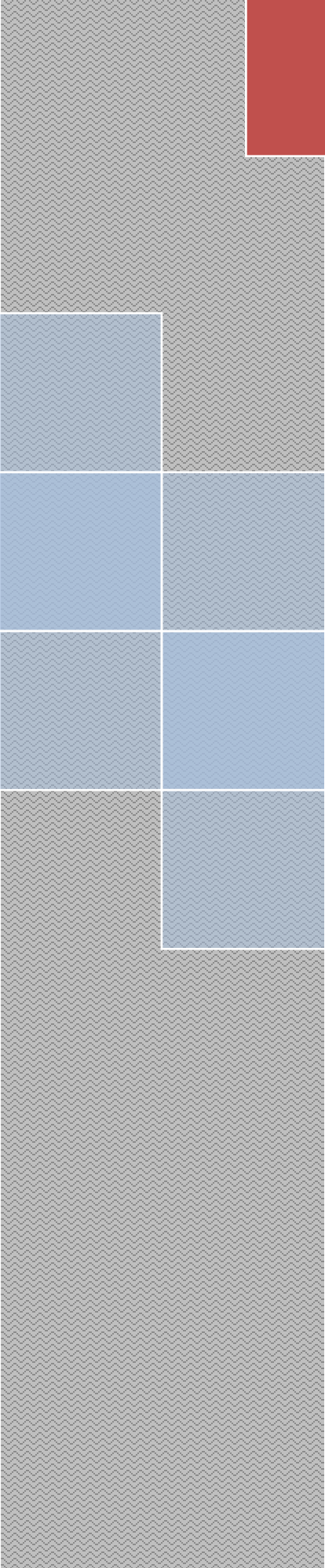
## Revenue

	Org #	Object #	Project #	Fed Amount \$	State Amount \$	Local Amount \$
1	TBD	TBD	TBD	241,052.00 -	-	-
2				-	-	-
3				-	-	-
4				-	-	-

DUNS # CFDA # Grant # Grant Period: From   
To 

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

Reimbursement Request will be reduced Funds will be returned



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**RESOLUTION AUTHORIZING SUPPLEMENTAL APPROPRIATION  
TO THE 2015-2016 CAPITAL IMPROVEMENTS BUDGET OF THE  
CITY OF ROCHESTER, DEPARTMENT OF PUBLIC WORKS  
FOR THE SO-CALLED SALMON FALLS ROAD EDA SEWER EXTENSION PROJECT**

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

That the sum of Eight Hundred Sixty Five Thousand Dollars (\$865,000.00) be, and hereby is, appropriated as a supplemental appropriation to the 2015-2016 capital improvements (CIP) budgets of the City of Rochester, Department of Public Works as follows: Two Hundred Fifteen Thousand Dollars (\$215,000.00) to the General Fund CIP fund; Three Hundred Seventy Three Thousand Dollars (\$373,000.00) to the Water CIP fund; and Two Hundred Seventy Seven Thousand Dollars (\$277,000.00) to the Sewer CIP fund. The purpose of this supplemental appropriation is to provide sums necessary to pay costs and/or expenditures with respect to the so-called Salmon Falls Road EDA Sewer Extension Project (the "Project"), and provided further that such appropriation shall be drawn in its entirety from the proceeds of bonding/borrowing to be undertaken by the City of Rochester.

Further, that the Mayor and City Council of the City of Rochester hereby resolve that, in accordance with the provisions of RSA 33:9, the City Treasurer, with the approval of the City Manager, be, and hereby are authorized to borrow the sum of Eight Hundred Sixty Five Thousand Dollars (\$865,000.00) through the issuance of bonds and/or notes, and/or through other legal form(s), for the purposes of funding the expenditures incident to the implementation of the Project outlined, and referred to, in the preceding paragraph, such borrowing to be on such terms and conditions as the said Treasurer and City Manager may deem to be in the best interest of the City of Rochester. Such borrowing is authorized subject to compliance with the provisions of RSA 33:9 and Section 45 of the Rochester City Charter to the extent required, necessary and/or appropriate.

Further, the Mayor and City Council hereby determine that the expected useful life of each element of the Project to be at least twenty (20) years.

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

CC FY16 04-05 AB 131



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4/14/16

**City of Rochester Formal Council Meeting****AGENDA BILL****NOTE: Agenda Bills are due by 10 AM on the Monday the week before the City Council Meeting.****AGENDA SUBJECT**

Supplemental Appropriation to fund the Salmon Falls Road EDA Sewer Extension Project.

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

AGENDA DATE	April 5, 2016		
DEPT. HEAD SIGNATURE	John B. Storer, P.E. (Signature on file in City Clerk's Office)		
DATE SUBMITTED	March 22, 2016		
ATTACHMENTS	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	3

**COMMITTEE SIGN-OFF**

COMMITTEE	Public Works & Buildings Committee
CHAIR PERSON	Ralph Torr

**DEPARTMENT APPROVALS**

DEPUTY CITY MANAGER	
CITY MANAGER	

**FINANCE & BUDGET INFORMATION**

FINANCE OFFICE APPROVAL	
SOURCE OF FUNDS	Bonds
ACCOUNT NUMBER	13551 Wat, Sew, & General Fund
AMOUNT	865,000.00
APPROPRIATION REQUIRED	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>

**LEGAL AUTHORITY**

City Council Resolution

### **SUMMARY STATEMENT**

A Supplemental Appropriation of \$865,000 is requested to fully fund the proposed Salmon Falls/Milton Road Water & Sewer Extension Project. The appropriation will be split amongst the General Fund (\$215,000), Water Fund (\$373,000) and Sewer Fund (\$277,000).

S.U.R. Construction was the apparent low bidder of 7 bids submitted on March 17. The proposed work includes: new or upgraded water mains along Salmon Falls Road from Kinsale Drive to Route 125; new gravity sewer extension along Salmon Falls Road up to Route 125, with a line across Kodiak Court and Denali Drive, extending to Market Basket, then north along Route 125 to Amarosa Drive; reclaimed roadway and new pavement along Salmon Falls Road. A project overview map is attached.

S.U.R.'s bid price was \$4,171,195.88. The remaining project budget is expected to be around \$4.602 million including mandatory inspection services, a contingency allowance, and construction administration services. A budget amount of \$3.737 million remains after engineering design and bidding. A supplemental appropriation of \$865,000 is requested to complete all proposed aspects of the project.

The U.S. Economic Development Administration is contributing a grant amount of \$1.946 million. Market Basket is contributing another \$500,000. The City's projected responsibility would total approximately \$2.315 million, including engineering design services.

The City previously allocated a total amount of approximately \$1.446 million as follows: \$293K General Fund/Highway; \$264K Water; \$889K Sewer. The requested supplemental \$865K appropriation would be allocated from General Fund/Highway \$215K; Water Fund \$373K; and Sewer Fund \$277K.

### **RECOMMENDED ACTION**

Support the recommendation of the Public Works Committee and authorize a resolution for a supplemental appropriation in the amount of \$865,000 to complete all proposed portions of the Salmon Falls/Milton Road Water & Sewer Extension Project. Funding would be bonded from the following funds:

- General Fund - \$215,000
- Water Fund - \$373,000
- Sewer Fund - \$277,000

**AGENDA BILL - FUNDING RESOLUTION****EXHIBIT**Project Name: Date: Fiscal Year: 

Fund (select):

GF ☐Water ☐Sewer ☐Arena ☐CIP ☒Water CIP ☒Sewer CIP ☒Arena CIP ☐Special Revenue ☐Fund Type: Annual Lapsing ☐ Multi-year Non-Lapsing ☒**Deauthorization**

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

**Appropriation**

	Org #	Object #	Project #	Fed Amount \$	State Amount \$	Local Amount \$
1	15013010	771000	13551			215,000.00
2	55016010	771000	13551			373,000.00
3	55026020	771000	13551			277,000.00
4				-	-	-

**Revenue**

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

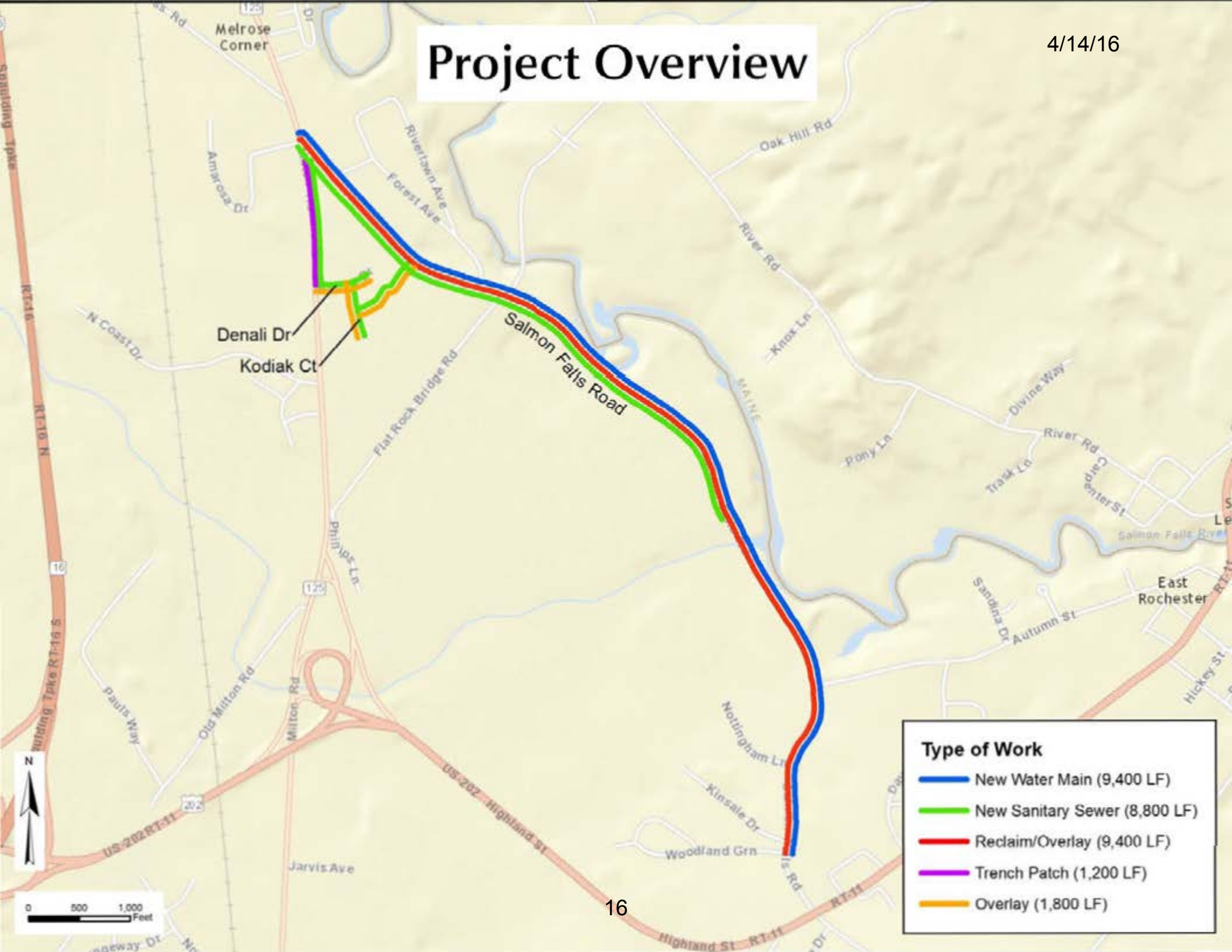
DUNS # CFDA # Grant # Grant Period: From   
To 

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

Reimbursement Request will be reduced ☐Funds will be returned ☐

# Project Overview

4/14/16



**Salmon Falls Road/Milton Road - EDA Sewer Extension Project  
Initial Project Funding Estimates**

	<b>Project Funding</b>	<b>Revenue from EDA Grant</b>	<b>Market Basket</b>	<b>City Funds</b>	<b>Total Estimated Project Value</b>
<b>Sewer</b>	2,398,500.00	\$1,199,250	\$310,000	\$ 889,250.00	\$2,398,500
<b>Water</b>	707,200.00	\$353,600	\$90,000	\$ 263,600.00	\$707,200
<b>Hwy/Drain</b>	786,500.00	\$393,250	\$100,000	\$ 293,250.00	\$786,500
<b>TOTAL =</b>	<b>3,892,200.00</b>	<b>\$1,946,100</b>	<b>\$500,000</b>	<b>\$1,446,100</b>	<b>\$3,892,200</b>

**Design Services      \$154,500      Already Spent**

**\$3,737,700  
Balance remaining  
after design services**

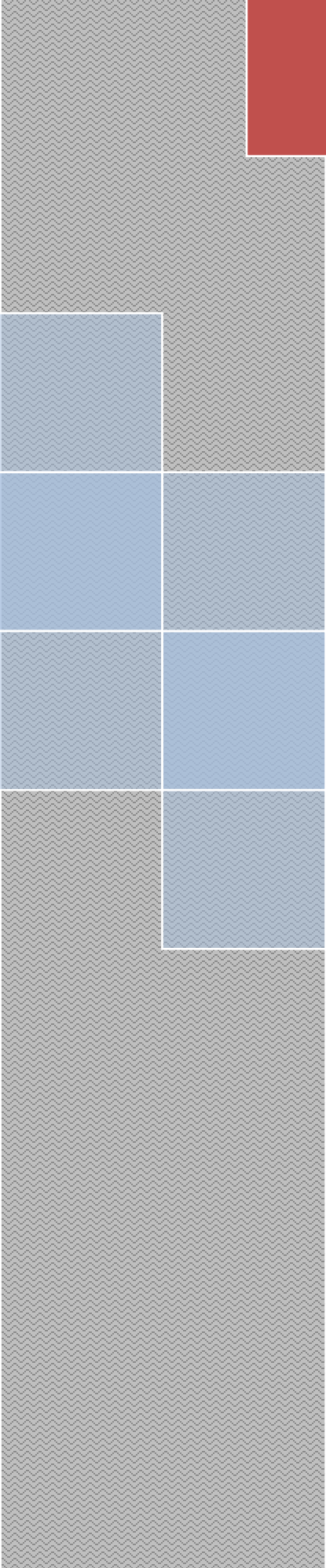
**Remaining Projected Expenses**

Construction	\$3,980,567	S.U.R. low bid - utilizing C909 PVC water main
Contingency	\$207,000	Approx. 5% contingency of base bid w/o alternates
Construction Admin	\$156,000	Initial estimate, will be T&M basis
Inspection	\$258,000	Initial estimate, will be T&M basis
	<b>\$4,601,567</b>	<b>Approximate cost for full completion</b>

	<b>Projected Funding Deficit</b>	<b>Previous Appropriated City Funds</b>	<b>Revised City Total Contribution</b>
<b>Sewer</b>	\$277,000	\$889,250	\$1,166,250
<b>Water</b>	\$373,000	\$263,600	\$636,600
<b>Hwy/Drain</b>	\$215,000	\$293,250	\$508,250
<b>TOTAL =</b>	<b>\$865,000</b>	<b>\$1,446,100</b>	<b>\$2,311,100</b>

**Overall Contributions**

EDA Grant	\$1,946,100
Market Basket	\$500,000
City	\$2,311,100



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# *City of Rochester, New Hampshire*

## PUBLIC WORKS DEPARTMENT

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

Employee of the Month Committee  
City Clerk's Office

March 3, 2016

Dear EOM Committee:

I would like to nominate Karen Bonneau for the Employee of the Month Award. Karen has worked in Utility Billing for about a year and in that year she has learned quickly and made herself a valuable member our administrative team.

Recently, Karen worked alone in a two-person office, while her work colleague was on leave. We floated staff from the DPW to help during the busiest times, but Karen really took on all the responsibilities. Previously in situations of extended FMLA we hired temporary assistance. Karen saved the City money and she saved us time by not having to train temporary help. Instead we cross-trained City Staff making the administrative staff stronger, more efficient and versatile.

As if that was not enough, during this period of short staffing an important compliance deadline came up for the newly instituted Cross Connection Backflow Program. In order to meet this deadline there were numerous letters and schedules to meet and to keep track of. Karen, although relatively new to the position, and while handling all of her other additional responsibilities, was able to quickly come up to speed on the program. She was instrumental in meeting our compliance deadline. She worked extremely diligently and cooperatively with business owners, plumbers and staff to get the job done. It was an extremely time consuming effort requiring a significant amount of one-on-one communication with residents and business owners. She handled this difficult task very well and her efforts reflected favorably on the City.

Thank you for your consideration of this nomination. Karen's dedication and commitment to her position and to the City is above and beyond what we could hope for in all of our employees.

Sincerely,

John B. Storer, PE

Director of City Services - Rochester DPW



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*City of Rochester, New Hampshire*  
OFFICE OF THE CITY MANAGER  
31 Wakefield Street • Rochester, NH 03867  
(603) 332-1167

**CITY MANAGER'S REPORT**  
**April 19, 2016**

City Manager's Citations to be presented to the following:

- Terence O'Rourke, court case P. 22
- Assessing Department P. 23
  - Rick Vincent
  - Leona Alameda
  - Verna Sharpe
  - Nancy Miller
  - Theresa Hervey
- Diane Hoyt, IPMA-HR certification
- Kelly Walters, Certified Municipal Clerk certification P. 24

For your information, please see the enclosed memos:

- Recreation Department rates – clarification memo P. 25
- Joint Loss Management Committee – Annual Prime3 Re-certification P. 27
- Rochester Veterans Council – Channel 26 request P. 28

**From:** [Dan Fitzpatrick](#)  
**To:** [Samantha Rodgers](#)  
**Subject:** FW: Terence  
**Date:** Wednesday, March 30, 2016 10:26:44 AM  
**Attachments:** [Gantert v. City of Rochester.pdf](#)

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[For cm citation](#)

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**From:** Michael Allen  
**Sent:** Wednesday, March 23, 2016 12:17 PM  
**To:** Dan Fitzpatrick  
**Subject:** Terence

Hi Dan,

Just thought I would follow up on what I mentioned in the management team meeting on Monday regarding the great work Terence did on defending the City in the Gantert lawsuit. Terence successfully argued our position at the NH Supreme Court that the officer in this case was given proper due process with regard to the process that led to him being placed on the Laurie list by the County Attorney's office. This decision will ultimately set the standard for due process in these situations throughout the State. Let me know if you need anything more. I have attached the Supreme Court decision if you're interested in reading it.

Michael J. Allen  
Chief of Police  
Rochester Police Department  
23 Wakefield St  
Rochester, NH 03867  
Phone: 603-330-7132

**From:** [Dan Fitzpatrick](#)  
**To:** [Blaine Cox](#)  
**Cc:** [Samantha Rodgers](#)  
**Subject:** RE: Pens for all Assessing Staff?  
**Date:** Monday, April 04, 2016 3:10:04 PM

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Yes, and CM citations

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**From:** Blaine Cox  
**Sent:** Monday, April 04, 2016 3:09 PM  
**To:** Dan Fitzpatrick  
**Subject:** Pens for all Assessing Staff?

**DRA comment re Audit of our Assessing Department:**

We are pleased to report that you have met all of the above standards as recommended by the Assessing Standards Board (ASB). Your attention to detail, thoroughness, periodic review, integrity and hard work are commendable. You stand out as an excellent example for other communities to follow.

**From:** [Kelly Walters](#)  
**To:** [Samantha Rodgerson](#)  
**Subject:** FW: Congratulations on your CMC Designation  
**Date:** Tuesday, April 12, 2016 2:32:16 PM

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**From:** Ashley DiBlasi [<mailto:ashley@iimc.com>]  
**Sent:** Monday, March 07, 2016 3:36 PM  
**To:** Kelly Walters  
**Subject:** Congratulations on your CMC Designation



03/07/2016

Dear Kelly Walters, CMC:

Congratulations! It is my pleasure to inform you that you have fulfilled all the requirements of the Certified Municipal Clerk (CMC) Program of the International Institute of Municipal Clerks (IIMC) and have earned your CMC designation. Your certificate and your pin will be shipped to you today.

The CMC is more than a pin, a certificate and three letters at the end of your name. It is a declaration that you are proficient in your important position and that you have demonstrated mastery of administrative skills critical to good government.

Please know that you also have the option of enrolling in the MMC program to become a Master Municipal Clerk (MMC). If you decide to do so, please review the [MMC information](#) available on the IIMC website.

I extend my warmest congratulations to you and wish you all the best in your professional endeavors.

Please take a moment to share your certification journey with IIMC by filling out the [Certification Questionnaire](#) for possible publication in an upcoming edition of the IIMC News Digest.

Ashley DiBlasi  
Certification Manager  
IIMC Education Department

Informational Memo

To: Dan Fitzpatrick  
City Manager

Cc: Dave Anctil, Commission Co-Chair  
Sheila Colson, Commission Co-Chair

From: Chris Bowlen  
Recreation & Arena Director

Date: February 17, 2016

RE: 2016-2017 Ice Rate Information

Clarification on memo for council inquiry regarding rates at the 3/1/16 regular council meeting. See notes below. CJB 3/7/16.

On February 11, 2016 the Recreation & Arena Commission met and reviewed the current ice rates for the Rochester Arena. That rate is \$260 per hour (50 minutes on ice and 10 minutes for ice cleaning) for prime time and \$180 for non-prime. Prime time versus non-prime is simply a designation of the most popular and desirable times of the day.

Rochester is one of the higher per hour ice rates in the area (and state) ranking only behind Exeter and Dover locally. In a statewide review of rates for municipal rinks, Rochester is approximately 10% higher than the average. The attached file shows this in detail in an "apples to apples" review by adjusting all rates to the same duration of sixty minutes.

The Commission understands that the rates will have to be reviewed and adjusted most likely for 2017-2018 season.

The customer base is starting to come back in terms of overall numbers and it is important to keep that revenue stream improving. Therefore, the commission endorses keeping the ice rates the same for the 2016-2017 ice season. We will send this information along to our customers.

Some arenas, such as Rochester, bill based on a fifty minute hour as explained in paragraph one above. Many other arenas use a sixty minute hour. In order to compare across the state with other arenas that bill on a sixty minute hour, all arenas had to be adjusted for a complete comparison. Therefore, Rochester Arena "prime time rate" at a 50 minute hour at \$260 is the equivalent of \$303 on a 60 minute hour. That is included in the chart attached.

4/14/16

Comparison of rates  
using 60 minute hours

## 2015/2016 NH Ice Rink Rate Comparison\*

MUNICIPAL		2015/2016 60 Minute Rate	Compared to AVG Municipal
Dover	Dover Arena	\$ 320	16%
Rochester	Rochester Arena	\$ 303	10%
Concord	Everett Arena	\$ 298	8%
Manchester	JFK Arena	\$ 255	-7%
Manchester	Westside Arena	\$ 255	-7%
Wolfeboro	Pop Whalen Arena	\$ 218	-21%
<b>AVG</b>		<b>\$ 275</b>	
PRIVATE FOR PROFIT		2015/2016 60 Minute Rate	
Exeter	"Rinks" at Exeter	\$ 321	
Hooksett	Ice Den	\$ 300	
Hooksett	Tri-Town	\$ 265	
<b>AVG</b>		<b>\$ 295</b>	
SCHOOL / COLLEGE		2015/2016 60 Minute Rate	
Exeter	Phillips Exeter	\$ 295	
Durham	Whittemore Center	\$ 264	
Manchester	St. Anslem's	\$ 260	
Plymouth	Hanaway	\$ 235	
Henniker	Lee Clement (NE College)	\$ 220	
Tilton	Tilton School	\$ 185	
Andover	Proctor Academy	\$ 135	
<b>AVG</b>		<b>\$ 228</b>	
PRIVATE NON-PROFIT		2015/2016 60 Minute Rate	
Hanover	James Campion	\$ 231	
Conway	Ham Arena	\$ 220	
Laconia	Laconia Arena	\$ 255	
Nashua	Conway Arena	\$ 235	
<b>AVG</b>		<b>\$ 235</b>	

\* as compiled by staff at the Everett Arena in Concord NH and reformatted for review purposes



## *City of Rochester, New Hampshire*

### JOINT LOSS MANAGEMENT COMMITTEE

19 Wakefield Street • Rochester, NH 03867  
(603) 332-3110 Fax (603) 335-7580

Date: 4/8/16  
To: Daniel Fitzpatrick, City Manager  
From: Brian Sylvester, chair, Joint Loss Management Committee  
Subject: Annual Prime3 Re-Certification

At the March 16<sup>th</sup> 2016 meeting of the Joint Loss Management workplace safety self directed work team, Primex Risk Management Consultant David Witham informed the group that the City of Rochester has successfully met the requirements for Primex's Prime<sup>3</sup> designation and discount. Prime<sup>3</sup> stands for "Primex Recognition of Risk Management Effort, Effectiveness, and Excellence" and is a program designed to recognize communities that actively establish workplace safety benchmarks and institute recognized best practices. As a result of this maintaining this designation, the city earns a 2.5% discount from Primex's Workers' Compensation and Property & Liability Programs.

Maintaining the Prime<sup>3</sup> designation requires annual benchmarks for safety and implementation of 10 best practices. This year's benchmark goals are to stabilize the frequency of injuries caused by falling, to stabilize the frequency of injuries caused by lifting, and to have zero employee-at-fault vehicle backing incidents.

If there are any questions about the program or the annual benchmarking process, please feel free to contact me at [brian.sylvester@rochesternh.net](mailto:brian.sylvester@rochesternh.net).

Brian Sylvester  
Chair, Joint Loss Management Committee  
Director, Rochester Public Library

4/14/16  
CITY OF  
Received  
APR 6 2016  
City Manager  
ROCHESTER

**Rochester Veterans Council  
New Hampshire**

***PO Box 1444 – Rochester, New Hampshire 03866-1444***



March 23, 2016

Daniel Fitzpatrick, City Manager  
City of Rochester  
31 Wakefield St.  
Rochester, NH 03867



Dear Mr. Fitzpatrick:

For years the Veterans have had a monthly studio show on Channel 12 for which Metrocast provided a tech person for recording the show. It is our understanding that this service will no longer be provided.



On behalf of the Rochester Veterans Council, I would like to request that the Rochester Government Channel (Channel 26) be available for use by the Veterans Council for its monthly programming.

Your consideration of this request would be greatly appreciated.



Respectfully,

A handwritten signature in cursive script, appearing to read "Dennis Sellers".

Dennis Sellers  
President

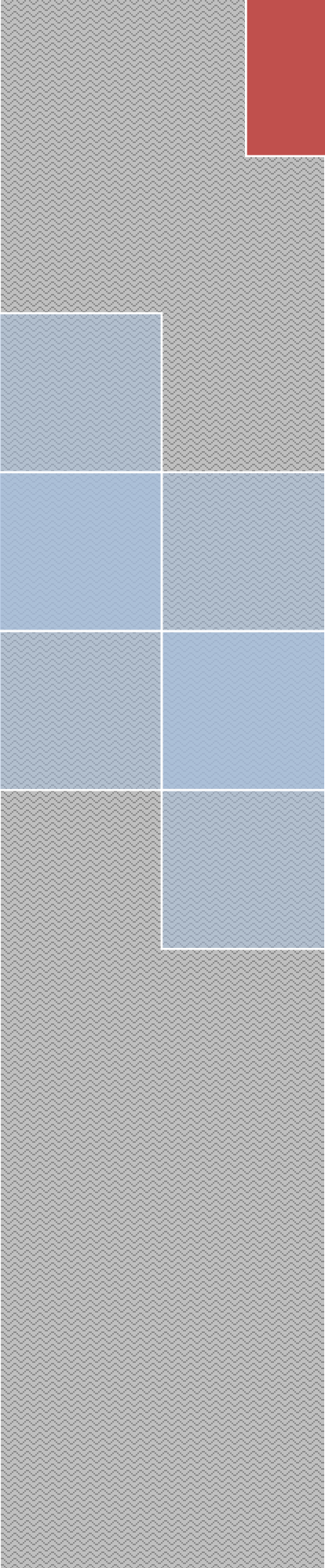


cc Mayor Caroline McCarley  
Rochester City Council  
Celeste Plaia, Government Channel Coordinator



March  
Department Reports

- Assessing P. 31
- City Clerk's Office P. 33
- Department of Building, Zoning, and Licensing Services P. 35
- Economic Development Department P. 41
- Finance Department P. 71
- Fire Department P. 101
- Library P. 125
- Planning Department P. 127
- Police Department P. 131
- Public Works Department P. 145
- Recreation and Arena P. 149
- Tax Collector P. 151
- Welfare P. 153



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

4/14/16

Telephone  
(603) 332-5109

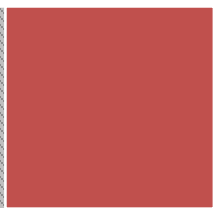
April 8, 2016

To: City Manager/Council  
From: Richard Vincent, Assessor  
Subject: March Council Report

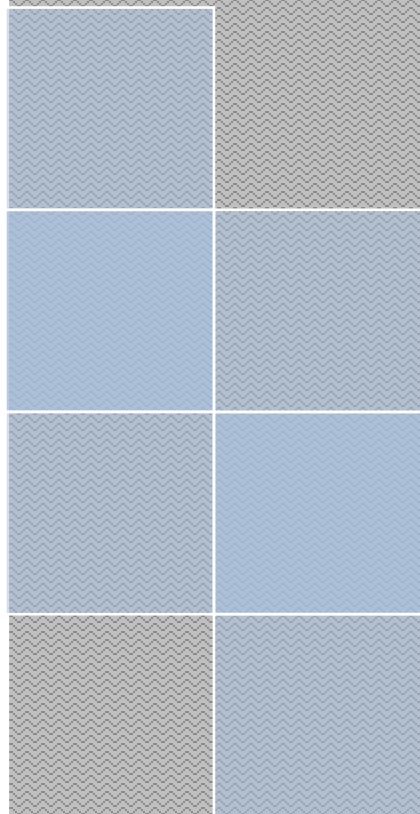
Revenue Received/Collection Warrants issued:  
Property Record Cards, Maps & Copies Revenue  
Timber Tax Warrants

\$65.50  
\$375.65

- Letters were mailed to religious and charitable organizations, requesting that they re-apply for their tax exemptions.
- As we approach the numerous statutory deadlines in April, the staff is busy verifying income and assets of those with exemptions, accepting new applications from veterans, reviewing the status of religious, charitable and educational properties, closing out building permits and performing daily duties.
- The field staff is conducting home visits to elderly or disabled exemption applicants that are unable to come in to the office to apply.
- The field staff is continuing the process of inspecting properties that have open building permits, so that real property inventories can be updated for the upcoming tax bills.
- The New Hampshire Department of Revenue Administration (DRA) has completed its 2015 Assessment Review of the Assessing Department. The review includes the level and uniformity of assessments, proportionality of assessments, exemption and credit procedures, and reasonably accurate data on properties. The DRA reported to us and the New Hampshire Assessing Standards Board that we have met all of the State standards. Furthermore, the DRA stated "Your attention to detail, thoroughness, periodic review, integrity and hard work are commendable. You stand out as an excellent example for other communities to follow."



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

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

## **City Clerk's Report** **2016**

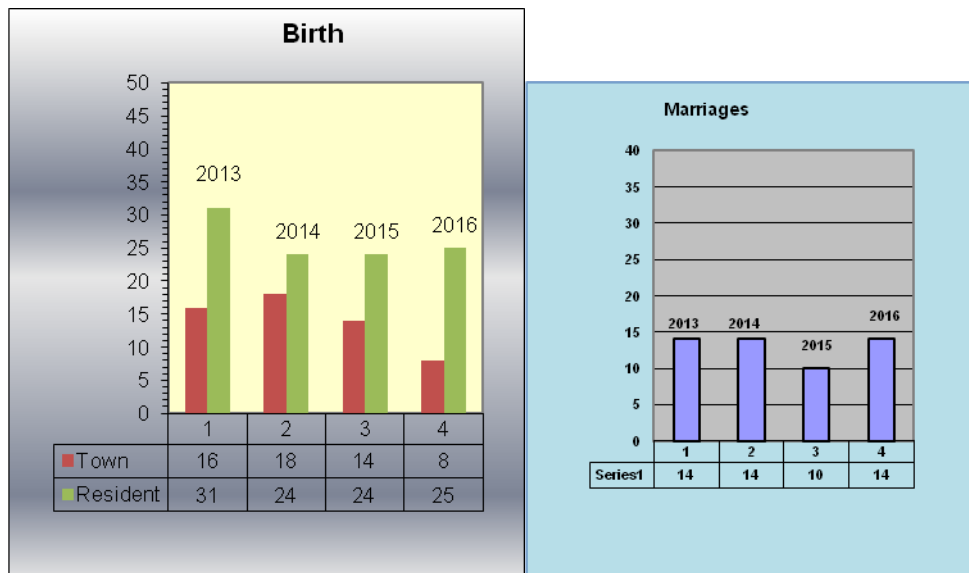
April 19, 2016

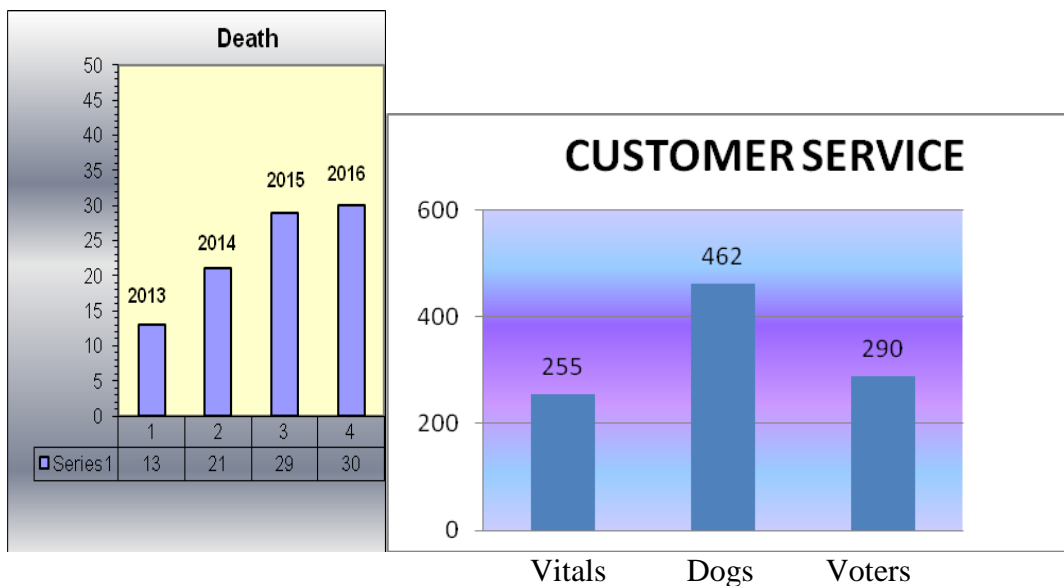
### **Vital Statistics**

The City Clerk's staff issued 255 initial copies of vital records, 166 subsequent copies of vital records, and 14 marriage licenses in March. The New Hampshire Division of Vital Records Administration generated the following report of statistics for the City of Rochester: there were 25 babies born in Rochester during the month of March, 8 of which were of Rochester residents; a total of 30 resident deaths occurred in Rochester during the month of March.

### Revenue – Vital Records/Marriage Licenses

	State	City
Initial/Subsequent copies	\$2,870	\$2,615
Marriage Licenses	<u>\$ 532</u>	<u>\$ 98</u>
	\$3,402	\$2,713





### Dog Licensing

The City Clerk's office licensed 462 dogs during the month of March.

### Elections

#### Voter registration summary by party as of March 31, 2016:

	<u>Democrats</u>	<u>Republicans</u>	<u>Undeclared</u>	<u>Total</u>
<u>Ward 1</u>	934	989	1,348	3,271
<u>Ward 2</u>	909	1019	1,431	3,359
<u>Ward 3</u>	820	1,043	1,303	3,266
<u>Ward 4</u>	776	729	1,410	2,915
<u>Ward 5</u>	813	912	1,443	3,168
<u>Ward 6</u>	869	666	1,285	2,820
<u>Total</u>	5,221	5,368	8,220	18,799

The City Clerk's office has been finishing up voter registrations from the February 9, 2016, Presidential Primary. There was a very big turnout at the primary and created quite a lot of work for the Clerk's office.

City Clerk Kelly Walters successfully completed her course work for the Certified Municipal Clerk (CMC) certification. She put in a lot of time and study to achieve her certification and we are very proud of her!

Respectfully submitted,

*Marcia H. Roddy*

Marcia H. Roddy, NHCDCC  
Deputy City Clerk

## End of Month Council Report

To the Honorable Mayor and City Council of the City of Rochester, the following is a summary of the revenue collected and the activities performed by the Department of Building, Zoning and Licensing Services for the month of March 2016 with the fiscal Year to Date

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

### Department Revenue

Permit Type	March 2016	Year to Date
Building Permits	\$62,091.00	\$318,568.00
Electrical Permits	\$5,070.00	\$45,670.00
Gas Permits	\$0.00	\$0.00
Plumbing Permits	\$882.00	\$18,123.80
Zoning Permits	\$853.66	\$1,508.68
FireSuppression Permits	\$0.00	\$4,621.00
FireAlarm Permits	\$326.00	\$2,435.00
Sprinkler Permits	\$291.00	\$1,359.00
Mechanical Permits	\$3,291.00	\$48,042.00
Food_Milk Licenses	\$50.00	\$5,625.00
Taxi Licenses	\$20.00	\$1,080.00
General Licenses	\$2,790.00	\$4,695.00
<b>Net Revenue</b>	<b>\$75,664.66</b>	<b>\$451,727.48</b>

# End of Month Council Report

## Building Permit Detail

New Permits		March 2016		Fiscal Year to Date	
Permit Type	Permit For	Permits Issued	Estimated Construction Value	Permits Issued	Estimated Construction Value
Building Permits	Addition - Residential	2	\$30,820.00	3	\$54,820.00
	Alteration - Residential	13	\$167,222.00	18	\$194,762.00
	Alterations- Non Residential	3	\$5,829,580.00	34	\$11,811,623.00
	Apartment	1	\$980.00	1	\$980.00
	Building - Non-Residential	0	\$0.00	7	\$8,099,015.00
	Commercial - Alteration	0	\$0.00	2	\$849,465.00
	Condo	0	\$0.00	0	\$0.00
	Deck	1	\$2,150.00	1	\$2,150.00
	Demolition	3	\$13,750.00	32	\$121,750.00
	Demolition Permit	0	\$0.00	1	\$500.00
	Fence	7	\$27,349.00	8	\$27,449.00
	Footing	3	\$0.00	7	\$205,000.00
	Foundation Only	0	\$0.00	3	\$380,000.00
	Garage	0	\$0.00	7	\$180,171.00
	Manufactured Home	2	\$38,100.00	4	\$85,762.00
	New Home	1	\$105,000.00	99	\$9,012,603.00
	Other	3	\$15,580.00	81	\$616,093.00
	Pool	0	\$0.00	1	\$1,350.00
	Pool - In Ground	2	\$49,000.00	2	\$49,000.00
	Pool Permit	0	\$0.00	1	\$4,732.00
	Repair / Replace NonRes	0	\$0.00	3	\$200,620.00
	Repair / Replace Res	0	\$0.00	44	\$302,266.00
	Repair/Replace - Non-Residential	0	\$0.00	0	\$0.00
	Repair/Replace - Residential	2	\$9,179.00	3	\$11,129.00
	Residential - Addition	0	\$0.00	18	\$286,886.00
	Residential - Alteration	0	\$0.00	139	\$1,057,276.00
	Roofing	6	\$56,900.00	7	\$63,353.00
	Shed	5	\$14,845.00	51	\$141,973.00
	Sign	5	\$24,699.00	9	\$42,299.00
	Sign Permit	0	\$0.00	27	\$189,574.00
	Windows	2	\$11,561.00	3	\$13,953.00



## End of Month Council Report

Electrical Permits	Electrical Permit	0	\$0.00	240	\$1,968,140.00
	Electrical Permit - Alteration	0	\$0.00	2	\$1,100.00
	Electrical Permit - New	0	\$0.00	80	\$2,169,012.00
	Electrical Permit - Repair	0	\$0.00	1	\$625.00
	Electrical Underground	0	\$0.00	0	\$0.00
	Generator	1	\$2,200.00	1	\$2,200.00
	Meters	1	\$100.00	1	\$100.00
	Service	5	\$12,600.00	10	\$16,500.00
	Solar Electric System	0	\$0.00	4	\$28,400.00
	Temp Service	1	\$250.00	1	\$250.00
	Wiring	34	\$242,123.01	42	\$448,117.01
Fire Alarm Permits	Fire Alarm	0	\$0.00	12	\$90,485.00
	Fire Alarm Permit	3	\$21,500.00	5	\$45,990.00
Fire Suppression Permits	Fire Protection	0	\$0.00	36	\$509,595.00
	Fixed Fire Suppression System	0	\$0.00	0	\$0.00
Mechanical Permits	Air Conditioning	1	\$15,000.00	3	\$652,000.00
	Furnace/Boiler	14	\$239,750.00	26	\$585,650.00
	Gas Line	0	\$0.00	6	\$4,324.00
	Gas Piping	2	\$24,600.00	6	\$30,900.00
	Heating	3	\$6,939.00	5	\$9,811.00
	Hot Water Heater	5	\$5,360.00	7	\$8,560.00
	Mechanical Permit	0	\$0.00	396	\$3,564,965.00
	Pressure Testing	1	\$900.00	2	\$1,100.00
	Propane Tank	4	\$3,370.00	13	\$11,284.00
	Sheet Metal Work	0	\$0.00	1	\$25,000.00
	Tank Installation	12	\$17,910.00	13	\$19,360.00
	Ventilation	0	\$0.00	0	\$0.00
Plumbing Permits	Plumbing	13	\$78,349.00	137	\$1,576,567.00
	Plumbing - New	0	\$0.00	52	\$235,185.00
	Plumbing - Relocation	0	\$0.00	1	\$500.00
Sprinkler Permits	Fire Sprinkler Systems	4	\$19,700.00	5	\$20,700.00
<b>Total Permit Issued</b>		<b>165</b>	<b>\$7,087,366.01</b>	<b>1724</b>	<b>\$46,032,974.01</b>

**CODE VIOLATION TYPE & OCCURRENCES****Month of: March 2016****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:**

- Three recent in Ward 4
  - One recent in Ward 5
  - Seven recent in Ward 6
- One in ward 5 and one in ward 4 are pending. All others were resolved and closed

**INTERIOR VIOLATIONS:**

- Two recent in Ward 1
  - One recent in Ward 2
  - Three recent in Ward 4
  - Three recent in Ward 6
- One in Ward 4 and one in ward 6 are pending. All others were resolved and closed

**EXTERIOR VIOLATIONS:**

- Two recent in ward 1
  - Two recent in Ward 4
- One in Ward 4 is pending others were resolved and closed

**VEHICLE VIOLATIONS:**

- Two recent in Ward 5
  - Five recent in Ward 6
- All were resolved and closed

**SIGNS:**

- One recent in Ward 1
- One recent in Ward 3
- Two recent in Ward 4
- Two recent in Ward 5

All of the above were snipe signs that were removed

Copies of the sign ordinance as it pertains to flags were distributed to the auto dealers in town who were in violation. Written notice of violation for letter boards were mailed to five businesses that are displaying such portable/temp signs without permits

**SITE PLAN/ZONING VIOLATIONS:**

- Two recent in Ward 1
- One recent in Ward 2
- Two recent in Ward 4
- One recent in Ward 5
- One recent in Ward 6

Ward 5 is pending and others were resolved and closed

**PERMITS:**

- One recent in Ward 1
- One recent in Ward 2
- One recent in Ward 3
- Three recent in Ward 4
- One recent in Ward 5

All of the above have filed for required permits

Conduct routine exterior inspection of downtown shops and businesses`

**NOTICES OF VIOLATION:**

Three violation notices were mailed

One notice to vacate was posted 7-11 Clow Ct – water & sewer shut off

One notice to vacate was posted Jennes St - assist to FD unpermitted apartment in basement life/safety issues

**COURT:**

Complaints filed and pending mediation or trial:

Two recent court complaint filed Ward 4

Two arraignments Rochester Circuit Court

Superior Court hearing 3/7/16 & 3/23/16: Blaisdell case



4/14/16

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

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

March 2016

**APPLICATIONS REVIEWED BY THE ZONING BOARD**

**2016-03** Application by Todd McKinney for Alton Signs & Fleet Graphics, LLC, for a Variance to allow signage for a freestanding pole sign from 12 sq. feet to 19.1 sq. feet and an attached wall sign from 12 sq. feet to 35 sq. feet. This variance request is according to the City's Zoning Ordinance, Article 42.29, Section n.1.A. The business is East Rochester Family Dentistry. **Location:** 152 Highland St. Map 106 Lots 56, Residential 1 Zone. **APPROVED**

**2016-04** Application by David Thayer, Coyote Creek Outfitters, for a Variance that said terms be waived to permit no pavement side setback according to the City's Zoning Ordinance, Article 42.8, Section c. **Location:** 22 Farmington Rd. Map 216, Lots 2 & 3, Granite Ridge Development Zone. **APPROVED**

**2016-05** Application by Berry Surveying & Engineering on behalf of New Style Homes, for the following Variances: Table of Permitted Uses, Table 18C to allow a Restaurant Drive through as allowed in the text of the Neighborhood Mixed Use Zone according to 42.5.e.3. A. i. **Location:** 0 Highland St. Map 107 Lot 23, Neighborhood Mix Use Zone. **POSTPONED**

# Economic & Community Development Management Report

March 31

# 2016

The City of Rochester is the fastest-growing city in the Seacoast of New Hampshire! As a growing retail and entertainment destination, our dynamic and expanding business climate is attributed to the proud industrial history of the area and the expanding aerospace and advanced composites manufacturing sectors.

City of  
Rochester,  
New  
Hampshire



**Karen Pollard, Economic Development Manager**

### ***State of the City***

Along with Mayor McCarley, and City Manager Fitzpatrick, Manager Pollard delivered the Economic Development section of the State of the City, detailing the business attraction and retention strategies, along with a special focus on workforce trends.

### ***First Impressions – University of New Hampshire Cooperative Extension Program***

The look and feel of the downtown can influence the decisions of potential residents, visitors, and businesses. A vibrant downtown serves as a gathering place, a place for people to dine, shop and conduct business. First Impressions is an assessment program that examines the downtown through the eyes of potential residents, visitors and businesses, helping communities learn about their opportunities and empowering them to take action to improve the downtown.

Through this program, communities are matched with another community with a similar downtown based on a number of criteria, such as size, location, amenities and natural features. Both communities then agree to build a team of opportunity volunteers to complete visits to the other community and report on their findings. The University of New Hampshire Cooperative Extension will provide facilitation, training, a written report and follow up support for a year.

The City of Rochester and the Town of Littleton have matched together on this project. Outcomes include: improving the visual appeal of downtown, strengthening marketing and promotion of downtown and enriching the climate of the downtown for new & existing businesses, residents and visitors.

### ***Staff Development & Training***

Manager Pollard achieved recertification for Certified Economic Developer (CEcD) designation, through the International Economic Development Council.

NEDA Board of Directors accepted and approved Manager Pollard's nomination to the Board.

### ***Americans for the Arts Survey***

The Americans for the Arts survey is cultural survey which analyzes the economic development contributions of arts & culture in a community. The City of Rochester is kicking off the program with a welcome letter to eligible organizations, along with support from the Arts & Culture Commission. Survey collection will begin late spring.

### ***Communications – Article, Expansion Solutions, March 17, 2016***

Rochester Makes the Short List!

"Location, location, location" – We've heard it countless times. What puts a location on the shortlist for a major investment or relocation? Number one issue today is skilled and available workforce and a sustainable pipeline for talent acquisition. Real estate bargains are still important and can balance an uneven playing field, but no discount or incentive can cure a talent wasteland. The demand for quality employees has pushed firms to look with a new focus on locations previously overlooked, such as



Southern New Hampshire and the city of Rochester, one of the state's largest and most welcoming cities for business.

Rochester, New Hampshire is one hour north of Boston and has long been a favorite of niche manufacturers with research and development components. The historic New England Downtown anchored by a 1905 Opera House is juxtaposed to the nationally recognized advanced technology centers at the Middle and High School levels and an elementary magnet school delivering bi-lingual education and a global world-view to the youngest citizens. Affordable housing options and speedy access to the Portsmouth-Boston corridor, year-round recreation opportunities in the Lakes Region and North Country, make Rochester a gem among the highly competitive Boston Metro North.

World renowned French aerospace firm Safran USA recently chose Rochester for their LEAP engine facility, and to secure partnership advantages with aerospace composites leader Albany International which chose to relocate their corporate headquarters to the City in 2010. Safran and Albany have created a shared enterprise and co-located in a 345,000 square foot building adjacent to Albany's Research & Product Development Center in the Granite State Business Park, the +150 acre advanced manufacturing district next to Skyhaven Airport. The two firms plan to employ more than 500 employees in the new facility by the end of the decade, adding to the advanced skill base already working in the region.

Evaluating the advantages of a Rochester business location is ONE, TWO, THREE:

1. **TALENT:** Rochester has a well educated population younger than the state average and delivers multiple opportunities for business partnerships with educational institutions. Great Bay Community College has invested millions into a state-of-the art Rochester campus with a brand

new composite materials lab. Built in 2013, this Advanced Technology and Academic Center (ATAC) has just increased capacity by expanding to 30,000 square feet and offers classroom instruction, machine simulations and hands on lab training. Customized programs and state training grants are available. Granite State College also has a Rochester Campus, and focuses on Bachelor's and Master's Degrees in a variety of specialty areas as well as Liberal Arts. The University of New Hampshire (Durham, 12 miles) has direct Wildcat access to Rochester for the convenience of students and faculty, employers and commuters. The City continues to increase its appeal by constructing new housing units in Downtown, townhomes and single family near any of the six Spaulding Turnpike exits or more rural settings for those looking for a country lifestyle with modern amenities.

2. **ACCESS:** Rochester industrial and business parks are served by newly expanded infrastructure, including the Spaulding Turnpike. New Hampshire just completed a \$135 Million expansion of the Turnpike, improving all six Rochester exits and making local travel a breeze. This road connects directly to I-95 and the Northeast transportation network. Rochester is served by active freight rail delivered by NH Northcoast, air at Skyhaven and managed by the Pease Development Authority, and employees have access to COAST Bus Service in the state's most effective regional bus system. Rochester is the regional hub for commercial and industrial



activity as well, with eight business parks and seven distinct commercial and entertainment districts, for access to the finest quality of life for your employees and executives.

3. **COST-EFFECTIVE:** How can all of this quality be affordable? New Hampshire is a recognized value leader when it comes to state and local taxes. With no state sales or income tax, limited corporate taxes and new tax incentives, like R&D Tax Credits and Economic Revitalization Zone Credits, your tax burden is ranked as BEST in New England and 8<sup>th</sup> in the nation by the US Tax Foundation. Rochester real estate is some of the most affordable in the Seacoast and LAND locations are available for new construction with significant state and local incentives. Tell us what you need and we can tell you how much you will save with a location in this attractive suburban enclave.

“Location, location, location” is still true, but what it means today is that prime communities like Rochester, New Hampshire can compete and win for niche and boutique projects as well as large scale advanced manufacturing with a combination of world class talent, unparalleled access to the Northeast markets and highly cost-effective new or existing construction suitable for all types of businesses.

*Karen G. Pollard, CECD is the Economic Development Manager for Rochester, NH and serves on the Board of Great Bay Community College and the Northeast Economic Developer's Association. She can be reached at [Karen.pollard@rochesternh.net](mailto:Karen.pollard@rochesternh.net)*



**Jenn Marsh, Economic Development Specialist**

#### ***New Markets***

The Rochester Farmer's Market (RFM) is welcoming 12 vendors to the inaugural season, with a soft opening planned for June 7<sup>th</sup> and a formal ribbon cutting June 14<sup>th</sup>, featuring a live bluegrass band.



As a reminder: The Rochester Farmer's Market will begin June 2016 through October 2016, the RFM will hold weekly markets every Tuesday, from 3:30 PM to 6:30 PM on the Rochester Common. Local farmers and other vendors will be offering the community a variety of fresh, locally sourced vegetables, fruit, eggs, grass-fed meats, along with other artisan food, baked goods and crafts.

#### ***JOB Loans***

Specialist Marsh closed a \$30,000 loan for Seacoast Gymastics. The business is relocating to their new site at the Lilac Mall.

#### ***Other Projects - Brownfields***





Specialist Marsh met with Strafford County Regional Planning (SCRP) to discuss potential Brownfield Grants with DPW. Funding is available for Phase 1 & Phase 2 testing, but no remediation. The team compiled the Brownfields sites and sent them to SCRCP for grant possibilities.

### ***Community Partnership – Workforce Strategy - Spring Job Fair***

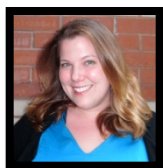
The second Rochester Extended Learning Career Job Fair, ‘What, Why and How to be Employable’, will be held on Wednesday, May 18, from 6:30-8:30 in the Spaulding High School Auditorium at 130 Wakefield Street, Rochester, NH 03867. The event is free and open to students and parents/guardians.

Unlike the typical Career Fair, we are providing the Tri-City area students with take-aways and real information to assist them in getting employed, rather than just handing out information at numerous booths. Parents and Guardians are asked to be present with their students. There will be a panel of local businesses that will focus on key areas in making a post-secondary transition. The topics include: interviewing tips, resume’ and cover letter importance, dressing for success, importance and tips for building credit, financial literacy, and how Rochester Businesses’ in partnership with the RW Creteau programs may assist students for a post-secondary career. All student attendees will receive a flash drive (donated by Federal Savings Bank) pre-loaded with all presentations and presenters materials so students will have the resources at home to assist them.

In addition to hearing the presenter’s 20 minutes of subject-matter expertise, they will all be available with other Rochester businesses after the workshop for attendees to meet and ask questions. Graziano emphasizes, “Programs like these, are designed to educate, engage and empower not just the school community, but rather the community as a whole. Our hope is to help fit students and businesses together in a mutually beneficial partnership so that the students get the experience and businesses have better prepared interns and workers coming from a high school environment.

Working in conjunction with Jennifer Marsh, Rochester Economic Development Specialist; Sharla Rollins, Branch Manager Federal Savings Bank; Emily Gagnon, Employee Communications and Community Relations Manager Albany Engineered Composites; and Darell Nalli, McDonald’s Manager the Career Assistance Workshop will provide a realistic view of what, why and how to become employable first-hand by business leaders.

For information contact Dean Graziano at 603-332-0757x2126 or [graziano.d@rochesterschools.com](mailto:graziano.d@rochesterschools.com) or Jennifer Marsh @ [Jennifer.marsh@rochester.nh](mailto:Jennifer.marsh@rochester.nh) and [www.extendedlearningoppty.org](http://www.extendedlearningoppty.org).



**Economic Development Executive Secretary**  
***Communication Strategies for Local, Regional, National & International Audience***

### **Project Management**

**Website:** [www.THINKROCHESTER.biz](http://www.THINKROCHESTER.biz)



The site design has been approved; the website is in a programming phase. The website content is in development, with every page rewritten and designed with site selectors and businesses in mind. Photography shoots to feature the City of Rochester's retail sectors, industrial and commercial offerings are planned for May, coinciding with lovely spring planting projects. Staff headshots have been completed to further refine the professional look of the site. Content migration begins at the end of April, early May.

### ***Communications***

Designed several ad features promoting the City of Rochester as a retail destination for the following national publications: Business Facilities, Business in Focus, and New England Real Estate Journal.



**Community Development Coordinator Report**  
**Prepared and submitted by the Community Development Coordinator**  
***Continuing Projects***  
**March 2016**

- ***Continuing Projects***

- Spaulding High School Elevator Project: The Community Development Coordinator has submitted the invoice for 50% deposit for this project.
- RHA Ramps and Bathroom Accessibility Improvements: This project to install handicap-accessible ramps and bathroom showers is funded through the City's Accessibility Improvements Grants Program. The Community Development Coordinator has continued to check in with Rochester Housing Authority staff to find out when the project start date will be determine.
- Bicycle Racks Project: The order for the bicycle racks has been placed by the Department of Public Works.
- New Hampshire Legal Assistance: New Hampshire Legal Assistance (NHLA)'s Housing Justice Project received a CDBG grant to provide fair housing education to landlords, tenants, and other residents of Rochester. The one-day conference, originally planned for Fall 2015, has been rescheduled for April 22<sup>nd</sup>. The Community Development Coordinator has worked with NHLA to help provide outreach for this event.

- ***CDBG Program***

- FY 2016-2017 Annual Action Plan: The FY 2016-2017 Annual Action Plan, as approved by the Community Development Committee, has been submitted to the full City Council for review and approval. The public hearing has been scheduled for Tuesday, April 19<sup>th</sup>. Minor edits to the approved draft have been made, correcting a few errors in total numbers of persons to be assisted with CDBG funds in the goals section of the plan. These revisions will be submitted to the full City Council for its second review and



adoption of the action plan, and these revisions can be viewed here:

<https://www.dropbox.com/sh/2n8m2eyk7xkblp2/AAAOgH6nPjJRR3Nnx2pkZsWea?dl=0>.

- Hope on Haven Hill: The Community Development Coordinator has started the environmental review for this project, even though it has not yet been approved for funding, in order to accommodate Hope on Haven Hill's ambitious construction timeline. The Community Development Coordinator has made clear to Hope on Haven Hill that starting the environmental review does not mean that funding is guaranteed or that, if and when approved, funding can be obtained prior to July 2016.
- JOB Loans Program: The Spring 2016 quarterly report on the JOB Loans Program is attached.
- **Other Items**
  - Bridging the Gaps: The Community Development Coordinator has been assisting Bridging the Gaps' Coalition Coordinator in preparing the DFC Evaluation Report for August 2014 through March 2016.
  - Other Grant Activity: The Community Development Coordinator has been working on grant applications and letters of intent for historic restoration of the City Hall Annex, at the request of the Planning Department, and for bridge construction work, at the request of the Department of Public Works.
- **Report Attachments**
  - New Hampshire Legal Assistance Conference Flyer
  - Draft FY 2016-2017 Annual Action Plan:  
<https://www.dropbox.com/sh/2n8m2eyk7xkblp2/AAAOgH6nPjJRR3Nnx2pkZsWea?dl=0> (electronic only)
  - Spring 2016 JOB Loans Program Report



**LANDLORD/TENANT LAW UNDER THE FAIR HOUSING ACT  
FREE FORUM**

**FRIDAY, APRIL 22, 2016  
FROM 10:00 AM TO 12:00 PM  
ROCHESTER PUBLIC LIBRARY  
65 South Main Street, Rochester, NH 03867**

**For: Landlords and Tenants**

**Learn About:**

**Landlord Entitlements and Responsibilities,  
Tenants Protections and Obligations Under the Fair  
Housing Act.**

**Presented by:**

**The Fair Housing Project of New Hampshire Legal Assistance**

**For more information or to reserve a seat please call or email Maria Eveleth at 603-668-2900  
Ext. 2904 or Email: [meveleth@nhla.org](mailto:meveleth@nhla.org)**

•

# Karen Pollard, CEcD

*Has satisfied the requirements and standards set by IEDC to  
recognize those excelling in the area of Economic  
Development and is hereby awarded the designation*

## Certified Economic Developer



Barry Matherly, CEcD, Chair, Board of Directors



Jeffrey A. Finkle, CEcD, President & CEO

Certified 4/1/16 - 3/31/19

Certification No 1867



INTERNATIONAL  
ECONOMIC DEVELOPMENT  
COUNCIL

*The Power of  
Knowledge and Leadership*





# ***WHAT YOU NEED TO KNOW!***

*Busting Myths About Rochester  
State of the City March 3, 2016*

Karen Pollard, CEcD  
Economic Development Manager



# Update Your Perspective

Outdated  
Information

Urban  
Legends

Conflicting  
Data

Aggregations

Out of  
Context

Acronyms

Mis-  
interpretation

Statistical  
Jargon

Bias

# Community Profile Demographics

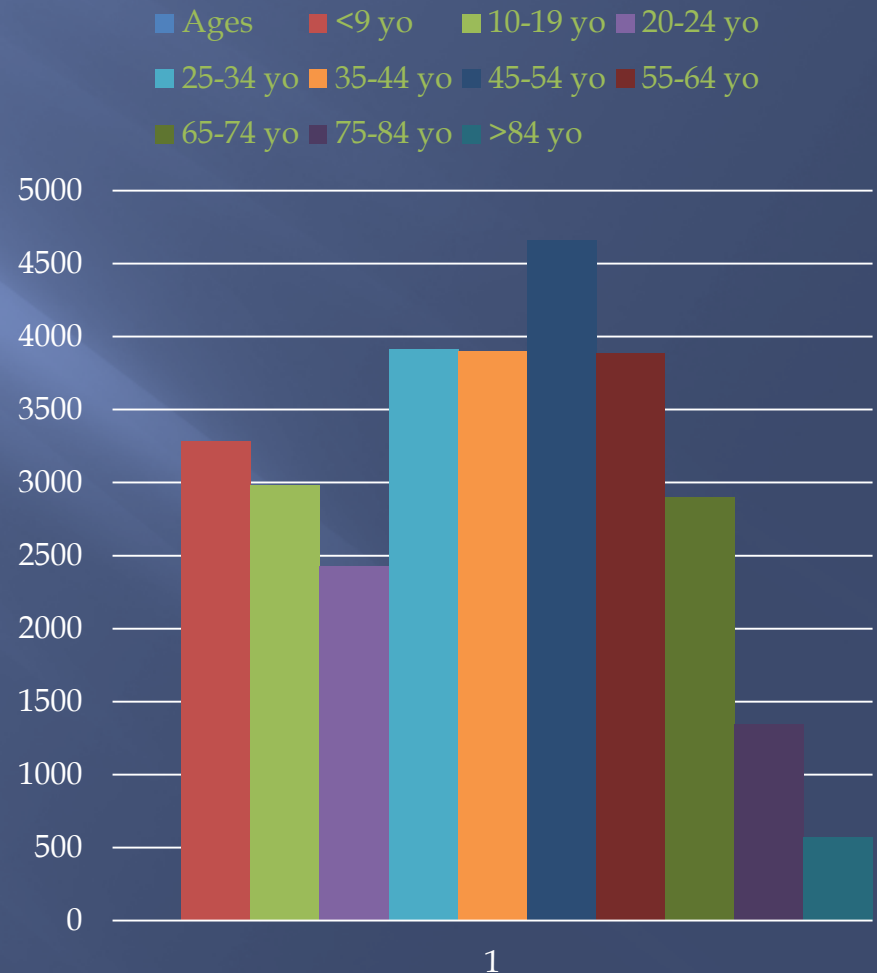
Population (2014) 29,883

- 53.2% Female, 47.8% Male
- Median Age 41.5 years

Median Household Income \$48,114

- <\$20,000 - 17.8%
- \$20,000 - \$34,999 - 16.0%
- \$35,000 - \$49,999 - 17.6%
- \$50,000 - \$74,999 - 19.8%
- \$75,000 - \$99,999 - 13.2%
- \$100,000 - \$149,999 - 10.9%
- \$150,000 or more - 4.5%

Age Distribution



*Data from US Census*



# Top Location Factors

What are the keys to Retention & Attraction?

- Workforce
  - Specialized education
- Infrastructure
  - Maintenance
- Cost of Operations
  - Energy
- State Tax Structure
- Incentives
- Cost of New Facility



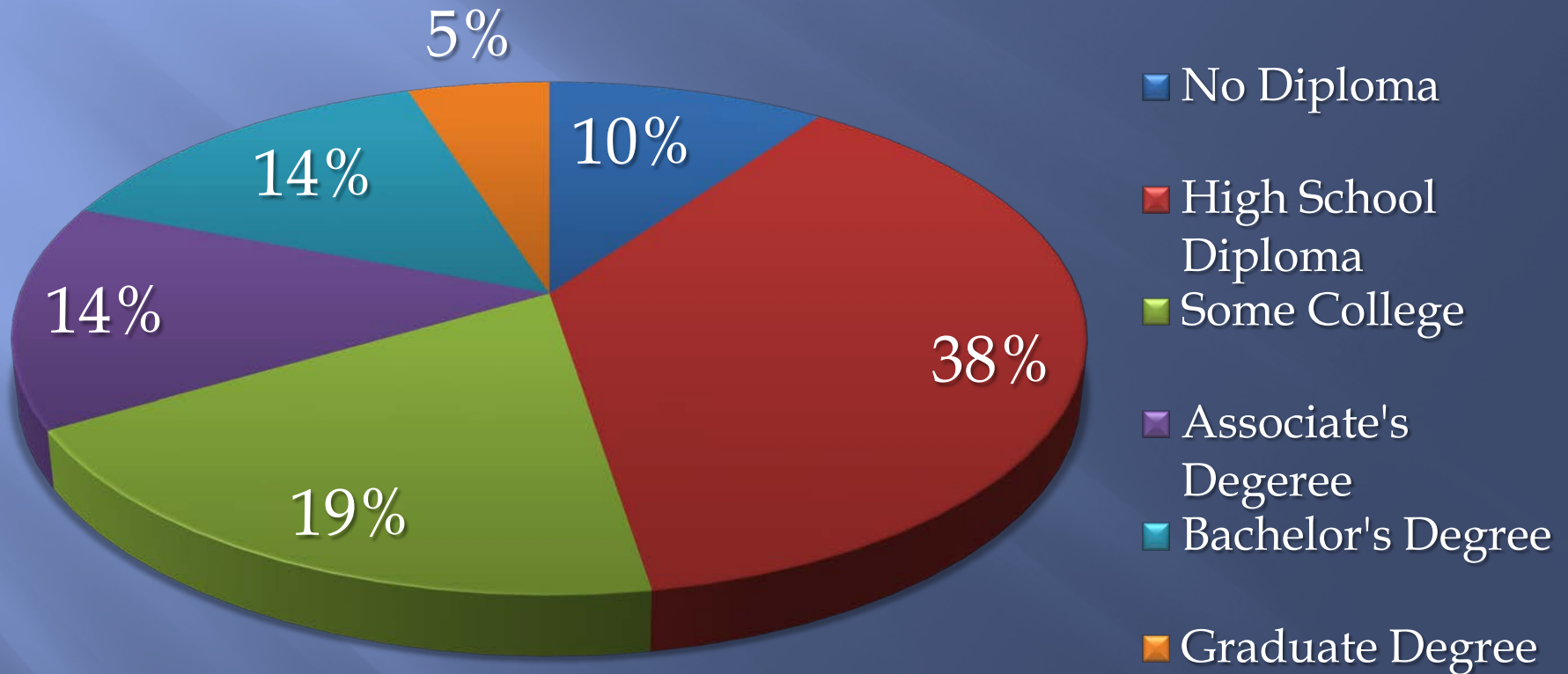
# Economic Impact of Education

- Having “Some College” or an Associate’s Degree will earn 50% more than High School Diploma
- Having a Bachelor’s Degree will earn more than Double a High School Diploma

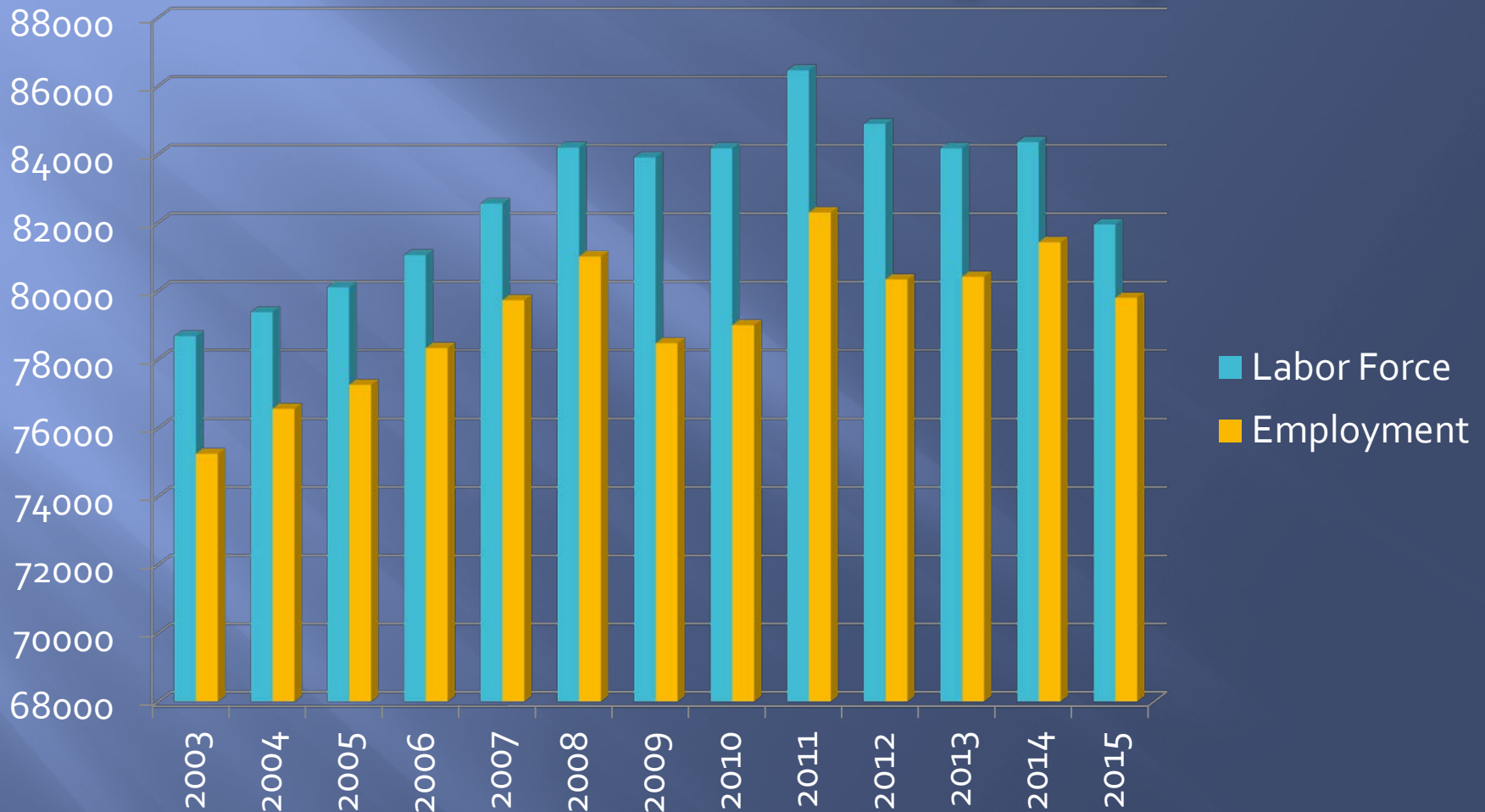


*Governor Hassan's 65/25 Initiative  
By 2025, 65% of all adult NH  
residents will have “some college”*

# Educational Achievement

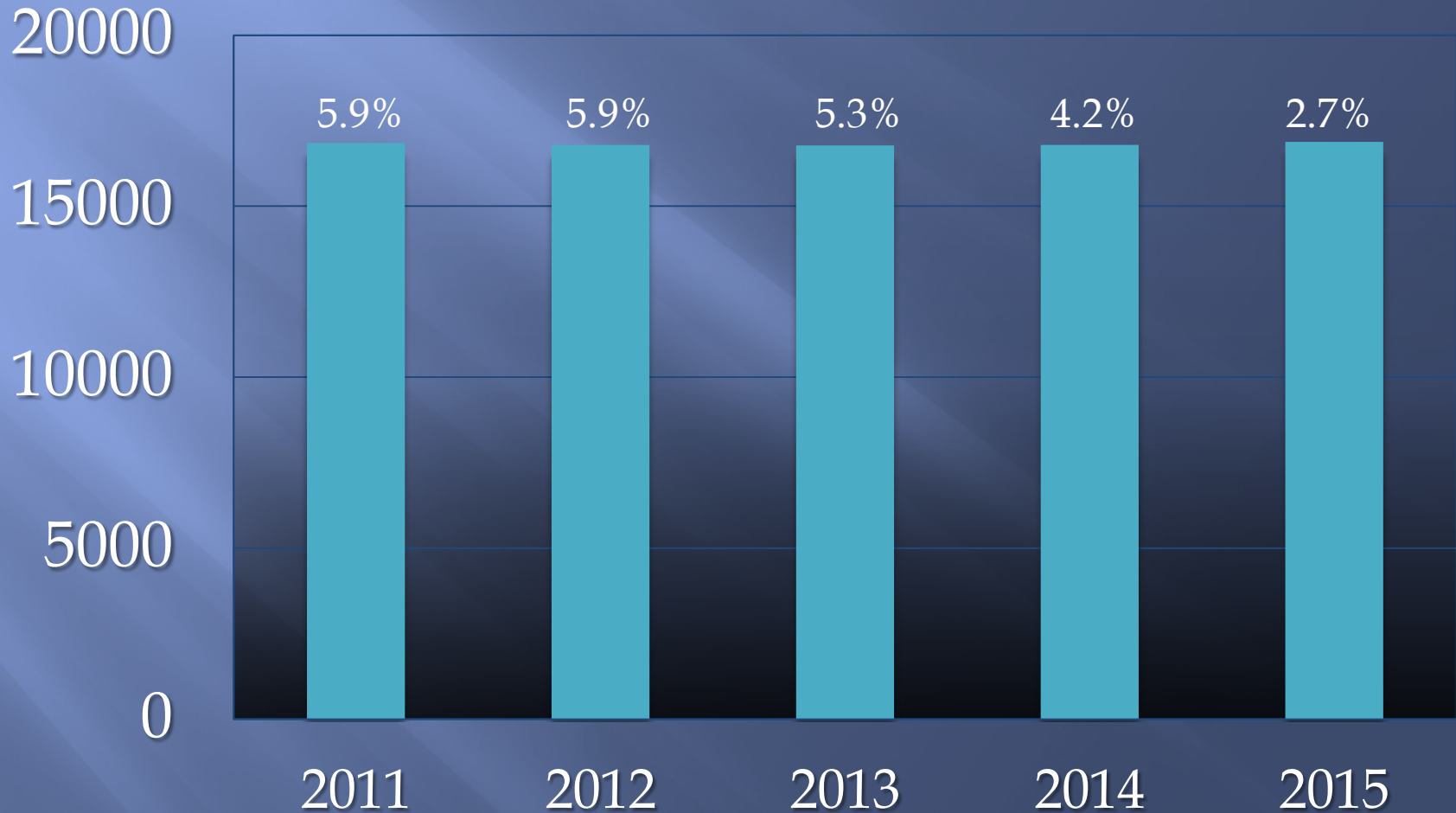


# Metro-NECTA Employment





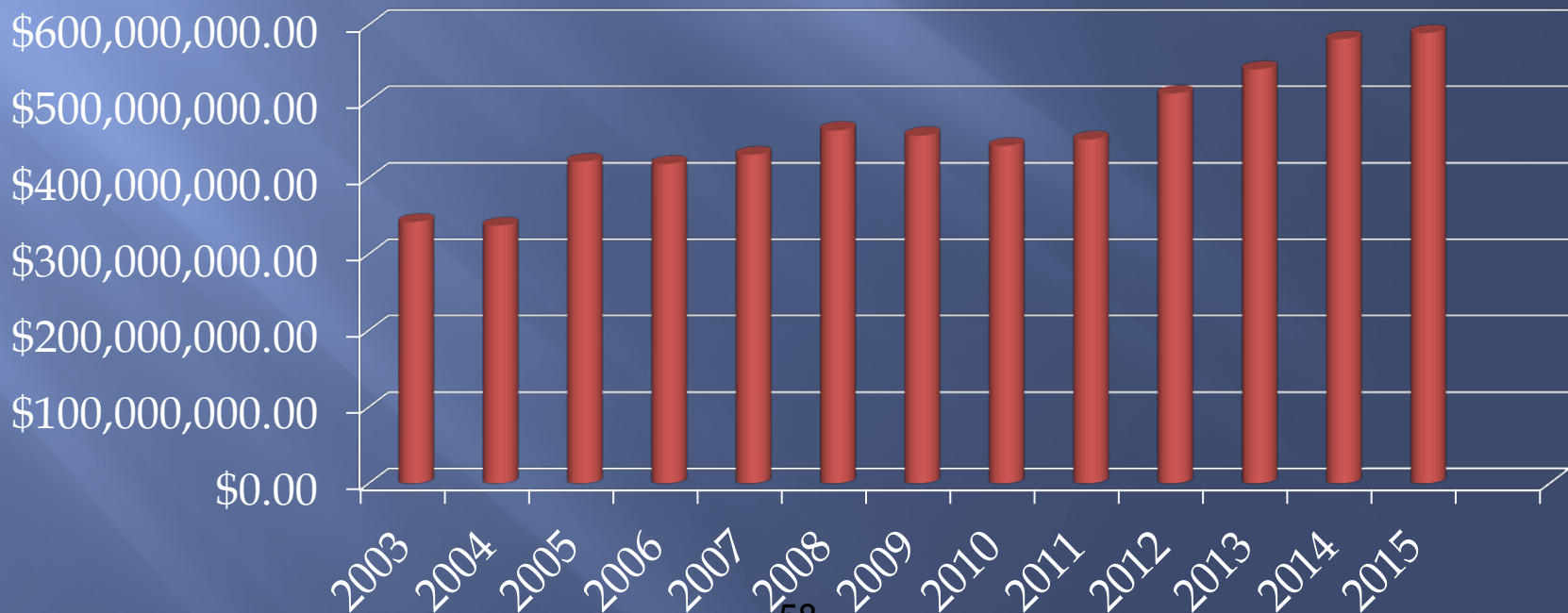
# Size of Workforce



# Property Values – Commercial/Industrial

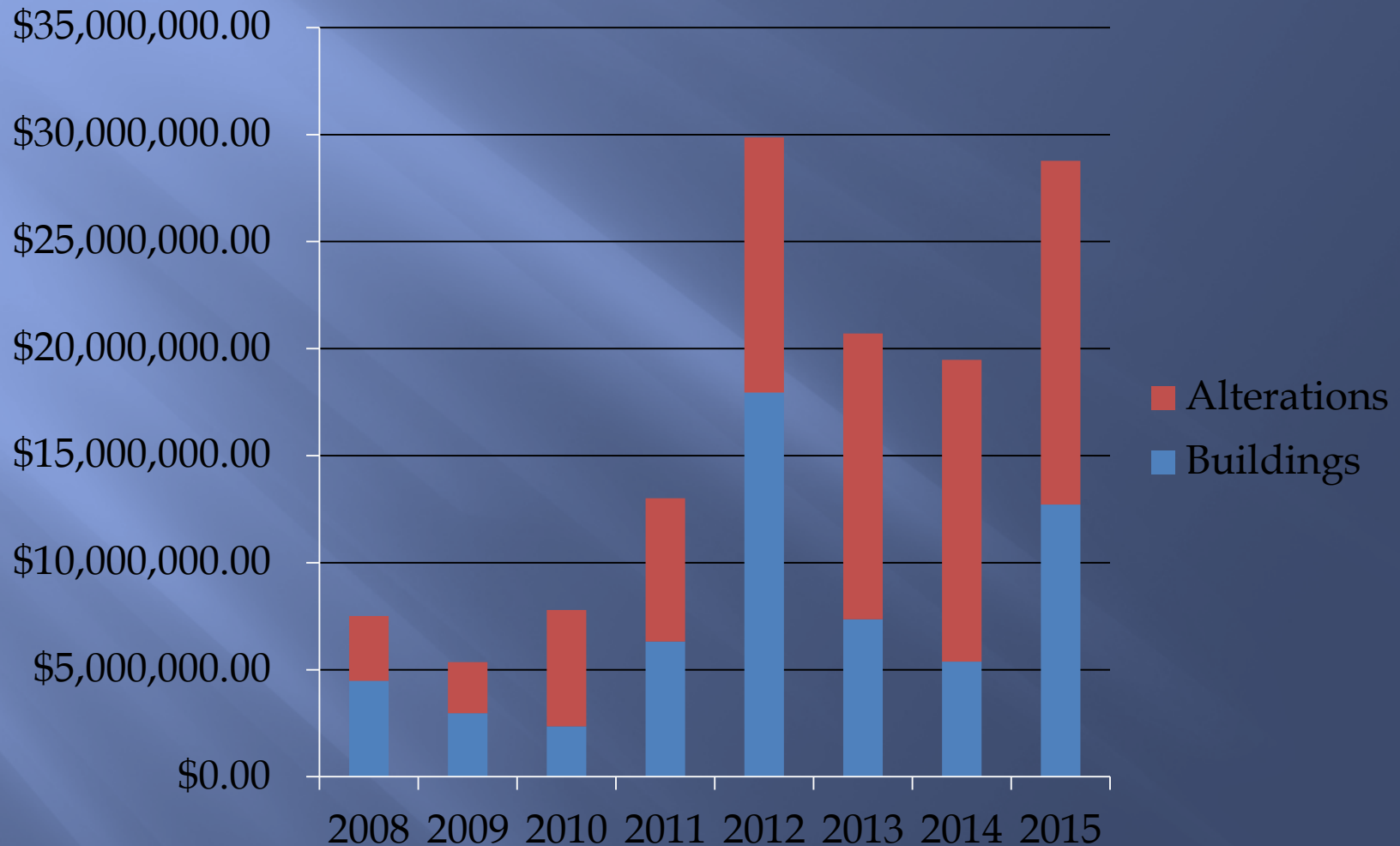
- 29.78% of 2015 Total vs. 18.56% in 2006
- \$589,468,111 in 2015 vs. \$418,628,737 in 2006
- Significant Growth in Commercial & Industrial Land & Buildings

## Taxable Value

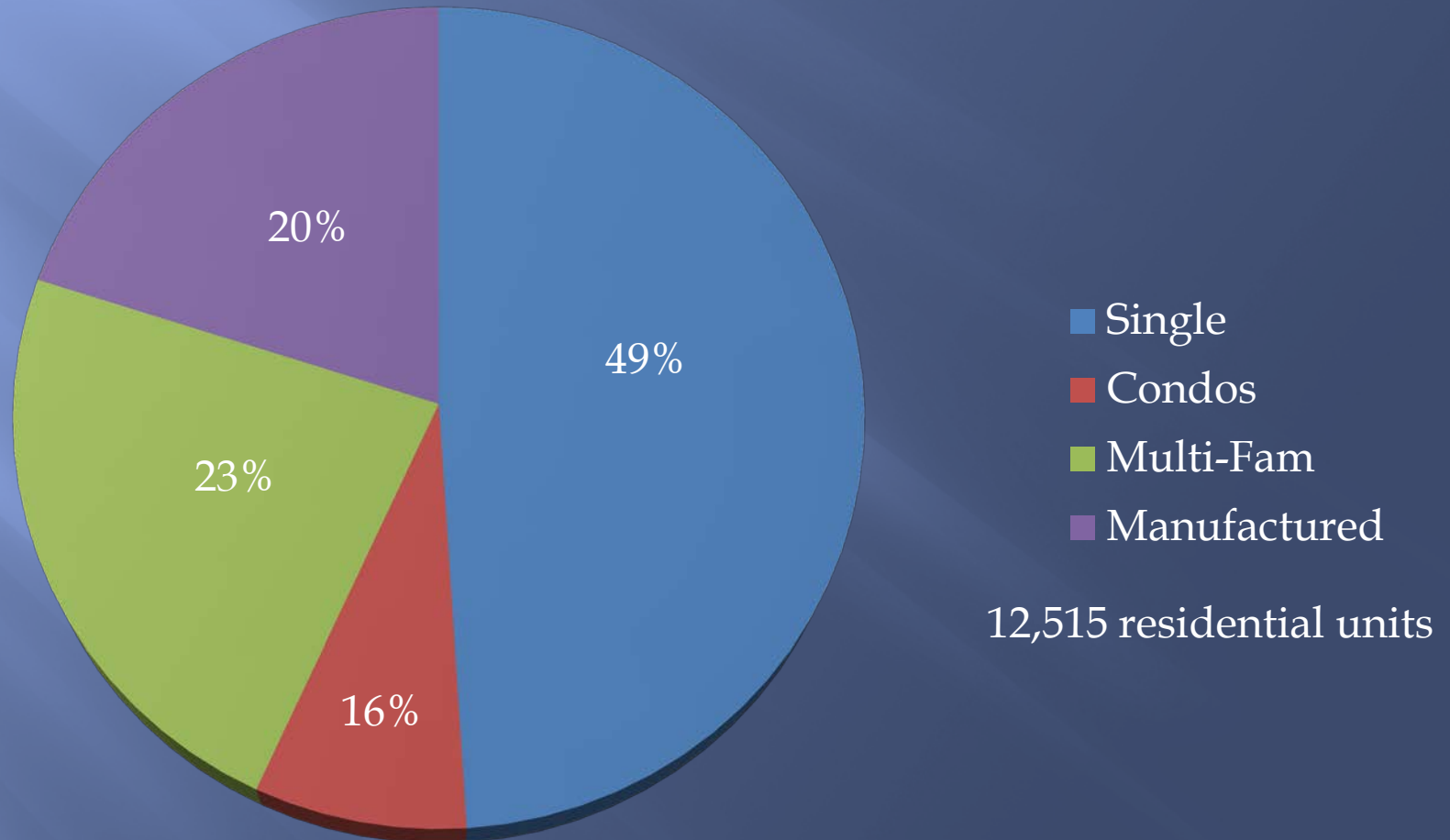


Data from Rochester MS-1

# Building Permits

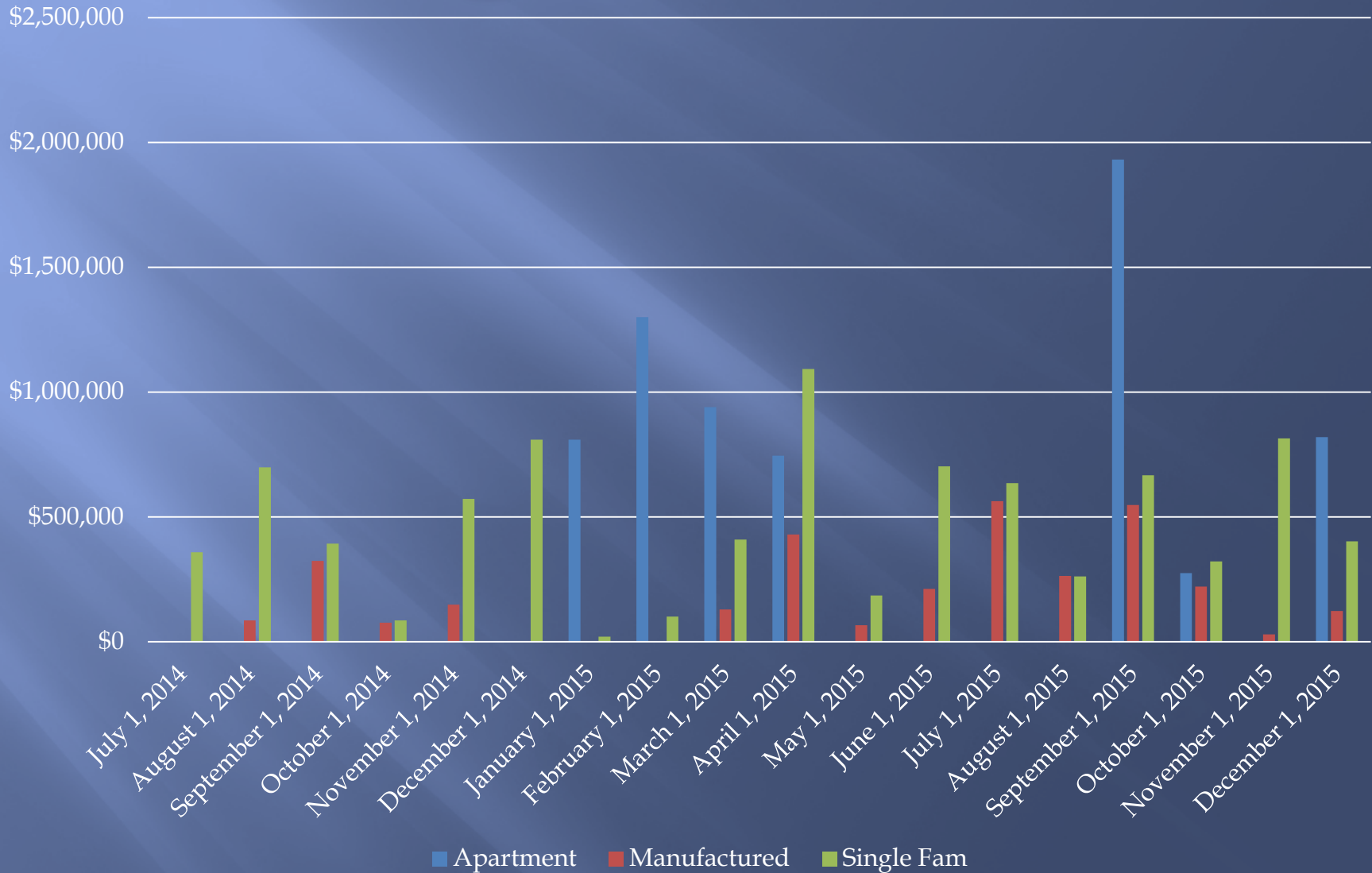


# Housing Diversity





# Housing Permits (BZLS Dept)



# Downtown Investment 4/14/16



- 812 Private Projects (Building Permits) since 2006, totaling \$10,163,339/\$23,947
- 88 during 2015, totaling \$2,107,312
- Investment Ratio: \$1/\$29.04
- Est. District Tax Revenue Increase: \$361,042
  - Not adjusted for any cumulative increases in assessed valuation or properties utilizing RSA 79:E

# Downtown Attraction Targets



## Unique, Destination Businesses

- ▣ Retail Stores
  - Arts to Wear
  - Jewelry
  - Artisans
  - Upscale Consignment
  - Galleries
- ▣ Restaurants & Cafes
  - Outdoor Dining
- ▣ Consumer Services
  - Fitness
  - Salons
- ▣ Finance, Insurance, Real Estate



# Community Values



- ▣ We Invest in Ourselves
  - Roads, Bridges, Parks
  - Education
  - Public Safety
  - Arts & Culture
- ▣ We Care Deeply About Our Community
  - People
  - Environment
  - Partnerships
- ▣ Willing to Work Hard

# What is our Civic Story?

4/14/16

*The Atlantic – James Fallows*

How are our efforts today connected to what we hope for tomorrow?

- Future in Advanced Manufacturing
- Magnet for Talent
  - Creative Class
- Stable & Growing Financially

We Live and Work the American Dream





**THINK ROCHESTER**  
**NEW HAMPSHIRE**

*Office of Economic Development*

4/14/16

*Southern NH*  
**Retail & Entertainment**  
**Destination**



**\$3 Billion**  
Consumer Demand

**200,000+**  
Marketplace Population

**No Sales Tax**



*Your customers are here!*

**[www.THINKROCHESTER.biz](http://www.THINKROCHESTER.biz)**





## Memorandum of Understanding

This is a commitment agreement between *City of Rochester, Town of Littleton*, and the University of New Hampshire Cooperative Extension (“UNHCE”) to work cooperatively to complete a First Impressions Downtown Assessment.

### Purpose

First Impressions provides an assessment of your downtown through the eyes of potential residents, visitors and businesses. Community teams undertake visits, record observations, and give constructive feedback to the exchange community.

### Outcomes may include:

- Improving the visual appearance of downtown
- Strengthening the marketing and promotion of downtown
- Enriching the climate of your downtown for new businesses, residents and visitors

### Roles and Responsibilities for City of Rochester and Town of Littleton

#### ***Community Coordinators, working with Community Leadership Team members will:***

- Recruit volunteers for Community Leadership Team, ensuring a diverse mix of team members
- Determine timeframe, budget, logistics, and coordinate the visit to the exchange community
- Attend planning meetings, Community Visit, and meetings post-visit
- Prepare a presentation featuring the highlights of the report and present in the partner community
- Coordinate and host a community report-back meeting to hear the exchange community’s report
- Coordinate the transition of leadership to action committee(s) lead(s)
- Complete evaluations of the First Impressions program

#### ***Community Leadership Team members will:***

- Attend planning and training meetings in preparation for the community visit
- Complete online pre-visit survey, Visit Guide booklet, ESRI Collector app, and post-visit online survey
- Attend post-visit meetings
- Organize action committee(s) based on final report
- Transition leadership to action committee(s) lead(s)
- Complete evaluations of the First Impressions program

#### **UNH Cooperative Extension will:**

- Guide Community Coordinators in building a Community Leadership Team
- Facilitate planning, training, and post-visit meetings for each Community Leadership Team
- Coordinate an informal meeting of visit teams following the visit to debrief and reflect on visit
- Provide paper copies of Visit Guide Booklets and iPads for Community Visit
- Write final reports for each community detailing the downtown assessment
- Attend visits and presentations
- Facilitate and coordinate action committee(s) based on final report and support committees for 12 months

### Timing and Format

The visits will occur within the months of July – August 2016.

Report-back meetings will take place within the months of September – October 2016.

**Presentation**

Community Coordinators or their designees will prepare and present a visual presentation covering the highlights of the First Impressions downtown assessment. The presentation will take place in a community meeting in the exchange community. Each Community Coordinator will be responsible for hosting and promoting a community meeting to hear the exchange community's report of the downtown assessment.

**Media**

UNH Cooperative Extension will jointly develop a press release with Community Coordinators to publicize the First Impressions program.

**Total Program Costs**

Program costs may include a stipend for Community Leadership Team members to spend on refreshments during the visit. Travel expenditures will be the responsibility of the community or volunteers. The estimated roundtrip distance between **Rochester** and **Littleton** is 210 miles. There will be two visits to the swap community: one for the entire team to conduct the downtown assessment, and another for a few representatives to present at the swap community's community report-out meeting. Additionally, food, beverages and meeting room rental costs for the community meeting will be the responsibility of the community. Each community should decide how to pay for the visit. Many of these costs could be donated or provided by a local business sponsor.

**City of Rochester:**

Name	Municipal Leader	Date
------	------------------	------

Name	Staff or Organization Representative	Date
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Name	Community Coordinator	Date
------	-----------------------	------

**Town of Littleton:**

Name	Municipal Leader	Date=
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Name	Staff or Organization Representative	Date
------	--------------------------------------	------

Name	Community Coordinator	Date
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**UNH Cooperative Extension:**

Casey Hancock (Rochester liaison), Community Development Program Coordinator	Date
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Geoffrey Sewake (Littleton liaison), Field Specialist, Community & Economic Development	Date
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Molly Donovan, State Specialist, Community Development	Date
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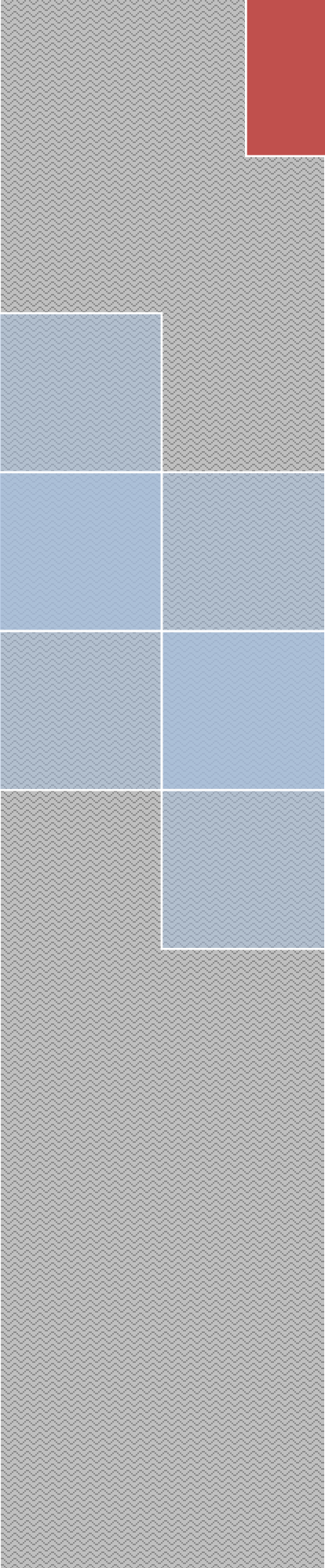
## Adding New People and Diversity to your Local Committee

In order to increase participation in your community, we have supplied the following list of categories or groups, many of which may be active in your community, so you can work at identifying and inviting their members to participate in your committee or working group.

Please consider:

Long-time residents	Librarian	Students
Newcomers	School administration	Police
Geographic diversity	School teachers or staff	Clergy
Youth or youth advocates	Chamber of Commerce	Disabled
Seniors	Major town industry	Land owners
Town officials	Business owners	Renters
Town employees	Medical/health field	Homeowners
Legislators	Clubs & organizations	Religious leaders
All political views	Recreation Department	Postmaster/mistress
Seasonal residents	Conservation Commission	Single parents
All income levels	Service organizations	PTO members

This list is not exhaustive and you may have other ideas!



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# FINANCE COMMITTEE

## Agenda Item

4/14/16

**Agenda Item Name:** Monthly Financial Statements Summary

For the full detail report, click here: [MARCH FINANCIALS DETAIL REPORT](#)

### Revenues

<u>ACCOUNT DESCRIPTION</u>	<u>REVISED ESTIM REV</u>	<u>ACTUAL YTD REVENUE</u>	<u>REMAINING REVENUE</u>	<u>% COLL</u>
11011 ECONOMIC DEVELOPMENT REV	\$ -	\$ 125	\$ (125)	100
11031 CITY CLERK REVENUE	\$ 106,420	\$ 63,669	\$ 42,751	60
11051 ASSESSORS REVENUES	\$ -	\$ 259	\$ (259)	100
11061 BUSINESS OFFICE REVENUE	\$ 55,000	\$ 45,564	\$ 9,436	83
11062 BUSINESS OFFICE REVENUE	\$ 1,000	\$ -	\$ 1,000	0
11071 TAX COLLECTOR REVENUE	\$ 28,908,379	\$ 28,918,420	\$ (10,041)	100
11081 GENERAL OVERHEAD REVENUE	\$ 4,204,344	\$ 2,335,107	\$ 1,869,237	56
11082 GENERAL OVERHEAD REVENUE	\$ 1,434,205	\$ 1,434,205	\$ (0)	100
11091 PUBLIC BLDGS REVENUE	\$ -	\$ 13,539	\$ (13,539)	100
11101 PLANNING	\$ 15,250	\$ 40,503	\$ (25,253)	266
11201 REV LEGAL OFFICE	\$ 50,000	\$ 37,500	\$ 12,500	75
12011 POLICE CITY REVENUE	\$ 351,845	\$ 163,824	\$ 188,021	47
12021 FIRE CITY REVENUE	\$ 11,825	\$ 9,554	\$ 2,271	81
12022 FIRE STATE REVENUE	\$ 40,000	\$ 2,065	\$ 37,935	5
12031 DISPATCH CENTER	\$ 62,044	\$ 59,166	\$ 2,878	95
12041 CODE ENFORCEMENT REVENUE	\$ 323,125	\$ 454,830	\$ (131,705)	141
13011 PUBLIC WORKS REVENUE	\$ 35,200	\$ 37,630	\$ (2,430)	107
13012 STATE HIGHWAY SUBSIDY	\$ 591,229	\$ 472,983	\$ 118,246	80
14011 WELFARE REVENUE	\$ 8,500	\$ 4,638	\$ 3,862	55
14021 RECREATION REVENUE	\$ 129,800	\$ 120,077	\$ 9,723	93
14031 LIBRARY REVENUE	\$ 13,383	\$ 9,365	\$ 4,018	70
1000 GENERAL FUND	\$ 36,341,549	\$ 34,223,026	\$ 2,118,523	94
<u>ACCOUNT DESCRIPTION</u>	<u>REVISED ESTIM REV</u>	<u>ACTUAL YTD REVENUE</u>	<u>REMAINING REVENUE</u>	<u>% COLL</u>
5001 WATER ENTERPRISE FUND	\$ 5,468,531	\$ 2,169,756	\$ 3,298,775	40
<u>ACCOUNT DESCRIPTION</u>	<u>REVISED ESTIM REV</u>	<u>ACTUAL YTD REVENUE</u>	<u>REMAINING REVENUE</u>	<u>% COLL</u>
5002 SEWER ENTERPRISE FUND	\$ 6,825,394	\$ 2,777,373	\$ 4,048,021	41
<u>ACCOUNT DESCRIPTION</u>	<u>REVISED ESTIM REV</u>	<u>ACTUAL YTD REVENUE</u>	<u>REMAINING REVENUE</u>	<u>% COLL</u>
5003 ARENA ENTERPRISE FUND	\$ 586,067	\$ 391,919	\$ 194,148	67

**Expenditures**

<b><u>ACCOUNT DESCRIPTION</u></b>	<b><u>REVISED BUDGET</u></b>	<b><u>YTD EXPENDED</u></b>	<b><u>ENCUMBRANCE</u></b>	<b><u>AVAILABLE BUDGET</u></b>	<b><u>% USED</u></b>
11000051 CITY MANAGER	\$ 278,414	\$ 199,352	\$ 5,300	\$ 73,762	74
11012351 ECONOMIC DEVELOPMENT	\$ 296,187	\$ 227,588	\$ 2,570	\$ 66,029	78
11020050 MUNICIPAL INFORMATION	\$ 444,691	\$ 286,316	\$ 10,884	\$ 147,491	67
11030051 CITY CLERK	\$ 293,290	\$ 188,016	\$ 41,421	\$ 63,852	78
11040050 ELECTIONS	\$ 44,016	\$ 41,389	\$ 1,998	\$ 630	99
11050070 ASSESSORS	\$ 387,319	\$ 297,639	\$ 3,177	\$ 86,503	78
11060051 BUSINESS OFFICE	\$ 515,644	\$ 365,984	\$ 3,871	\$ 145,789	72
11063151 HUMAN RESOURCES	\$ 127,107	\$ 102,417	\$ 5,576	\$ 19,114	85
11070070 TAX COLLECTOR	\$ 336,758	\$ 236,266	\$ 1,892	\$ 98,600	71
11080050 GENERAL OVERHEAD	\$ 699,267	\$ 549,634	\$ 105,688	\$ 43,945	94
11090050 PB CITY WIDE 50	\$ 568,064	\$ 430,838	\$ 9,286	\$ 127,940	78
11090051 PB CITY HALL 51	\$ 76,000	\$ 45,923	\$ 933	\$ 29,143	62
11090052 PB OPERA HOUSE 52	\$ 34,176	\$ 32,208	\$ -	\$ 1,968	94
11090054 PB CENTRAL FIRE 54	\$ 33,523	\$ 32,246	\$ 722	\$ 555	98
11090055 PB GONIC FIRE 55	\$ 17,843	\$ 16,733	\$ 613	\$ 496	97
11090056 PB LIBRARY 56	\$ 21,920	\$ 18,792	\$ 554	\$ 2,574	88
11090057 PB DPW GARAGE 57	\$ 10,887	\$ 10,305	\$ 100	\$ 482	96
11090059 PB ER FIRE STATION 59	\$ 750	\$ 195	\$ -	\$ 555	26
11090061 PB HISTORICAL MUSEUM	\$ 1,600	\$ 360	\$ 480	\$ 760	53
11090063 PB HANSON POOL 63	\$ 5,005	\$ 643	\$ 254	\$ 4,108	18
11090064 PB GONIC POOL 64	\$ 2,880	\$ 333	\$ 107	\$ 2,440	15
11090065 PB EAST ROCHESTER POO	\$ 2,650	\$ 337	\$ 101	\$ 2,212	17
11090068 PB GROUNDS 68	\$ 14,300	\$ 5,843	\$ 7,599	\$ 858	94
11090069 PB DOWNTOWN 69	\$ 15,000	\$ 3,722	\$ 6,609	\$ 4,669	69
11090070 PB REVENUE BUILDING 7	\$ 19,860	\$ 15,548	\$ 130	\$ 4,182	79
11090071 PB PLAYGROUNDS 71	\$ 1,850	\$ 621	\$ -	\$ 1,229	34
11090075 PB NEW POLICE STATION	\$ 26,423	\$ 18,472	\$ 6,776	\$ 1,175	96
11102051 PLANNING	\$ 348,964	\$ 262,503	\$ 5,269	\$ 81,192	77
11200051 LEGAL OFFICE	\$ 559,899	\$ 342,191	\$ 3,924	\$ 213,784	62
12010053 PD ADMINISTRATIVE SER	\$ 1,868,416	\$ 1,293,142	\$ 47,888	\$ 527,386	72
12012453 PD PATROL SERVICES	\$ 4,525,429	\$ 3,322,798	\$ -	\$ 1,202,631	73
12012553 PD SUPPORT SERVICES	\$ 395,656	\$ 295,369	\$ -	\$ 100,287	75
12020054 FIRE DEPARTMENT	\$ 4,200,614	\$ 3,092,429	\$ 21,882	\$ 1,086,303	74
12020055 FIRE DEPT 55 GONIC SU	\$ 28,556	\$ 14,633	\$ -	\$ 13,923	51
12020754 CALL FIRE	\$ 29,926	\$ 4,668	\$ -	\$ 25,258	16
12022754 FOREST FIRES	\$ 861	\$ 106	\$ -	\$ 755	12
12030153 DISPATCH CENTER	\$ 735,861	\$ 534,888	\$ 2,250	\$ 198,723	73
12040051 CODE ENFORCEMENT	\$ 527,429	\$ 402,219	\$ 2,760	\$ 122,450	77
12050050 AMBULANCE	\$ 54,913	\$ 41,185	\$ 13,728	\$ -	100
13010057 PUBLIC WORKS	\$ 2,014,232	\$ 1,424,948	\$ 197,431	\$ 391,853	81
13010957 WINTER MAINTENANCE	\$ 463,666	\$ 350,656	\$ 840	\$ 112,170	76
13020050 CITY LIGHTS	\$ 257,500	\$ 181,332	\$ 1,245	\$ 74,923	71
14010051 WELFARE	\$ 451,998	\$ 272,934	\$ 3,084	\$ 175,980	61
14022072 RECREATION ADMINISTRA	\$ 550,335	\$ 439,917	\$ 4,157	\$ 106,261	81
14022150 RECREATION PLAYGROUND	\$ 81,451	\$ 71,418	\$ 200	\$ 9,833	88
14022250 RECREATION POOLS	\$ 72,790	\$ 51,618	\$ 373	\$ 20,799	71
14030056 LIBRARY	\$ 1,117,547	\$ 844,288	\$ 20,482	\$ 252,777	77
15000051 COUNTY TAX	\$ 5,980,421	\$ 5,980,421	\$ -	\$ -	100
17010051 TRANSFERS/PAYMENTS DE	\$ 4,535,036	\$ 4,451,593	\$ -	\$ 83,443	98
17030050 OVERLAY	\$ 225,203	\$ 82,658	\$ -	\$ 142,545	37
17040051 TRANSFER TO CIP & OTH	\$ 2,581,422	\$ 2,581,422	\$ -	\$ -	100
<b>1000 GENERAL FUND</b>	<b>\$ 35,883,549</b>	<b>\$ 29,467,052</b>	<b>\$ 542,155</b>	<b>\$ 5,874,342</b>	<b>84</b>
<b><u>ACCOUNT DESCRIPTION</u></b>	<b><u>REVISED BUDGET</u></b>	<b><u>YTD EXPENDED</u></b>	<b><u>ENCUMBRANCE</u></b>	<b><u>AVAILABLE BUDGET</u></b>	<b><u>% USED</u></b>
5001 WATER ENTERPRISE FUND	\$ 5,468,531	\$ 3,526,996	\$ 106,513	\$ 1,835,021	66
<b><u>ACCOUNT DESCRIPTION</u></b>	<b><u>REVISED BUDGET</u></b>	<b><u>YTD EXPENDED</u></b>	<b><u>ENCUMBRANCE</u></b>	<b><u>AVAILABLE BUDGET</u></b>	<b><u>% USED</u></b>
5002 SEWER ENTERPRISE FUND	\$ 6,825,394	\$ 4,360,783	\$ 210,554	\$ 2,254,057	67
<b><u>ACCOUNT DESCRIPTION</u></b>	<b><u>REVISED BUDGET</u></b>	<b><u>YTD EXPENDED</u></b>	<b><u>ENCUMBRANCE</u></b>	<b><u>AVAILABLE BUDGET</u></b>	<b><u>% USED</u></b>
5003 ARENA ENTERPRISE FUND	\$ 586,067	\$ 421,063	\$ 3,471	\$ 161,532	72

**City and Enterprise Funds  
Revenue  
For Period Ending  
03/31/2016**

## YEAR-TO-DATE BUDGET REPORT

FOR 2016 09

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	63,669.18	42,750.82	59.8%
11051 ASSESSORS REVENUES	0	0	0	259.00	-259.00	100.0%
11061 BUSINESS OFFICE REVENUE	55,000	0	55,000	45,564.43	9,435.57	82.8%
11062 BUSINESS OFFICE REVENUE	1,000	0	1,000	.00	1,000.00	.0%
11071 TAX COLLECTOR REVENUE	28,488,365	420,014	28,908,379	28,918,437.09	-10,058.09	100.0%
11081 GENERAL OVERHEAD REVENUE	3,476,133	728,211	4,204,344	2,335,107.23	1,869,236.79	55.5%
11082 GENERAL OVERHEAD REVENUE	1,441,166	-6,961	1,434,205	1,434,205.14	-.14	100.0%
11091 PUBLIC BLDGS REVENUE	0	0	0	13,539.45	-13,539.45	100.0%
11101 PLANNING	15,250	0	15,250	40,502.59	-25,252.59	265.6%
11201 REV LEGAL OFFICE	50,000	0	50,000	37,499.94	12,500.06	75.0%
12011 POLICE CITY REVENUE	351,845	0	351,845	163,824.30	188,020.70	46.6%
12021 FIRE CITY REVENUE	11,825	0	11,825	9,554.10	2,270.90	80.8%
12022 FIRE STATE REVENUE	26,400	13,600	40,000	2,065.08	37,934.92	5.2%
12031 DISPATCH CENTER	62,044	0	62,044	59,166.34	2,877.66	95.4%
12041 CODE ENFORCEMENT REVENUE	323,125	0	323,125	454,829.98	-131,704.98	140.8%
13011 PUBLIC WORKS REVENUE	35,200	0	35,200	37,630.28	-2,430.28	106.9%
13012 STATE HIGHWAY SUBSIDY	530,930	60,299	591,229	472,983.01	118,245.99	80.0%
14011 WELFARE REVENUE	8,500	0	8,500	4,638.45	3,861.55	54.6%
14021 RECREATION REVENUE	129,800	0	129,800	120,077.12	9,722.88	92.5%
14031 LIBRARY REVENUE	13,383	0	13,383	9,365.15	4,017.85	70.0%
TOTAL GENERAL FUND	35,126,386	1,215,163	36,341,549	34,223,042.86	2,118,506.16	94.2%

## YEAR-TO-DATE BUDGET REPORT

FOR 2016 09							
ACCOUNTS FOR: 5001	WATER ENTERPRISE FUND	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
510001	WATER WORKS REVENUE	5,403,531	65,000	5,468,531	2,169,756.47	3,298,774.53	39.7%
	TOTAL WATER ENTERPRISE FUND	5,403,531	65,000	5,468,531	2,169,756.47	3,298,774.53	39.7%

## YEAR-TO-DATE BUDGET REPORT

FOR 2016 09							
ACCOUNTS FOR: 5002	SEWER ENTERPRISE FUND	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
520001	SEWER WORKS REVENUE	6,354,842	0	6,354,842	2,686,845.01	3,667,996.99	42.3%
520002	SEWER WORKS REVENUE	470,552	0	470,552	90,528.00	380,024.00	19.2%
TOTAL SEWER ENTERPRISE FUND		6,825,394	0	6,825,394	2,777,373.01	4,048,020.99	40.7%



## YEAR-TO-DATE BUDGET REPORT

FOR 2016 09						
ACCOUNTS FOR: 5003 ARENA ENTERPRISE FUND	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
530001 ARENA REVENUE	586,067	0	586,067	391,918.86	194,148.14	66.9%
TOTAL ARENA ENTERPRISE FUND	586,067	0	586,067	391,918.86	194,148.14	66.9%

## YEAR-TO-DATE BUDGET REPORT

FOR 2016 09

ACCOUNTS FOR:	ORIGINAL	ESTIM REV	REVISED	ACTUAL YTD	REMAINING	PCT
1501 CAPITAL PROJECTS GENERAL FUND	ESTIM REV	ADJSTMTS	EST REV	REVENUE	REVENUE	COLL
150000 CIP REVENUE BONDING	63,044,603	-6,893,274	56,151,328	33,270,986.25	22,880,342.05	59.3%
150001 CIP REVENUE CASH	11,652,811	323,893	11,976,705	12,019,233.07	-42,528.49	100.4%
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	3,723,938	441,238	4,165,176	4,203,685.19	-38,509.54	100.9%
150004 CIP REVENUE DEDICATED REVENU	2,314,779	9,908	2,324,687	2,493,630.23	-168,943.73	107.3%
150005 CIP REVENUE GRANTS	7,192,329	277,127	7,469,457	5,753,091.17	1,716,365.67	77.0%
TOTAL CAPITAL PROJECTS GENERAL FUND	91,858,291	-6,151,031	85,707,260	61,362,534.05	24,344,725.96	71.6%

## YEAR-TO-DATE BUDGET REPORT

FOR 2016 09

ACCOUNTS FOR:	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
5501 CAPITAL PROJECTS WATER FUND						
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	2,546,100	13,349	2,559,449	15,000.00	2,544,448.50	.6%
TOTAL CAPITAL PROJECTS WATER FUND	5,932,344	-789,161	5,143,183	3,174,743.00	1,968,440.18	61.7%

## YEAR-TO-DATE BUDGET REPORT

FOR 2016 09

ACCOUNTS FOR:	ORIGINAL	ESTIM REV	REVISED	ACTUAL YTD	REMAINING	PCT
5502 CAPITAL PROJECTS SEWER FUND	ESTIM REV	ADJSTMTS	EST REV	REVENUE	REVENUE	COLL
550201 CIP REVENUE CASH	3,862,336	-539,746	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	2,557,326	-4,600	2,552,726	1,035,860.00	1,516,866.00	40.6%
TOTAL CAPITAL PROJECTS SEWER FUND	7,402,680	-989,685	6,412,995	5,299,129.16	1,113,866.00	82.6%

## YEAR-TO-DATE BUDGET REPORT

FOR 2016 09							
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  
Expenses  
For Period Ending  
03/31/2016**

## YEAR-TO-DATE BUDGET REPORT

FOR 2016 09

ACCOUNTS 1000	FOR: GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
11000051	CITY MANAGER	278,414	0	278,414	199,351.88	5,300.34	73,761.78	73.5%
11012351	ECONOMIC DEVELOPMENT	296,187	0	296,187	227,587.88	2,570.47	66,028.65	77.7%
11020050	MUNICIPAL INFORMATION SYST	444,691	0	444,691	286,316.27	10,883.77	147,490.96	66.8%
11030051	CITY CLERK	290,790	2,500	293,290	188,016.12	41,421.41	63,852.47	78.2%
11040050	ELECTIONS	44,016	0	44,016	41,388.64	1,997.82	629.54	98.6%
11050070	ASSESSORS	387,319	0	387,319	297,638.75	3,176.81	86,503.44	77.7%
11060051	BUSINESS OFFICE	515,644	0	515,644	365,984.40	3,870.81	145,788.79	71.7%
11063151	HUMAN RESOURCES	127,107	0	127,107	102,417.00	5,576.20	19,113.80	85.0%
11070070	TAX COLLECTOR	336,758	0	336,758	236,045.71	2,111.90	98,600.39	70.7%
11080050	GENERAL OVERHEAD	713,467	-14,200	699,267	549,634.29	105,688.00	43,944.71	93.7%
11090050	PB CITY WIDE 50	563,464	4,600	568,064	430,837.50	9,286.35	127,940.15	77.5%
11090051	PB CITY HALL 51	76,700	-700	76,000	45,923.47	933.29	29,143.24	61.7%
11090052	PB OPERA HOUSE 52	34,176	0	34,176	32,207.62	.00	1,968.38	94.2%
11090054	PB CENTRAL FIRE 54	27,523	6,000	33,523	32,140.62	827.01	555.37	98.3%
11090055	PB GONIC FIRE 55	23,843	-6,000	17,843	16,639.54	758.23	445.23	97.5%
11090056	PB LIBRARY 56	21,170	750	21,920	18,791.64	554.21	2,574.15	88.3%
11090057	PB DPW GARAGE 57	10,887	0	10,887	10,304.54	100.00	482.46	95.6%
11090059	PB FIRE STATION 59	750	0	750	194.64	.00	555.36	26.0%
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	643.19	253.92	4,107.89	17.9%
11090064	PB GONIC POOL 64	2,880	0	2,880	332.72	107.21	2,440.07	15.3%
11090065	PB EAST ROCHESTER POOL 65	2,650	0	2,650	336.92	101.20	2,211.88	16.5%
11090068	PB GROUNDS 68	8,950	5,350	14,300	5,842.73	7,598.81	858.46	94.0%
11090069	PB DOWNTOWN 69	16,500	-1,500	15,000	3,721.72	6,609.30	4,668.98	68.9%
11090070	PB REVENUE BUILDING 70	20,860	-1,000	19,860	15,547.58	130.00	4,182.42	78.9%
11090071	PB PLAYGROUNDS 71	1,850	0	1,850	558.39	62.95	1,228.66	33.6%
11090075	PB NEW POLICE STATION	22,923	3,500	26,423	18,126.88	7,120.84	1,175.28	95.6%
11102051	PLANNING	348,964	0	348,964	262,503.22	5,269.21	81,191.57	76.7%
11200051	LEGAL OFFICE	520,899	39,000	559,899	342,190.54	3,924.22	213,784.24	61.8%
12010053	PD ADMINISTRATIVE SERVICES	1,888,416	-20,000	1,868,416	1,293,141.50	47,888.21	527,386.29	71.8%
12012453	PD PATROL SERVICES	4,525,429	0	4,525,429	3,322,797.71	.00	1,202,631.29	73.4%
12012553	PD SUPPORT SERVICES	395,656	0	395,656	295,368.78	.00	100,287.22	74.7%
12020054	FIRE DEPARTMENT	4,192,014	8,600	4,200,614	3,092,429.14	21,881.91	1,086,302.95	74.1%
12020055	FIRE DEPT 55 GONIC SUBSTAT	28,556	0	28,556	14,633.01	.00	13,922.99	51.2%
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	-10,000	735,861	534,887.53	2,250.00	198,723.47	73.0%
12040051	CODE ENFORCEMENT	527,429	0	527,429	402,218.92	2,759.60	122,450.48	76.8%
12050050	AMBULANCE	54,913	0	54,913	41,184.75	13,728.25	.00	100.0%
13010057	PUBLIC WORKS	2,016,232	-2,000	2,014,232	1,423,319.45	199,194.10	391,718.45	80.6%
13010957	WINTER MAINTENANCE	463,666	0	463,666	350,431.05	1,559.07	111,675.88	75.9%
13020050	CITY LIGHTS	257,500	0	257,500	181,332.17	1,245.00	74,922.83	70.9%
14010051	WELFARE	451,998	0	451,998	272,934.13	3,084.26	175,979.61	61.1%
14022072	RECREATION ADMINISTRATION	550,735	-400	550,335	439,917.32	4,156.76	106,260.92	80.7%

## YEAR-TO-DATE BUDGET REPORT

FOR 2016 09

ACCOUNTS FOR: 1000 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
14022150 RECREATION PLAYGROUNDS/CAM	81,051	400	81,451	71,417.68	200.00	9,833.32	87.9%
14022250 RECREATION POOLS	72,790	0	72,790	51,617.84	372.76	20,799.40	71.4%
14030056 LIBRARY	1,117,547	0	1,117,547	844,287.60	20,481.95	252,777.45	77.4%
15000051 COUNTY TAX	6,077,984	-97,563	5,980,421	5,980,421.00	.00	.00	100.0%
17010051 TRANSFERS/PAYMENTS DEBT SV	4,535,036	0	4,535,036	4,451,593.37	.00	83,442.63	98.2%
17030050 OVERLAY	92,256	132,947	225,203	82,658.12	.00	142,544.88	36.7%
17040051 TRANSFER TO CIP & OTHER FU	1,874,543	706,879	2,581,422	2,581,422.02	.00	.00	100.0%
TOTAL GENERAL FUND	35,126,386	757,163	35,883,549	29,464,251.65	545,636.15	5,873,661.22	83.6%



## YEAR-TO-DATE BUDGET REPORT

FOR 2016 09								
ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED	YTD EXPENDED	ENCUMBRANCES	AVAILABLE	PCT	
5001 WATER ENTERPRISE FUND	APPROP	ADJSTMTS	BUDGET			BUDGET	USED	
51601057 WATER WORKS EXPENSE	4,291,969	64,065	4,356,034	2,808,554.42	74,598.17	1,472,881.41	66.2%	
51601073 WATER TREATMENT PLANT	1,053,667	935	1,054,602	666,481.67	41,893.97	346,226.36	67.2%	
51601570 WATER REVENUE OFFICE	57,895	0	57,895	41,952.41	50.25	15,892.34	72.5%	
TOTAL WATER ENTERPRISE FUND	5,403,531	65,000	5,468,531	3,516,988.50	116,542.39	1,835,000.11	66.4%	

## YEAR-TO-DATE BUDGET REPORT

FOR 2016 09

ACCOUNTS FOR: 5002	SEWER ENTERPRISE FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
52602057	SEWER WORKS EXPENSE	3,507,012	0	3,507,012	3,211,553.28	11,955.40	283,503.32	91.9%
52602074	SEWER TREATMENT PLANT	3,263,440	0	3,263,440	1,092,195.43	214,268.17	1,956,976.40	40.0%
52602470	SEWER REVENUE OFFICE	54,942	0	54,942	42,054.89	50.25	12,836.86	76.6%
TOTAL SEWER ENTERPRISE FUND		6,825,394	0	6,825,394	4,345,803.60	226,273.82	2,253,316.58	67.0%

## YEAR-TO-DATE BUDGET REPORT

FOR 2016 09								
ACCOUNTS FOR: 5003 ARENA ENTERPRISE FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
53603060 ARENA EXPENSE	586,067	0	586,067	421,063.25	3,471.27	161,532.48	72.4%	
TOTAL ARENA ENTERPRISE FUND	586,067	0	586,067	421,063.25	3,471.27	161,532.48	72.4%	

## YEAR-TO-DATE BUDGET REPORT

FOR 2016 09

ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED	YTD EXPENDED	ENCUMBRANCES	AVAILABLE	PCT
1501 CAPITAL PROJECTS GENERAL FUND	APPROP	ADJSTMTS	BUDGET			BUDGET	USED
15011010 CIP ECONOMIC DEVELOPMENT	238,900	6,100	245,000	118,743.05	6,161.78	120,095.17	51.0%
15011020 CIP MIS EXPENSE	1,058,816	-225,111	833,705	472,189.58	16,421.27	345,094.32	58.6%
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	-151,514	2,055,366	2,021,902.00	.00	33,463.75	98.4%
15011090 CIP PUBLIC BUILDINGS EXPEN	9,735,419	-3,326,148	6,409,271	2,406,740.69	273,056.36	3,729,474.08	41.8%
15011100 CIP PLANNING EXPENSE	50,000	0	50,000	16,105.98	.00	33,894.02	32.2%
15012010 CIP POLICE EXPENSE	705,954	27,080	733,034	710,629.58	23.57	22,380.85	96.9%
15012020 CIP FIRE EXPENSE	1,308,900	-10,880	1,298,020	920,200.01	375,190.71	2,629.34	99.8%
15012040 CIP CODES EXPENSE	195,000	0	195,000	137,575.81	5,367.01	52,057.18	73.3%
15013010 CIP PUBLIC WORKS EXPENSE	50,004,110	-2,510,423	47,493,687	33,600,385.83	1,400,079.35	12,493,221.76	73.7%
15014020 CIP RECREATION EXPENSE	40,000	-583	39,417	38,910.00	.00	507.36	98.7%
15014030 CIP LIBRARY EXPENSE	150,180	-10,780	139,400	150,177.00	.00	-10,777.36	107.7%
15019000 CIP SCHOOL EXPENSE BOND	18,570,376	-423,717	18,146,659	15,610,924.68	757,850.77	1,777,883.97	90.2%
15019001 CIP SCHOOL EXPENSE CASH	1,629,263	304,454	1,933,717	1,805,846.09	29,184.74	98,686.17	94.9%
TOTAL CAPITAL PROJECTS GENERAL FUND	87,254,073	-6,321,523	80,932,551	59,284,296.51	2,863,335.56	18,784,918.49	76.8%

## YEAR-TO-DATE BUDGET REPORT

FOR 2016 09									
ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED	YTD EXPENDED	ENCUMBRANCES	AVAILABLE	PCT		
5501 CAPITAL PROJECTS WATER FUND	APPROP	ADJSTMTS	BUDGET			BUDGET	USED		
55016010 CIP WATER EXPENSE	37,793,185	-7,060,051	30,733,133	25,926,175.83	582,692.77	4,224,264.44	86.3%		
TOTAL CAPITAL PROJECTS WATER FUND	37,793,185	-7,060,051	30,733,133	25,926,175.83	582,692.77	4,224,264.44	86.3%		

## YEAR-TO-DATE BUDGET REPORT

FOR 2016 09									
ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED	YTD EXPENDED	ENCUMBRANCES	AVAILABLE	PCT		
5502 CAPITAL PROJECTS SEWER FUND	APPROP	ADJSTMTS	BUDGET			BUDGET	USED		
55026020 CIP SEWER EXPENSE	36,630,463	-3,770,370	32,860,093	20,726,725.22	682,797.98	11,450,569.63	65.2%		
TOTAL CAPITAL PROJECTS SEWER FUND	36,630,463	-3,770,370	32,860,093	20,726,725.22	682,797.98	11,450,569.63	65.2%		

## YEAR-TO-DATE BUDGET REPORT

FOR 2016 09								
ACCOUNTS FOR: 5503	CAPITAL PROJECTS ARENA FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
55036030	CIP ARENA EXPENSE	1,765,000	-73,703	1,691,297	803,268.73	13,865.29	874,163.08	48.3%
	TOTAL CAPITAL PROJECTS ARENA FUND	1,765,000	-73,703	1,691,297	803,268.73	13,865.29	874,163.08	48.3%



**Special Revenue Funds  
Revenue  
For Period Ending  
03/31/2016**

## YEAR-TO-DATE BUDGET REPORT

FOR 2016 09							
ACCOUNTS FOR: 6000	COMMUNITY CENTER SP REV FUND	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
600001	COMMUNITY CENTER REVENUE	775,371	0	775,371	594,013.44	181,357.56	76.6%
	TOTAL COMMUNITY CENTER SP REV FUND	775,371	0	775,371	594,013.44	181,357.56	76.6%

## YEAR-TO-DATE BUDGET REPORT

FOR 2016 09

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
6017 CD JOB LOANS	380,000	0	380,000	906,385.04	-526,385.04	238.5%
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	-1,907	34,600	34,600.01	.00	100.0%
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	204,967.85	34,032.15	85.8%
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	-5,879	39,118	38,279.68	838.60	97.9%
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	96,898.60	-5,818.60	106.4%
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	39,794.77	187,267.23	17.5%
6113 FY16 FIRE GRANTS	12,880	0	12,880	8,245.83	4,634.17	64.0%
6114 BULLET PROOF VEST GRANTS	7,164	0	7,164	206.00	6,957.94	2.9%
6115 FY16 POLICE GRANTS	37,847	0	37,847	5,143.44	32,703.80	13.6%
6116 FY16 BRIDGING THE GAPS	125,000	0	125,000	26,877.71	98,122.29	21.5%
GRAND TOTAL	13,808,698	-707,812	13,100,886	12,689,664.23	411,221.83	96.9%

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

## YEAR-TO-DATE BUDGET REPORT

FOR 2016 09

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
7015 ICAC GRANTS	5,000	0	5,000	2,348.61	2,087.50	47.0%
7018 HUD OFFICER GRANT	75,000	0	75,000	40,130.84	34,869.16	53.5%
7023 ECONOMIC DEVELOPMENT FUND	125,500	49,605	175,105	128,171.60	9,820.46	73.2%
7028 TIF162K - GSBP	70,000	20,000	90,000	90,000.00	.00	100.0%
GRAND TOTAL	275,500	69,605	345,105	260,651.05	46,777.12	75.5%

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

**Special Revenue Funds  
Expense  
For Period Ending  
03/31/2016**

## YEAR-TO-DATE BUDGET REPORT

FOR 2016 09									
ACCOUNTS FOR: 6000	COMMUNITY CENTER SP REV FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
6070572	COMMUNITY CENTER EXPENSE	775,371	0	775,371	536,398.41	24,249.36	214,723.23	72.3%	
	TOTAL COMMUNITY CENTER SP REV FUND	775,371	0	775,371	536,398.41	24,249.36	214,723.23	72.3%	

## YEAR-TO-DATE BUDGET REPORT

FOR 2016 09

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
6017 CD JOB LOANS	830,277	14,987	845,264	832,983.64	.00	12,280.03	98.5%
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	6,308.29	.00	.00	100.0%
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	864.13	.00	100.0%
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	649.15	10,149.92	96.9%
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	377,558.45	.00	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	60,877.64	.00	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	-1,907	34,600	34,600.01	.00	.00	100.0%
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	217,562.95	1,220.77	20,216.28	91.5%
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	-5,879	39,118	38,447.68	.00	670.60	98.3%
6108 GRANITE RIDGE INFRASTRUCTURE	5,000,000	0	5,000,000	2,971,333.54	933,102.50	1,095,563.96	78.1%
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	96,898.60	886.66	-6,705.26	107.4%
6111 FY15 RECREATION-TEEN CAMP	5,000	0	5,000	4,978.23	.00	21.77	99.6%
6112 FY16 CDBG FUND	227,062	0	227,062	87,732.07	97,244.10	42,085.83	81.5%
6113 FY16 FIRE GRANTS	12,880	0	12,880	8,904.09	.00	3,975.91	69.1%
6114 BULLET PROOF VEST GRANTS	7,164	0	7,164	776.00	.00	6,387.94	10.8%
6115 FY16 POLICE GRANTS	37,847	0	37,847	753.54	.00	37,093.70	2.0%
6116 FY16 BRIDGING THE GAPS	125,000	0	125,000	47,840.28	14,086.04	63,073.68	49.5%
GRAND TOTAL	14,371,138	-804,989	13,566,150	11,747,911.50	1,050,058.80	768,179.43	94.3%

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

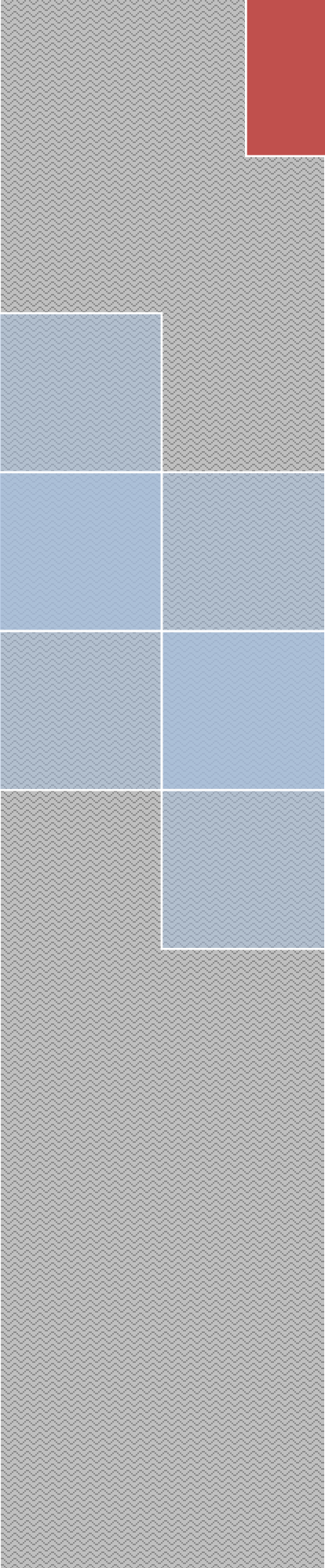


## YEAR-TO-DATE BUDGET REPORT

FOR 2016 09

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
7015 ICAC GRANTS	5,000	0	5,000	2,348.61	563.89	2,087.50	58.3%
7018 HUD OFFICER GRANT	75,000	0	75,000	40,130.84	.00	34,869.16	53.5%
7023 ECONOMIC DEVELOPMENT FUND	125,500	49,605	175,105	128,171.60	37,112.49	9,820.46	94.4%
7028 TIF162K - GSBP	70,000	20,000	90,000	90,000.00	.00	.00	100.0%
GRAND TOTAL	275,500	69,605	345,105	260,651.05	37,676.38	46,777.12	86.4%

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

**Norman Sanborn Jr.**  
 Chief of Department

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

April 6, 2016

**TO:** City Manager Dan Fitzpatrick  
 Mayor Caroline McCarley & City Council Members

**MONTHLY REPORT**  
**MARCH 2016**

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

**DEPARTMENT INFORMATION:**

During the month of March the Department responded to 252 calls for service. Of those calls this month, 1 call required a full box be struck for a working fire in a church. Additionally there were 4 more calls for fires inside a structure, 1 vehicle fire and 1 brush fire. March had a significant increase in calls from February with 252 calls, or 31 more calls. In March of 2015 there were only 215 calls for service which indicates a 17% increase over March of last year.

Additionally crews responded to 41 calls for vehicle accidents, and 94 medical calls. We also responded to 4 calls for mutual aid assistance. The remaining calls included everything from alarm activations, good intent calls, and public service calls, as well as a multitude of various other type calls.

Also during the month of February crews were required to respond to as many as 50 simultaneous calls for service. These are calls that occur either at the same time or one incident occurs before another incident has been cleared. Sometimes this requires the available engine to respond from farther distances slowing response times. They also responded to 11 instances where there were three simultaneous calls or more requiring our services at the same time. These types of incidents split our resources and do not allow us to respond with the necessary manpower for those particular instances.

**ADMINISTRATIVE STAFF:**

Staff attended the unveiling of the Celtics/Southern NH University new tech lab at the Middle School.

Staff attended the State of the City breakfast held at Frisbie Hospital.

Staff conducted a walk- through of the new Ridge Marketplace.

Staff attended a graduation ceremony for Firefighter Micah Ruel who graduated from Southern Maine Community College Fire Officer I and II Academy in Brunswick, Maine.

#### **FIRE PREVENTION:**

The month of March was an exciting month for fire prevention. As we said goodbye to the end of era with the announcement of Captain Don McCullough's retirement we said hello to newly promoted Captain Dennis Dube. The welcome addition of Captain Dube will be a much needed boost as we chip away at the workload of fire prevention. We were very fortunate to have Captain Joe Burns join us for four weeks on temporary alternative duty and he was able to complete a number of kitchen inspections that we would normally not have time for. The Ridge is in full swing as buildings are already nearing completion. Over the next three months we have an expected workload of nearly ninety six inspections scheduled alone for the first phase of The Ridge. The projects on Glenwood Ave, Highfield Commons, Split Rock Drive and Highland Street Storage are in full swing and nearing completion as well. We look forward to a busy spring with multiple new projects starting to come out of the ground.

#### **DUTY SHIFT:**

There were 15 training sessions for fulltime firefighters. Eight members attained their EMT recertification's.

Call force and fulltime firefighters participated in a graded exercise for Seabrook station.

#### **EMERGENCY MANAGEMENT:**

Staff attended an Emergency Planning Team meeting which was held at the Goodwin Healthcare in Somersworth.

Staff conducted and participated in a FEMA Graded Drill for the Seabrook Power Plant Rochester Reception Center at the Middle School.

Sincerely,

Norman G. Sanborn, Jr.  
Fire Chief

# Rochester Fire Department

## Office of Fire Prevention

30-Mar

Building Fire Code Inspections	37
Building Site Consultation	15
Construction Plan Review	11
Fire Drills	
Fire Investigations	2
Fire Permits Issued	10
Fire Prevention Education and Training	4
Foster Care / Day Care Inspections	6
Outdoor Burning Inspections	13
Permit of Assembly Inspections	5
Tank Removal / Installation Inspections	
Training Sessions	20
Woodstove / Pelletstove Appliance Inspection	
<b>Total</b>	<b>123</b>

4/14/16

/ CITY OF ROCHESTER  
OPERATING BUDGET FY16

P 1  
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FOR 2016

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	
1000 GENERAL FUND							
-----							
12021 FIRE CITY REVENUE							
-----							
12021 402111 OUTSIDE SERVICES REVE	10,000		3,177.08	137.27	.00	-6,822.92	31.8%*
12021 402157 00505 TANK REMOVAL		-25	100.00	25.0	.00	75.00	400.0%
12021 402157 00506 BLASTING		-25	250.00	50.	.00	225.00	1000.0%
12021 402157 00507 INCIDENT REPORT		-25	-45.00	5.	.00	20.00	180.0%
12021 402157 00508 F M REPORT		-25	100.00	-25.0	.00	75.00	400.0%
12021 402157 00509 PHOTOGRAPHS	0	0	15.00	.00	.00	15.00	100.0%
12021 402157 00510 CD PHOTOS	-25	-25	-15.00		.00	-10.00	60.0%*
12021 402157 00511 FIRE ALARM PLAN	-500	500	-1,038.00	-50.	.00	538.00	207.6%
12021 402157 00512 SPRINKLER PLAN	1,000	1,000	-3,476.00	-50.	.00	2,476.00	347.6%
12021 402157 00513 COMM HFS/CA	-100	100	-350.00		.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	-827.02	86.75		827.02	100.0%
TOTAL FIRE CITY REVENUE		,825	9,393.10	-429.02		1.	
TOTAL GENERAL FUND	-11,825	,825	9,393.10	-429.	.0		
11,825TOTAL REVENUES			9,393.10	-429.02			
GRAND TOTAL	11,825	,825	9,393.10	-429.02		1.	
** END OF REPORT Generated by Cindi Potts **							

## FIRE DEPARTMENT CALLS

	February-15		March-15	
	Occurences	Percentage	Occurences	Percentage
Fire/Explosion	9	4.1	7	2.8%
Overpressure Rupture	0	0.0%	0	0.0%
Rescue Call	109	49.3%	117	47.2%
Hazardous Condition	15	6.8%	19	7.7%
Service Call	34	15.4%	49	19.8%
Good Intent Call	28	12.7%	29	11.7%
False Call	26	11.8%	26	10.5%
Undetermined	0	0.0%	1	0.4%
TOTAL	221	100.0%	248	100.0%



Incident	Incident Date	Alarm Time	Incident Type
16-445-IN 1st Action: Location:	03/01/2016 Investigate 74 OLD DOVER RD	0202  PUBLIC SERVICE COMPANY OF NH	Alarm system sounded due to malfunction
16-446-IN 1st Action: Location:	03/01/2016 Assistance, other	0629	Medical assist, assist EMS crew
16-447-IN 1st Action: Location:	03/01/2016 Assistance, other	0948	Medical assist, assist EMS crew
16-448-IN 1st Action: Location:	03/01/2016 Investigate 65 LAFAYETTE ST	1806	Alarm system activation, no fire - unintentional
16-449-IN 1st Action: Location:	03/01/2016 Investigate ROCHESTER HILL RD	1836	Motor vehicle/pedestrian accident (MV Ped)
16-450-IN 1st Action: Location:	03/01/2016 Cancelled en route 57 MONADNOCK DR	1907	Dispatched & canceled en route
16-451-IN 1st Action: Location:	03/01/2016 Assistance, other 287 ROCHESTER HILL RD	2328 SO'FIELD APARTMENTS	Assist police or other governmental agency
16-452-IN 1st Action: Location:	03/02/2016 Assistance, other	0125	Medical assist, assist EMS crew
16-453-IN 1st Action: Location:	03/02/2016 Investigate GONIC RD	0111	Motor vehicle accident with no injuries.
16-454-IN 1st Action: Location:	03/02/2016 Standhv	0607	Medical assist, assist EMS crew
16-455-IN 1st Action: Location:	03/02/2016 Investigate PICKERING RD	1039 JUST SOUTH OF ENGLAND	Motor vehicle accident with injuries
16-456-IN 1st Action: Location:	03/02/2016 Investigate WASHINGTON ST	1630 BY OVERPASS	Motor vehicle accident with no injuries.
16-468-IN 1st Action: Location:	03/02/2016 Provide manower 1	0827	EMS call, party transported by non-fire agency
16-469-IN 1st Action: Location:	03/02/2016 Forcible entry 40 LAFAYETTE ST [RP]	1138	Lock-out

Incident	Incident Date	Alarm Time	Incident Type
16-470-IN 1st Action: Location:	03/02/2016 Investigate 101 SOUTH MAIN ST	1204	Alarm system activation, no fire - unintentional CHINA PALACE
16-471-IN 1st Action: Location:	03/02/2016 Standby	1559	Emergency medical service incident, other
16-472-IN 1st Action: Location:	03/02/2016 Forcible entry 35 INDUSTRIAL WAY	1948	Lock-out YMCA STRAFFORD COUNTY
16-506-IN 1st Action: Location:	03/02/2016 Assistance, other	0550	Medical assist, assist EMS crew
16-457-IN 1st Action: Location:	03/03/2016 Provide manpower	1015	Medical assist, assist EMS
16-458-IN 1st Action: Location:	03/03/2016 Provide basic life support (BLS)	1213	Medical assist, assist EMS crew
16-459-IN 1st Action: Location:	03/03/2016 Provide basic life support (BLS)	1220	EMS call, excluding vehicle accident with injury
16-460-IN 1st Action: Location:	03/03/2016 Assistance, other	1351	Medical assist, assist EMS crew
16-461-IN 1st Action: Location:	03/03/2016 Assist physically disabled	1805	Medical assist, assist EMS crew
16-462-IN 1st Action: Location:	03/03/2016 Investigate 153 EASTERN AVE	1703	Motor vehicle accident with no injuries. 35 VERNON AVE
16-463-IN 1st Action: Location:	03/03/2016 Provide basic life support (BLS)	1717	EMS call, excluding vehicle accident with injury
16-464-IN 1st Action: Location:	03/03/2016 Provide basic life support (BLS)	1744	Medical assist, assist EMS crew
16-465-IN 1st Action: Location:	03/03/2016 Investigate 18 WELLSWEEP CIR		Good intent call, other
16-466-IN 1st Action: Location:	03/04/2016 Fill-in or moveup 89 ADELLE DR	0124	Cover assignment, standby, moveup

Incident	Incident Date	Alarm Time	Incident Type
16-473-IN 1st Action: Location:	03/04/2016 Forcible entry 127 GOVERNORS RD	0745	Lock-out
16-474-IN 1st Action: Location:	03/04/2016 Provide manpower	1409	Medical assist, assist EMS crew
16-475-IN 1st Action: Location:	03/04/2016 Investigate	1718	Medical assist, assist EMS crew
16-476-IN 1st Action: Location:	03/04/2016 Assistance, other 52 OLD DOVER RD	1711	Passenger vehicle fire
16-477-IN 1st Action: Location:	03/05/2016 Investigate 703 COLUMBUS AVE @ 195 BROCK ST	1217	Good intent call, other
16-478-IN 1st Action: Location:	03/05/2016 Assistance, other 83 MAIN ST	1351	Service Call, other
16-479-IN 1st Action: Location:	03/05/2016 Investigate 130 WAKEFIELD ST SPAULDING HIGH SCHOOL	0956	Alarm system activation, no fire - unintentional
16-480-IN 1st Action: Location:	03/05/2016 Investigate 116 FARMINGTON RD WALMART #2330	1228	Good intent call, other
16-481-IN 1st Action: Location:	03/05/2016 Provide manpower	2028	EMS call, party transported by non-fire agency
6-496-IN 1st Action: Location:	03/05/2016 Investigate	0555	Medical assist, assist EMS crew
16-482-IN 1st Action: Location:	03/06/2016 Assistance. other	0706	Medical assist, assist EMS crew
16-483-IN 1st Action: Location:	03/06/2016 Investigate 118 HIGHLAND ST	0907	Motor vehicle accident with injuries 394 SALMON FALLS RD
16-484-IN 1st Action: Location:	03/06/2016 Cancelled en route 15 KIRSTEN AVE	0331	Dispatched & canceled en route
16-485-IN 1st Action: Location:	03/06/2016 Investigate 114 WHITEHALL RD	113C	Motor vehicle accident with injuries

Incident	Incident Date	Alarm Time	Incident Type
16-486-IN 1st Action: Location:	03/06/2016 Forcible entry 20 HOWARD BROOK DR	1307	Lock-out
16-487-IN 1st Action: Location:	03/06/2016 Investigate 6 LYNN LN	1608	Oil or other combustible liquid spill
16-488-IN 1st Action: Location:	03/06/2016 Provide first aid & check for injuries FLAGG RD ENTRANCE TO ROCHESTER TRUCK	2343	Motor vehicle accident with injuries
16-489-IN 1st Action: Location:	03/07/2016 Investigate 28 WINDING PATH LN	0636	Good intent call, other
16-490-IN 1st Action: Location:	03/07/2016 Investigate 74 MAIN ST GONIC FIRE STATION	1030	Service Call, other
16-491-IN 1st Action: Location:	03/07/2016 Assistance, other 373 WHITE MOUNTAIN HWY	0759	Cover assignment, standby, moveup
16-492-IN 1st Action: Location:	03/07/2016 Assistance, other	1137	Medical assist, assist EMS
16-493-IN 1st Action: Location:	03/07/2016 Investigate 23 WAKEFIELD ST ROCHESTER POLICE DEPARTMENT	1156	Electrical wiring/equipment problem, other
16-494-IN 1st Action: Location:	03/07/2016 Assistance, other	1303	Medical assist, assist EMS crew
16-495-IN 1st Action: Location:	03/07/2016 Investigate 58 RD	1128	Alarm system activation, no fire - unintentional
16-497-IN 1st Action: Location:	03/07/2016 Investigate	2232	Medical assist, assist EMS crew
16-498-IN 1st Action: Location:	03/07/2016 manpower	310	Medical assist, assist EMS crew
16-499-IN 1st Action: Location:	03/08/2016 Assistance, other 30 OLD DOVER RD OAK RIDGE CONDOMINIUMS	0312	Carbon monoxide incident
16-500-IN 1st Action: Location:	03/08/2016 Ventilate 54 DAY LILY LN		Fuel burner/boiler malfunction, fire confined

Incident	Incident Date	Alarm Time	Incident Type
16-501-IN 1st Action: Location:	03/08/2016	0816	Carbon monoxide incident
	Investigate		
	30 OLD DOVER RD	OAK RIDGE CONDOMINIUMS	
16-502-IN 1st Action: Location:	03/08/2016	1651	Motor vehicle accident with injuries
	Provide basic life support (BLS)		
	MILTON RD	BY MARKET BASKET	
16-503-IN 1st Action: Location:	03/08/2016	1719	Dispatched & canceled en route
	Cancelled en route		
	40 THAYER DR	FARMINGTON HIGH SCHOOL	
16-504-IN 1st Action: Location:	03/08/2016	1748	Medical assist, assist EMS crew
	Provide basic life support (BLS)		
16-505-IN 1st Action: Location:	03/08/2016	2339	Dispatched & canceled en route
	Cancelled en route		
	58 LAFAYETTE ST		
16-507-IN 1st Action: Location:	03/09/2016	0933	Lock-out
	Assistance, other		
	11 WHITEHALL RD	FRISBIE MEMORIAL HOSPITAL	
16-508-IN 1st Action: Location:	03/09/2016	1030	Dispatched & canceled en route
	Cancelled en route		
	3 WILLOW BROOK DR		
16-509-IN 1st Action: Location:	03/09/2016	1327	Service Call, other
	Assistance, other		
	1 DEWEY ST		
16-510-IN 1st Action: Location:	03/09/2016	1652	Smoke detector activation, no fire - unintentional
	Investigate		
	31 MONADNOCK DR		
16-511-IN 1st Action: Location:	03/09/2016	1735	Oil or other combustible liquid spill
	Assistance, other		
	12 HENRY DR		
16-512-IN 1st Action: Location:	03/09/2016	1959	Good intent call, other
	Investigate		
	47 DUSTIN HOMESTEAD		
16-513-IN 1st Action: Location:	03/09/2016	2249	Medical assist, assist EMS crew
	Refer proper authority		
16-514-IN 1st Action: Location:	03/09/2016	2334	Service Call, other
	manpower		
	68 HEMINGWAY DR		
16-523-IN 1st Action: Location:	03/09/2016		Medical assist, assist EMS crew
	Forcible entry		

**Rochester Fire Department**  
Incident Status

4/14/16

Incident	Incident Date	Alarm Time	Incident Type
16-515-IN <b>1st Action:</b> <b>Location:</b>	03/10/2016	0908	Medical assist, assist EMS crew
	Provide manpower		
16-516-IN <b>1st Action:</b> <b>Location:</b>	03/10/2016	1314	Service Call, other
	Assistance, other		
	WELLSWEEP CIR		
16-517-IN <b>1st Action:</b> <b>Location:</b>	03/10/2016	2020	Motor vehicle accident with no injuries.
	Investigate		
	696 PORTLAND ST @ 500 SALMON FALLS RD		
16-518-IN <b>1st Action:</b> <b>Location:</b>	03/10/2016	2312	Medical assist, assist EMS crew
	Assistance, other		
16-521-IN <b>1st Action:</b> <b>Location:</b>	03/10/2016	1636	Smoke scare, odor of smoke
	Information, investigation & enforcement, other		
	8 OSBORNE ST [RP]		
16-519-IN <b>1st Action:</b> <b>Location:</b>	03/11/2016	0104	Medical assist, assist EMS crew
	Assistance, other		
16-520-IN <b>1st Action:</b> <b>Location:</b>	03/11/2016	0810	or leak
	Remove water		
	59 LEDGEVIEW DR		
16-522-IN <b>1st Action:</b> <b>Location:</b>	03/11/2016	1019	Medical assist, assist EMS crew
	Assistance, other		
16-524-IN <b>1st Action:</b> <b>Location:</b>	03/11/2016	1055	Lock-out
	Forcible entry		
	2 BIRCHWOOD AVE		
16-525-IN <b>1st Action:</b> <b>Location:</b>	03/11/2016	1747	Medical assist, assist EMS crew
	Provide basic life support (BLS)		
16-526-IN <b>1st Action:</b> <b>Location:</b>	03/11/2016	1835	Lock-out
	Forcible entry		
	299 NORTH MAIN ST CUMBERLAND FARMS STORE		
16-527-IN <b>1st Action:</b> <b>Location:</b>	03/11/2016	1917	Medical assist, assist EMS crew
	Provide basic life support (BLS)		
16-528-IN <b>1st Action:</b> <b>Location:</b>	03/12/2016	0446	Motor vehicle accident with injuries
	Extricate, disentangle		
	ROCHESTER HILL RD BY TRINITY CHURCH		
16-529-IN <b>1st Action:</b> <b>Location:</b>	03/12/2016	2018	Medical assist, assist EMS crew
	Refer to proper authority		

Incident	Incident Date	Alarm Time	Incident Type
16-530-IN 1st Action: Location:	03/12/2016	0723	EMS call, party transported by non-fire agency
16-531-IN 1st Action: Location:	03/12/2016	1419	EMS call, party transported by non-fire agency
16-532-IN 1st Action: Location:	03/12/2016	1610	Gas leak (natural gas or
	Investigate		
	6 HUNTER CT		
16-533-IN 1st Action: Location:	03/12/2016	1931	Medical assist, assist EMS crew
	Investigate		
16-534-IN 1st Action: Location:	03/13/2016	0652	Cooking fire, confined to container
	Investigate		
	11 ADRIEN CIR		
16-535-IN 1st Action: Location:	03/13/2016	0944	Medical assist, assist EMS crew
	Provide manoweer		
16-536-IN 1st Action: Location:	03/13/2016	1858	Medical assist, assist EMS
	Provide basic life support (BLS)		
16-537-IN 1st Action: Location:	03/13/2016	1757	Unauthorized burning
	Investigate		
	SALMON FALLS RD ACROSS FROM 364		
16-538-IN 1st Action: Location:	03/14/2016	0456	Motor vehicle accident with no injuries.
	Investigate		
	MAPLE ST BY FAIRWAY		
16-539-IN 1st Action: Location:	03/14/2016	1353	Medical assist, assist EMS crew
	Assistance, other		
16-540-IN 1st Action: Location:	03/14/2016	0922	Service Call, other
	Investigate		
	11 NORTH ELDERBERRY LN		
16-541-IN 1st Action: Location:	03/14/2016	1528	CO detector activation due to malfunction
	Investigate		
	11 ANITA ST		
16-542-IN 1st Action: Location:	03/14/2016	1321	Medical assist, assist EMS crew
	Standby		
16-543-IN 1st Action: Location:	03/14/2016	1639	Carbon monoxide incident
	Investigate		
	24 WELLSWEEP CIR		

Incident	Incident Date	Alarm Time	Incident Type
16-544-IN 1st Action: Location:	03/15/2016	1414	Medical assist, assist EMS crew Provide manpower
16-545-IN 1st Action: Location:	03/15/2016	1515	Alarm system activation, no unintentional Refer to proper authority 36 ROCHESTER NECK RD BUILDING 3 AREA 1
16-546-IN 1st Action: Location:	03/15/2016	1658	Medical assist, assist EMS Provide manpower
16-547-IN 1st Action: Location:	03/15/2016	1651	Motor vehicle accident with no injuries Provide manpower PICKERING RD CLOSE TO BRICKYARD
16-559-IN 1st Action: Location:	03/15/2016	1758	Alarm system sounded due to malfunction Investigate 14 TAMPA DR
16-560-IN 1st Action: Location:	03/15/2016	1740	Building fire Extinguishment by fire service personnel 34 SOUTH MAIN ST FIRST UNITED METHODIST CHURCH
16-561-IN 1st Action: Location:	03/15/2016	1618	Motor vehicle accident with injuries Provide first aid & check for injuries SPAULDING TPKE 16N MILE MARKER 24
16-562-IN 1st Action: Location:	03/15/2016	1408	Medical assist, assist EMS crew Provide manpower
16-563-IN 1st Action: Location:	03/15/2016	1010	Vehicle accident, general cleanup Investigate 15 SUMMER ST TANGLES HAIR SALON
16-565-IN 1st Action: Location:	03/15/2016	2111	Medical assist, assist EMS crew Provide manpower
16-566-IN 1st Action: Location:	03/15/2016	1102	Unauthorized burning Extinguishment by fire service personnel 518 PORTLAND ST
16-548-IN 1st Action: Location:	03/16/2016	0159	Medical assist, assist EMS crew Provide manpower
16-549-IN 1st Action: Location:	03/16/2016	1246	No incident found on arrival at dispatch address Investigate NORTH MAIN ST BEFORE HOLY ROSY CHURCH
16-550-IN 1st Action: Location:	03/16/2016	1936	Assist invalid Assist physically disabled 116 HANSONVILLE RD



**Rochester Fire Department**  
Incident Status

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Incident	Incident Date	Alarm Time	Incident Type
16-551-IN <b>1st Action:</b> <b>Location:</b>	03/16/2016 Investigate 10 BALSAM ST	2025	Service Call, other
16-573-IN <b>1st Action:</b> <b>Location:</b>	03/16/2016 Investigate 67 MILTON RD	1413	Unauthorized burning
16-552-IN <b>1st Action:</b> <b>Location:</b>	03/17/2016 Assistance, other	0646	Medical assist, assist EMS
16-553-IN <b>1st Action:</b> <b>Location:</b>	03/17/2016 Provide first aid & check for injuries COLUMBUS AVE BY SCU	1450	Motor vehicle accident with injuries
16-554-IN <b>1st Action:</b> <b>Location:</b>	03/17/2016 Investigate 48 LEONARD ST @ 19 HARRISON AVE	1034	Authorized controlled burning
16-555-IN <b>1st Action:</b> <b>Location:</b>	03/17/2016 Investigate 118 CHARLES ST	1336	CO detector activation due to malfunction
16-556-IN <b>1st Action:</b> <b>Location:</b>	03/17/2016 Assistance, other 12 CHASSE ST	1542	Service Call, other
16-557-IN <b>1st Action:</b> <b>Location:</b>	03/17/2016 Investigate 130 WAKEFIELD ST SPAULDING HIGH SCHOOL	1958	Alarm system activation, no fire - unintentional
16-558-IN <b>1st Action:</b> <b>Location:</b>	03/17/2016 Assistance, other	2155	Medical assist, assist EMS crew
6-564-IN <b>1st Action:</b> <b>Location:</b>	03/18/2016 Assistance, other	1342	Medical assist, assist EMS crew
16-567-IN			Medical assist, assist EMS crew
16-568-IN			Medical assist, assist EMS crew
16-569-IN	Investigate		Motor vehicle accident with injuries
16-570-IN <b>1st Action:</b> <b>Location:</b>	03/18/2016 Investigate 12 CHASSE ST		Service Call, other

Incident	Incident Date	Alarm Time	Incident Type
16-571-IN 1st Action: Location:	03/18/2016	1720	Medical assist, assist EMS crew
16-614-IN 1st Action: Location:	03/18/2016	2120	Medical assist, assist EMS crew
16-621-IN 1st Action: Location:	03/18/2016	1341	EMS call, excluding vehicle accident with injury
16-572-IN 1st Action: Location:	03/19/2016	0656	Alarm system activation, no fire unintentional
16-574-IN 1st Action: Location:	03/19/2016	1901	EMS call, excluding vehicle accident with
16-575-IN 1st Action: Location:	03/19/2016	1953	Medical assist, assist EMS crew
16-576-IN 1st Action: Location:	03/19/2016	2003	Good intent call, other
16-577-IN 1st Action: Location:	03/19/2016	2057	Good intent call, other
16-613-IN 1st Action: Location:	03/19/2016	0333	Medical assist, assist EMS crew
6-578-IN 1st Action: Location:	03/20/2016	0144	Building fire
16-579-IN 1st Action: Location:	03/20/2016	0927	Service Call, other
16-580-IN 1st Action: Location:	03/20/2016	052	CO detector activation due to malfunction
16-581-IN 1st Action: Location:	03/20/2016	1338	Motor vehicle accident with no injuries.
16-582-IN 1st Action: Location:	03/20/2016	15 4	Unauthorized burning

Incident	Incident Date	Alarm Time	Incident Type
16-583-IN 1st Action: Location:	03/20/2016	1530	Lock-out Assistance, other 104 SOUTH MAIN ST WALGREEN'S DRUG STORE
16-584-IN 1st Action: Location:	03/20/2016	1639	Dispatched & canceled en route Cancelled en route 19 SLOPER RD
16-585-IN 1st Action: Location:	03/20/2016	1825	Lock-out Forcible entry 20 COLUMBUS AVE LINS COTT COURT APARTMENTS
16-597-IN 1st Action: Location:	03/20/2016	0135	Vehicle accident, general cleanup Investigate 1187 SALMON FALLS RD
16-586-IN 1st Action: Location:	03/21/2016	0434	EMS call, excluding vehicle accident with injury Provide basic life support (BLS)
16-587-IN 1st Action: Location:	03/21/2016	0802	Motor vehicle accident with injuries Investigate 2 FLAT ROCK BRIDGE RD @ 82 MILTON RD
16-588-IN 1st Action: Location:	03/21/2016	0824	Alarm system activation, no fire - unintentional Investigate 5 GARY DR AUBERT, THOMAS
16-589-IN 1st Action: Location:	03/21/2016	0743	Vehicle accident, general cleanup Investigate SALMON FALLS RD
16-590-IN 1st Action: Location:	03/21/2016	0807	Vehicle accident, general cleanup Investigate 890 SALMON FALLS RD @ 27 BERNARD RD
16-591-IN 1st Action: Location:	03/21/2016	0814	Motor vehicle accident with injuries Investigate 245 ROCHESTER HILL RD
16-592-IN 1st Action: Location:	03/21/2016	0824	Vehicle accident, general cleanup Investigate TEBBETTS RD OFF OF 108
16-593-IN 1st Action: Location:	03/21/2016	1000	Dispatched & canceled en route Cancelled en route 26 SIGNAL ST SIGNAL STREET VARIETY
16-594-IN 1st Action: Location:	03/21/2016	1222	Good intent call, other Investigate 132 NORTH MAIN ST
16-595-IN 1st Action: Location:	03/21/2016		Medical assist, assist EMS crew Investigate

Incident	Incident Date	Alarm Time	Incident Type
16-596-IN <b>1st Action:</b> <b>Location:</b>	03/21/2016	1958	Vehicle accident, general cleanup Hazardous materials leak control & containment 299 NORTH MAIN ST CUMBERLAND FARMS STORE
16-639-IN <b>1st Action:</b> <b>Location:</b>	03/21/2016	2302	Assist police or other governmental agency Forcible entry 58 LAFAYETTE ST
16-598-IN <b>1st Action:</b> <b>Location:</b>	03/22/2016	1304	Medical assist, assist EMS crew Investigate
16-599-IN <b>1st Action:</b> <b>Location:</b>	03/22/2016	1559	Service Call, other Investigate 15 NORWAY PLAINS RD
16-600-IN <b>1st Action:</b> <b>Location:</b>	03/22/2016	1612	Medical assist, assist EMS crew Assistance, other
16-601-IN <b>1st Action:</b> <b>Location:</b>	03/22/2016	1637	Assist invalid Assistance, other 145 NORTH MAIN ST
16-602-IN <b>1st Action:</b> <b>Location:</b>	03/22/2016	1724	Grass Investigate 297 PICKERING RD
16-603-IN <b>1st Action:</b> <b>Location:</b>	03/22/2016	1727	Unauthorized burning Investigate 35 HIGHLAND ST
16-604-IN <b>1st Action:</b> <b>Location:</b>	03/22/2016	1839	Cooking fire, confined to container Investigate 36 FARMINGTON RD NORTHGATE APARTMENTS
16-605-IN <b>1st Action:</b> <b>Location:</b>	03/22/2016	1901	Dispatched & canceled en route Cancelled en route 21 FOX LN
16-606-IN <b>1st Action:</b> <b>Location:</b>	03/22/2016	2022 other	Medical assist, assist EMS crew
16-607-IN <b>1st Action:</b> <b>Location:</b>			Service Call, other Investigate
16-608-IN <b>1st Action:</b> <b>Location:</b>			Medical assist, assist EMS crew support (BLS)
16-609-IN <b>1st Action:</b> <b>Location:</b>	03/22/2016		Medical assist, assist EMS crew Standby

Incident	Incident Date	Alarm Time	Incident Type
16-610-IN 1st Action: Location:	03/22/2016 Standby 409 LEDGEVIEW DR POND	1650	Motor vehicle accident with no injuries
16-611-IN 1st Action: Location:	03/23/2016 Investigate 74 MAIN ST GONIC FIRE STATION	0754	Service Call, other
16-612-IN 1st Action: Location:	03/23/2016 Investigate PICKERING RD BY SIXTH ST	0846	Motor vehicle accident with no injuries.
16-615-IN 1st Action: Location:	03/23/2016 Investigate	1152	Medical assist, assist crew
16-616-IN 1st Action: Location:	03/23/2016 Refer to proocer ri11thnritv	1256	Medical assist, assist EMS crew
16-617-IN 1st Action: Location:	03/23/2016 Investigate 116 FARMINGTON RD WALMART #2330	1354	Lock-out
16-618-IN 1st Action: Location:	03/23/2016 Enforce codes 189 NORTH MAIN ST HOLY ROSARY CHURCH	1128	Alarm system sounded due to malfunction
16-619-IN 1st Action: Location:	03/23/2016 Investigate	0636	Medical assist, assist EMS crew
16-620-IN 1st Action: Location:	03/23/2016 Provide manpower	1829	Medical assist, assist EMS crew
16-653-IN 1st Action: Location:	03/23/2016 Investigate 31 WAKEFIELD ST ROCHESTER CITY HALL	2124	Alarm system activation, no fire - unintentional
16-622-IN 1st Action: Location:	03/24/2016 Forcible entry 281A SALMON FALLS RD	0805	Lock-out
16-623-IN 1st Action: Location:	03/24/2016 Investigate SOUTH MAIN ST	0851	Motor vehicle accident with injuries
16-624-IN 1st Action: Location:	03/24/2016 Investigate 130 WAKEFIELD ST SPAULDING HIGH SCHOOL	1334	Alarm system sounded due to malfunction
16-625-IN 1st Action: Location:	03/24/2016 Investigate 754 COLUMBUS AVE STOP N GO DELI	1959	Good intent call, other

Incident	Incident Date	Alarm Time	Incident Type
16-652-IN 1st Action: Location:	03/24/2016 Investigate 21 SAMPSON RD	0121	Lock-out
16-626-IN 1st Action: Location:	03/25/2016 Cancelled en route 47 LINDEN ST	0543	Dispatched & canceled en route
16-627-IN 1st Action: Location:	03/25/2016 Investigate	0937	Medical assist, assist EMS crew
16-628-IN 1st Action: Location:	03/25/2016 Investigate	1311	Medical assist, assist EMS
16-629-IN 1st Action: Location:	03/25/2016 Investigate 45 NORTH MAIN ST CANNON LOUNGE	1353	Motor vehicle accident with injuries
16-630-IN 1st Action: Location:	03/25/2016 Assistance, other	1241	Medical assist, assist EMS crew
16-631-IN 1st Action: Location:	03/25/2016 Notify other agencies. 20 FARMINGTON RD VOLKSWAGEN OF ROCHESTER	1012	Service Call, other
16-632-IN 1st Action: Location:	03/25/2016 Forcible entry 160 WASHINGTON ST LOWES	1246	Lock-out
16-633-IN 1st Action: Location:	03/25/2016 Provide basic life support (BLS)	1249	Medical assist, assist EMS crew
16-634-IN 1st Action: Location:	03/25/2016 Investigate 200 MILTON RD WARBURTON, CECIL (BUSINESS)	1925	Good intent call, other
16-635-IN 1st Action: Location:	03/25/2016 Investigate other 58 LAFAYETTE ST	2000	Assist police or other governmental agency
16-636-IN 1st Action: Location:	03/25/2016 Investigate 60 LAFAYETTE ST	211	Smoke or odor removal
16-637-IN 1st Action: Location:	03/25/2016 Investigate 79 MILTON RD CUMBERLAND FARMS STORE	2341	Alarm system sounded due to malfunction
16-638-IN 1st Action: Location:	03/25/2016 Assistance, other	2320	Medical assist, assist EMS crew

Incident	Incident Date	Alarm Time	Incident Type
16-640-IN <b>1st Action:</b> <b>Location:</b>	03/26/2016 Investigate 101 SOUTH MAIN ST	0712  CHINA PALACE	Good intent call, other
16-641-IN <b>1st Action:</b> <b>Location:</b>	03/26/2016 Investigate 17 FARMINGTON RD	0855  MOBIL	Vehicle accident, general cleanup
16-642-IN <b>1st Action:</b> <b>Location:</b>	03/26/2016 Investigate 30 LOIS ST	1255  	Vehicle accident, general cleanup
16-643-IN <b>1st Action:</b> <b>Location:</b>	03/26/2016 Investigate 61 NORTH MAIN ST	1324  REVOLUTION TAPROOM & GRILL	Vehicle accident, general cleanup
16-644-IN <b>1st Action:</b> <b>Location:</b>	03/26/2016 Assistance. other	1925  	Medical assist, assist EMS crew
16-645-IN <b>1st Action:</b> <b>Location:</b>	03/26/2016 Provide basic life support (BLS)	1831  	Medical assist, assist EMS crew
16-656-IN <b>1st Action:</b> <b>Location:</b>	03/26/2016 Investigate LINCOLN ST	2237  	Unauthorized burning
16-646-IN <b>1st Action:</b> <b>Location:</b>	03/27/2016 Investigate 118 CROW HILL RD	1938  	Smoke detector activation due to malfunction
16-647-IN <b>1st Action:</b> <b>Location:</b>	03/27/2016 Provide basic life support (BLS)	2355  	Medical assist, assist EMS crew
16-648-IN <b>1st Action:</b> <b>Location:</b>	03/28/2016 Investigate 19 DAFFODIL HILL LN	0119  	CO detector activation due to malfunction
16-649-IN			Medical assist, assist EMS crew
16-650-IN	Assistance. other		Medical assist, assist EMS crew
16-651-IN	03/28/201		Lock-out
16-654-IN <b>1st Action:</b> <b>Location:</b>	03/28/2016 Assistance. other	1527  	Medical assist, assist EMS crew

Rochester Fire Department  
Incident Status

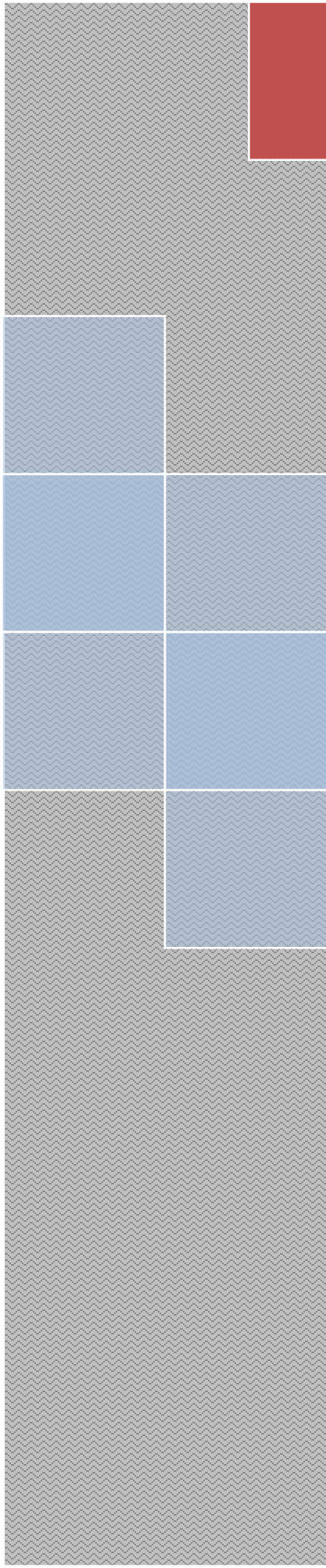
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Incident	Incident Date	Alarm Time	Incident Type
16-655-IN 1st Action: Location:	03/28/2016 Assistance, other	1544	Medical assist, assist EMS crew
16-689-IN 1st Action: Location:	03/28/2016 Forcible entry	2102	Medical assist, assist EMS crew
16-690-IN 1st Action: Location:	03/28/2016 Investigate 314 ROCHESTER HILL RD PROFILE APARTMENTS	2211	Smoke scare, odor of smoke
16-657-IN 1st Action: Location:	03/29/2016 Provide manpower	0901	Medical assist, assist EMS crew
16-658-IN 1st Action: Location:	03/29/2016 Investigate HASKELL AVE	0932	line
16-659-IN 1st Action: Location:	03/29/2016 Forcible entry 41 ROYAL CREST MHP	1017	Lock-out
16-660-IN 1st Action: Location:	03/29/2016 Investigate MILTON RD JUST PASS THE SHELL	1043	Vehicle accident, general cleanup
16-661-IN 1st Action: Location:	03/29/2016 Provide basic life support (BLS)	1328	Medical assist, assist EMS
16-662-IN 1st Action: Location:	03/29/2016 Investigate 3 ROCHESTER NECK RD @ 248 GONIC RD	0828	Motor vehicle accident with injuries
16-663-IN 1st Action: Location:	03/29/2016 Provide basic life support (BLS)	1242	EMS call, excluding vehicle accident with injury
16-664-IN 1st Action: Location:	03/29/2016 Investigate 12 TWO ROD RD TRACTOR SUPPLY	1339	Alarm system activation, no fire - unintentional
16-665-IN 1st Action: Location:	03/29/2016 Investigate 2 HIGHLAND ST CUMBERLAND FARMS STORE	1800	Service Call, other
16-666-IN 1st Action: Location:	03/29/2016 Investigate 35 DEWEY ST	531	Power line down
16-667-IN 1st Action: Location:	03/29/2016 Standby 460 WHITE MOUNTAIN HWY	1645	Cover assignment, standby, moveup



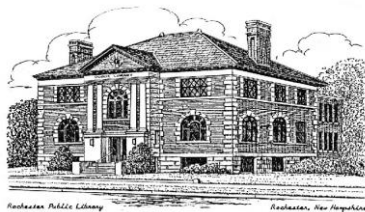
Incident	Incident Date	Alarm Time	Incident Type
16-668-IN 1st Action: Location:	03/29/2016 Investigate 858 PORTLAND ST @ 6 GROVE ST	1436	Motor vehicle accident with injuries
16-669-IN 1st Action: Location:	03/29/2016 Investigate 21 MILLER'S FARM DR	1700	Alarm system activation, no fire - unintentional
16-684-IN 1st Action: Location:	03/29/2016 Investigate	0600	Medical assist, assist EMS crew
16-685-IN 1st Action: Location:	03/29/2016 Provide manpower	0541	Medical assist, assist EMS
16-687-IN 1st Action: Location:	03/29/2016 Investigate 64 OLDE FARM LN	0257	Alarm system sounded due to malfunction
16-688-IN 1st Action: Location:	03/29/2016 Provide manpower	0118	Medical assist, assist EMS
16-670-IN 1st Action: Location:	03/30/2016 Investigate 1 LEDGEVIEW DR @ 61 OAK ST	1034	Good intent call, other
16-671-IN 1st Action: Location:	03/30/2016 Investigate 34 EASTERN AVE EMMANUEL FAMILY LIFE CENTER	0906	Alarm system activation, no fire - unintentional
16-672-IN 1st Action: Location:	03/30/2016 Investigate	1002	Medical assist, assist EMS crew
16-673-IN 1st Action: Location:	03/30/2016 Investigate SALMON FALLS RD PASS WHITEHALL	1144	Motor vehicle accident with no injuries.
16-674-IN 1st Action: Location:	03/30/2016 Investigate 78 WAKEFIELD ST GOVERNOR'S INN	1429	Motor vehicle accident with injuries
16-675-IN 1st Action: Location:	03/30/2016 Action other 304 WALNUT ST DOUG'S TEXACO	433	Motor vehicle accident with no injuries.
16-677-IN 1st Action: Location:	03/30/2016 Investigate 111 SOUTH MAIN ST DUNKIN DONUTS	1522	Motor vehicle accident with injuries
16-678-IN 1st Action: Location:	03/30/2016 Investigate 104 PICKERING RD TEXTILE TAPES - JAEGER TEXTILE	1513	Alarm system activation, no fire - unintentional

Incident	Incident Date	Alarm Time	Incident Type
16-679-IN <b>1st Action:</b> <b>Location:</b>	03/30/2016 Investigate 11 WINKLEY FARM LN	2044	Smoke detector activation due to malfunction
16-680-IN <b>1st Action:</b> <b>Location:</b>	03/30/2016 Investigate LOWELL ST @ HANCOCK ST	2126	Motor vehicle accident with no injuries.
16-682-IN <b>1st Action:</b> <b>Location:</b>	03/30/2016 Investigate 160 WASHINGTON ST ROCHESTER CROSSING	2341	vehicle accident with no injuries.
16-681-IN <b>1st Action:</b> <b>Location:</b>	03/31/2016  8 WATERCRESS DR	0003	
16-683-IN <b>1st Action:</b> <b>Location:</b>	03/31/2016 Assistance, other	0008	Medical assist, assist EMS crew
16-686-IN <b>1st Action:</b> <b>Location:</b>	03/31/2016 Investigate ASPEN LN	0929	Service Call other
16-691-IN <b>1st Action:</b> <b>Location:</b>	03/31/2016 Provide apparatus 533 FIRST CROWN POINT RD	0923	Cover assignment, standby, moveup
16-692-IN <b>1st Action:</b> <b>Location:</b>	03/31/2016 Provide manooover	1140	Medical assist, assist EMS
16-693-IN <b>1st Action:</b> <b>Location:</b>	03/31/2016 Investigate	1325	Medical assist, assist EMS crew
16-694-IN <b>1st Action:</b> <b>Location:</b>	03/31/2016 Investigate PICKERING RD	1429	Service Call, other



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

4/14/16  
Main Desk: (603) 332-1428  
Reference: 335-7550  
Children's: 335-7549  
Fax: 335-7582  
[www.rpl.lib.nh.us](http://www.rpl.lib.nh.us)

## **MONTHLY REPORT**

### **March 2016**

There were a total of 22,061 items circulated with 14,992 people visiting the library in the month of March. Two hundred sixty-nine patrons used the library's Internet computers for 1,402 hours. Visitors to the library's web site numbered 1,789. Current number of patron registrations is 36,017. Interlibrary loan activity included 92 materials borrowed from other libraries and 365 loaned to other libraries.

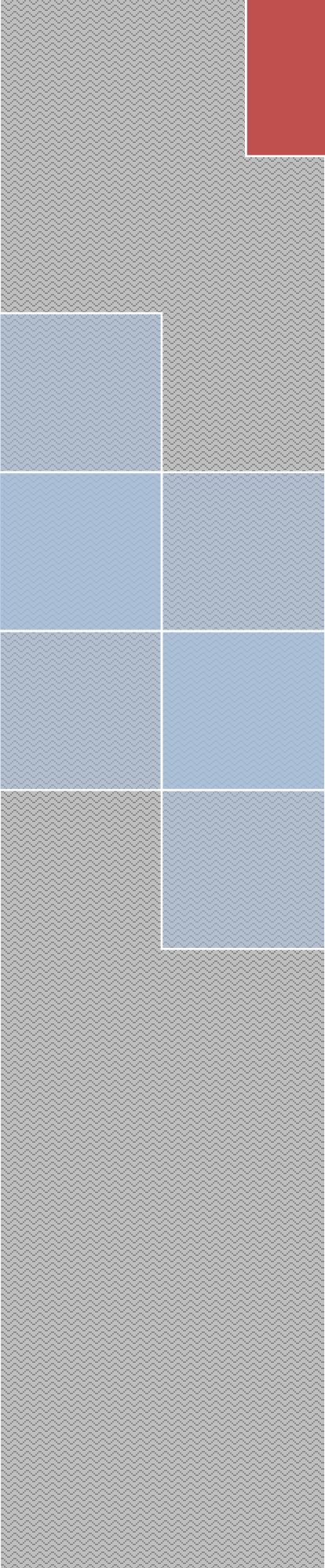
Spring Story Times began in the month of March with 320 children attending 19 Story Times. On March 7<sup>th</sup> the children's room staff had forty-one enthusiastic children creating Rain Sticks to bring home during a successful "Make-It and Take-It" program.

The Library was pleased to host an exhibit of large, colorful paintings by local artist, Anne Vaughan during the month of March. She is a member of and has enjoyed exhibiting with the Berwick Art Association, Kittery Art Association, the Seacoast Moderns, the Blackbird Studio, and York Art Association. Vaughan looks forward to the continuing expansion of the local art community and is proud to be a part of it.

Wednesday, March 30<sup>th</sup> the library was pleased to host "Seed Starting" with the UNH Cooperative Extension. The presentation discussed the basic principles for successfully starting garden seeds in your own home. Attendees were instructed on how to grow good quality transplants from seed through to setting them out in the garden. The discussion covered advantages to starting your own seeds, seedling development and the growing environment, determining which seeds to plant directly into the garden versus growing transplants, keeping seedlings healthy, preparing them for transplanting into the garden, and timing to make the most of our short growing window in New Hampshire.

In addition to the print versions of available books, 287 of our library patrons downloaded 1,431 e-books to media devices through the library's web site this month. The RPL website also enabled 16 patrons access to Mango Languages and 1,212 songs were downloaded from Freegal Music along with 31 videos from Freegal Movies.

Trustees meet on April 19<sup>th</sup> in the Rose Room of the library at 6pm.



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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 MARCH 2016

The Planning Board, Conservation Commission, and Arts & Culture Commission held their regular meetings in March. The Planning Board also held its workshop meeting on March 21, 2016. At the workshop meeting the Board was given an update on surety and performance guarantees from the City Engineer. In addition to the update from the Engineer the Board also continued review on three applications. March was a busy month for the Planning Board and the Planning Staff. The discussions/agendas from the regular meetings and workshop meeting of the Planning Board, Conservation Commission, and Arts & Culture are summarized below. The Historic District Commission (HDC) did not meet in March.

The Planning Staff attended various meetings throughout the month of March including preconstruction meetings, TRG meetings, meeting with consultants, developers, citizens, and other City staff. We received several new applications to the Planning Board for their April meeting and began review of those applications and preparing them for hearings by the Board. It appears we are going to continue to have a very busy spring in the Planning & Development Department.

### APPLICATIONS REVIEWED BY THE PLANNING BOARD

**Makris R.E. Development, LLC, Chesley Hill Rd., Donald St., Norman St.** (by Beals Associates) Preliminary subdivision to create 110 lots. Case# 137 – 9,8-2,8-1,12,10,10-1,18 – 24,28 – R1 – 15 **PRELIMINARY**

**Robert DiBerto, 319 Rochester Hill Road** (Berry Surveying & Engineering) Major subdivision to create five separate lots. Case# 255-13-OC-15 **CONTINUED TO 4/4/2016**

**David Thayer, 22 Farmington Road** (by Berry Surveying & Engineering) Site plan for a 1,350 sq.ft. addition to existing building and construction of a 9,600 sq.ft. building for shooting range. Case# 216 – 2&3 – GRD – 16 **POSTPONED TO 4/4/2016**

**Anna/Ervin Fazekas Revocable Trusts, Flat Rock Bridge/Milton Road** (by Berry Surveying & Engineering) Subdivision to create six lots. **CONTINUED TO 5/2/2016**  
Case# 210 – 50,51,64,71 – HC/R1 – 16

**Anna/Ervin Fazekas Revocable Trusts, Flat Rock Bridge/Milton Road** (by Berry Surveying & Engineering) Site plan to construct 3 & 4 unit buildings, totaling 31 dwelling units. Case# 210 – 50,51,64,71 – HC/R1 – 16 **CONTINUED TO 5/2/2016**

**Harold & Josephine Jacobs Trust, 518 Portland Street** (by Norway Plains Associates) Subdivision to create an 8 plus acre lot. Case# 111 – 48 – R1 – 16 **APPROVED**

**The Monarch School of New England, Eastern Avenue** (by CLD Consulting Engineers, Inc.) Preliminary site plan to construct two new school buildings, parking area, and site access. Case# 111 – 48 – R1 – 16 **PRELIMINARY**

**Tom Aubert, 788 & 794 Portland Street** (by Berry Surveying & Engineering) Major subdivision to create nine house lots and a cul-de-sac. Case# 107&108-54&53-1-R1-16 **CONTINUED TO 4/18/2016**

**City of Rochester, 536 Columbus Avenue** (by Tighe & Bond) Site plan to expand the parking lot in order to provide 16 addition parking spaces. Case# 125 – 151 – R2 – 16

**Ziad Labibidi, 40 Elmo Lane** (by Norway Plains Associates) Preliminary subdivision to create three separate parcels. Case# 216 – 67 – I – 16 **CONCEPTUAL**

### APPLICATIONS REVIEWED BY THE CONSERVATION COMMISSION

**1) Conservation Overlay District:** Map-Lot : 111 – 48, The Monarch School of New England, Eastern Avenue (by CLD Consulting Engineers, Inc.): Site plan to construct two school buildings, six bay garage, parking, and site access, and associated wetland buffer impacts.

This project was being presented to the Conservation Commission because a gravel wetland is proposed to be located within the City's 50' and 25' wetland buffers, thus requiring a Conditional Use permit.

The Commission voted to approve the Conditional Use Permit with the following conditions:

- 1) The lighting should be shielded/reduced so that it does not illuminate the wetland buffer.
- 2) A wetland scientist must verify that the proposed gravel wetland plantings will not outcompete native species, not be invasive, and will survive well (flourish fluctuating dry/wet conditions).
- 3) The outer slope of the gravel wetland (area within wetland buffer) be seeded with a New England Conservation Seed Mix.

**2. Correspondence: (emailed/sent prior to meeting):**

a) Saving Special Places – Three members will be attending this day-long annual training. The training is centered on land conservation, agriculture, and wildlife matters.

b) NH DES Mitigation Update – Planning Staff summarized a meeting that was had with “The Ridge Phase 2” developers, NH DES, US Army Corps of Engineers, and SELT regarding the proposed wetland filling and required mitigation associated with Phase 2 of The Ridge Marketplace. Mr. Creighton said that he presented two properties that could be considered as mitigation if conserved; Mr. Creighton said that DES said one of the properties was definitely not eligible, and the other was not desirable. The Commission discussed this matter and decided that they would contact NH DES. Mr. Creighton said a recent EverSource wetland permit paid into the ARM Fund, the Commission said this NH DES should have discussed this with the City, because NH DES and EverSource have partnered with the City on alternative mitigation options before.

**3. Notice of Intent to Cut Wood or Timber / Intent to Excavate: None.****4. Reports:**

a) TRG update – A Commission member briefly explained the TRG /PB applications that were going to be voted on by the Planning Board. Planning Staff stated that the several other applications that were not discussed tonight would be discussed in coming months, as the projects progressed.

**5. Old Business:** Community garden discussion – Staff explained that he had contacted the City's water treatment personnel to see if they were amiable to allowing a community garden facility on the City's land near/on the City water treatment plant on NH Rt 11; the chief water operator said that this site is not desirable due to lack of parking and security concerns. The Commission brainstormed other locations and agreed to contact Rochester Housing Authority to see if they can gauge their resident's interest in community gardens.

**6. New Business:** A Commission member said he had contacted the Rochester school system and learned that a high school teacher who teaches an environmental class was interested in having the Commission speak to his class. The Commission is interested in speaking to the class, and the details of this would be discussed further.

**7. Other Business:** a) Update on Boston Bacon Felt Dam, East Rochester

After last month's meeting, a Commission member researched the status of the Boston Bacon Felt Dam. And found that the FERC permits for the dam have never expired. Because the FERC never expired, the permitting is out of the State's hands, but, the project falls to review by the Federal Government. The Federal review has noted that several upgrades are being required, including flashboards eel passages, flood controls, etc....

Another member said he has regularly been viewing the work that is being done, and has seen some but not all of the upgrades implemented, yet.

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

**APPLICATIONS REVIEWED BY THE HISTORIC DISTRICT COMMISSION**

The Historic District Commission did not hold a meeting this month because there were no new projects.

**ARTS AND CULTURE COMMISSION ACTIVITIES**

The Arts & Culture Commission is getting ready for the annual Arts Awards. They are also working on some ideas including a City walking group, piano music downtown, and Safe Places.



Rochester Main Street events include: April 23<sup>rd</sup> - Rochester Pride Day, 8:00 am to 1:00 pm;  
April 30<sup>th</sup> - Author's Fair, Community Room, Rochester Public Library 10:00 am -3:00 pm; May 7<sup>th</sup> -  
Free Comic Book Day, 9:00am to 4:00pm.

Respectfully submitted,

James B. Campbell,  
*Director of Planning & Development*

4/14/16

## ROCHESTER POLICE DEPARTMENT



MICHAEL J. ALLEN  
*Chief of Police*

23 WAKEFIELD STREET  
ROCHESTER NH, 03867-1933

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*"Dedication, Pride, Integrity"*

POLICE COMMISSION

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



April 12, 2016

TO: City Manager Daniel Fitzpatrick

RE: Monthly Report – March 2016

**OPERATIONS:** Five of the six wards met this period. Topics of discussion included types of equipment carried by officers, warm weather crimes of opportunity such as thefts from motor vehicles and burglaries and how to prevent being victimized. We also discussed the crime analysis software RAIDS on line, the comp stat process, nuisance residences, traffic safety at Cocheco River Estates, bicycle and pedestrian safety and the "It Takes a Village" programs. Councilor's Varney, Willis and Gray attended their respective ward meetings to talk about projects in the City and other issues of interest.

The Citizen's Academy group is interested and engaged with the officers and department members presenting. We scheduled the comp stat meeting for a night meeting so that the Academy members could attend. They have completed four sessions so far.

The investigations bureau had 70 cases sent from patrol for review or investigation. There are currently 65 cases assigned. There were 20 cases presented to the Grand Jury and all returned true bills. We logged in 254 pieces of evidence and returned 55 pieces. Detectives conducted compliance checks on pawn shops and sex offender registrants with no violations noted. There were five detective call outs this period, all for death investigations. Detectives also worked with patrol on a spree of burglaries in a mobile home park. Patrol made an initial arrest and following interviews the suspect confessed to other burglaries.

**BRIDGING THE GAPS:** The second "It Takes a Village" forum to address substance use in our community was held on March 24. There were 105 community members attending.

Bridging the Gaps is working with Safe Schools Healthy Students and the district to plan the Rochester Family forum addressing common problems facing today's youth. The keynote speaker presentation is on drug prevention. There will be multiple workshops for parents. This is slated for April 16.

Bridging the Gaps brought “Alex’s story” to 600 students in the 9<sup>th</sup> and 10<sup>th</sup> grade at Spaulding. Alex’s message is how drugs can lead to a dangerous path of addiction. Alex, through actors, shares how he was able to find help.

Both the middle school and high school Youth to Youth programs are working on “movie shorts” on substance use and prevention for the Granite Youth Alliance Film Festival in June.

The middle school Youth to Youth program presented the Samantha Skunk program to Nancy Loud School and Chamberlain Street school students. The program teaches youth about medicine safety.

Ms. Martuscello is doing a tremendous job in all aspects of her position.

**COMMUNICATIONS:** We received one resignation this period. There will be little down time as one of the per diem specialists previously full time will return to full time employment.

**COMMUNITY ENGAGEMENT OFFICER:** Officer Miehle continues to work on the Wings and Wheels event, and is also working to get the Retailers website back up and running. Officer Miehle along with Officer’s Turner, Loignon and Worthley worked with Bridging the Gaps coordinator Molly Martuscello on FEMA’s “Ready” program with Ready the preparedness dog presenting to several Rochester Child Care vacation camps over the school vacation period. Officer Miehle enlisted the help of Officer’s Blair, Harding and Lt. Pinkham to cook at the Rochester Seniors breakfast with the Recreation Department. Officer Miehle also attended the annual banquet for Rochester Main Street, the Veterans Council and Rotary meetings. He has been asked to be the Club Protection Officer for Rotary.

**COMP STAT:** Self initiated activities remain high. We are logging more than 1,000 traffic stops each month. Arrests from traffic stops are up 17% year to date. Traffic accidents are down 35% year to date. We are seeing increases in property crimes. We can attribute some of the higher numbers to two subjects who have since been arrested that were on a spree breaking into cars and homes.

**DIVERSION:** March Teen night had over 270 participants. Nicole and the Rochester DMC/RED committee held a meeting to discuss the implementation of the mirror project. This is directed to youth and how they should interact with law enforcement. We sent three officers to the train the trainer program for this. Nicole closed two cases, but had four new referrals, for a total of nine open cases. There were no recidivism incidents from closed cases this month.

**HOUSING:** There were 21 police related calls for housing. Officer Blair spoke to several residents about the IRS scam calls. He has been bringing different officers with him to the housing meetings to introduce them to staff. Extra patrols of the properties are conducted when Officer Blair is not on shift.

**K9:** There were two drug searches and three tracks in town. Three other calls were out of town. There was a scheduled K9 search at the school. Officer MacKenzie and five additional Rochester officers participated in the 9<sup>th</sup> annual CHaD Battle of the Badges hockey game on 4/2/16. The competition was fierce with Team Fire attempting to douse the hot streak...but Team Police skated away with a 12 – 5 win.

**PROSECUTION:** The workload remains heavy. We provided more than 100 additional hours of support to the office this period. In adult court, in this reporting period there were 263 new cases, with 405 charges (some arrests have multiple charges). Of the cases that went before the court there were 124 guilty pleas, 82 not guilty pleas and 49 people failed to appear. There were 15 administrative findings of guilty, 8 cases were dismissed by the court, 54 charges were nol prossed as part of plea agreements and 60 cases were continued.

In juvenile prosecution Lt. Gould had 14 new petitions; 12 arraignments, 11 review hearings, 2 violation hearings and 7 trials. She is working on several charges for parents for compulsory attendance of truant children.

**SCHOOL RESOURCE OFFICERS:** Off. Jackson was present for a scheduled K9 search at the school with no issues being found.

**ADMINISTRATIVE:** The FY16 overall budget projection looks to be in the black with the bulk of savings coming from salaries and benefits. The dispatch budget is also projected to be in the black, due to being at full staff.

Two new officers, Officer Brave and Officer Alexander will start on April 4, 2016. They will begin in house training before heading off to the Academy. Officer Brave has out of state certification that has been accepted by Police Standards. He will attend the law package of the Academy. Officer Jeffrey Gagnon's paperwork has been submitted to the Academy, but his hire date is pending the retirement notice of Dep. Chief Dumas.

We are re-evaluating our GPS system. We explored a less expensive option last year but those cost savings have not outweighed the issues with the GPS locking up and maps not updating. We will be looking to go back to Transcor which will require an upgrade of the modems in the cars to 4G. Had we stayed with Transcor this was something we would have had to do. The cost is about \$5,000.00 and we are trying to find the funds for this in this budget.

The new SUV was delivered last week. It is at the radio vendor to be up fitted. While there, we will also have the vehicle stickered.

We have started our annual use of force training and project to have this completed by mid April. We will be working to offer a 3-day training course with First Contact 9-1-1 Train the Trainer in early June. We sent three officers to a class at Standards and Training on Mental Health Response: Effective Interventions in Crisis Situations. We also sent members of the tactical team

to team leader training at the UNH. Lead Specialist Michelle Bowley attended a Supervisors Academy at Primex and Off. MacKenzie was an instructor at the Northern Houndsmen Spring seminar in Massachusetts.

**EMD USE:**

No Taser displays or deploys were reported this period.

**FORFEITURE FUND SPENDING:**

There was \$2,300.00 in forfeiture spending this period to send 4 officers to a training course.

Respectfully Submitted,

*Michael J. Allen*

Michael J. Allen  
Chief of Police

PC: Rochester Police Commission  
File

# **Rochester Police Dept.**

Compstat – March 2016

FIELD ACTIVITIES										
	03/1/2016- 03/31/2016	03/01/2015 - 03/31/2015	% Change	02/1/2016- 02/29/2016	01/01/2016 - 01/31/2016	% Change	YTD 16	YTD 15	% Change	YTD 14
Traffic Stops	1368	1426	-4%	1177	1157	2%	3702	3838	-4%	2390
Arrests from Stops	43	51	-16%	35	39	-10%	117	114	3%	74
Summons	87	129	-33%	97	92	5%	276	326	-15%	340
Warnings	1215	1218	0%	1023	998	3%	3236	3338	-3%	1932
No Action	26	33	-21%	28	32	-13%	86	93	-8%	62
Accidents	81	71	14%	81	79	3%	241	318	-24%	261
Summons from Accidents	5	5	0%	7	7	0%	19	28	-32%	15
Arrests from Accidents	3	2	50%	4	3	33%	10	8	25%	14
Field Interviews	25	14	79%	11	10	10%	46	43	7%	45
DWI	8	9	-11%	8	5	60%	21	20	5%	20
Narcotics	3	0	300%	3	0	300%	6	4	50%	4
Alcohol	5	9	-44%	5	5	0%	15	18	-17%	15
DWI from Accidents	4	3	33%	4	1	300%	9	5	80%	8

PROPERTY CRIME - OF's by Incident												
Specific Crimes	03/1/2016-03/31/2016	03/01/2015 - 03/31/2015	% Change	02/01/2016 - 02/29/2016	01/01/2016 - 01/31/2016	% Change	YTD 16	YTD 15	% Change	YTD 2016 Closure Rate	YTD 2015 Closure Rate	YTD 14
Shoplifting	24	8	200%	20	31	-35%	75	40	88%	77%	85%	93
Theft from M/V	6	5	20%	8	10	-20%	24	13	85%	4%	8%	22
All Other Theft	14	35	-60%	15	22	-32%	51	70	-27%	24%	37%	103
M/V Theft	2	0	200%	3	0	300%	5	5	0%	20%	40%	8
Vandalism	46	36	28%	31	28	11%	105	81	30%	28%	44%	65
Burglary	12	6	100%	9	9	0%	30	18	67%	13%	39%	21
<b>Total Property</b>	<b>104</b>	<b>90</b>	<b>16%</b>	<b>86</b>	<b>100</b>	<b>-14%</b>	<b>290</b>	<b>227</b>	<b>28%</b>	<b>28%</b>	<b>42%</b>	<b>312</b>
PROPERTY CRIME - AR's by Incident												
Specific Crimes	03/1/2016-03/31/2016	03/01/2015 - 03/31/2015	% Change	02/01/2016 - 02/29/2016	01/01/2016 - 01/31/2016	% Change	YTD 16	YTD 15	% Change	YTD 2016 Closure Rate	YTD 2015 Closure Rate	YTD 14
Shoplifting	23	8	188%	22	13	69%	58	34	71%	77%	85%	78
Theft from M/V	0	0	0%	1	0	100%	1	1	0%	4%	8%	1
All Other Theft	3	12	-75%	3	6	-50%	12	26	-54%	24%	37%	15
M/V Theft	0	0	0%	1	0	100%	1	2	-50%	20%	40%	0
Vandalism	15	14	7%	6	8	-25%	29	36	-19%	28%	44%	29
Burglary	1	1	0%	2	1	100%	4	7	-43%	13%	39%	7
<b>Total Property</b>	<b>42</b>	<b>35</b>	<b>20%</b>	<b>35</b>	<b>28</b>	<b>25%</b>	<b>105</b>	<b>106</b>	<b>-1%</b>	<b>28%</b>	<b>42%</b>	<b>130</b>
DRUG CRIME - OF's by Incident												
Specific Crimes	03/1/2016-03/31/2016	03/01/2015 - 03/31/2015	% Change	02/01/2016 - 02/29/2016	01/01/2016 - 01/31/2016	% Change	YTD 16	YTD 15	% Change	YTD 2016 Closure Rate	YTD 2015 Closure Rate	YTD 14
Possession	25	14	79%	16	19	-16%	60	58	3%	87%	81%	34
DRUG CRIME - AR's by Incident												
Specific Crimes	03/1/2016-03/31/2016	03/01/2015 - 03/31/2015	% Change	02/01/2016 - 02/29/2016	01/01/2016 - 01/31/2016	% Change	YTD 16	YTD 15	% Change	YTD 2016 Closure Rate	YTD 2015 Closure Rate	YTD 14
Possession	23	12	92%	11	18	-39%	52	47	11%	87%	81%	24



VIOLENT CRIME - OF's by Incident												
Specific Crimes	03/1/2016- 03/31/2016	03/01/2015 - 03/31/2015	% Change	02/01/2016 - 02/29/2016	01/01/2016 - 01/31/2016	% Change	YTD 16	YTD 15	% Change	YTD 2016 Closure Rate	YTD 2015 Closure Rate	YTD 14
Homicide	0	0	0%	0	1	-100%	1	0	100%	0%	0%	0
Robbery	0	0	0%	2	2	0%	4	1	300%	50%	100%	2
Aggravated Assault	7	8	-13%	3	4	-25%	14	21	-33%	64%	90%	15
<i>from DV</i>	3	4	-25%	3	1	200%	7	10	-30%			10
Simple Assault	47	42	12%	36	36	0%	119	108	10%	53%	60%	79
<i>from DV</i>	27	25	8%	21	22	-5%	70	60	17%			39
<b>Total Violent</b>	<b>54</b>	<b>50</b>	<b>8%</b>	<b>41</b>	<b>43</b>	<b>-5%</b>	<b>138</b>	<b>130</b>	<b>6%</b>	<b>42%</b>	<b>63%</b>	<b>96</b>
VIOLENT CRIME - AR's by Incident												
Specific Crimes	03/1/2016- 03/31/2016	03/01/2015 - 03/31/2015	% Change	02/01/2016 - 02/29/2016	01/01/2016 - 01/31/2016	% Change	YTD 16	YTD 15	% Change	YTD 2016 Closure Rate	YTD 2015 Closure Rate	YTD 14
Homicide	0	0	0%	0	0	0%	0	0	0%	0%	0%	0
Robbery	1	0	100%	0	1	-100%	2	1	100%	50%	100%	1
Aggravated Assault	4	7	-43%	3	2	50%	9	19	-53%	64%	90%	12
Simple Assault	25	20	25%	19	19	0%	63	65	-3%	53%	60%	54
<b>Total Violent</b>	<b>30</b>	<b>27</b>	<b>11%</b>	<b>22</b>	<b>22</b>	<b>0%</b>	<b>74</b>	<b>85</b>	<b>-13%</b>	<b>42%</b>	<b>63%</b>	<b>67</b>

**DV COMPSTAT**  
**March 2016**

<b>Dates</b>	<b>12/1/15 - 12/31/15</b>	<b>1/1/16- 1/31/16</b>	<b>2/1/16- 2/29/16</b>	<b>3/1/16- 3/31/16</b>	<b>Prior Verbal (PV)</b>	<b>YTD 2016</b>	<b>PV YTD</b>	<b>YTD 2015</b>
<b>Misdemeanor Arrests</b>	<b>17</b>	<b>20</b>	<b>18</b>	<b>24</b>	<b>4</b>	<b>62</b>	<b>9</b>	<b>54</b>
<b>Felony Arrests</b>	<b>3</b>	<b>0</b>	<b>1</b>	<b>3</b>	<b>0</b>	<b>4</b>	<b>0</b>	<b>8</b>
<b>Verbal Cases</b>	<b>18</b>	<b>15</b>	<b>27</b>	<b>27</b>		<b>69</b>		<b>50</b>
<b>Total Cases</b>	<b>39</b>	<b>35</b>	<b>46</b>	<b>54</b>	<b>4</b>	<b>135</b>	<b>9</b>	<b>112</b>

**2016 FJC Clients**

<b>Month</b>	<b>Jan</b>	<b>Feb</b>	<b>March</b>	<b>April</b>	<b>May</b>	<b>June</b>
New Clients	15 (20*)	7 (14)	11 (7)			
LE Referrals**	3	1	2			
	<b>July</b>	<b>August</b>	<b>September</b>	<b>October</b>	<b>November</b>	<b>December</b>
New Clients						
LE Referrals						

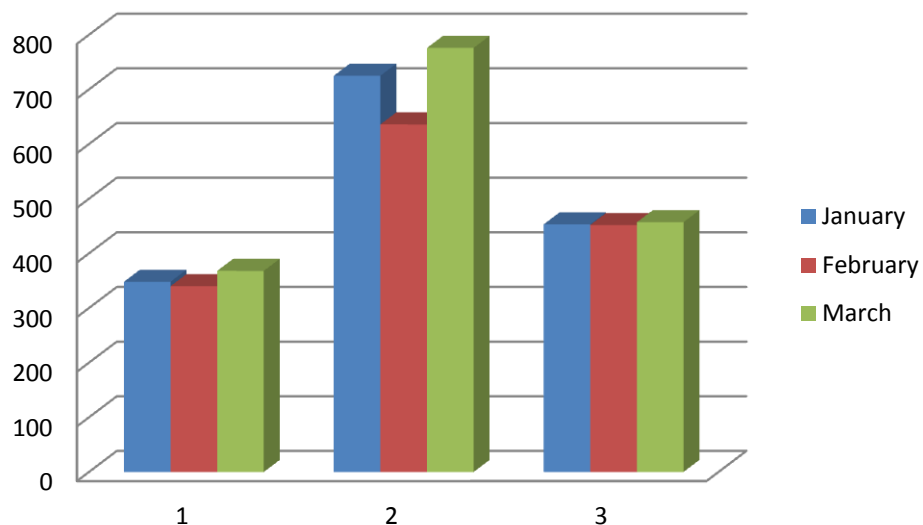
**2015 FJC Clients (new clients only)**

<b>Jan</b>	<b>Feb</b>	<b>March</b>	<b>April</b>	<b>May</b>	<b>June</b>
15	15	23	19	22	17
<b>July</b>	<b>August</b>	<b>September</b>	<b>October</b>	<b>November</b>	<b>December</b>
14	21	16	21	22 (6*)	20* (15*)

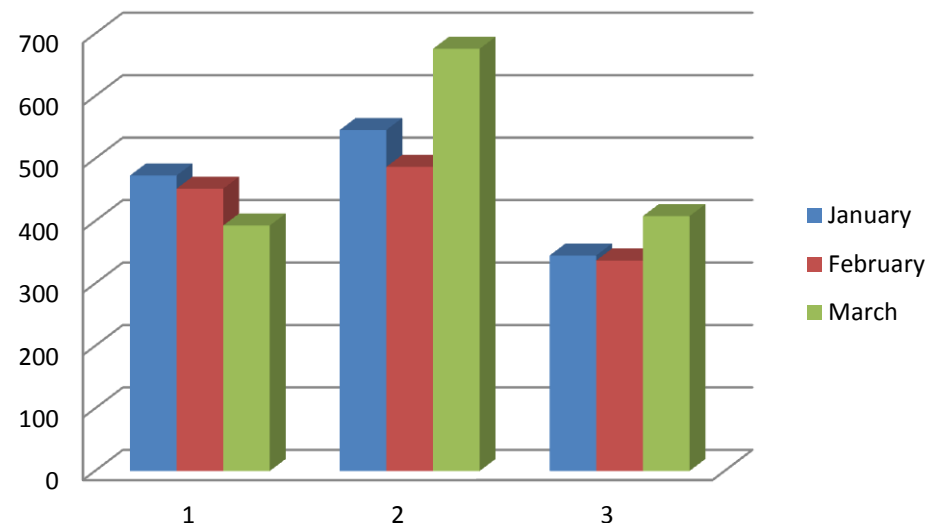
**\*Additional clients that obtained services at the FJC but whether they were new or repeat was not tracked.**

**\*\*The tracking and screening method for this statistic is still a work in progress so the actual number may be higher.**

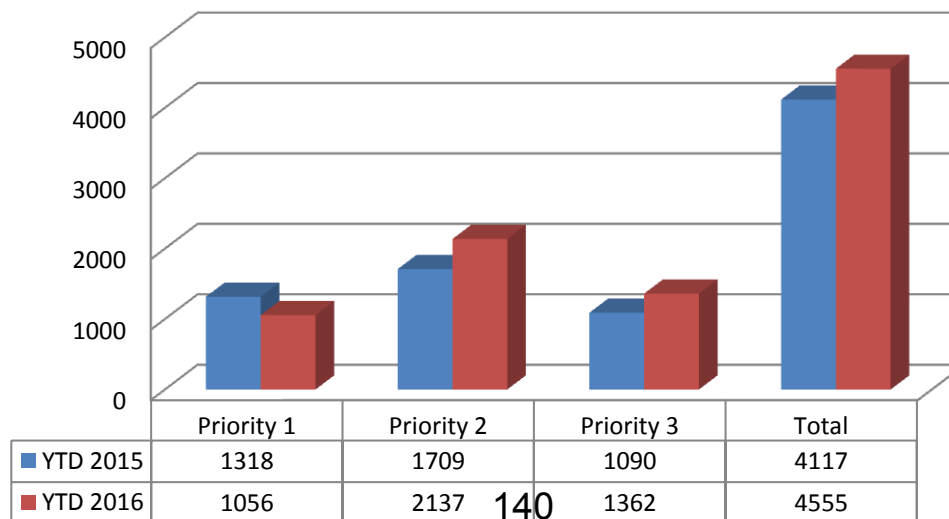
## 2016 CFS Trends



## 2015 CFS Trends



## Calls for Service 2015 v 2016



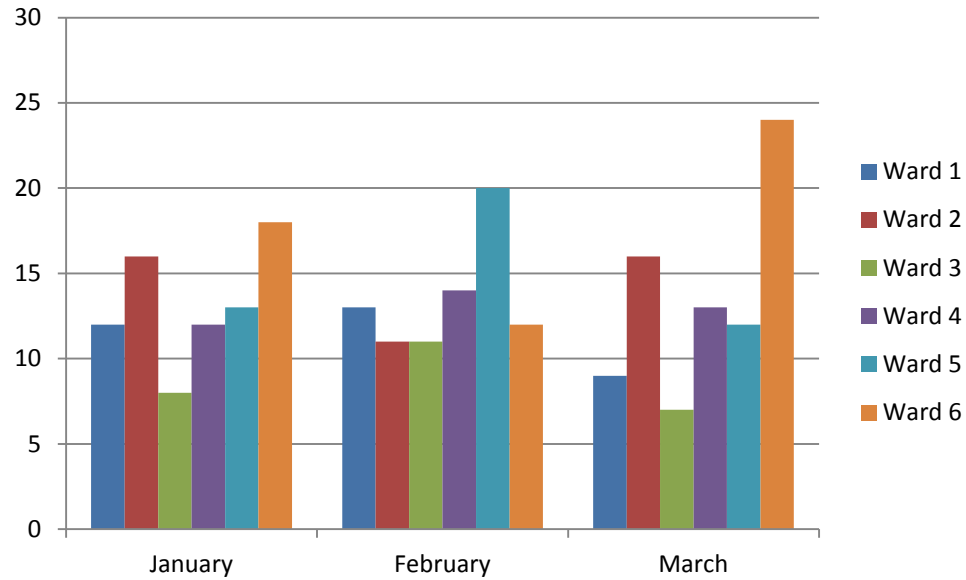
# Response Times

4/14/16

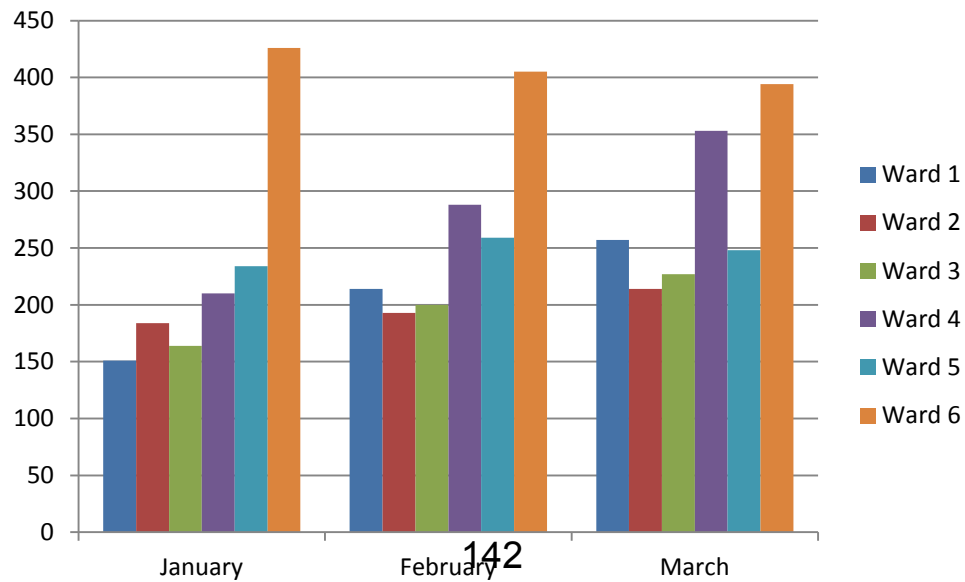
	2015 YTD	2016 YTD	Percent Change	2014 YTD	Percent Change
Priority 1	16.29	11.7	-28%	15.51	-25%
Priority 2	54.24	35.67	-34%	42.29	-16%
Priority 3	97.84	49.62	-49%	69.9	-29%

# Accidents by Ward

4/14/16

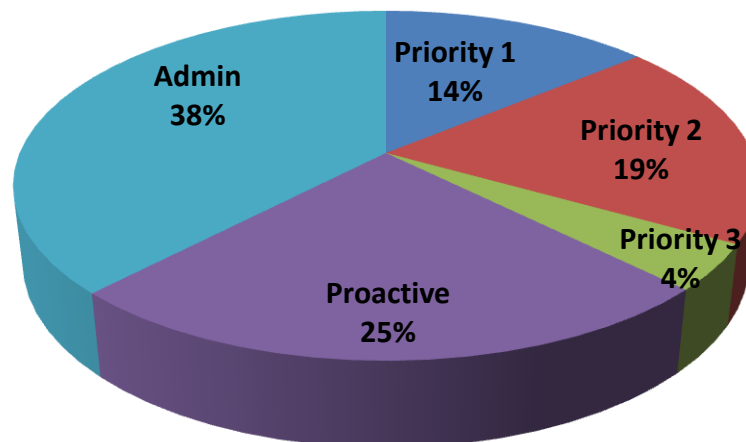


# CFS by Ward

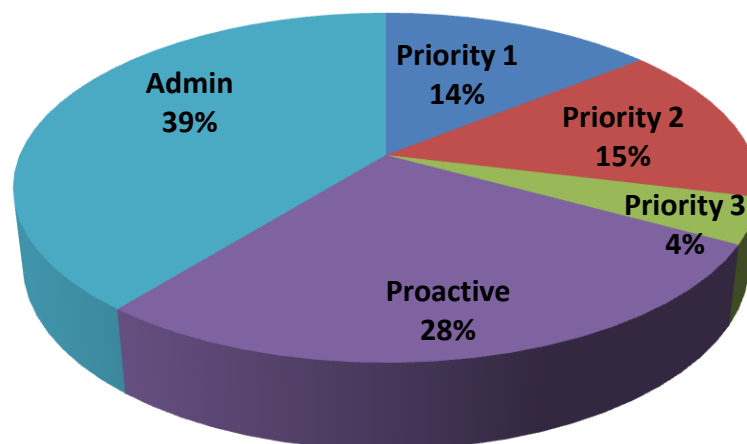


## Manpower Hours March 2016

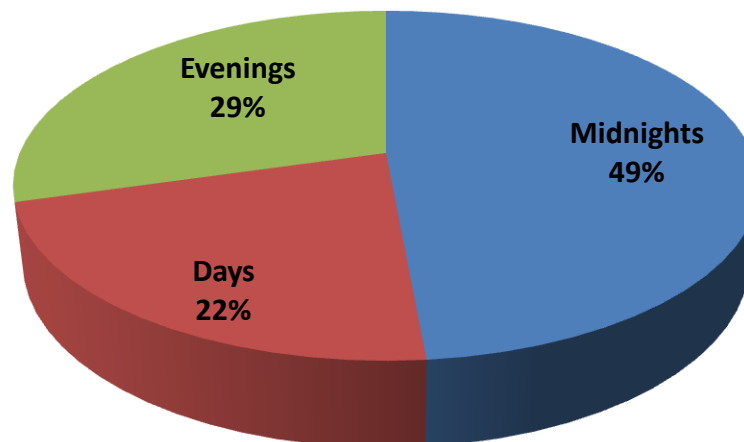
4/14/16



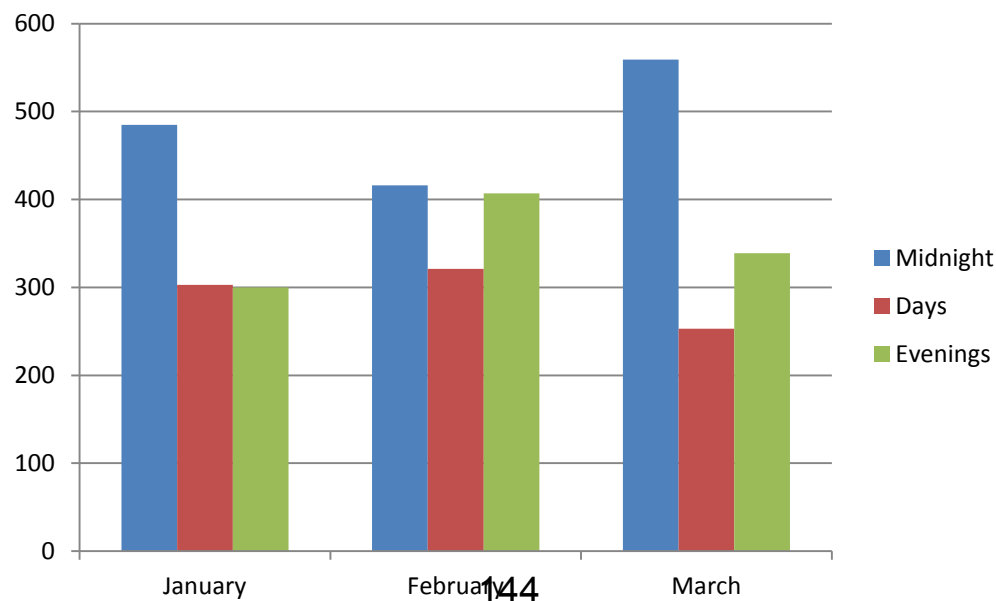
## Manpower Hours March 2015



## Proactive by Shift March 2016



## Proactive by Shift YTD 2016



## **ROCHESTER DEPARTMENT OF PUBLIC WORKS MONTHLY REPORT FOR MARCH 2016**

### **HIGHWAY, FLEET MAINTENANCE AND UTILITIES**

Highway Division responded to 45 service calls which were either completed or scheduled for repair. Service calls for the month included requests to clear blocked storm drains, clean sand from roadways, and requests for pothole repair. Maintenance for the month involved repairing storm drain basins and sign installation. Street sweeping and line painting was started throughout the city. Staff treated and plowed for only one winter event. Drain lines on Whitehall road were repair and ditch work on Oak Street and Chesley Hill Road was completed. Staff cleaned up discarded trash from Chestnut Hill Road, Cross Road, Chamberlin Street, Little Falls Bridge Road, Twombly Street, and Cushing Blvd. Roadside trimming with the flail mower has also resumed. Winter plow damage on lawns and mailbox is nearly completed. The Fleet Maintenance division is rebuilding the motor and repairing fenders and steps on the old cat loader for the back yard. They have also replaced the blades and performed maintenance on the chipper.

The Utilities Division responded to 23 service requests in the month of March. Staff has been cleaning catch basins and culverts that are full of debris, as well as performing water and sewer inspections. They have also been cleaning sewers in neighborhoods that have older systems to prevent any problems in the near future. The Utilities Maintenance staff continues to help with meter technician appointments as we are training a new meter tech to read meters. The maintenance division has been repairing and replacing hydrants as needed. As they are working on them they are also installing new gate valves which will allow us to isolate them for future repairs. Hydrants replaced this month were on Portland Street and the Old Gonic Road. The one inch water main that served Bicycle Avenue was discontinued and flow testing was performed Western Ave. project. The staff has also removed trees and stumps from a city easement in order to repair the water service for 22 Richardson Street. Once completed the area was also loamed and seeded. Ted Berry performed a routine cleaning on our River St. to Congress St. siphon and cleaned the cross country siphons on Old Dover Rd.

### **BUILDINGS AND GROUNDS**

Buildings and Grounds completed 127 work orders in the month of March. Work orders included general repairs such as electrical, carpentry, equipment and plumbing related items. There were several calls for furniture repair and panic alarm installation. Painting of Public Library on all three floors of the new section is complete. The Fire Suppressions system bid for the Police Department server room was awarded and the vendor will start work in April. Due to optimal weather conditions staff has been able to start spring clean up on grounds and parks. Work started at Blair and Duval Park and the cleanup of trash, brush removal and raking around City Hall, Police Department, Community Center and Library have been completed. Mulching and plow damage to signs on an island will be the next step. The Rochester Commons spring clean up is in progress. Staff has been working on edging, removing invasive plants and trees, leveling walkways, lifting tree canopy, dethatching and aerating the grounds and mulching. Staff completed Lockout/Tag out training procedures and the proper tools have been supplied. Pool start up will begin at the beginning of May at East Rochester as the Rec. Department needs this pool first for Lifeguard Training.



### **WATER TREATMENT PLANT**

Treated water volume for the month of March 2016 was approximately 50.4 million gallons from the surface water treatment plant. 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.

Watershed inspections were conducted on Rochester Reservoir, Round Pond, Tufts Pond, Whaleback Ponds, and the raw transmission main. All reservoirs remain filled to capacity. Upstream flows in Berry River ranged between 90cfs to a low of 25cfs. Equipment and grounds maintenance was performed at the plant, well, and tanks/stations. Infrastructure work this month included a pump test for the East End Dam and installation of safety handrails for Rochester Hill Tank. Maintenance at the WTF included seasonal cleanup; trimming of the East End Embankment; repairs to the fuel oil gauge and flocculator drive cooling fan; and calibration and certification of the TOC analyzer. Maintenance at the well included completion of aerator and clearwell cleaning, rehabilitation of the day tanks and chemical feed systems, and flushing of the raw water line. Communication and power issues at the Granite Ridge Pump Station were uncovered and resolved. Improvement has been seen in the sand filter performance; evaluation of loading rates and backwash characteristics continues. Treatment staff distributed the household hazardous waste day fliers to neighboring communities.

### **WASTEWATER TREATMENT FACILITY**

Items that were completed during the month of March: We continue to work with the coalition of communities on related wastewater and Great Bay Estuary issues. Staff attended PREP meeting and attended Southeast Watershed Alliance meeting. We are soliciting quotes to replace 3 backflow prevention devices at the WWTF. We were given a tour of the Dover WWTF to evaluate dewatering equipment. We've started to set up NetDMR – EPA is requiring permit holders to start submitting monthly reports electronically. Semi-annual maintenance has been completed on generators. An update on WWTF master plan was given by Brown and Caldwell to DPW staff. Industrial Pretreatment inspection was conducted by NHDES. City Council was updated on the status of NPDES permit. The two main siphons on Old Dover Road and a siphon on River Street were cleaned. Portable generator bid specs have been developed and will go out to bid soon. The Chief Operator attended a meeting in Concord to meet the new assistant DES commissioner Clark Freise and updated him on Rochester's efforts. Staff attended state sponsored training classes. UV disinfection bulbs were changed. WWTF started a weekly pump station wet well cleaning rotation. Staff performed preventative and corrective maintenance on equipment, machinery and instrumentation. All required testing for the EPA and State has been completed and submitted. Average effluent flow for the month = 4.646 Million Gallons per Day (MGD). Percent of design flow = 92.4%. Percent of design flow for 2016 = 78.7%. Precipitation for month = 4.6". Precipitation for 2016: 11.19".

### **ENGINEERING**

- **Granite Ridge Public Outlay:** Buried infrastructure is completed. Water booster station is operational. Final work to be completed in spring 2016.
- **Water Storage Tank Rehabilitation:** Construction is substantially complete. Final items to be completed in spring 2016.
- **Surface Water Treatment Plant Upgrades:** Construction is substantially complete. Final items to be completed over the next few months.

- **Catherine St./Sheridan Ave./Knight St. Area Improvements:** All buried infrastructure improvements and most surface improvements are completed. Landscaping and other restoration items to be completed in spring 2016. Final pavement overlays and project completion are planned once school is released for summer break.
- **Rochester Reservoir West End Spillway Modifications:** Construction is substantially complete. Final items are anticipated to be completed in April 2016.
- **Salmon Falls Road/Milton Road Water and Sewer (EDA Project):** This project was advertised for bids in February 2016 and bids were received in March 2016. Construction contract award to be made in April 2016. Construction is anticipated to begin in spring/early summer 2016.
- **Howard Brook Culverts Replacement:** Finalizing design, permitting, and easement negotiations. Anticipate construction in 2016.
- **Franklin St./Western Ave. Area Improvements:** Finalizing design, permitting, and easement negotiations. Anticipate advertisement for bids in April 2016 and construction start in spring/early summer 2016. Project scope 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 the next construction phase in a future project.
- **Salmon Falls Rd. HSIP Curve Softening Project:** All necessary temporary and permanent construction easements have been agreed to and will be signed by April 2016. Final plans, specifications, and other paperwork to be submitted to NHDOT for review in April 2016. Pending availability of federal funding and approval from NHDOT, construction of this project is anticipated in 2016.
- **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 will likely 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. Proposal has been solicited for Final Design.
- **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:** Drainage infrastructure improvements have been completed. 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:** The new pedestrian bridge was opened in February 2016. Temporary sidewalk approaches to the bridge are planned to be replaced with more permanent sidewalk and railings in 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 MS4 permit language; issuance of the MS4 permit is anticipated for spring 2016 or later.



# Memorandum

4/14/16

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

**From:** Lauren Colanto, Recreation & Arena  
**Date:** April 7, 2016  
**Re:** March Department Report

## March Participation Numbers

Cardio Fitness with Heidi	44
Collaborative Open Gym	68
Parent/Child Open Gym	136
Parent/Child Paint	0
Rec Talks	25
Senior Art	19
Senior Breakfast	40
Senior Meditation	12
Senior Open Gym	26
Senior Power Hour	151
Senior Trips	10
Senior Yoga Gentle	31
Senior Yoga Chair	11
Stay and Play	4
Teen Night	277
Youth Basketball	406
<b>Monthly Total</b>	<b>1,441</b>

## Summer Hiring

Positions for seasonal summer staff were posted in early March. Through research and analysis of neighboring communities, Rochester Rec adjusted summer staff wages to stay current with competitive and fair pay. Applications are due April 15 and we hope to have a talented pool of candidates to fill our camp and lifeguard positions.

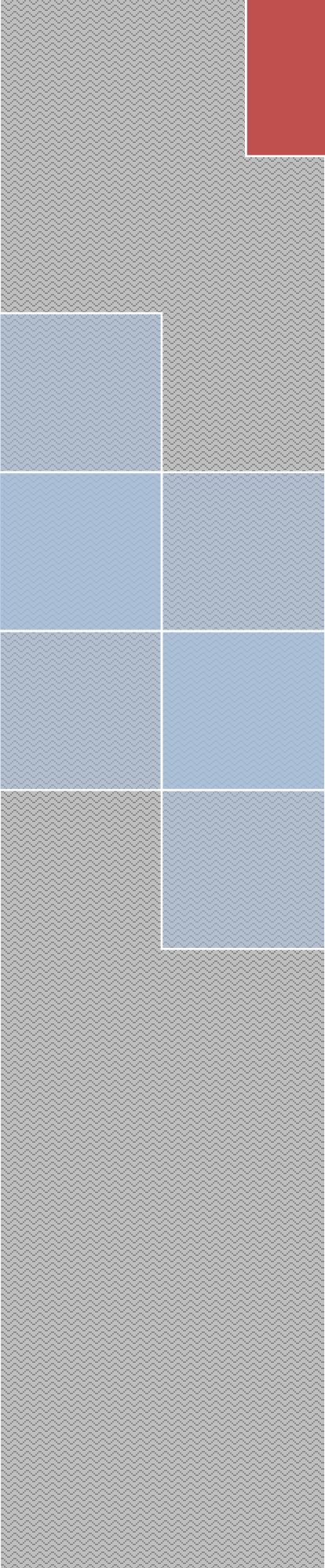
## RPD & BTG Collaboration

We continue to collaborate with the Rochester Police Department and Bridging the Gaps on a variety of initiatives. Recreation staff remain involved on the Bridging the Gap Coalition and have attended all of the It Takes a Village Community Talks. Teen Night remains a stellar example of these partnerships, with March participation numbers totaling 277. RPD and BTG staffs continue to be vital members of the Teen Night program. Uniformed patrol officers have made a very strong effort to attend Teen Night during their shifts. These officers have become popular with Teens and the kids look forward to playing basketball and dodge ball with them. Collaboration with RPD continues to expand, as most recently Officer Miehle, Officer Blair and Officer Harding cooked breakfast for our seniors at the Rochester Area Senior Center. This was a huge hit and familiarized our seniors with some local law enforcement.

## Rec Talks

Our two March Rec Talks received rave reviews. Anothry Ejarque of the Rochester Opera House led a tour of his facility for our seniors. They all enjoyed learning the history of the building as well as seeing all the "back stage" happenings. Molly Meulenbroek of Studleys Flowers hosted another Rec Talk at her business. Seniors learned about the business, their offerings and even received a free floral arrangement lesson! We are eternally grateful for the support of these Rochester organizations in providing free, engaging activities for our senior citizens!





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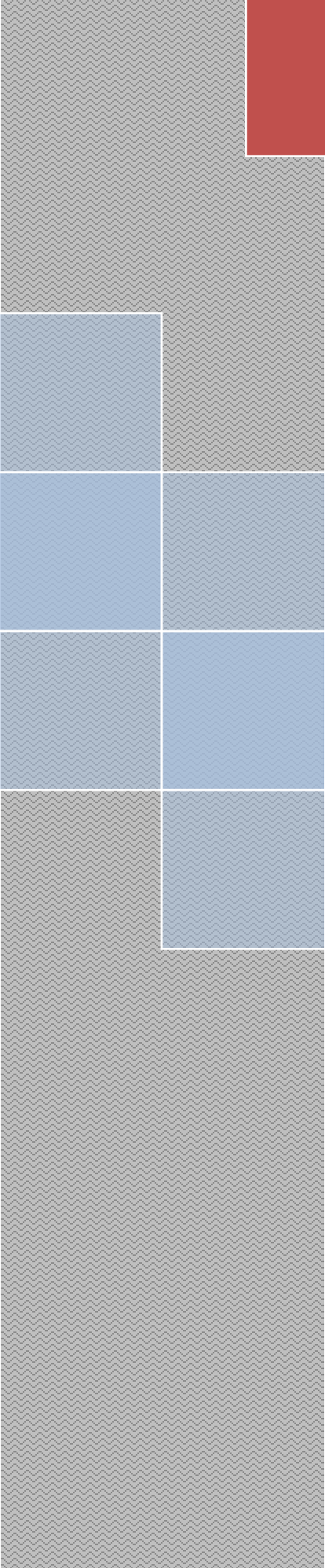
# City of Rochester Tax Collector's Office

March 31, 2016

Tax Year		Annual Warrant	Collected		Uncollected	
			Amount	%	Amount	%
2015	Warrant	56,938,119	55,197,901.16	96.94%	\$ 1,740,217.84	3.06%
2014		55,068,779	54,095,334.60	98.23%	973,444.40	1.77%
2013		53,324,262	52,703,750.07	98.84%	620,511.93	1.16%
2012		50,952,912	50,656,839.97	99.42%	296,072.03	0.58%
2011		48,856,892	48,615,830.40	99.51%	241,061.60	0.49%
2010		47,308,832	47,110,066.59	99.58%	198,765.41	0.42%
2009		46,898,827	46,744,760.08	99.67%	154,066.92	0.33%
2008		46,522,769	46,401,518.77	99.74%	121,250.23	0.26%
2007		42,964,450	42,866,219.01	99.77%	98,230.99	0.23%
2006		40,794,160	40,694,720.77	99.76%	99,439.23	0.24%
2005		38,024,453	38,002,159.46	99.94%	22,293.54	0.06%
2004		36,065,496	36,046,230.72	99.95%	19,265.28	0.05%
2003		33,310,579	33,300,397.48	99.97%	10,181.52	0.03%
2002		29,725,878	29,716,717.95	99.97%	9,160.05	0.03%
2001		26,943,136	26,935,346.63	99.97%	7,789.37	0.03%
2000		25,415,248	25,409,541.77	99.98%	5,706.23	0.02%
1999		22,973,308	22,969,413.75	99.98%	3,894.25	0.02%
1998		30,592,529	30,587,165.88	99.98%	5,363.12	0.02%
1997		29,835,914	29,830,583.34	99.98%	5,330.66	0.02%
1996		27,726,424	27,722,073.99	99.98%	4,350.01	0.02%
1995		27,712,029	27,709,191.61	99.99%	2,837.39	0.01%
1994		26,989,803	26,987,206.62	99.99%	2,596.38	0.01%
1993		25,611,050	25,608,622.48	99.99%	2,427.52	0.01%
1992		24,746,736	24,744,940.64	99.99%	1,795.36	0.01%
1991		24,296,285	24,294,507.32	99.99%	1,777.68	0.01%
					<b>4,647,828.94</b>	

Tax Collector

Doreen Jones, CTC



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# Rochester, New Hampshire

## Inter office Memorandum

**TO:** Daniel Fitzpatrick  
City Manager

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

**SUBJECT:** Analysis of Direct Assistance for March, 2016.

**DATE:** April 13, 2016

This office reported 55 formal client notes for the month of March.

Voucher amounts issued for March, 2016 were as follows:

	5 <u>Families</u> <i>1 new</i>	10 <u>Single</u> <i>4 new</i>
Burial .....	.00	1,300.00
Dental .....	.00	.00
Electricity .....	.00	123.01
Food.....	.00	.00
Fuel heating .....	.00	84.95
Mortgage .....	.00	.00
Medical .....	.00	.00
Prescriptions .....	.00	.00
Rent .....	1,112.00	1,124.00
Temporary Housing .....	530.00	.00
Transportation .....	<u>.00</u>	4.50
<b>TOTAL</b>	<b>\$1,642.00</b>	<b>\$2,636.46</b>

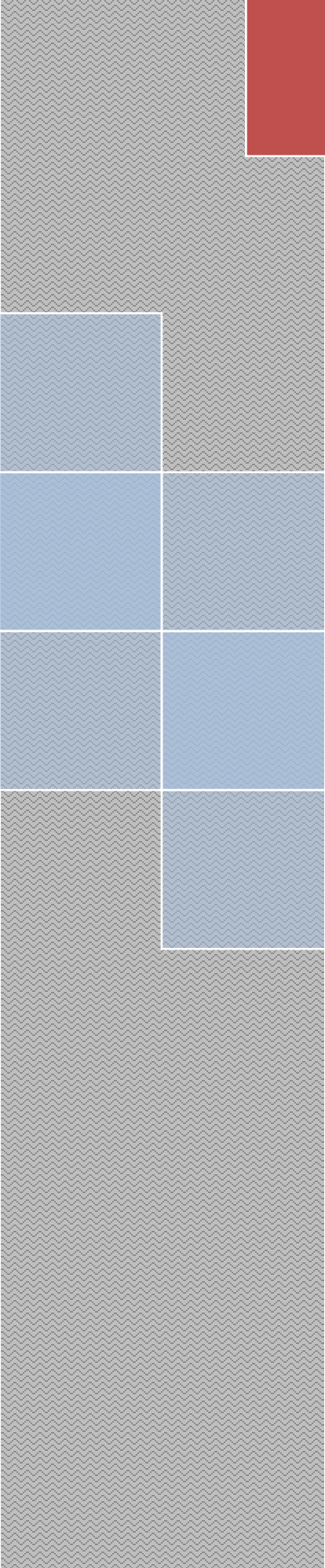
This represents an average cost per case/family of \$328.40 and case/Individual of \$263.65 for this month.

Total vouchers issued: \$4,278.46

There was a decrease of \$1,992.94 in assistance issued this month compared to March, 2015. There was a decrease of \$5,480.76 in vouchers issued this month compared to last month.

We received reimbursements from the Interim Assistance Program SSI, State Medicaid and Personal Reimbursements totaling \$0.00.





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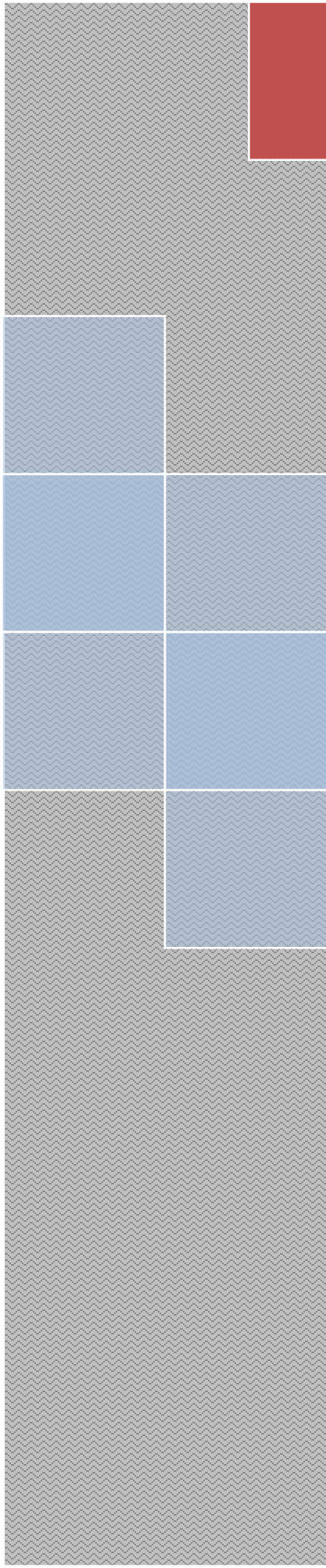


**RESOLUTION AUTHORIZING THE ROCHESTER POLICE DEPARTMENT TO  
APPLY FOR A PAUL COVERDELL FORENSIC SCIENCE IMPROVEMENT GRANT**

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

That the Mayor and City Council of the City of Rochester, by adoption of this Resolution, approve the submission of a grant application in an amount up to One Hundred Three Thousand One Hundred Forty Three and 14/100 Dollars (\$103,143.14) to the Paul Coverdell Forensic Science Improvement Grant program in order to fund the attendance of the Evidence Collection Team at the Forensic Crime Scene Academy in Newton, Texas.

CC FY16 04-19 AB 144



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4/14/16

**City of Rochester Formal Council Meeting****AGENDA BILL****NOTE: Agenda Bills are due by 10 AM on the Monday the week before the City Council Meeting.****AGENDA SUBJECT**

Requesting permission from Council to apply for the Paul Coverdell Forensic Science Improvement Grant Program in the amount of \$103,143.14.

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	4/19/2016		
DEPT. HEAD SIGNATURE			
DATE SUBMITTED	4/6/16		
ATTACHMENTS YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	6	

**COMMITTEE SIGN-OFF**

COMMITTEE	
CHAIR PERSON	

**DEPARTMENT APPROVALS**

DEPUTY CITY MANAGER	Signature on file
CITY MANAGER	Signature on file

**FINANCE & BUDGET INFORMATION**

FINANCE OFFICE APPROVAL	
SOURCE OF FUNDS	Federal
ACCOUNT NUMBER	TBD
AMOUNT	\$103,143.14
APPROPRIATION REQUIRED YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	

**LEGAL AUTHORITY**

Council action required.

**SUMMARY STATEMENT**

We are requesting Council permission to apply for the Paul Coverdell Forensic Science Improvement Grant through the National Institute of Justice in the amount of \$103,143.14. The Council previously approved our application in 2015 but we were not awarded the grant.

The goal of the Rochester Police Department's 2016 Coverdell Project is to improve the quality and timeliness of crime scene investigation while decreasing the evidence backlog both locally and statewide.

If awarded, funds would be utilized to send the members of our Evidence Collection Team to a three week Forensic Crime Scene Academy in Newton, TX as well as the fees and materials required for each member of the Evidence Team to become IAI (International Association for Identification) certified. The grant would cover tuition and all associated travel expenses for the team, as well as some needed forensic equipment which will better allow our officers to process complicated crime scenes.

The training and equipment requested would allow us to have a certified evidence team. We hope to apply for this grant each year with the goal of eventually having an accredited laboratory. The Evidence Team's most crucial need at this point is the quality training that this grant would provide.

**RECOMMENDED ACTION**

Requesting Council permission to apply for the Coverdell Grant in the amount of \$103,143.14.

## AGENDA BILL - FUNDING RESOLUTION

## EXHIBIT

Project Name: Date: Fiscal Year: 

Fund (select):

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

## Deauthorization

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

## Appropriation

	Org #	Object #	Project #	Fed Amount \$	State Amount \$	Local Amount \$
1	TBD	TBD	TBD	\$103,143.14 -	-	-
2				-	-	-
3				-	-	-
4				-	-	-

## Revenue

	Org #	Object #	Project #	Fed Amount \$	State Amount \$	Local Amount \$
1	TBD	TBD	TBD	-	#103,143.14 -	-
2				-	-	-
3				-	-	-
4				-	-	-

DUNS # CFDA # Grant # Grant Period: From   
To 

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

Reimbursement Request will be reduced Funds will be returned

## ROCHESTER POLICE DEPARTMENT

### Budget Narrative

#### 1. Personnel

Our intention with this Coverdell Grant is to send five officers to the 15-day Forensic Crime Scene Investigation Academy (training costs in Other Costs category) as well as a Focoss 3-day IAI Certification preparation course. In order to do this, four of the 5 officers will incur overtime due to long days and travel days. The lead for the Evidence Collection Team is Lt. Todd Pinkham. While he will be going to the training, he is paid salary and will not incur overtime. The four other officers (Sgt. Andrew Swanberry, Ofc. Matthew Flathers, Ofc. Andrew Jackson, and Ofc. Scott Loignon) will each be paid by the Rochester Police Department for the first 40 hours of each work week. These four officers will each incur approximately 161 additional hours paid as overtime for training (57 hours) and processing evidence backlog (104 hours). Their hourly rates are \$30.82/hour, \$27.94/hour, \$30.71/hour and \$27.68/hour respectively, at 1.5 times their hourly rate for overtime.

While these officers are away for 18 days of training, other officers will need to fill in for their shifts in order for the department to continue to operate smoothly. At an average hourly rate for patrol shifts at \$26.56, and a shift of 8.25 hours each for three officers and 1.5 times the rate (\$38.76) for overtime for 18 days x 3 officers, this equals \$17,748.72. In order to backfill Sgt. Swanberry's position, it must be filled with a Sergeant. The remaining sergeant's average hourly rate is \$33.18/hour for an 8.25 hour shift. At 1.5 times their hourly rate (\$49.76) for overtime for 18 days, this equals \$7,390.85.

#### 2. Fringe Benefits

Fringe benefit rates used in this proposal are 29.75% of wage. This includes NH State Retirement at 25.3%, Medicare at 1.45%, Worker's Compensation at 2% and Unemployment Compensation at 1%. With personnel expenses totaling \$53,431.30, the fringe benefits for this overtime will total \$15,895.80.

#### 3. Travel

Five officers will be traveling to Newton, TX for their forensic academy training. They will leave from Manchester-Boston Regional Airport and make one stop in order to

## PROJECT ABSTRACT

The goal of the Rochester Police Department's 2016 Coverdell Project is to improve the quality and timeliness of crime scene investigation. We are requesting \$103,143.14 to improve the efficiency and accuracy in processing and documenting crime scenes and evidence. The objective is:

- To improve quality and timeliness of processing crime scenes and process evidence with more accuracy and consistency, increase our success rate in processing evidence, while decreasing the evidence processing backlog both locally and statewide.

Rochester, New Hampshire is the sixth largest city in the state with approximately 30,000 residents in 46 square miles. There is a large low income population with numerous low income housing units and low cost rental properties. There have been many studies that correlate socio-economics within a community with the crime rate. Per capita, property crime in Rochester is among the highest in the State. Rochester was recently ranked the sixth most dangerous city/town in New Hampshire where 1 in 29 is victims of a crime.

Our current Evidence Collection Team consists of five officers with varying degrees of training. Some officers have attended multiple evidence collection trainings, while others have had very minimal training.

In order to meet our objective, we need a laptop computer that can be taken to crime scenes which will allow an investigator to immediately know the clarity and quality of the photograph. We also need a dedicated digital camera setup, computer, and printer/scanner to be stationed in our evidence processing room.

We need better trained officers at crime scenes. To do this, we will send each member of the Evidence Collection Team to an intensive three-week Forensic Crime Scene Investigation Academy and another three day preparation course to become an IAI Crime Scene Certified Investigators. The training will also allow for consistency in the evidence collection process and better knowledge will lead to better quality of work.

Historically, the New Hampshire State Laboratory has taken several years to process some evidence. This has resulted in the lack of prosecution of criminals due to the expiration of the statute of limitations. The intense training and the following certification of members of the Evidence Collection Team will allow the Rochester Police Department to process more of our own evidence. Allowing for 8 hours per week of overtime for processing of evidence will significantly improve the timeliness of processing forensic evidence and allow ample time to prosecute suspects.



decrease costs. In doing so, airfare (at today's rate) for each officer will cost \$831.20 for a total of \$4,156. Five people can sharing one rental car (at today's rate) will cost \$1,052. Fuel is being estimated at 60 gallons due to location of airport in relation to the training and other travel, at \$2/gal for a total of \$120. Meals during the week are provided by the trainer, but meals on travel days and weekends are not provided. There will be 5.5 days of meals not provided at \$51/day for a total of \$1,466.25 for 5 people. They will carpool to the airport in one vehicle to decrease parking expenses at Manchester-Boston Regional Airport. They will park in long term parking where rates are lower. It will cost \$70 a week for parking for 3 weeks for a total of \$210. This equals a total of \$6,794.25 for travel expenses.

#### 4. **Equipment**

NONE

#### 5. **Supplies**

Several items are needed for the Evidence Collection Team. A computer is needed for the lab. An HP Envy Phoenix Desktop will cost \$1,199.99, and the accompanying HP Envy monitor will cost \$449.99. This will allow them to have a dedicated computer for the lab in order to download pictures and log evidence. A laptop computer is also needed for the crime scene van in order to better document crime scenes. A HP Envy Touchscreen laptop will cost \$949.99. A printer/scanner is also needed for the lab in order to print photographs and scan documents in to the computer. A HP Officejet Pro X476dw multifunction printer will cost \$699.99.

In order to better document crime scenes, we need a digital camera setup. This includes at Nikon D7000 at \$500, a Sigma 885306 18-200 zoom lens at \$399, a Nikon 60mm macro lens at \$500, a Nikon speed flash at \$330, a Nikon wireless remote at \$30, a Bogen/Manfrotto MK 190x3-2W tripod setup at \$300, a Pelican case at \$220 lens filters at \$100, and a memory card at \$100.

Also needed are processing supplies for the evidence lab. Items include hinge lifts, fiberglass brushes, cyanoacrylate glue, gel lifts, wood shaft swabs, regular swabs, fingerprint powder in several different colors, fingernail collection kits, sterile disposable tweezers, scalpels, lifting film and security tape for a total of \$1,811.75.

All items will be purchased at the lowest possible cost.

#### 6. **Construction**

NONE

#### 7. **Consultants/Contracts**

NONE

**8. Other Costs**

The evidence collection team made up of 5 officers will be sent to the Forensic Crime Scene Investigation Academy. This costs \$2,995 per officer which equals \$14,975. This cost includes meals during the week and the hotel. After attending the academy, they will then be going to a 3-day preparation course in order to prepare to become IAI Certified Investigators. The prep course costs \$375 per officer equaling \$1,875. Study materials and reference books will cost \$1,055.82. Then in order to become IAI certified, there is a testing fee of \$300 per officer. All of these training testing fees total \$19,405.82.

**9. Indirect Costs**

NONE

**TOTAL = \$103,143.14**

**New Position: Crime Scene Technician**

**SUMMARY:** The Crime Scene Technician is a Detective assigned to the Investigation Division and shall be responsible for complex crime scene investigations; responsibility for the evaluation of the scene; uses various types of equipment; develops, secures, and packages physical evidence for scientific evaluation and comparison collecting, receipting, storing, and control of physical evidence/property at major crime scenes. Other responsibilities include Property Room management, overseeing the Evidence Collection Team, processing evidence, and responding to or being made aware of all Evidence Team requests and callouts and reviewing and evaluating those callouts and the quality of work performed. Work is performed in accordance to federal and state laws plus established policies/procedures with considerable need for independent judgment and a high degree of accuracy. General supervision is received from the Detective Sergeant.

**ESSENTIAL DUTIES AND RESPONSIBILITIES** include the following (other duties may be assigned):

The crime scene Technician assumes a high degree of accountability for delivering the highest quality crime scene processing service possible. Crime Scenes will include but not limited to homicides, sexual assaults, armed robberies, home invasions, and property crimes such as burglaries. This accountability attaches not only to the actual processing of the crime scene, but includes all follow-up with the NH State Lab and investigating Officers/Detectives.

Employs technologically advanced, scientific methods to analyze crime scenes and employs etching, fuming and latent print development techniques to identify fingerprints.

Collects, identifies and processes crime scene evidence and offer technical assistance to police officers. Assists in processing evidence, including searching for, identifying, collecting and processing physical evidence. Processes and evaluates physical evidence; arranges for or transports evidence to the New Hampshire State Crime Lab.

When not on duty, the crime scene technician must be readily available by phone at all times to respond to requests for service and is expected to respond to all major crime scenes where crime scene processing is required whenever necessary 24 hours a day, under any weather conditions.

Be available, when on duty, to respond to calls to assist Patrol and Detectives Educate Patrol and Detectives on proper evidence related matters, techniques,

and matters that require addressing

Take on the role and duties of the department's current Assistant Evidence Technician job description.

Oversee the Evidence Collection Team, which will include training/education in evidence related fields, and be made aware of all evidence callouts and/or calls in which an Evidence Team member is required or requested. Will be available to advise and assist in evidence related issues, review reports, photographs, and processed evidence to maximize results and quality of work

Be responsible for processing evidence logged by Patrol, Detectives, Evidence Team members, that will include follow-up with the NH State Lab, ensuring all proper forms, paperwork, and requests have been completed.

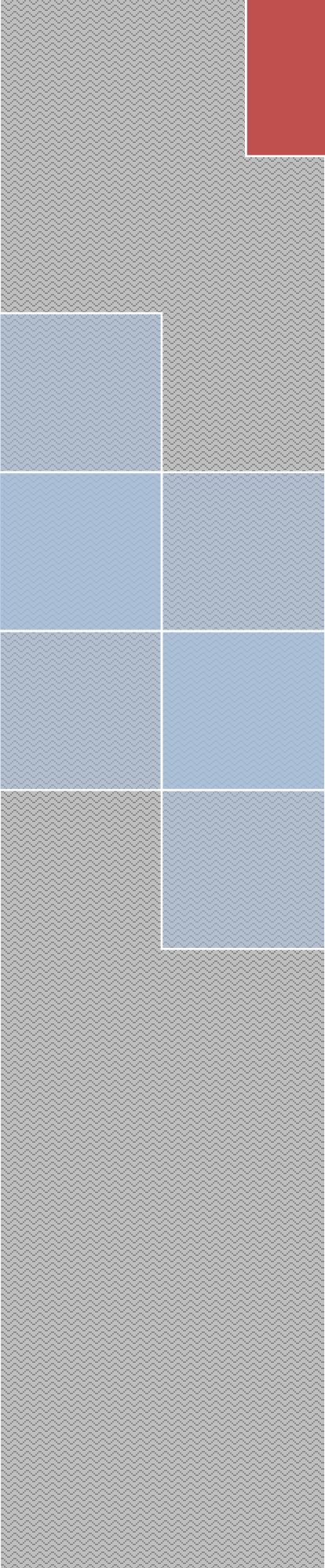
Gives advice and direction to case investigators in crime scene and evidentiary matters by answering any questions, giving evidence related briefings and trainings, and reviewing case work. Must research procedure and policy manuals, and assist in training other personnel about crime scene investigations.

Receives, documents, stores, and ensures proper custody and control of physical evidence/ property in the custody of the department.

Maintains in a state of readiness all technical equipment and assigned vehicles.

Maintaining Supplies to ensure the department has the necessary supplies needed for processing crime scenes, collecting and packaging evidence, and when the inventory gets low, he must contact vendors and order replenishment of the items

Prepares necessary investigative reports and documentation for court cases. Appears and testifies in official proceedings.



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**RESOLUTION ACCEPTING HIGHWAY SAFETY BICYCLE/PEDESTRIAN PATROL  
GRANT AND SUPPLEMENTAL APPROPRIATION THEREOF**

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

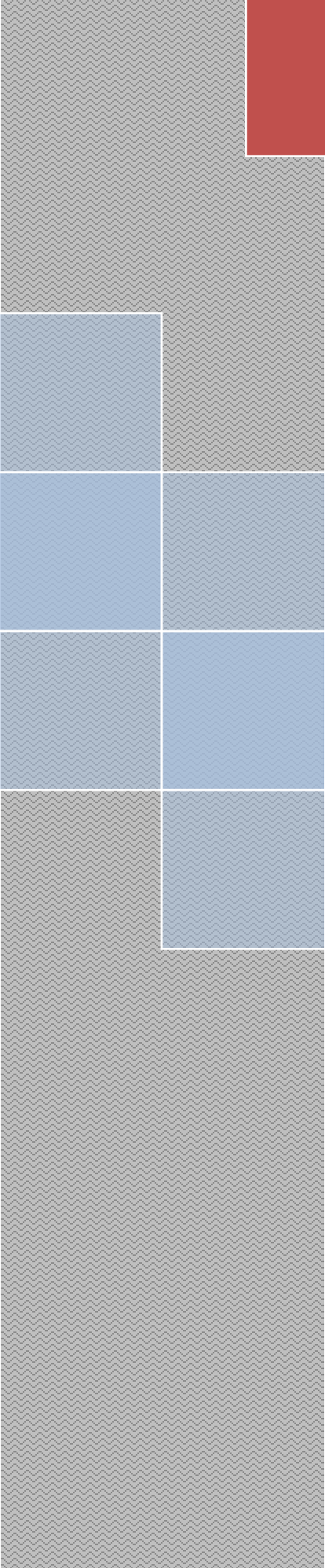
**WHEREAS**, that a Highway Safety Bicycle/Pedestrian Patrol Grant in the amount of Four Thousand Three Hundred Seventy Two and 26/100 Dollars (\$4,372.26) to the City of Rochester Police Department is hereby accepted by the City of Rochester.

**WHEREAS**, the aforesaid grant requires a 20% match by the City of Rochester, which match will be accomplished by in-kind contributions, with a value of One Thousand Ninety Three and 07/100 Dollars (\$1,093.07), through supplemental police patrols working in conjunction with grant funded patrols;

**FURTHER**, that the sum of Four Thousand Three Hundred Seventy Two and 26/100 Dollars (\$4,372.26) be, and hereby is, appropriated as a supplemental appropriation to the City of Rochester Police Department Operating Budget, with such sums to be placed in a special non-lapsing reserve account to be established/designated by the Finance Director, such funds to be used exclusively for grant purposes. Further, that the source of the sums necessary to fund such appropriation shall be drawn, in their entirety, from the aforesaid grant.

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

CC FY16 04-19 AB 143



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4/14/16

**City of Rochester Formal Council Meeting****AGENDA BILL****NOTE: Agenda Bills are due by 10 AM on the Monday the week before the City Council Meeting.****AGENDA SUBJECT**

Seeking permission from Council to accept the Highway Safety Bicycle/Pedestrian Patrol Grant funds in the amount of \$4,372.26.

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	April 19,2016		
DEPT. HEAD SIGNATURE	Signature on file		
DATE SUBMITTED	3/28/16		
ATTACHMENTS	YES <input checked="" type="checkbox"/> NO <input checked="" type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	2

**COMMITTEE SIGN-OFF**

COMMITTEE	
CHAIR PERSON	

**DEPARTMENT APPROVALS**

DEPUTY CITY MANAGER	Signature on file
CITY MANAGER	Signature on file

**FINANCE & BUDGET INFORMATION**

FINANCE OFFICE APPROVAL	Signature on file
SOURCE OF FUNDS	Federal through State
ACCOUNT NUMBER	61152010-165XX
AMOUNT	\$4,372.26
APPROPRIATION REQUIRED	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>

**LEGAL AUTHORITY**

Council action required.



**SUMMARY STATEMENT**

Seeking permission from Council to accept the Highway Safety Bicycle/Pedestrian Patrol Grant funds in the amount of \$4,372.26. There is a 20% in kind match. The total project award amount is \$5,465.33. We will receive reimbursement up to \$4,372.26. The 20% in kind match is what the department will have to contribute to this project in order to receive the full reimbursement award amount of \$4,372.26. This in kind contribution will be accomplished through supplemental police patrols working in conjunction with the grant funded patrols. There is no cash match to this grant. See breakdown below.

Total hard cash award amount	\$4,372.26
In kind match amount	+ \$1,093.07
Total project award amount	\$5,465.33

**RECOMMENDED ACTION**

Accept funds in the amount of \$4,372.26.

## AGENDA BILL - FUNDING RESOLUTION

## EXHIBIT

Project Name: Seeking permission from Council to accept the Highway Safety Bicycle/Pedestrian Patrol Grant funds in the amount of \$4,372.26.

Date: 3/28/16

Fiscal Year: FY16

Fund (select):

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

## Deauthorization

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

## Appropriation

	Org #	Object #	Project #	Fed Amount \$	State Amount \$	Local Amount \$
1	61152010	513001	165XX	\$3420.37	-	-
2	61152010	522000	165XX	\$49.60	-	-
3	61152010	523000	165XX	\$902.29	-	-
4				-	-	-

## Revenue

	Org #	Object #	Project #	Fed Amount \$	State Amount \$	Local Amount \$
1	6115003	402179	165XX	\$4,372.26	-	-
2				-	-	-
3				-	-	-
4				-	-	-

DUNS # 968578153

CFDA # 20.600

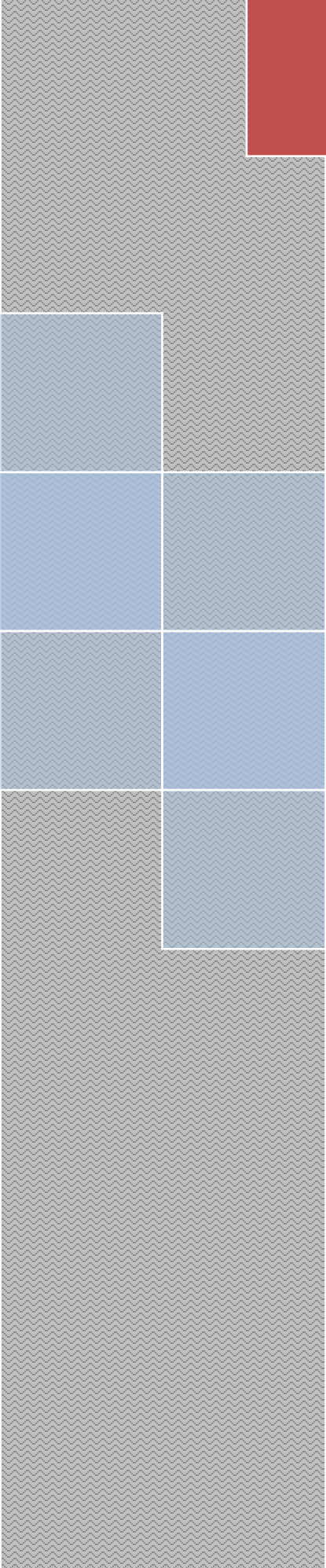
Grant # 314-16A-012

Grant Period: From 10/1/15

To 9/30/16

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

Reimbursement Request will be reduced ☐Funds will be returned ☐



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