



Regular City Council Meeting
August 4, 2015
COUNCIL CHAMBERS
7:00 PM

Agenda

1. Call to Order
 2. **AB 16** Resolution Authorizing Supplemental Appropriation for the Water Treatment Plant Upgrade Project and Borrowing Authority Pursuant to RSA 33:9 Resolution 14 - **First Reading and Refer to a Public Hearing** P. 15
 3. Recess to the Public Hearing
-

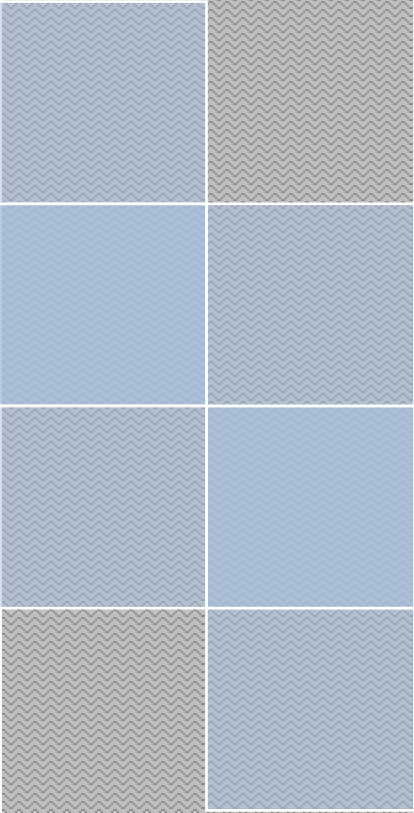
City Council Public Hearing
August 4, 2015
COUNCIL CHAMBERS
(Immediately following the recess from the Regular Meeting)

Agenda

1. Call to Order
 2. **AB 12** Resolution Authorizing Supplemental Appropriation to the FY 2016 Public Buildings Capital Improvement Project (CIP) Fund for the So-Called Annex Project and Borrowing Authority Pursuant to RSA 33:9 Resolution 8 P. 9
 3. **AB 16** Resolution Authorizing Supplemental Appropriation for the Water Treatment Plant Upgrade Project and Borrowing Authority Pursuant to RSA 33:9 Resolution 14 P. 15
 4. Adjournment
-



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Reconvened Regular City Council Meeting
August 4, 2015
COUNCIL CHAMBERS
(Immediately following the Public Hearing)

Agenda

4. Reconvene the Regular City Council Meeting
5. Pledge of Allegiance
6. Opening Prayer
7. Roll Call
8. Acceptance of Minutes
 - 8.1. Correction to the June 9, 2015, Special City Council Meeting Minutes
 - 8.2. July 7, 2015, Revised Regular City Council meeting minutes
9. Communications from the City Manager
 - 9.1. Employee of the Month Award P. 23
 - 9.2. City Manager's Report P. 21
10. Communications from the Mayor
 - 10.1. **Proclamation:** Spaulding Baseball [Division 1] – State Championship P. 67
 - 10.2. **Announcement:** Congratulations to Rochester Main Street for the Successful 4th Annual Rochester Blues/BBQ Festival held on July 18, 2015
 - 10.3. **Announcement:** November 3, 2015, Municipal Election Filing Period: P. 69

Begins: Friday, September 4, 2015, at 9:00 AM
Ends: Monday, September 22, 2015, at 5:00 PM

Communications from Mayor Continued on Next Page:

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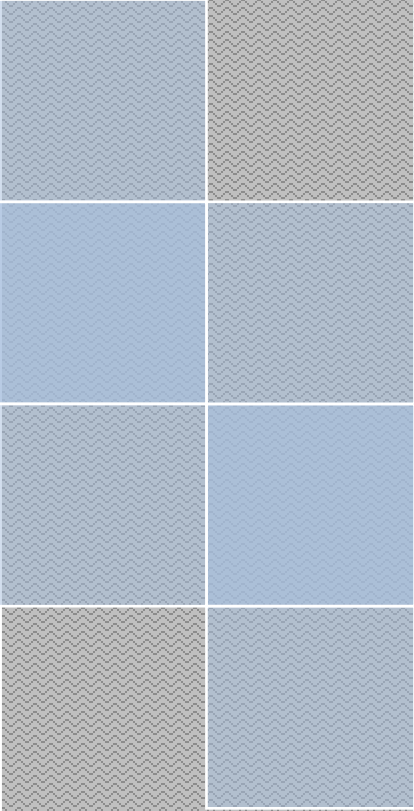
Communications from Mayor Continued:

- 10.4. **Announcement:** September 3, 2015, Supervisors Session – last chance to update your voter information prior to the Municipal Election Filing Period P. 71
- 10.5. **Announcement:** 6th Annual Ward Softball Game [Wards 1, 5, and 6 VS. Wards 2, 3, and 4] P. 73
- 11. Presentations of Petitions and Council Correspondence
- 12. Nominations, Appointments, Resignations, and Elections
- 13. Reports of Committees:
 - 13.1. Community Development P. 75
 - 13.2. Finance Committee P. 99
 - 13.3. Joint Building Committee P. 103
 - 13.4. Public Safety Committee P. 105
 - 13.5. Public Works Committee P. 109
- 14. Old Business
- 15. Consent Calendar
- 16. New Business
 - 16.1. **AB 22** Approval of New Second Hand Dealer Business – Lilac City Trading [199 Wakefield Street] – **Motion to Approve** P. 115
 - 16.2. **AB 23** Veterans Tax Credit – Effective Date Confirmation – **See Agenda Bill** P. 121
 - 16.3. **AB 12** Resolution Authorizing Supplemental Appropriation to the FY 2016 Public Buildings Capital Improvement Project (CIP) Fund for the So-Called Annex Project and Borrowing Authority Pursuant to RSA 33:9 **Resolution 8** **Second Reading and Adoption** P. 9

New Business Items Continued on Next Page:



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New Business Items Continued:

- 16.4. **AB 13** Resolution for Supplemental Appropriation to the Conservation Fund for Fiscal Year 2014-2015 Pursuant to the Provisions of Section 11.21 (c) of the General Ordinances of the City of Rochester – Resolution 11 **First Reading, Second Reading, and Adoption** P. 123
- 16.5. **AB 15** Resolution Authorizing Supplemental Appropriation to the FY 2016 Public Buildings Capital Improvement Project (CIP) Fund for City Hall Wall Repair Resolution 12 – **First Reading, Second Reading, and Adoption** P. 129
- 16.6. **AB 18** Resolution Authorizing Supplemental Appropriation to the City of Rochester Police Department Operating Budget Resolution 16 - **First Reading, Second Reading, and Adoption** P. 135
- 16.7. **AB 21** Resolution Authorizing Sale of Certain Lots at the Granite State Business Park – **Motion to Affirm Previous City Council Action** P. 141
- 16.8. **AB 16** Water Treatment Plant Upgrade Resolutions:
 - 16.8.1. Resolution De-Authorizing Appropriation from the City of Rochester Water Retained Earnings Balance for the Water Treatment Plant Upgrade Project – Resolution 13 **First Reading, Second Reading, and Adoption** P. 13
 - 16.8.2. Resolution Authorizing Supplemental Appropriation for the Water Treatment Plant Upgrade Project and Borrowing Authority Pursuant to RSA 33:9 – Resolution 14 **Second Reading and Adoption** P. 15
- 17. Non-Meeting/Non-Public Sessions:
 - 17.1. Non-Meeting, Consultation with Legal Counsel, RSA 91-A:2 I (b)
 - 17.2. Non-Public Session, Land, RSA 91-A:3 II (d)
- 18. Other
- 19. Adjournment

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**RESOLUTION AUTHORIZING SUPPLEMENTAL APPROPRIATION TO THE FY
2016 PUBLIC BUILDINGS CAPITAL IMPROVEMENT PROJECT (CIP) FUND
FOR THE SO-CALLED ANNEX PROJECT AND BORROWING AUTHORITY
PURSUANT TO RSA 33:9**

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

That the sum of Three Million Seven Hundred Thirty Four Thousand Dollars (\$3,734,000.00) be, and hereby is, appropriated as a supplemental appropriation to the FY 2016 Public Buildings Capital Improvement Project (CIP) fund for the purpose of providing funds necessary to pay costs and/or expenditures with respect to reconstruction and rehabilitation of the City Hall Annex, the so-called Annex Project.

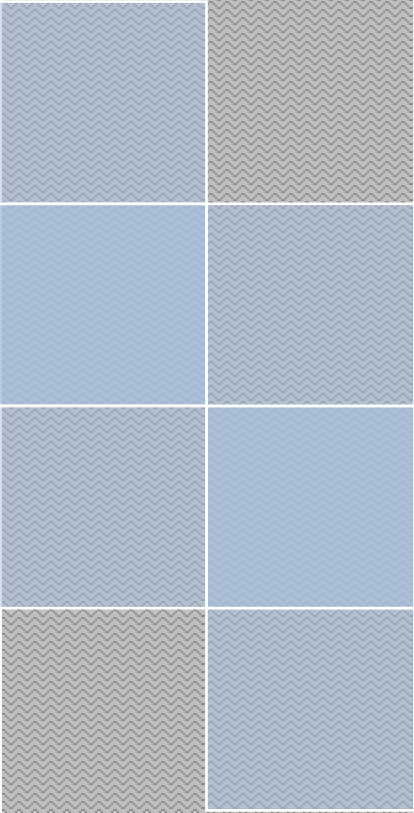
Further, that the Mayor and City Council of the City of Rochester hereby resolve that, in accordance with the provisions of RSA 33:9, the City Treasurer, with the approval of the City Manager, be, and hereby are authorized to borrow the sum of Three Million Seven Hundred Thirty Four Thousand Dollars (\$3,734,000.00), through the issuance of bonds and/or notes, and/or through other legal form(s), for the purposes of funding the expenditures incident to the implementation of the Project outlined, and referred to, in the preceding paragraph, such borrowing to be on such terms and conditions as the said Treasurer and City Manager may deem to be in the best interest of the City of Rochester. Such borrowing is authorized subject to compliance with the provisions of RSA 33:9 and Section 45 of the Rochester City Charter to the extent required, necessary and/or appropriate

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

CC FY16 RESOLUTION 8 07-07 AB 12



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City of Rochester Formal Council Meeting

AGENDA BILL

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

AGENDA SUBJECT **City Hall Annex Reconstruction & Rehabilitation**

COUNCIL ACTION ITEM
INFORMATION ONLY

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

RESOLUTION REQUIRED? YES NO

FUNDING RESOLUTION FORM? YES NO

AGENDA DATE	July 7, 2015		
DEPT. HEAD SIGNATURE			
DATE SUBMITTED	June 30, 2015		
ATTACHMENTS	YES <input type="checkbox"/>	NO <input type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED

COMMITTEE SIGN-OFF

COMMITTEE	Council Committee of the Whole
CHAIR PERSON	Mayor Jean

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	Blaine Cox, signature on file
CITY MANAGER	Dan Fitzpatrick, signature on file

FINANCE & BUDGET INFORMATION

DIRECTOR OF FINANCE APPROVAL	Roland Connors, signature on file
SOURCE OF FUNDS	Bonded Project
ACCOUNT NUMBER	
AMOUNT	\$734,000
APPROPRIATION REQUIRED	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>

LEGAL AUTHORITY

Empty box for legal authority.

SUMMARY STATEMENT

The City Council appropriated \$3M in FY2015 for the Annex Project. The Council Committee of the Whole during the FY2016 Budget Development process received a Final Report from Oakpoint Architects on June 16, 2015 on the City Hall Annex Project. This report indicated, after making some Council requested changes to the conceptual design, estimated a total project cost of \$3,734,000.

RECOMMENDED ACTION

Consider the option to increase the current bond appropriation of \$3,000,000 by an additional \$734,000.

**RESOLUTION DEAUTHORIZING APPROPRIATION FROM THE CITY OF
ROCHESTER WATER FUND RETAINED EARNINGS BALANCE FOR THE WATER
TREATMENT PLANT UPGRADE PROJECT**

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

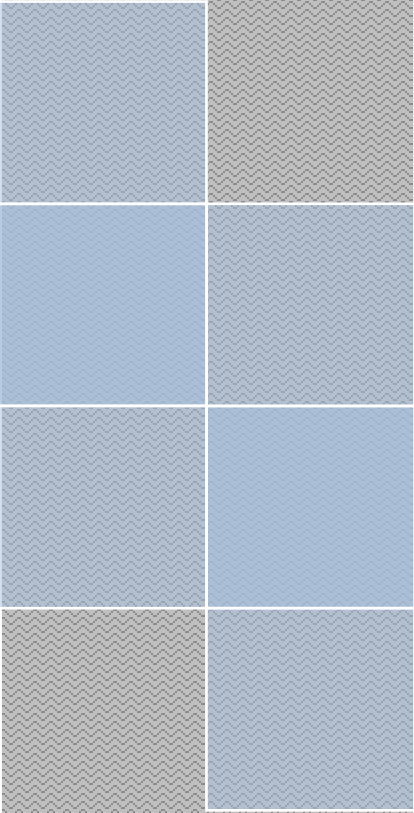
That the sum of Two Hundred Thousand Dollars (\$200,000.00) of the previous supplemental appropriation of funds from the City of Rochester Water Fund Retained Earnings Balance for the Water Treatment Plant Upgrade Project is hereby deauthorized.

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

CC FY16 RESOLUTION 13 08-04 AB 16



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**RESOLUTION AUTHORIZING SUPPLEMENTAL APPROPRIATION
FOR THE WATER TREATMENT PLANT UPGRADE PROJECT AND BORROWING
AUTHORITY PURSUANT TO RSA 33:9**

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

That the sum of Two Hundred Thousand Dollars (\$200,000.00) be, and hereby is, appropriated as a supplemental appropriation to the Capital Improvement Project (CIP) fund of the City of Rochester Department of Public Works, Water Works for the purpose of providing funds necessary to pay costs and/or expenditures with respect to the so-called Water Treatment Plant (WTP) Upgrade Project.

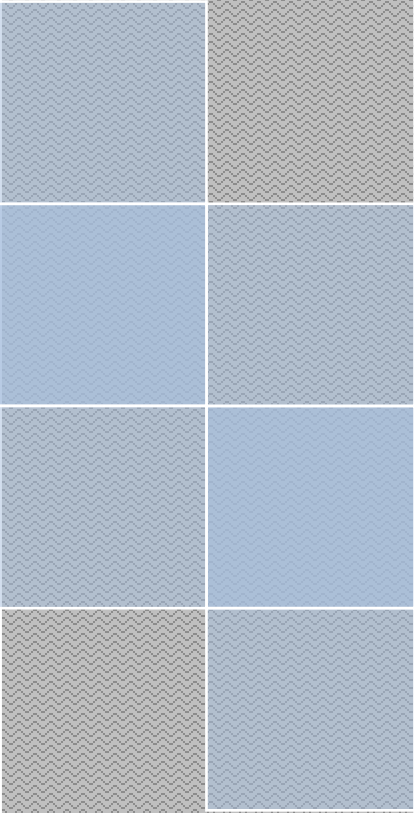
Further, that the Mayor and City Council of the City of Rochester hereby resolve that, in accordance with the provisions of RSA 33:9, the City Treasurer, with the approval of the City Manager, be, and hereby are authorized to borrow the sum of Two Hundred Thousand Dollars (\$200,000.00), from New Hampshire Department of Environmental Services Drinking Water State Revolving Fund (DWSRF), through the issuance of bonds and/or notes, and/or through other legal form(s), for the purposes of funding the expenditures incident to the implementation of the Project outlined, and referred to, in the preceding paragraph, such borrowing to be on such terms and conditions as the said Treasurer and City Manager may deem to be in the best interest of the City of Rochester. Such borrowing is authorized subject to compliance with the provisions of RSA 33:9 and Section 45 of the Rochester City Charter to the extent required, necessary and/or appropriate

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

CC FY16 RESOLUTION 14 08-04 AB 16



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City of Rochester Formal Council Meeting

AGENDA BILL

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

AGENDA SUBJECT Water Treatment Plant Upgrade Project-Change of Funding Source
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COUNCIL ACTION ITEM <input checked="" type="checkbox"/> INFORMATION ONLY <input type="checkbox"/>
--

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

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

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

AGENDA DATE	August 4, 2015	
DEPT. HEAD SIGNATURE	John B. Storer, PE Director City Services Original signature at City Clerk Office	
DATE SUBMITTED	July 28, 2015	
ATTACHMENTS YES <input type="checkbox"/> NO <input type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	

COMMITTEE SIGN-OFF

COMMITTEE	
CHAIR PERSON	

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	Signature on file
CITY MANAGER	Signature on file

FINANCE & BUDGET INFORMATION

FINANCE OFFICE APPROVAL	Signature on file
SOURCE OF FUNDS	Borrowing
ACCOUNT NUMBER	55016010-772000-14527
AMOUNT	200,000.00
APPROPRIATION REQUIRED YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	

LEGAL AUTHORITY

City Council

SUMMARY STATEMENT

Due to the additional work required as part of the Water Treatment Plant Upgrade Project on July 7, 2015 the City Council appropriated \$200,000 and sited a funding source as Water Fund retained earnings. The State of NH DES has subsequently given verbal approval for State Revolving Funds loan. With this agenda bill we are requesting the funding source be changed to borrowing to accommodate either an SRF Loan or if denied at the Governor and Council level, the project funding source will be bonding.

RECOMMENDED ACTION

City Council resolution to change funding source from retained earnings to borrowing \$200,000

AGENDA BILL - FUNDING RESOLUTION

EXHIBIT

Project Name: Water Treatment Plant Upgrades Project - De-authorization (Funding source from Retained Earnings)

Date: 07/28/2015

Fiscal Year: FY2016

Fund (select):

GF Water Sewer Arena CIP Water CIP x Sewer CIP Arena CIP Special Revenue

Fund Type: Lapsing Non-Lapsing

Deauthorization

Table with 7 columns: Org #, Object #, Project #, Fed Amount \$, State Amount \$, Local Amount \$. Row 1: 55016010, 772000, 14527, -, -, 200,000.00

Appropriation

Table with 7 columns: Org #, Object #, Project #, Fed Amount \$, State Amount \$, Local Amount \$. All rows show dashes.

Revenue

Table with 7 columns: Org #, Object #, Project #, Fed Amount \$, State Amount \$, Local Amount \$. All rows show dashes.

DUNS # CFDA #

Grant # Grant Period: From To

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

Reimbursement Request will be reduced Funds will be returned

AGENDA BILL - FUNDING RESOLUTION

EXHIBIT

Project Name: Water Treatment Plant Upgrades Project - Supplemental Appropriation (Funding source from Borrowing)

Date: 07/28/2015

Fiscal Year: FY2016

Fund (select):

GF [] Water [] Sewer [] Arena []
CIP [] Water CIP [x] Sewer CIP [] Arena CIP []
Special Revenue []

Fund Type: Lapsing [] Non-Lapsing []

Deauthorization

Table with 7 columns: Org #, Object #, Project #, Fed Amount \$, State Amount \$, Local Amount \$, and a blank column. Rows 1-4 show zero values.

Appropriation

Table with 7 columns: Org #, Object #, Project #, Fed Amount \$, State Amount \$, Local Amount \$, and a blank column. Row 1 shows values: 55016010, 772000, 14527, 0, 0, 200,000.00.

Revenue

Table with 7 columns: Org #, Object #, Project #, Fed Amount \$, State Amount \$, Local Amount \$, and a blank column. Rows 1-4 show zero values.

DUNS # []

CFDA # []

Grant # []

Grant Period: From [] To []

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

Reimbursement Request will be reduced []

Funds will be returned []



City of Rochester, New Hampshire

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

CITY MANAGER'S REPORT **August 4, 2015**

The Employee of the Month is: Jim Quinn, DPW Water Division P. 23

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

- June 29, 2015 P. 25
- July 6, 2015 P. 29
- July 13, 2015 P. 32
- July 20, 2015 P. 35

Contracts and documents executed since last month:

- Catherine Street/ Sheridan Street – Change order 1 P. 39
- CDBG Cap Agreement P.40
- CDBG Contracts P. 41
- CDBG – City funded and Non-profits Contracts for the following: P. 42
 - CDBG Grant – Sub recipients
 - Cornerstone VNA
- CDBG Environmental Reviews for the following: P. 48
 - Accessibility Improvement Microgrants
 - Community Action Partnership – Weatherization Assist. Program
 - Rochester Child Care Center
 - Community Action Partnership – Strafford County Head Start
 - Rochester Library accessible doors project
- CDBG Green Infrastructure Grant Amendment P. 52
- Community Center lease renewals for the following: P. 43
 - Community Action Partnership - Workplace Success
 - School Administration office
 - Bud Carlson Alternative School – space #1
 - Bud Carlson Alternative School – space #2
 - Bud Carlson Alternative School – space #3
 - Hope School
 - Conference Room
 - Maintenance
 - Title 1 – Homeless Liaison
- Deputy Warden appointment – Wilder, T P. 46
- EMPG (Emergency Management Performance Grant) – Fire Dept. tablets project P. 47
- GSBP (Granite State Business Park) – Purchase & Sales Agreement P. 53
- Hall, J termination of representation letter P. 54
- Harriman Architects – revised structural review proposal P. 55
- Narcan Agreement P. 56

- Receipt, Release, Discharge – Tax Map 118, Lot 8 and 10 P. 57
- Route 125 pump station – Brown & Caldwell amendment 1 P. 59
- Route 125 pump station – Scherbon Consolidated Substantial Completion P. 58
- US Geological Survey Contract P. 60

The following document(s) is also included for your information:

- EPA environmental regulation memo – from Manager Pollard P. 61

The following Computer Lease/Purchase and Tuition Reimbursement requests have been approved:

- Computer Lease/Purchase – Dunton, R – Fire Dept.

The following standard reports have been enclosed:

- City Council Request & Inquiry Report P. 63
- Permission & Permits Issued P. 64
- Personnel Action Report Summary P. 65

Employee of The Month Nomination

James (Jim) Quinn
Department of Public Works

We are writing to nominate Jim Quinn for Employee of the Month for the City of Rochester. Jim is the Meter Reader for our Water/Sewer Billing Office and his performance far exceeds the job requirements for the position.

Jim's commitment to the Water/Sewer Billing Office is greatly shown in the attached maps, which he created in his spare time, detailing a changed route proposal to improve the efficiency of the flow of reading meters in the City. He put forth hours of his time to create these maps and route changes, teaching himself the GIS system with the sole purpose of improvement.

Many in his position put their focus on moving out of the entry level position, and although Jim is striving to advance with his degree in Environmental Sciences, he focuses his time at work on making his position more efficient to the City of Rochester as well as the public. While Jim is reading, he continuously tries to complete immediate repairs to reading systems that are not functioning. This maintains accurate billing for the customers in our City and saves time as technicians used to be scheduled at a later date to repair these issues he is approaching head on.

When Jim is in communication with the public, he makes sure he is fully knowledgeable about the issue he is discussing and maintains a complete professional and confident attitude. He puts forth his best effort to ensure the customer feels at ease and has a complete understanding of the issues and procedures that could occur. Examples are: explaining what is needed to install meters, and helping customers find leaks.

Jim is the only Meter Reader who has become fully trained to cover the Meter Technician when he is out, which creates absolutely zero rescheduling. Since Jim has taken on the role of Meter Reader, he has brought with him an inspiring and happy atmosphere. This Utility Billing office has never functioned better. He is the glue that holds this department together.

Thanks for your consideration,

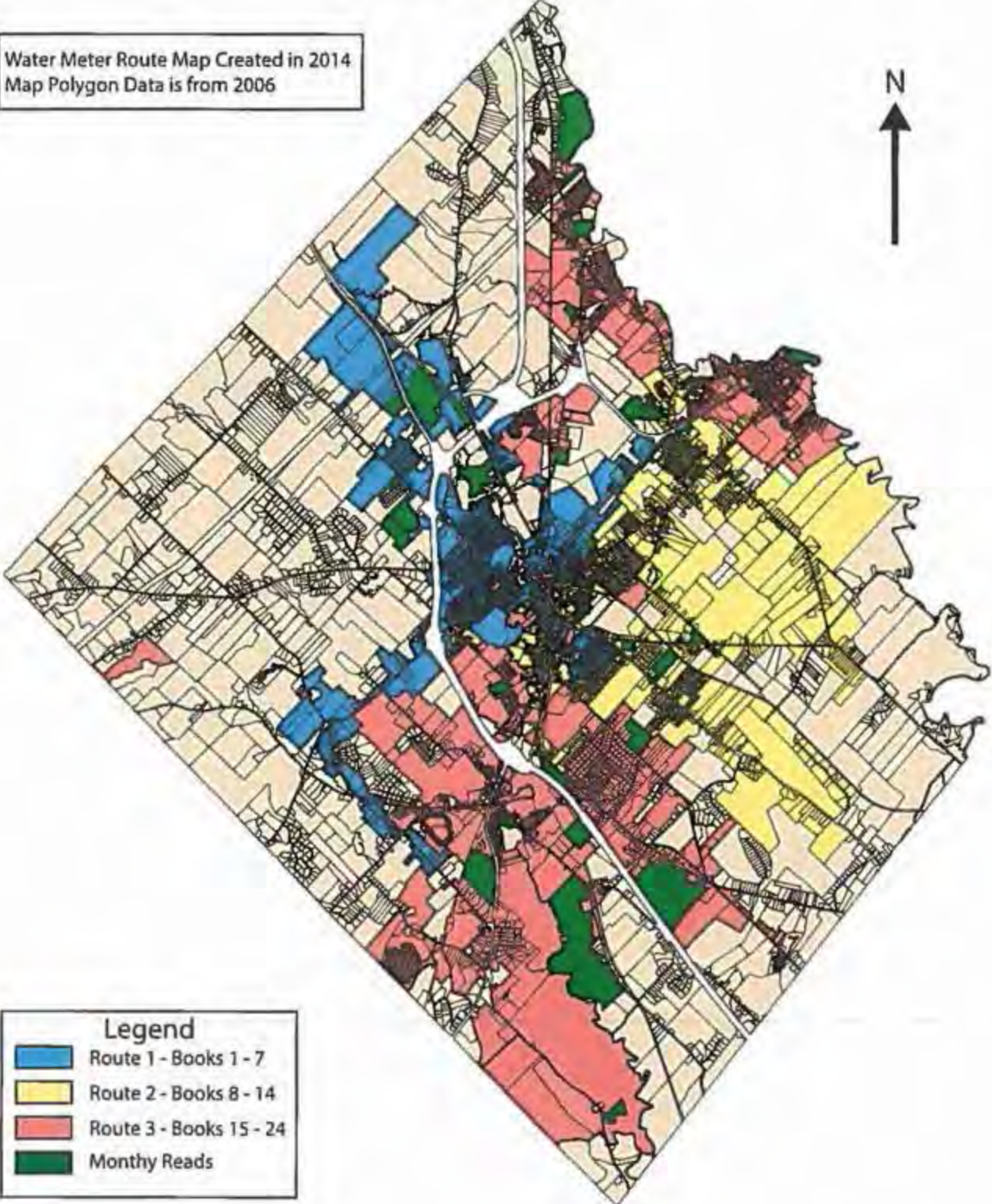
The Utility Billing Office Staff

Scott
Karen Berneau





J.P. Hart

Water Meter Route Map City of Rochester

Water Meter Route Map Created in 2014
Map Polygon Data is from 2006



Legend

-  Route 1 - Books 1 - 7
-  Route 2 - Books 8 - 14
-  Route 3 - Books 15 - 24
-  Monthly Reads



7/30/15

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

MANAGEMENT TEAM MEETING

June 29, 2015

9:00 A.M.

PRESENT:

Daniel Fitzpatrick, City Manager	Jim Campbell, Director of Planning
Blaine Cox, Deputy City Manager	Brian Sylvester, Library Director
Karen Pollard, Economic Development Mgr.	Norm Sanborn, Fire Chief
Michael Allen, Chief - Police	Jim Grant, Director BZLS
Terence O'Rourke, City Attorney	Chris Bowlen, Director of Recreation
Samantha Rodgerson, Executive Assistant	John Storer, Director of City Services

MINUTES

City Manager Fitzpatrick called the Management Team meeting to order at 9:01 A.M.

1. Management Team Minutes – June 22, 2015

Minutes were approved by general consensus.

2. City Council Inquiry Report

Director Storer mentioned that items 2 & 3 would be addressed at the next committee meeting. Item number 4 was discussed, there is still some staff review needed.

3. City Calendar for Week

Reviewed the upcoming meetings and topics for the week.

4. Right to Know Requests

There were no new requests, no discussion.

5. PPM Review – E-mail Management and Retention Policy

Attorney O'Rourke handed out the RSA (Revised Statutes Annotated) that pertains to this policy and reviewed it with staff. Staff consensus was that automatic deletion occur after 6-months. There was some further discussion, the policy will next be sent to the Department Head meeting for review.

6. Other

CGI Community Videos

- Ms. Rodgerson reminded staff to review the community videos and get her any changes so that she can go over them with CGI, as they will need any changes by the end of the day.

- Discussed “community standards” and that the City might not have the same upkeep or standards that a property owner might have for themselves. Our standards are based on a community census of what is acceptable.

Director Campbell

- Advised that staff will be scheduling a meeting to discuss Heritage Street and street acceptance.
- Provided an update on applications received and projects going to the Planning Board.

Director Grant

- Advised that a lot of complaints have been filed as of late and that staff was looking into.

Attorney O'Rourke

- Updated the team on legislative issues.
 - Advised that the utility pole assessment died in the Senate.
 - Opined that the photos of voters for those signing an affidavit is not needed, as the Secretary of State has not funded the purchase of cameras.
- Asked that staff notify him if they have other examples of transitory emails that can be added to the email retention policy.

Executive Assistant Rodgerson

- Advised staff that all departments should be doing their own updating on the website and that if they are not, they should seek out training.

Chief Sanborn

- Advised that they have hired a new Deputy Chief, Tim Wilder. He will start on July 20th.
- Advised that Emergency Management approved the tablet grant. They will bring it to Council for acceptance.

Chief Allen

- Advised that the Phantom Gourmet was very well attended and that there were no issues or traffic concerns.
- Advised that there was an untimely death of a 59 year-old female, deemed not suspicious.
- Advised that there was a DWI arrest of a School Board member over the weekend.
- Advised that there were several heroin overdoses over the past week, 4 of which occurred on Wednesday.
- Advised that they have hired a new dispatcher, who will start on July 16th. Two more positions need to be filled.

- Advised that the Hands Free Law goes into effect on Wednesday, July 1ST 7/30/15. There was some discussion about the Cell Phone Policy and to bring it to the meeting on Monday to review.
- Advised that a complete survey of the department was done. Advised that the last one was done 2 years ago. He will forward the specifics to department heads. Surveys were done anonymously online, through survey monkey, Facebook, etc. Some of the changes to ratings are as follows:
 - Satisfaction improvement:
 - 2013 – 3.93% average performance
 - 2015 – 4.32% average performance
 - Image improvement:
 - 2013 – 3.93% average
 - 2015 – 4.19% average

Manager Pollard

- Advised that she would be attending the ICSC Conference in Boston. She will be focusing on strategizing to take advantage of opportunities.

Director Bowlen

- Advised that they held comprehensive training last week for the Summer camp staff.
- They have worked to develop a comprehensive incident protocol.
- Discussed that the annual pool opening should be discussed prior with a committee to make sure that there is oversight in the decision.

Deputy City Manager Cox

- Advised tomorrow is the year-end for budget. All cash receipt batches need to be completed.
- Advised that the Government Channel is ready to broadcast committee meetings. Will need direction from Council as to what committees they wish broadcast.
- Advised that the UAB is still in search of one member.
- Advised that they are looking at the East Rochester School bonding.
- Advised that the property tax revenues have started coming in.
- Advised that the legislature approved an increase in the auto registration fee from \$1 to \$2.

Director of City Services Storer

- Advised that he is still settling in to the department.
- Advised that there had been a concern on Lowell Street with a sinkhole that is forming around a culvert. They are addressing it as an emergency situation.
- Advised that the highway department and buildings & grounds worked with Economic Development on the GSBP (Granite State Business Park) signage and the foundation.

Director Sylvester

- Advised that there have been some issues with the newspaper and that The Rochester Times may be going to a subscription only paper. They would need to have 3 subscriptions to be able to archive it as required.
- Advised that in 3 weeks, overdue fines are doubling.

The Management Team meeting adjourned at 10:10 AM.

Respectfully submitted,

Samantha Rodgerson
Executive Assistant



7/30/15

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

MANAGEMENT TEAM MEETING

July 6, 2015

9:00 A.M.

PRESENT:

Daniel Fitzpatrick, City Manager	Michelle Mears, Planning
Blaine Cox, Deputy City Manager	Brian Sylvester, Library Director
Karen Pollard, Economic Development Mgr.	Norm Sanborn, Fire Chief
Scott Dumas, Deputy Chief	Jim Grant, Director BZLS
Jenn Mutolo, Paralegal	Chris Bowlen, Director of Recreation
Samantha Rodgeron, Executive Assistant	John Storer, Director of City Services

MINUTES

City Manager Fitzpatrick called the Management Team meeting to order at 9:03 A.M.

1. Management Team Minutes – June 29, 2015

Minutes were approved by general consensus.

2. City Council Inquiry Report

Director Storer mentioned that items 2 & 3 would be addressed at the next committee meeting. Item number 4 was discussed, there is still some staff review needed.

3. City Calendar for Week

Reviewed upcoming meetings and topics for the week.

4. Right to Know Requests

There were no new requests, no discussion.

5. Fireworks Discussion

City Manager Fitzpatrick brought up an email he received by a resident. He asked staff if this is something we feel we should look into. Staff felt that it was not necessary at this time. If residents really want the City to provide, then they should reach out to their Councilors.

6. Community Solar Garden – energy rates

City Manager Fitzpatrick mentioned an email he received about energy rates generated from an approved Community Solar Garden going in on Walnut Street. Director Storer will have his staff look into this some more as to whether it might be a viable option for any electric rate savings.

7. PPM Review – Use of Wireless Communications Devices

- One change was made, will be sent to the next Department Head meeting for review. 7/30/15
- City Manager Fitzpatrick asked for a status on the handheld devices PPM that would add in text about a mandatory use of passwords on and the list being maintained with the City.

8. Other

City Manager Fitzpatrick

- Discussed a newspaper article on the importance of high-speed internet and the effect it has on prices as it pertains to home sales. There was some further discussion as to how it also relates to businesses and economic development.

Director Storer

- Advised that he had received a request from a church organization in regards to volunteer clean-up and wasn't sure if there was a past practice or policy as to allowing/disallowing this type of volunteer assistance. There was some discussion, but it seemed that past practice had been to allow persons 18 and over to do this and that DPW will provide trash bags and make sure that they will be picked up if left in a specific location.
- Discussed a meeting he had with the owner of the Dynasty in regards to the right of way owned by the City. He asked for suggestions as to what might be able to be done, as routine maintenance of the area is not an option.

Planner Mears

- Ms. Mears informed the team that Seth Creighton and his wife welcomed a baby boy last week and that he would be out this week.
- Advised that Jim Campbell is on vacation this week.
- Ms. Mears updated the team on the projects to be discussed at the Planning Board meeting next week; such as Highfields Common Phase III.

Director Sylvester

- Advised that the reading program was off to a good start. This year's registered readers are at 379, up from last year's 339.
- Advised that the security gates should be installed tomorrow.

Director Grant

- Advised that the ZBA meets on Wednesday and will discuss a request for a variance for a halfway house.
- Advised that he has a meeting on Tuesday to discuss an illegal boarding house.

Deputy City Manager Cox

- Advised that the department is working on closing out year end accounts.

- 7/30/15
- Advised that the Finance Committee will work on the CIP and deauthorizing appropriations next week.
 - Advised that property tax revenues have been coming in steadily and that they deposited \$4million on Thursday.

Director Bowlen

- Advised that the first week of summer programs went well.
- Advised that they are providing services to the kids living in the housing authority properties.

Chief Sanborn

- Advised that the weekend holiday was relatively quiet and uneventful.
- Advised that they provided mutual aid to Somersworth for a 3-unit structure fire.

Manager Pollard

- Advised that she would be asking the City Council to approve a Purchase & Sales Agreement for the last 2 lots in the GSBP (Granite State Business Park). She further noted that this is the last city-owned industrial land.
- Advised that she will be presenting at the International Council of Shopping Centers conference next week.

Deputy Chief Dumas

- Advised that it was relatively quiet over the weekend.
- Advised that there was an overdose on Brock Street, the victim was revived with Narcan.
- Advised that they made a heroin arrest during a routine traffic stop.
- Advised that there was a false report of a hostage situation this morning.

Paralegal Mutolo

- Advised that the new prosecutor started today and that the legal department is once again fully staffed.

The Management Team meeting adjourned at 9:50 AM.

Respectfully submitted,

Samantha Rodgerson
Executive Assistant



7/30/15

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

MANAGEMENT TEAM MEETING

July 13, 2015

9:00 A.M.

PRESENT:

Daniel Fitzpatrick, City Manager
Blaine Cox, Deputy City Manager
Mark Dupuis, Assistant Fire Chief
Jim Grant, Director BZLS
John Storer, Director of City Services
Terence O'Rourke, City Attorney
Seth Creighton, Chief Planner
Samantha Rodgerson, Executive Assistant

Brian Sylvester, Library Director
Chris Bowlen, Director of Recreation
Andrea Mitrushi, City Prosecutor

ABSENT:

Karen Pollard, Economic Develop. Mgr
Michael Allen, Police Chief

MINUTES

City Manager Fitzpatrick called the Management Team meeting to order at 9:07 A.M.

1. Management Team Minutes – July 6, 2015

Minutes were approved by general consensus.

2. City Council Inquiry Report

Director Storer mentioned that items 2 & 4 would be addressed at the next Public Works committee meeting. Item number 3 was discussed; a permit was pulled and the retaining wall will be moved to the property line.

3. City Calendar for Week

Reviewed upcoming meetings and topics for the week.

4. Right to Know Requests

Attorney O'Rourke advised that there were 2 requests received last week. One request had been answered, the other request was received late Friday and staff will respond today.

5. NHMA on-demand training opportunity

City Manager Fitzpatrick brought up a letter received as an FYI. The City is entitled to one free training opportunity that staff may participate in.

6. EOM parking spot – handicap accessibility

Ms. Rodgerson mentioned a customer complaint she received via the Police Department. It appears as though there is no handicap space close to the Police Department and asked if it was possible to relocate the Employee of the Month space to

an alternate location. Staff felt as though the request could be accommodated and 7/30/15 Director Storer would take care of it.

7. Art Esprit project – stainless steel boxes inventory

Director Storer advised that he had sent out a list to Renda Cate at Art Esprit and would follow-up with her.

8. Tree Removal Policy

Director Storer discussed a Tree Removal Policy that was drafted by Jennifer Hale. There was some brief staff discussion and it was determined that this policy should be sent to staff for review and comments and then to the Public Works Committee for discussion.

9. Safe Zone

City Manager Fitzpatrick mentioned a suggestion brought forward by Councilor Bogan in regards to having a dedicated “safe zone” to conduct Craigslist transactions or child custody exchanges. It was suggested to discuss at the next Management Team meeting as there was no Police presence at this meeting.

10. Other

Executive Assistant Rodgeron

- Discussed a potential mural art project that could beautify the concrete steps and ramp at the Police Department. Staff discussion advised to send it to the Arts & Culture Commission to look into and see if there is interest and support.

Director Sylvester

- Advised that the Joint Loss Management/Workplace Safety Committee will meet Wednesday to go over the items found at the Public Works facility.
- Advised that he will call a meeting with the Trustees to discuss a security tag concern with the DVD's.

Director Storer

- Asked for some background on the encroachment issue on Old Dover Road and proceeding with property line assessment.
- Advised that he is hoping to get the pavement bids out this week.

Deputy City Manager Cox

- Advised that there is a Finance Committee meeting this week. They will be discussing the following:
 - 27 Hancock Street property purchase request
 - Water & sewer rate proposals
 - Legal Assistant positions
- Advised that Ken Weston of Oakpoint Architects would be at the Public Works Committee on Thursday to discuss the annex.

- Introduced the new City Prosecutor, Andrea Mitrushi.
- Advised that he has been assisting the Tax Collector with the tax deed process.

Director Bowlen

- Advised that they are already looking towards Fall programs.
- Advised that the Concerts at the Common have started.

Chief Planner Creighton

- Advised that there is a Planning Board meeting tonight. They will be discussing the fence issue at Staples and the proposal at Highfield Commons to build 48 more townhome units.
- Advised that the Planning Department would be attending the Finance Committee to discuss a purchase request of City property.
- Discussed the Hope Farm and advised will be sending out notice of an Open House.
- Discussed the Ten Rod Road Farm award and advised he will keep the City apprised of status.

Assistant Chief Dupuis

- Advised that Fire Chief Sanborn is on vacation this week.
- Advised that Engine 3 out of Gonic is back in service and that there was no cost to the City for the work done on it.
- Advised that the grant for tablets was approved and that George Murray from MIS will be working on getting them up and going.
- Advised that they will be issuing a notice to vacate for the 2nd floor of 10 North Main Street due to imminent danger concerns.

Director Grant

- Advised that the Zoning Board disapproved a variance for a boarding house last Wednesday.
- Advised that he would be attending an Emergency Preparedness meeting for Homeland Security.
- Advised that the department would be having additional Viewpoint training this week.

The Management Team meeting adjourned at 10:01 AM.

Respectfully submitted,

Samantha Rodgerson
Executive Assistant



7/30/15

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

MANAGEMENT TEAM MEETING

July 20, 2015

9:00 A.M.

PRESENT:

Daniel Fitzpatrick, City Manager
Blaine Cox, Deputy City Manager
Michael Allen, Police Chief
Jim Grant, Director BZLS
John Storer, Director of City Services
Jenn Mutolo, Paralegal
Seth Creighton, Chief Planner
Samantha Rodgers, Executive Assistant

Brian Sylvester, Library Director
Lauren Colanto, Asst. Dir. of Recreation
Karen Pollard, Economic Develop. Mgr

EXCUSED:

Norm Sanborn, Fire Chief

MINUTES

City Manager Fitzpatrick called the Management Team meeting to order at 9:02 A.M.

1. Management Team Minutes – July 13, 2015

Minutes were approved by general consensus.

2. City Council Inquiry Report

Director Storer mentioned that items 2 & 4 would be addressed at the next Public Works committee meeting. Item number 3 was discussed; a permit was pulled and the retaining wall will be moved to the property line.

3. City Calendar for Week

Reviewed upcoming meetings and topics for the week.

4. Right to Know Requests

There were no new requests received.

5. Discuss eviction notice process

There was no discussion.

6. Safe Zone

After some brief discussion, it was determined that people are already utilizing the parking lot for merchandise or child custody exchanges and that officially designating parking spots is not necessary.

7. Communication – street closures, events, etc.

Ms. Rodgerson reminded departments to notify Celeste when events are scheduled on the City or of road closures, projects, etc so that she can make sure residents are aware by posting on the government channel. She also reminded staff that they should be posting these notices online as well. Reminded departments to seek training for the website if they do not know how to post notices online.

8. Viewpoint Test Project

Deputy City Manager Cox brought up an email that Mark Sullivan had sent in regards to viewpoint software testing, etc. and that staff has not been responsive. Director Grant advised that they have discussed and set some time for staff discussion.

9. CGI Videos – free GoCast video app

Ms. Rodgerson advised that the community videos were now on the City's website. Ms. Rodgerson explained that while discussing a press release, etc. with CGI, she was informed about a free streaming video app that staff could use to post videos directly to a video player to be placed on the City's webpage. Ms. Rodgerson will contact CGI to have this done at no cost to the City.

10. Health Board membership

City Manager Fitzpatrick advised that he will need to appoint new members to the Health Board and asked for suggestions.

11. Other

City Manager Fitzpatrick

- Inquired about the streetlight inventory. Director Storer stated he would get someone out to do inventory.

Director Sylvester

- Advised that fines would be doubling today.
- Advised that the summer reading program was doing great and has 435 families signed up with 3 weeks to go.
- Advised that they are working with the vendor on a fix for the DVD security tagging concern.

Chief Allen

- Advised that there were 3 overdoses on Friday.
- Advised that he would be on vacation next week.

Deputy City Manager Cox

- Advised that they are conducting an internal functional assessment as they will be looking for an additional staff accountant for the department.
- Advised that the Adopted Budget Book should be out in the next couple of days.
- Advised that the Assessing Board will meet on Wednesday and that it should be the last of the appeals.

- Advised that they are working on the Hanson Pines Pavillion preparation.
- Advised that a needle was found at one of the summer camp locations and that staff acted appropriately and the police were very responsive.
- Advised that they have had no new issues with glass in the kiddie pool area.

Manager Pollard

- Advised that a movie theater would be opening back up at the Lilac Mall. They will show classic movies, etc.
- Advised that another tenant will be leaving the Lilac Mall, so her department will be working with the mall manager to attract new tenants.
- Advised that the business plan competition date has been set for the fall.
- Advised that she has a conference call scheduled with Buxton to go over retail matches.
- Advised that the hotel feasibility study data should be coming out later next week.

Chief Planner Creighton

- Advised that staff met with Waterstone last week and had a good meeting.
- Advised that staff has some meeting scheduled this week with various developers.
- Advised that the Conservation Commission meets on Wednesday.
- Advised that Planner Mears is on vacation this week.

Director Storer

- Advised that his office manager tallied the active projects unexpended funds were nearly \$50million.
- Advised that they had a follow-up meeting with the Safety Committee and Primex. He advised he would be working on getting estimates.
- Advised that tomorrow he would be meeting with Seacoast Public Works Directors.
- Advised that he will be following up on our land disposal policy. He will be sending a letter to the 3 abutters and if they have any interest in purchasing. It was advised that this be discussed at the August Public Works Committee.
- Advised that he would be reviewing electricity contracts for the City and meeting with the solar garden owner to discuss the benefits.
- Advised that he would be meeting with consultants on groundwater exploration.
- Advised that he would be attending the Great Bay Coalition meeting with others from the department.

Director Grant

- Advised that he has a meeting with staff and Waterstone pertaining to signs.

- Advised that the department has received a call from an attorney regarding the boarding house denial. 7/30/15

The Management Team meeting adjourned at 10:02 AM.

Respectfully submitted,

Samantha Rodgerson
Executive Assistant



City of Rochester, New Hampshire

PUBLIC WORKS DEPARTMENT

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

CITY OF
Received
JUL 10 2015
City Manager
ROCHESTER

INTEROFFICE MEMORANDUM

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

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

DATE: July 7, 2015

SUBJECT: Catherine St./Sheridan Ave./Knight St. Area Improvements -
Change Order No. 1

CC: John Storer, PE, Director of City Services

Attached are four (4) copies of Change Order No. 1 for the Catherine Street/Sheridan Avenue/Knight Street Area Improvements project. This is a net zero increase in contract price and no increase in contract time.

Legal Review

Terence O'Rourke

Terence O'Rourke
City Attorney

7/10/15

Date

Financial Review

Blaine Cox

Blaine Cox
Deputy City Manager/Director of Finance & Administration

7/16/2015

Date

Please contact me with any questions. If approved, please have the City Manager sign all four documents and return the signed documents to me at Public Works.

Thank you.

7/30/15

Date: July 14, 2015
To: Dan Fitzpatrick
City Manager
From: Julian Long
Community Development Coordinator/Grants Manager

CITY OF
Received
JUL 15 2015
City Manager
ROCHESTER

Re: FY 2015-2016 CDBG and City-Funded Non-Profits Contracts

Please see attached the signed FY 2015-2016 Community Development Block Grant (CDBG) contract between the City of Rochester and the Community Action Partnership of Stafford County (CAP) for weatherization work and the signed FY 2015-2016 General City Funds contract between the City of Rochester and CAP. The City Council approved funding for the weatherization project at the May 5, 2015 City Council meeting and general funding to CAP at the June 9, 2015 City Council meeting.

The contracts require the signature of the City Manager and the signature of a witness. The contracts have been reviewed and approved by the Community Development Coordinator and the City Attorney.

Thank you very much. Please contact Julian with any questions or concerns.

Date: June 30, 2015
To: Dan Fitzpatrick
City Manager
From: Julian Long
Community Development Coordinator/Grants Manager

CITY OF
ROCHESTER
Received
JUN 30 2015
City Manager
ROCHESTER

Re: FY 2015-2016 CDBG Contracts

Please see attached the signed FY 2015-2016 Community Development Block Grant (CDBG) contracts between the City of Rochester and CDBG grant subrecipients. The City Council approved funding to these subrecipients at the May 5, 2015 City Council meeting.

The contracts require the signature of the City Manager and the signature of a witness. The contracts have been reviewed and approved by the Community Development Coordinator and the City Attorney.

Thank you very much. Please contact Julian with any questions or concerns.

Date: July 7, 2015
To: Dan Fitzpatrick
City Manager
From: Julian Long
Community Development Coordinator/Grants Manager

CITY OF
Received
JUL 8 2015
City Manager
ROCHESTER

Re: FY 2015-2016 CDBG and City-Funded Non-Profits Contracts

Please see attached the signed FY 2015-2016 Community Development Block Grant (CDBG) contracts between the City of Rochester and CDBG grant subrecipients and the signed FY 2015-2016 General City Funds contract between the City of Rochester and Cornerstone VNA. The City Council approved funding to the CDBG subrecipients at the May 5, 2015 City Council meeting and funding to Cornerstone VNA at the June 9, 2015 City Council meeting.

The contracts require the signature of the City Manager and the signature of a witness. The contracts have been reviewed and approved by the Community Development Coordinator and the City Attorney.

Thank you very much. Please contact Julian with any questions or concerns.



City of Rochester, New Hampshire

PUBLIC WORKS DEPARTMENT

45 Old Dover Road • Rochester, NH 03867

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

www.rochesternh.net

CITY OF
Rochester
JUL 2 2015
City Manager
ROCHESTER

INTEROFFICE MEMORANDUM

TO: Daniel Fitzpatrick, City Manager

FROM: Lisa J. Clark, DPW Office Manager

DATE: June 23, 2015

SUBJECT: Community Center Building - Lease Renewals for Rochester School Department

Enclosed please find all 8 lease agreements requiring your signature. The lease renewal are for 5 years and the rates will remain the same, described as follows:

- Administration Office 11,000 sq ft of 2nd floor space.
- Bud Carlson Alternative School-Added Space (space #2) 2,824 sq ft 2nd floor space.
- Bud Carlson Alternative School-Original Space (space #1) 2,750 sq ft 2nd floor space.
- Bud Carlson Alternative School-Added Space (space #3) 4,839 sq ft 2nd floor space.
- Hope School 3,001 sq ft 1st floor space.
- Conference Room 1,248 sq ft 1st floor space.
- Maintenance 10,600 sq ft 1st floor space.
- Title 1 - Homeless Liaison 696 sq ft 2nd floor space.

Please sign the lease and one copy where indicated. They will require witnesses and notary stamp. Forward both copies back to the DPW office for execution with tenants and distribution.

Thank you for your assistance. Should you have any questions or need additional information, please give me a call.

Community Center Leased Property - Projected 2016

Community Center Tenants	Expiration of Lease	Annual Revenue	Payment Amt	GL Code	Payment Due
Crosspoint Church	June 30, 2017	\$18,000.00	\$1,500.00	705025	Monthly on 1st
HUB Family Resource Center/Family Justice (Wed 9-3) RPD	No Lease	\$0.00	\$0.00		Monthly on 1st
Rochester Area Senior Citizens, Inc.	Indefinitely	\$1.00	\$1.00	705001	Annually on 10/1
Rochester School Dept. - Administration	June 30, 2015	\$66,000.00	\$33,000.00	705008	July 1 and Jan 1
Rochester School Dept. - Original Bud Carlson Alternative School (space #1)	June 30, 2015	\$19,250.00	\$9,625.00	705004	July 1 and Jan 1
Rochester School Dept. - Bud Carlson Alternative School (space #2)	June 30, 2015	\$19,768.00	\$9,884.00		July 1 and Jan 1
Rochester School Dept. - Bud Carlson Alternative School (space #3)	June 30, 2015	\$33,873.00	\$16,936.50		July 1 and Jan 1
Rochester School Dept. - Hope School	June 30, 2015	\$21,007.00	\$10,503.50	705013	July 1 and Jan 1
Rochester School Dept. - Conference Room	June 30, 2015	\$8,736.00	\$4,368.00		July 1 and Jan 1
Rochester School Dept. - School Maintenance	June 30, 2015	\$60,950.00	\$30,475.00	705003	July 1 and Jan 1
Rochester School Dept. - Title 1 - Homeless Liason/Family Transition	June 30, 2015	\$4,872.00	\$2,436.00	705008	July 1 and Jan 1
A Safe Place (Seacoast Task Force on Family Violence dba A Safe Place)	No Lease	\$0.00	\$0.00		Monthly on 1st
Sexual Assault Support Services (SASS)	No Lease	\$0.00	\$0.00		Monthly on 1st
SHARE Fund - Gerry's Food Pantry & the Community Clothing Shop	June 30, 2015	\$900.00	\$225.00	705001	Quarterly on 1st (3, 6, 9 & 12)
SHARE Fund - Emergency Financial Asst.	June 30, 2015	\$1.00	\$1.00	705001	Annually on 7/1/14
State of NH Health & Human Services (NHHHS)	June 30, 2015	\$270,000.00	\$22,500.00	705002	Monthly on 1st
State of NH Health & Human Services (NHHHS) (supply/storage space)	June 30, 2015	\$5,250.00	\$437.50	705002	Monthly on 1st
Strafford County Community Action Committee, Inc. (Workplace Success)	June 30, 2015	\$24,990.00	\$2,082.50	705017	Monthly on 1st
Strafford County Community Action (Head Start)	June 30, 2016	\$63,000.00	\$5,250.00	705006	Monthly on 1st
Strafford Regional Planning Commission (SRPC)	July 31, 2015	\$30,000.00	\$2,500.00	705018	Monthly on 1st
Williams Driving School	June 30, 2017	\$5,083.00	\$423.58	705019	Monthly on 1st
		\$651,681.00			

No signed lease on file and no rents being received at this point



City of Rochester, New Hampshire

PUBLIC WORKS DEPARTMENT
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(603) 332-4096 Fax (603) 335-4352
www.rochesternh.net

CITY OF
Received
JUL 2 2015
City Manager
ROCHESTER

INTEROFFICE MEMORANDUM

TO: Daniel Fitzpatrick, City Manager
FROM: Lisa J. Clark, DPW Office Manager
DATE: June 25, 2015
SUBJECT: Community Center Building - Lease Renewals

Enclosed please find lease agreement requiring your signature. The lease renewal is described as follows:

- Community Action Partnership of Strafford County-Workplace Success
2,940 sq ft of 2nd floor space. This is a 2 yr lease renewal and rate remains unchanged.

Please sign the lease and one copy where indicated. They will require witnesses and notary stamp. Forward both copies back to the DPW office for execution with tenants and distribution.

Thank you for your assistance. Should you have any questions or need additional information, please give me a call.

7/30/15



Norman Sanborn, Jr.
Chief of Department

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

Tel (603) 333-7349
Fax (603) 332-0711

July 21, 2015

CITY OF
Received
JUL 22 2015
City Manager
ROCHESTER

TO: City Manager Dan Fitzpatrick
FROM: Fire Chief Norman Sanborn, Jr. *Norm Sanborn Jr.*
SUBJECT Deputy Warden Appointment Form

The attached Deputy Warden Appointment Form is so that new employee Deputy Chief Tim Wilder will be able to give out brush permits and give out written warnings if need be.

This form needs your signature before I can mail it to the Forest Ranger for processing.

If you have any questions on this, please feel free to contact me.



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

July 8, 2015

CITY OF
Received
JUL 8 2015
City Manager
ROCHESTER

TO: Dan Fitzpatrick, City Manager
FROM: Norm Sanborn, Jr., Fire Chief *Norm Sanborn Jr.*
SUBJECT: EMPG Grant, Emergency Management Tablets Project

The City of Rochester applied for this grant in June after receiving your approval to apply. The grant amount is for \$9,335.00 which will cover the total cost of equipment. There is a 50% match which will be covered by equipment already purchased and in-kind services from City staff time.

I have received this grant agreement from NH Homeland Security and Emergency Management office for you to approve. The City Council approved this grant on Tuesday, July 7, 2015 during a regular city council meeting.

If you need any more information or have any questions, please feel free to contact me.

Date: July 24, 2015
To: Dan Fitzpatrick
City Manager
From: Julian Long
Community Development Coordinator/Grants Manager

CITY OF
Received
JUL 24 2015
City Manager
ROCHESTER

Re: FY 2015-2016 Environmental Review

Please see attached the FY 2015-2016 Community Development Block Grant (CDBG) environmental review analysis for the Accessibility Improvements Microgrants project. The City Council approved funding for this project at the May 5, 2015 City Council meeting. The environmental review analysis requires the signature of the City Manager.

Thank you very much. Please contact Julian with any questions or concerns.

7/30/15

Date: June 30, 2015
To: Dan Fitzpatrick
City Manager
From: Julian Long
Community Development Coordinator/Grants Manager

CITY OF
Received
JUN 30 2015
City Manager
ROCHESTER

Re: FY 2015-2016 Environmental Reviews

Please see attached the FY 2015-2016 Community Development Block Grant (CDBG) environmental review analyses for the CDBG grant subrecipient public service agencies, the Community Action Partnership of Strafford County's Weatherization Assistance Program, and the Rochester Child Care Center fire safety upgrades project. The City Council approved funding to these subrecipients at the May 5, 2015 City Council meeting. The environmental review analyses require the signature of the City Manager.

Thank you very much. Please contact Julian with any questions or concerns.

Date: July 7, 2015
To: Dan Fitzpatrick
City Manager
From: Julian Long
Community Development Coordinator/Grants Manager



Re: FY 2015-2016 Environmental Review

Please see attached the FY 2015-2016 Community Development Block Grant (CDBG) environmental review analysis for the Community Action Partnership of Strafford County's Head Start security system upgrades project. The City Council approved funding for this project at the May 5, 2015 City Council meeting. The environmental review analysis requires the signature of the City Manager.

Thank you very much. Please contact Julian with any questions or concerns.

Date: July 17, 2015
To: Dan Fitzpatrick
City Manager
From: Julian Long
Community Development Coordinator/Grants Manager

CITY OF
Received
JUL 20 2015
City Manager
ROCHESTER

Re: FY 2015-2016 Environmental Review

Please see attached the FY 2015-2016 Community Development Block Grant (CDBG) environmental review analysis for the Rochester Public Library Accessible Doors project. The City Council approved funding for this project at the May 5, 2015 City Council meeting. The environmental review analysis requires the signature of the City Manager.

Thank you very much. Please contact Julian with any questions or concerns.

7/30/15

CITY OF
Received

JUN 30 2015

City Manager
ROCHESTER

Date: June 30, 2015
To: Dan Fitzpatrick
City Manager
From: Julian Long
Community Development Coordinator/Grants Manager

Re: Green Infrastructure Grant Amendment

Please see attached the drafted amendment to the subcontract between the City of Rochester and the University of New Hampshire regarding the Green Infrastructure grant. This amendment extends the period of performance to June 30, 2015 to allow the City of Rochester to submit its final invoices for this project and receive reimbursement. The City Council voted to accept the Green Infrastructure grant award at the January 14, 2014 City Council meeting. The attached amendment requires the signature of the City Manager as the authorized City representative.

Thank you very much. Please contact Julian with any questions or concerns.

To: Dan Fitzpatrick, City Manager
CC: Karen Pollard, Economic Development Manager; Blain Cox, Deputy City Manager; Rolland Connors, Deputy Finance Director; Terence O'Rourke, City Attorney
From: Jennifer Marsh
Date: 7/15/15
Re: Purchase and Sales for Map 243, Lots 34 & 35 Airport Drive, Granite State Business Park and Hussey Manufacturing Tech

CITY OF
Received
JUL 15 2015
City Manager
Drive,
ROCHESTER

Attached please find copies of the purchase and sales, addendums, agenda bill and copy of deposit check for the purchase of lots 34 and 35 in the Granite State Business Park that was approved by City Council on July 7, 2015.

As the authorized Official your signature is required on the purchase and sales and addendums in order to keep the transactions moving and heading to closing. Hussey Manufacturing has hired Norway Plains to do the surveying and Groen Builders to construct the building.

Hussey Manufacturing will be delivering a deposit check in the amount of \$15,000 to the Economic Development Department upon receipt of executed purchase and sales agreement. Economic Development will immediately deliver the check to the City Finance Department.

Please contact me with any further questions.



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

CITY OF
Received
JUL 16 2015
City Manager
ROCHESTER

Memo

To: Daniel W. Fitzpatrick, City Manager
From: Terence O'Rourke, City Attorney
Date: July 16, 2015
Re: Termination of Representation Letter to John Hall, Esq.

As discussed earlier, we have decided to sever our relationship with Attorney John Hall and replace him with Attorney Steven Miano for all matters related to the Great Bay Coalition and our ongoing negotiations with the DES and EPA. This letter is a standard letter to Attorney Hall informing him of our decision and requiring him to forward our files to new counsel.

7/30/15



CITY OF
Received
JUL 14 2015
City Manager
ROCHESTER

LETTER OF TRANSMITTAL

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

FROM: Chris Bowlen, Director

DATE: July 14, 2015

I am sending you: Attached Under Separate Cover

The following items: Proposal for Professional Services for Structural Review

These are transmitted as checked below:

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

SUPPLEMENTAL INFORMATION:

Attached please find a REVISED proposal for professional services from Harriman Architect and Engineers (Structural Engineer) to further research, investigate and provide opinions and options for identified areas within the front program space at the arena. Funding for this is available in the arena CIP account and the amount is not to exceed \$5,000.

Kindly sign on the page marked for your signature and return to this office.

Reviewed by: Blaine M Cox Blaine M Cox, Deputy City Manager Date: 2015-07-14
Finance Director, Dep. City Manager

Samantha Rodgerson

From: Terence O'Rourke
Sent: Friday, July 10, 2015 2:31 PM
To: Michael Allen; Samantha Rodgerson; Dan Fitzpatrick
Subject: FW: Narcan Agreement
Attachments: Agreement Narcan June 2015 (1).doc; Agreement Narcan June 2015 (2).DOCX

This is good to go and approved for Dan's signature.

From: Michael Allen
Sent: Friday, July 10, 2015 11:53 AM
To: Terence O'Rourke
Subject: FW: Narcan Agreement

CITY OF
 Received
 JUL 10 2015
 City Manager
 ROCHESTER

Terence,
 Please review the attached agreement with Frisbie that outlines the use of Narcan by our officers. It looks fine to me, but Dan needs to sign this after your review. If you are all set please forward to Dan for his signature. Thanks.

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

From: G.Brock@FMHospital.com [mailto:G.Brock@FMHospital.com]
Sent: Thursday, July 9, 2015 2:20 PM
To: Mike.Allen@rochesternh.net; Michael Allen
Subject: Fw: Narcan Agreement

I sent this to Scott with a reply he is out until July 16.

Gary Brock
 Assistant Director of EMS
 Frisbie Memorial Hospital EMS
 11 Whitehall Road
 Rochester, NH 03867
 Office: (603) 330-7904
 Cell: (603) 343-8411

— Forwarded by Gary Brock/fmh on 07/09/2015 02:19 PM —

From: Gary Brock/fmh
To: Scott Dumas <scott.dumas@rochesternh.net>
Date: 07/09/2015 02:18 PM
Subject: Narcan Agreement



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

Memo

CITY OF
Received
JUL 28 2015
City Manager
ROCHESTER

To: Daniel Fitzpatrick, City Manager
From: Terence O'Rourke, City Attorney
Date: July 28, 2015
Re: Tax Map 118, Lot 8 and 10

Please sign the attached Receipt, Release and Discharge contract which abates any tax claims the city has against the property owner, as we now own the property pursuant to the attached Quitclaim Deed.



City of Rochester, New Hampshire

PUBLIC WORKS DEPARTMENT

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

www.rochesternh.net

RECEIVED
JUL 13 2015
FINANCE OFFICE
CITY OF ROCHESTER

CITY OF
Received

JUL 14 2015

City Manager
ROCHESTER

INTEROFFICE MEMORANDUM

TO: Blaine M. Cox, Deputy City Manager
FROM: Lisa J. Clark, DPW Office Manager
DATE: July 6, 2015
SUBJECT: New Rt 125 PS – Substantial Completion
Scherbon Consolodated
CC: Michael Bezanson, PE, Interim DPW Director

Enclosed please find five (5) copies of the Substantial Completion document for the New Rt 125 Pump Station Upgrade Project.

This has been signed by the consulting engineer and recommended for required City Signature prior to sending to NHDES for execution.

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

Signature Blaine Cox 7/14/15
Blaine M. Cox, Deputy City Manager



City of Rochester, New Hampshire
PUBLIC WORKS DEPARTMENT
45 Old Dover Road • Rochester, NH 03867
(603) 332-4096 Fax (603) 335-4352
www.rochesternh.net



RECEIVED
JUL 6 2015
FINANCE OFFICE
CITY OF ROCHESTER

Received
JUL 6 2015
City Manager
ROCHESTER

INTEROFFICE MEMORANDUM

TO: Blaine M. Cox, Deputy City Manager
FROM: Lisa J. Clark, DPW Office Manager *LJC*
DATE: July 6, 2015
SUBJECT: New Rt 125 PS –
Brown & Caldwell Construction Engineering Amendment#1
CC: Michael Bezanson, PE, Interim DPW Director

Enclosed please find two (3) copies of the amendment #1 for Construction Administration and Resident Engineering Services at the New Rt 125 Pump Station Upgrade Project.
The amendment is for additional engineering assistance required due to contractor delays. A letter from the engineering firm is attached as well. Funding for the projected is from STAG & SRF. This change has been discussed with NHDES and is approved for funding.
The City account for this project is 55026020-772000-11519 and there is sufficient funding

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

Signature *Blaine Cox* 7/6/15
Blaine M. Cox, Deputy City Manager



**City of Rochester
Dept of Public Works**

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

Memo

To: Blaine Cox.
Finance Director/Deputy City Manager

From: Lisa J. Clark

Date: 7/27/2015

Re: US Dept Interior – Geological Survey Contract

Enclosed please find two(2) copies of the U.S. Department of Interior Geological Survey Joint funding Agreement for signature.

The contract is for flow monitoring on the Cocheco River and has been funded in the Sewer Fund O&M account # 52602074-559000

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

Signature Blaine Cox 7/28/15
(Blaine Cox, Finance Director / Deputy City Manager)

Cc: John B. Storer, PE, City Engineer



City of Rochester, New Hampshire

Economic & Community Development

151 Wakefield Street, Rochester NH 03867

(603) 335-7522 www.thinkrochester.biz

Environmental Protection Agency, EPA Docket Center (EPA/DC)
Mailcode 28221T

ATTN: Docket ID No. EPA-HQ-OAR-2008-0699
1200 Pennsylvania Ave. NW., Washington, DC 20460

RE: National Ambient Air Quality Standards for Ozone
Docket ID No. EPA-HQ-OAR-2008-0699

Brian Deese, Assistant to the President and Senior Advisor
1600 Pennsylvania Ave., NW
Washington, DC 20500

July 14, 2015

Dear Mr. Deese,

As the Economic Development Manager for the City of Rochester, I am writing to express my concern about the Environmental Protection Agency's proposed regulatory change in the nation's ozone standards. New Hampshire has a strong tradition of prioritizing environmental protection, clean air, and clean water, and the City of Rochester knows that a healthy environment is part of maintaining a high quality of life for our residents.

However, while the EPA's goals are worthy of praise, this proposal, and the use of regulations rather than legislation to make impactful changes, threatens Rochester's economic future.

Over the last several years, Rochester and our municipal neighbors have been leading the state's manufacturing renaissance, working collaboratively with our educational partners and existing manufacturers to develop a brand that is touted statewide and beyond as an example of how manufacturing can be a driving force in a strong economic future.

We also understand that a strong manufacturing base must be coupled with a high quality of life for the residents who would choose to move or stay here to fill those hundreds of new jobs. New Hampshire is perennially named one of the healthiest states in the country, and one of the most environmentally-forward-looking states in the nation. Our environment is a core part of our identity – our recreational opportunities, our tourism, and our branding. Rochester, like many other cities in the state, have been ahead of the national curve in this regard, and our county has done what was necessary to come into compliance when the EPA lowered ozone standards several years ago.

My county, Strafford County, is one of four counties in New Hampshire that will immediately fall into non-compliance if you mandate lowering ozone standard from 75 ppb to 65 or 70 ppb. The EPA set the current standard of 75 ppb back in 2008, and there are parts of the country where they have yet to meet the *existing* standard. It feels, from this perspective, like the use of the regulatory process – rather than the legislative process – is moving the goal posts in a fashion that is not focusing on those areas of the country that need to make the greatest improvements.

To: Dault
cc
CITY OF
Received
JUL 14 2015
City Manager
ROCHESTER

In my role in Rochester, I obviously am focused on the development of our local economy, and we have made tremendous gains based in large part on our commitment to being a manufacturing-friendly community. We have to compete with other counties, states, and even countries to attract and retain major employers, who in turn strengthen many smaller manufacturers that produce components in their supply chain. It is an exciting time for our economy.

However, when I see that this mandate includes penalties for counties that do not meet this new standard, I become very concerned about how this impacts our competitiveness. New rules and restrictions for businesses that operate in counties that have not met the standard, and the potential for withheld federal highway funds, create costs and uncertainty that threatened to pull back on our successes. Given the quality of our natural environment in this part of the state, this seems like an inappropriately heavy threat to put over our local economy.

Our region has struggled in the recent past with EPA regulatory efforts that, in our view, created great economic stress without a commensurate environmental benefit. I fear this is a similar regulatory means of creating economic stress, in the name of lowering ozone levels to a place that does not add significantly to our environmental quality of life – an element of our overall quality of life that we already value highly.

I'm asking that you consider not changing the existing ozone level regulations, and allow our communities to continue successfully finding the mix that allows us to enjoy a clean air and water, deep respect for our natural environment, and a healthy, growing economy for our citizens.

Best regards,



Karen Pollard
Economic Development Manager, City of Rochester, NH
31 Wakefield St.
Rochester, NH 03867

CC: Valerie Jarrett, Assistant to the President for Public Engagement and Intergovernmental Affairs and Senior Advisor

Gina McCarthy, Administrator, Environmental Protection Agency

U.S. Senator Kelly Ayotte

U.S. Senator Jeanne Shaheen

Mayor Thomas "T.J." Jean

City Manager Daniel W. Fitzpatrick

NUMBER	COUNCIL MEMBER	FORUM	REQUEST/INQUIRY	ACTION
1	Committee	6/18/2015 Public Works Committee	Colonial Pines pump station vs. gravity estimates and timeframe.	Information presented at July Public Works Committee meeting. Issue closed.
2	Committee	6/18/2015 Public Works Committee	Requested the status of the project for the siphon that has caused problems at the intersection of the Spaulding exit 11 ramp and the Old Dover Road.	Information presented at July Public Works Committee meeting. Issue closed.
3	Keans	6/18/2015 Public Works Committee	Would like status of 190 South Main Street retaining wall concern.	Permits have been issued and the wall is to be moved to the property line. Issue closed.
4	Keans	6/18/2015 Public Works Committee	Would like to know how many hydrants were replaced and how the damage occurred.	Director Storer provided info to Council. Issue closed.
5	Walker	6/17/2015 Public Safety Committee	Asked for a price to remove the bumpout on Maple Street.	Mr. Bezanson provided information at July PSC. Issue closed.
6	Varney	7/16/2015 Public Works Committee	Councilor Varney asked if the fund will be spent as directed on the landscaping of the entrance to Stillwater Circle.	Director Storer to look into.
7	Varney	7/16/2015 Public Works Committee	Rt. 125 Pump Station Project summary of funding and expenses.	DPW to provide.

DATE	DEPARTMENT	PERMISSION PERMITS	MISCELLANEOUS
7/6/2015	City Manager's Office	event	Hughes party - Sherman Street
7/7/2015	City Manager's Office	event	Corson Graduation party
7/9/2015	City Manager's Office	event	Crosspoint Church - substance abuse awareness concert
7/15/2015	City Manager's Office	event	Shave for Seth - Jonesey's Barber Shop - toll booth
7/22/2015	City Manager's Office	event	First Church Congregational - festival and raffle
7/10/2015	City Manager's Office	raffle	Homemakers raffle
7/13/2015	City Manager's Office	raffle	Homemakers raffle
7/14/2015	City Manager's Office	raffle	Homemakers calendar raffle
7/22/2015	City Manager's Office	raffle	Guyer Travel raffle
7/10/2015	City Manager's Office	tagging	Studio 109
7/14/2015	City Manager's Office	tagging	SHS - Boys Soccer
7/20/2015	City Manager's Office	tagging	SHS - Band
7/20/2015	City Manager's Office	tagging	SHS - Chorus
7/23/2015	City Manager's Office	trapping	Hunter, P - Farmington Road city-owned property

DEPT	NAME	POSITION	# of Employees	FT	PT	SEASONAL/TEMP	NEW HIRE	REHIRE	RETIREMENT	SEPARATED	STEP (CBA)	COLA (CBA)	MERIT PAY ADJ	NU PAY ADJ	PROMOTION	OTHER	MISC. INFO
ASSESSING	TOM MULLIN	ASSESSOR	1	X					X								
COMMUNICATIONS	SARAH BAILEY	PER DIEM SPEC	1			X		X									
COMMUNICATIONS	JENNIFER HOLMAN	DISPATCHER	1	X			X										
PUBLIC WORKS	JENN HALE	ASSIT CITY ENGINEE	1	X						X							
PUBLIC WORKS	KIRK BESWICK	MS SUPERVISOR	1	X						X							
PUBLIC WORKS	JOSHUA PEASLEE	WWTP LABORER	1	X						X							
PUBLIC WORKS	SHANE TUFTS	LEAD	1	X												X	WORKING OUT OF CLASSIFICATION
ECONOMIC DEV	JULIAN LONG		1	X												X	ALLOCATION CHANGE
FIRE	TIM WILDER	DEPUTY CHIEF	1	X			X										
FIRE	MATT FURTNEY	FIREFIGHTER	1	X							X						
LEGAL	ANDREA MITRUSHI	PROSECUTING ATTY	1				X										
LIBRARY	EMILY GIGUERE	LIB ASST.	1		X											X	INCREASE HOURS 20 TO 25
LIBRARY	KATHY MALLAT	LIB ASST.	1		X											X	INCREASE HOURS 20 TO 26
LIBRARY	STEPHANIE HAGENBUCH	LIB SUBSTITUTE	1			X											
MIS	KARL MORSE	CAMERA OPER.	1			X								X			
MIS	CELESTE PLAIA		1		X											X	INCREASE HOURS
MIS	SCOTT VOEGLIN	CAMERA OPER.	1		X	X							X				
POLICE	MICHAEL MUNDY	PATROL	1	X									X				
POLICE	BECKY WARBURTON	EXEC SECRETARY	1	X											X		
POLICE	STEVE BOURQUE	PATROL	1	X									X				
RECREATION	CINDY LAMIE	TEMP SEC	1			X										X	PROGRAM LEADER
RECREATION	ABBY HENDERSON	HEAD COUNSELOR	1		X	X											
RECREATION	WILLARD YOUNG	PROGRAM LEADER	1			X										X	TEEN PRGRAM
RECREATION	BOB GEE	AQUATICS SUPR	1			X		X									
VARIOUS		RMMG	17										X				MERIT ADJUSTMENT
VARIOUS		NON UNION	19										X				MERIT ADJUSTMENT
VARIOUS		COMMUNICATIONS	8										X				MERIT ADJUSTMENT
VARIOUS		RMEA	37										X				MERIT ADJUSTMENT
VARIOUS		TEAMSTERS	21										X				MERIT ADJUSTMENT
VARIOUS		AFSCME	44										X				MERIT ADJUSTMENT
VARIOUS		RMMG	11										X				MERIT ADJUSTMENT

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**PROCLAMATION HONORING SPAULDING HIGH SCHOOL
RED RAIDERS 2015 DIVISION I BASEBALL CHAMPIONSHIP
TEAM**

WHEREAS, the members of the 2015 Spaulding Red Raiders Baseball Team are Andrew Barnes, Stephen Brady, Dakotah Cappelletty, Kyle Carignan, Shaun Cormier, Rick Creteau, Anthony DiPrizio, Christian Dow, Nicholas Dunning, Joshua Gagne, Benjamin Gravel, Drew Healey, Justin Jewell, Codi Knapp, Brendon Mathias, Christopher Parker, Christopher States; and

WHEREAS, the last time that Spaulding High School Baseball won a State Championship was in 1984; and

WHEREAS, the 2015 Spaulding Red Raiders Baseball Team finished its season with an outstanding record of 17 wins and only 5 losses, winning the last 11 consecutive games; and

WHEREAS, the 2015 Spaulding Red Raiders Baseball Team won the NHIAA Division I State Baseball Championship defeating Bedford 7-1 at Northeast Delta Dental Stadium in Manchester ending the 31 year drought; and

WHEREAS, the members of the 2015 team displayed academic excellence in addition to their athletic prowess; and

WHEREAS, this year's team was a highly competitive group of student athletes with strong character and integrity, and was one of the best baseball teams in Rochester's history; and

WHEREAS, the Spaulding Baseball Team has continued its record of success thanks in large part to the continued training and support of head coach Paul George and assistant coaches, Gary Bryant, Karl Douglas and Jay Wisowaty; and

WHEREAS, the 2015 Spaulding Baseball Team was managed by Karyn Bryant and Tess Ouellette.

NOW, THEREFORE, BE IT RESOLVED, that I, Thomas J. Jean, Mayor of the City of Rochester, along with my fellow Council members, do hereby honor the 2015 Spaulding Red Raider Baseball Team, on this day, August 4, 2015, for winning the 2015 NHIAA Division I State Baseball Championship.

IN WITNESS WHEREOF, I have set my hand and caused to be affixed the Seal of the City of Rochester this the 4th Day of August in the year of our Lord, Two Thousand and Fifteen.

Thomas J. Jean

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City of Rochester Municipal Election Filing Period November 3, 2015

All City Council Seats, School Board Seats, Mayor, and Police Commission Seats will be elected.

Moderators, Ward Clerks, Supervisors of the Checklist and a Selectman, from each ward will also be elected.

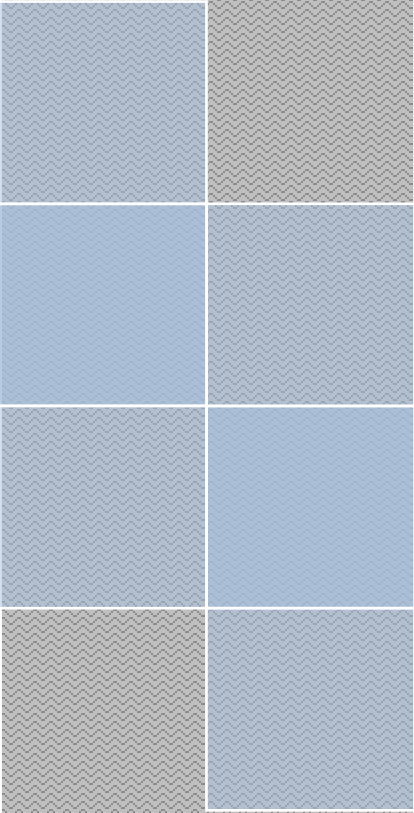
The filing period for the Municipal Election begins Friday, September 4, 2015 at 9:00 AM and ends Monday, September 22, 2013 at 5:00 PM.

Please call the City Clerk's Office for more information, at 332-2130 or visit our web page at www.rochesternh.net.

Kelly Walters
City Clerk



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CITY OF ROCHESTER
NOTICE TO VOTERS
SUPERVISORS OF THE CHECKLIST SESSION
MUNICIPAL ELECTION TO BE HELD
ON NOVEMBER 3, 2015

The Supervisors of the Checklist will be in session on **Thursday, September 3, 2015**, from 7:00 PM to 7:30 PM in City Hall, 31 Wakefield Street. This will be the last opportunity for the Supervisors to accept new voter registrations and changes in name/address/ward/party affiliation, in preparation for the November 3, 2015, Municipal Election, Filing Period.

All City Council Seats, School Board Seats, Mayor, and Police Commission Seats will be elected. Moderators, Ward Clerks, Supervisors of the Checklist and a Selectman from each ward will also be elected.

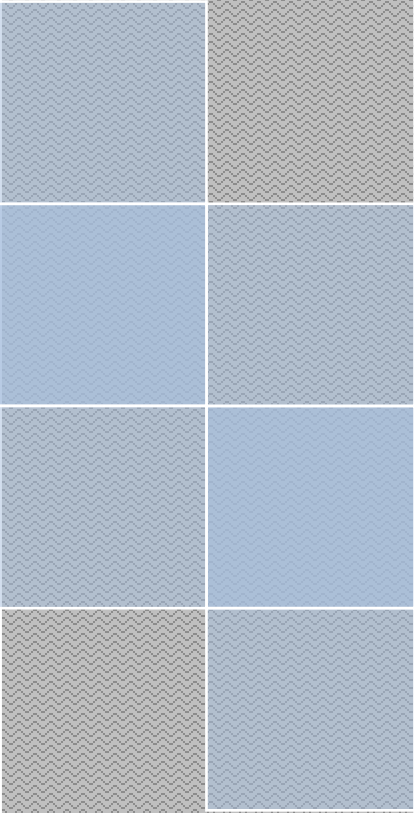
Physically disabled individuals who are unable to visit City Hall to personally register should contact the City Clerk's Office no later than Thursday, September 3, 2015, at 5:00 PM to make alternate arrangements.

Any questions should be directed to the City Clerk's Office at 332-2130.

Kelly Walters
City Clerk



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Announcing **GAME SIX** in
the revival of the legendary
Gonic - East Side Friendly Rivalry

WARD 1, 5 & 6 VS. WARD 2, 3 & 4 RESIDENTS



SOFTBALL GAME

August 8, 2015

(Rain date August 9)

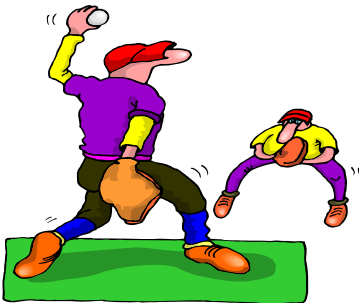
RIVERSIDE PARK

Old Dover Rd. behind DPW

10am

Coed - Ages 12-99

Everyone plays!



Managers

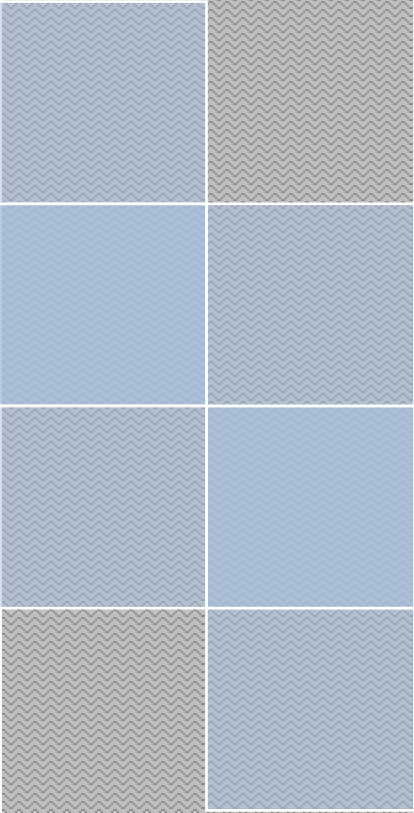
Gonic - Pete Lachapelle 603-396-9602

East Side - Ray Varney 603-332-2661

To get on the team roster, call team managers now
or just show up!



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Reports of Committees

July 2015

- Community Development Committee - 07/23/2015
- Finance Committee – 07/14/2015
- Joint Building Committee – 07/13/2015
- Public Safety Committee – 07/15/2015
- Public Works and Building Committee – 07/16/2015

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Rochester City Council

Community Development Committee

MEETING MINUTES

James Gray, Chairperson

Elaine Lauterborn, Vice Chairperson

Sandra Keans

Jake Collins

Donna Bogan

Meeting Date:	July 23, 2015	
Members Present:	Councilor Bogan Councilor Collins Councilor Gray Councilor Lauterborn	Members Absent: Councilor Keans
Guests/Staff:	Julian Long, Community Development Coordinator Jennifer Marsh, Economic Development Specialist Stacey Marchionni, Revolution Taproom and Grill Owner Mark Marchionni, Revolution Taproom and Grill Owner Mike Provost, Rochester Main Street Director Hnang Kaiyu, Rochester Main Street Intern	

Councilor Gray called the meeting to order at 6:02 p.m. Motion was made by Councilor Collins and seconded by Councilor Lauterborn to approve the May 28, 2015 minutes. The minutes were approved unanimously.

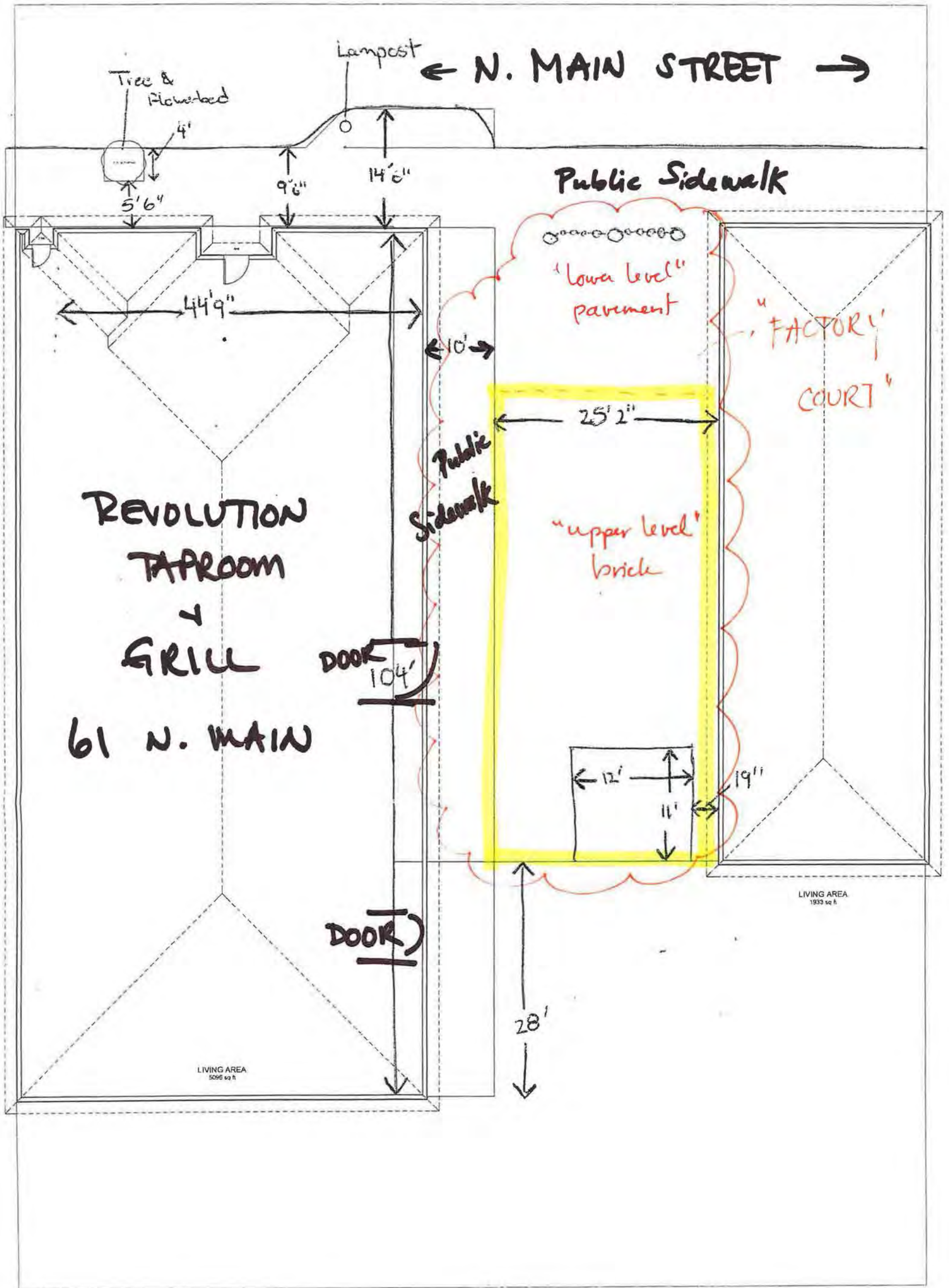
Public Input	There was no public input.
Revolution Taproom and Grill Presentation	<p>Ms. Marchionni presented a proposal to lease the Factory Court space, currently owned by the City of Rochester and under lease to Rochester Main Street, for use as an outdoor dining space by Revolution Taproom and Grill. Mr. Provost provided background on the Factory Court renovations, which were partially funded by private donations and partially funded by CDBG grant funds. Mr. Long stated that the potential change in use of the space would be permissible under HUD regulations.</p> <p>Councilor Lauterborn asked about the current lease with Rochester Main Street. Mr. Provost stated that Rochester Main Street has a non-exclusive lease on Factory Court for \$1.00 per year. Factory Court currently is used for the summer concert series and other events.</p> <p>Councilor Lauterborn asked for Rochester Main Street's opinion on Ms. Marchionni's proposal. Mr. Provost stated that the Rochester Main Street Board of Directors supports outdoor dining in the downtown area but needs to check with private donors to the Factory Court renovation project on the proposed change in use of the space. Councilor Bogan asked what parts of the project were funded through private donations, and Mr. Provost stated that the arches and the maintenance on the arches were funded through private donations. Mr. Provost also stated that the success of the Factory Court project led to successful funding of other downtown renovations and expressed concerns that a change in use of</p>

	<p>Factory Court could have negative repercussions.</p> <p>Councilor Gray expressed concerns about the potential change in use impacting the Department of Public Works' ability to remove snow in the winter months. Councilor Gray also stated that this proposal will need to be presented to the Planning Board and the Special Downtown Committee and that the Department of Public Works needs to be involved in the decision process. Councilor Gray asked Mr. Long to provide the proposal to the Department of Public Works, the Technical Review Group, and the Special Downtown Committee, as well as to add the proposal to the August agenda of the Community Development Committee. Mr. Long stated he would do so.</p> <p>Councilor Collins expressed support for the proposal and stated that he hoped the details could be resolved satisfactorily.</p> <p>Ms. Marchionni stated that there are concerns that the Granite Ridge development will take business away from downtown businesses and that outdoor dining options could help prevent this. Ms. Marchionni also stated that removable dining barriers would be taken down during the winter months so that snow can be plowed, the summer concert series could still happen in the space, and a percentage of proceeds could be donated to Rochester Main Street.</p> <p>Councilor Gray asked Mr. Provost and Ms. Marchionni to have Revolution Taproom and Grill present this proposal to the Rochester Main Street Board of Directors. Councilor Gray stated that he will speak to the mayor about which committee should review the proposal.</p>
<p>Farmer's Market Presentation</p>	<p>Ms. Marsh stated that an informal committee of interested citizens has been discussing the organization of a larger, more organized farmer's market downtown. The plan is for the farmer's market to be organized under Rochester Main Street so that Rochester Main Street's insurance can cover the market. The Rochester Commons has been selected for the market site, and the Rochester Recreation and Arena Department has given approval for use of the space on Saturday mornings in the summer months.</p> <p>Councilors Gray and Collins asked about the scheduling conflict between the farmer's market and T-ball games at the Commons. Councilor Collins also expressed concerns about the market taking up a large amount of space in a public area.</p> <p>Councilor Lauterborn asked if anyone on the farmer's market committee has contacted Arthur's Market regarding the project. Ms. Marsh stated that no one has as of yet.</p> <p>Councilor Lauterborn asked whether alternate locations had been considered. Ms. Marsh stated that the Ben Franklin's parking lot was considered but not selected due to concerns about the market being moved if the building is sold. Councilor Bogan asked whether the parking lots of downtown churches could be considered. Ms. Marsh stated she would follow up on those possibilities.</p>

Accessibility Microgrants Application	<p>Mr. Long presented an application from the Rochester Housing Authority to the Committee, requesting funds from the Accessibility Microgrants Program to install wheelchair ramps and provide bathroom accessibility improvements for its housing units. Councilor Lauterborn asked whether cut-out tubs have been considered. Mr. Long stated that he would inquire with the Housing Authority.</p> <p>Councilor Gray asked Mr. Long to inquire whether the application is required to go to the full City Council for its approval. Mr. Long stated that he would do so.</p> <p>Motion was made by Councilor Collins and seconded by Councilor Lauterborn to send the application to the full City Council with the Committee's endorsement or, if full City Council approval is not required, to approve the application. The motion passed unanimously.</p>
CDBG Projects Program Report	<p>Mr. Long gave brief updates on the Hanson Pines Pavilion and Rochester Public Library HVAC projects. The Hanson Pines Pavilion project is due to be completed by the end of July. Mr. Long stated he would check on the revised estimated date of completion for the Rochester Public Library HVAC project.</p> <p>Councilor Lauterborn asked about the environmental review process for CDBG projects, and Mr. Long gave a brief overview of the process and HUD requirements for such.</p> <p>Mr. Long gave an update on the site visit performed by representatives from the U.S. Department of Housing and Urban Development. Mr. Long has followed up on all suggested improvements to the program. Councilor Lauterborn asked for specific details on each of the four findings from HUD, and Mr. Long stated he would provide those details in a follow-up email.</p>
Other Business	<p>Mr. Long distributed an article published by NHPR on lead poisoning in housing in New Hampshire.</p>

Motion to adjourn was made by Councilor Collins and seconded by Councilor Bogan. The vote to adjourn was unanimous. The meeting was adjourned at 7:25 p.m.

Next Meeting – AUGUST 27, 2015 at 6:00 p.m. in the Conference Room at City Hall
Topics – Revolution Taproom and Grill, Continuing CDBG Projects, Future CDBG Projects





July 6, 2015

Jenn Marsh
Rochester Farmers Market Co-op
jennifermarsh@rochesternh.net

Dear Jenn,

We have received your letter requesting permission to use the Rochester Common for the Farmers Market. This letter gives you permission to use the Common on Sat. June 11, 2016 thru Sat September 24, 2016 and Sat. October 22, 2016 from 9:00-1:00pm. We request that your group be cautious of other park users. We also request that the area be cleaned up after your event .

In addition, you will need to contact the City Manager's Office and Fire Department to complete any necessary permits.

If you have any questions, please do not hesitate to contact either Sarah Ward or myself at (603)332-4120.

Sincerely,
CITY OF ROCHESTER

A handwritten signature in blue ink, appearing to read 'Chris Bowlen', is written over the typed name.

Chris Bowlen, Director
Department of Recreation & Arena

CB/sw
Cc: Samantha Rodgerson, City Manager's Office

Recreation, Arena and Youth Services

Acct ID:

150 Wakefield St., Suite #1
Rochester, NH 03867Phone: 603-332-4120
Fax: 603-335-7573**Customer Schedule**

6/8/2016 - 10/31/2016

Rochester Farmer's Market
Jenn MarshJenn Marsh
Work Phone: 509-1910

Date	Day	Complex	Facility	Event Type	Start Time	End Time	Dur. (Min)	Rate	Other Charge	Amount
6/11/2016	Sat	Parks	Common	Unspecified	9:00 AM	1:00 PM	240	0.00	0.00	0.00
6/18/2016	Sat	Parks	Common	Unspecified	9:00 AM	1:00 PM	240	0.00	0.00	0.00
6/25/2016	Sat	Parks	Common	Unspecified	9:00 AM	1:00 PM	240	0.00	0.00	0.00
7/2/2016	Sat	Parks	Common	Unspecified	9:00 AM	1:00 PM	240	0.00	0.00	0.00
7/9/2016	Sat	Parks	Common	Unspecified	9:00 AM	1:00 PM	240	0.00	0.00	0.00
7/16/2016	Sat	Parks	Common	Unspecified	9:00 AM	1:00 PM	240	0.00	0.00	0.00
7/23/2016	Sat	Parks	Common	Unspecified	9:00 AM	1:00 PM	240	0.00	0.00	0.00
7/30/2016	Sat	Parks	Common	Unspecified	9:00 AM	1:00 PM	240	0.00	0.00	0.00
8/6/2016	Sat	Parks	Common	Unspecified	9:00 AM	1:00 PM	240	0.00	0.00	0.00
8/13/2016	Sat	Parks	Common	Unspecified	9:00 AM	1:00 PM	240	0.00	0.00	0.00
8/20/2016	Sat	Parks	Common	Unspecified	9:00 AM	1:00 PM	240	0.00	0.00	0.00
8/27/2016	Sat	Parks	Common	Unspecified	9:00 AM	1:00 PM	240	0.00	0.00	0.00
9/3/2016	Sat	Parks	Common	Unspecified	9:00 AM	1:00 PM	240	0.00	0.00	0.00
9/10/2016	Sat	Parks	Common	Unspecified	9:00 AM	1:00 PM	240	0.00	0.00	0.00
9/17/2016	Sat	Parks	Common	Unspecified	9:00 AM	1:00 PM	240	0.00	0.00	0.00
9/24/2016	Sat	Parks	Common	Unspecified	9:00 AM	1:00 PM	240	0.00	0.00	0.00
10/22/2016	Sat	Parks	Common	Unspecified	9:00 AM	1:00 PM	240	0.00	0.00	0.00
							68.0 (hrs)	Sub Total		\$0.00
								Tax		\$0.00
								Grand Total		\$0.00

End of Listing

* Indicates event spans multiple days.

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2015

7/30/15



Concert & Event Series Downtown Rochester, NH

Factory Court Concert Series

Fridays @ 11:45am-1:30pm
Bring a chair and buy or bring a lunch

- June 26: A favorite local trio of musicians, "Just by Chance" at Central Square
- July 10: Traditional NH folk singer and musician Jeff Warner at Factory Court
- July 17: Vocalist and guitarist, Cecil Abels at Factory Court
- July 24: Musical duo "Two for the Road" at Factory Court
- July 29: Wednesday - Teddy Bear Picnic (see reverse side for more information)
- July 31: Favorite regional duo of blues musicians, Poor Howard and Bullfrog Rogers at Factory Court
- August 7: Jazz vocalist Linda Pouliot at Factory Court
- August 10: Monday-Irish and folk singer/songwriter Pat O'Brien @ Factory Court (Rochester Arts & Culture Week)
- August 12: Wednesday - Wildlife Encounters (see reverse side for more information)
- August 14: Singer, songwriters, and guitarists David Surette and Susie Burke at Factory Court (Rochester Arts & Culture Week)
- August 21: Dan Walker and his high energy sound and acoustic soul groove at Factory Court
- August 28: Local fiddler extraordinaire Ryan Thomson and his son Brennish at Central Square

 Citizens Bank



Published By:

Concert & Event Series 2015

Downtown Rochester, NH

Rochester Pride Day: Saturday, April 18 @ 8am-1pm

The partnership between Rochester Main Street, Rochester Recreation & Arena, and the City of Rochester's Public Works Dept., will bring together 200+ volunteers to help clean up Rochester.

Author's Fair: Saturday, April 25 @ 10am-3pm

The partnership between Rochester Main Street, The Rochester Public Library, and the Rochester Times bring you this free public gathering that will showcase the work of many authors living in the Seacoast area.

Free Comic Book Day: Saturday, May 2 @ 10am-4pm

This event will take place at a number of local businesses, each one giving away a unique comic book per family that visits them. There will also be dozens of comic book artists/creators, vendors, and food.

Wine in The Garden, Beer in The Woods:

Wednesday, June 3 @ 5pm-7pm

A wine and beer tasting featuring Jewell Towne Vineyards and 7th Settlement Brewery, in the gardens at Studley's Flower Gardens.

Rochester Blues Festival: Saturday, July 18 @ 10am-4pm

Silent auction, entertainment, refreshments but local businesses, Kerri Powers booths, food crafts, and BBQ contest sponsored D.F. Richard and Leone McDonnell & Roberts PA.

Teddy Bear Picnic (Factory Court Concert Series):

Wednesday, July 29 @ 12-1:30pm

Come with your picnic lunch and enjoy the fun and games.

Wildlife Encounters (Factory Court Concert Series):

Wednesday, August 12 @ 12-1pm

Come with your picnic lunch and experience Wildlife Encounters in Central Square.

Paranormal/UFO Festival: Saturday, September 19 @ 9am-4pm

In cooperation with Jetpack Comics, come and visit participating businesses, the exhibit hall, lectures, walking tour, booths, food, and more.

October Festival & Monarch School of New England

Charity Bike Ride & Walk: Saturday, October 10 @ 11am-4pm

This family fun event sponsored by Service Credit Union will offer food, fun, games, demonstrations, music, an interactive Barnyard Petting Zoo, and a "Mile High Apple Pie" baking contest. This year's event will be held on Hanson St. and Central Square. There will also be a charity Bike Ride & Walk to benefit the Monarch School of New England. For more information visit their website @ www.monarchschoolorcharitybikeride.com.

Trick-or-Treat on The Town/Zombie Walk:

Friday, October 23 Trick-or-Treat @ 4:15-6pm, Zombie Walk begins @ 7pm
Free community dance classes to learn the choreography for the Zombie Walk.
For more information, visit www.rochestermainstreet.org

Plaid Friday & Shop Small Saturday:

Friday, November 27 & Saturday, November 28

Both days are designed to encourage shoppers to remember to make purchases at locally owned businesses during the start of the holiday season.

Festival of Trees: Saturday, December 5 @ 4-8pm

This is a new event. Information Pending. Visit our website @ www.rochestermainstreet.org for any updated information.

Factory Court Concert Series: June 26-August 28

These events are sponsored by The NH State Council on the Arts/National Endowment for the Arts and Citizens Bank.

Our Sponsors:



Rochester Paranormal/UFO Festival ^{7/30/15}



Friday, September 18 @ 7:30pm
Saturday, September 19 10am-4pm

Friday, September 18

7:30 pm - Indoor Presentation by The NH Astronomical Society @ Rochester City Hall Chambers

8:30pm - Sky Watch @ Rochester Common



Gallery Reading @ Rochester Opera House
w/Psychic Medium Antje Bourdages @ 1pm
Tickets \$15 - available through the Rochester Opera House
603-335-1992 or www.rochesteroperahouse.com

Haunted History Tour w/Isabeau Esby and Martha Wingate
Advanced reservations required, limited spaces available
Tickets \$5 - via PayPal @ www.rochestermainstreet.org
11am-12pm and 3pm-4pm

Free Films @ Rochester Public Library - 65 South Main St.
10am - Close Encounters of the Third Kind
12:30pm - E.T.

Visit The Exhibit Hall @ 40 Columbus Ave.

Festival Presented by:

Vendor Booths

Food And Lots More!!



www.rochestermainstreet.org

603)330-3208

Child Lead Poisoning: A Public Health Problem Out Of The Public Eye

By [JACK RODOLICO](#) (/PEOPLE/JACK-RODOLICO) • 5 HOURS AGO

[Twitter \(http://twitter.com/Intent/tweet?url=http%3A%2F%2Fwww.tinurl.com%2Fnnqob7f&text=Child%20Lead%20Poisoning%\)](http://twitter.com/Intent/tweet?url=http%3A%2F%2Fwww.tinurl.com%2Fnnqob7f&text=Child%20Lead%20Poisoning%20)



(http://mediad.publicbroadcasting.net/p/nhpr/files/styles/x_large/public/201507/aleel_on_floor.jpg)

Aleel Mohammed sits on the floor of her Manchester apartment. Her sister Shaghaf (L) and family friend Dekra Sabri (C) stand in the background.

JACK RODOLICO

Our Mission: Keep our
community healthy.



Memorial Hospital
Maine Health

North Conway, NH

Shaghaf Mohammed has seen too much in her 11 years. Her family fled Iraq in 2013. And when they left, they never could have guessed the battle they'd face in their new home in Manchester. Shaghaf's four-year-old sister, Aleel, is sick with lead poisoning.

"When she gets sick, she always cry, she always hug me," Shaghaf explains, describing Aleel. "She feels very scared. She always don't eat. We had her one time, one week she didn't eat, she didn't drink."



Listen

7:20

Broadcast version

Aleel also doesn't speak because she's autistic.

New Hampshire Public Radio recently reported (<http://nhpr.org/post/brady-sullivan-downplayed-health-risk-lead-dust-tenants>) on the health hazard posed by lead contamination in a luxury apartment complex in Manchester. Tenants there decided to sue, claiming their landlord, Brady-Sullivan properties, downplayed the risk to their health. The EPA is now forcing the landlord to clean up the building.

The Brady Sullivan case shines a spotlight on child lead poisoning: a public health problem mostly out of the public eye.

Policy out of sync with science

Within two months of moving into this apartment, Aleel's blood lead level was high enough for her to be considered poisoned. The likely source? Lead paint. Once he learned about Aleel's problem, the landlord did paint over much of the old paint in the apartment. But the girls' mother, Bushra Naseef, shows me the front stairwell which is still flaked with chipping lead paint.

As we're talking, four-year-old Aleel walks into the stairwell and puts her mouth right on the chipping banister.

In 2013, the year this family immigrated to the U.S., more than 1,000 children in New Hampshire were poisoned by lead. But the actual number is almost certainly higher because the state only screened 16.5 percent of kids that year.

The rate of child lead keeps going down. As of 2013, it was about six times lower than five years earlier. And a law passed this year pushes the state to screen more children, and provides more protection for families at risk of lead exposure.

Related: New Hampshire Lags In Testing Kids For Lead (<http://nhpr.org/post/new-hampshire-lags-testing-kids-lead>)

But at the same time, even with this new law, people like Kate Kirkwood, a lead abatement contractor, say New Hampshire's policy falls short of addressing the problem.

We do not force anyone to remediate lead in an apartment until after a child has been poisoned. So it is like our children are the canary in the coal mine - you know, the caged bird.
- Kate Kirkwood, lead abatement contractor

"We don't force anyone to remediate lead in an apartment until after a child has been poisoned. So it's like our children are the canary in the coal mine – you know, the caged bird," says Kirkwood.

New Hampshire forces a landlord to remediate when a child has a blood lead level of ten micrograms per deciliter. Aleel's level has been at 9.5 for two years. Her older sister Shaghaf's is just over 5. Both girls are considered poisoned by the Centers for Disease Control and Prevention. CDC also acknowledges there is no safe exposure level for children.

Kirkwood has tried to help Bushra Naseef's family find another apartment they can afford without lead hazards – no luck so far.

"She really has no protection at this point at all," says Kirkwood, "and it's partly because the child's lead level never reached ten. Even though CDC has been telling us for years now that children have significant health effects, including decreased IQ, at 5 micrograms per deciliter, New Hampshire's level of action is 10."

A widespread problem

The problem is by no means limited to refugees.

New Hampshire's housing stock is old: 62 percent of homes here were built before 1978, the year the federal government began cracking down on lead paint. More old houses means more likelihood kids are exposed to lead – a neurotoxin that can have permanent health and behavioral impacts on young children.

"So the state has identified more than half of New Hampshire communities as being at high risk for lead poisoning, and their recommendation is that all one and two year olds in those high-risk communities be tested for lead," says Tom Irwin with the Conservation Law Foundation, which has lobbied for tougher lead laws in New Hampshire. "Unfortunately according to the most recent statistics, only 40 percent of those kids actually were tested."

Any small town that you drive through on a summer day, you are going to see somebody with a ladder against an old 200-year-old

The new state law may change this. It aims to bring New Hampshire's screening rates in line with our neighbors, which test far more children. It also requires healthcare providers to educate parents when a child is identified as being poisoned.

house scraping paint - no plastic down, no containment to keep that lead dust in. And that is the culture here in New England for 100 years. - Beverly Drouin, lead expert with the Department of Health and Human Services

Still, even with the new law, Massachusetts, Vermont and Maine require landlords to fix lead hazards much sooner than New Hampshire does.

And even where the state does have authority to force renovations, enforcement can lag. Budget cuts under Governor John Lynch reduced the number of New Hampshire lead inspectors from four to just one. And that one job sat vacant for parts of 2012 and 2013. During those years, New Hampshire only ordered remediation when a child's blood lead level hit 15 – three times higher than what the CDC calls poisoning.

Beverly Drouin runs the state's lead office. She says she'd like to have resources to help more families. And she says – for the most part – the public just doesn't understand how serious this problem is.

"Any small town that you drive through on a summer day," says Drouin, "you're going to see somebody with a ladder against an old 200-year-old house scraping paint – no plastic down, no containment to keep that lead dust in. And that is the culture here in New England for 100 years."

There's a new federal rule at play here too. The Renovation, Repair and Painting Program (<http://www2.epa.gov/lead/renovation-repair-and-painting-program>) became law in 2010. It requires contractors and landlords all over the country to take an eight-hour class on how to do this work, and how to clean up the mess they make. Kate Kirkwood teaches these classes.

"Day after day," she says, "I have people coming into our classes grumbling about this stupid new rule that they have to listen to and figure out and comply with now, and by the time we get to the first break at 10 o'clock in the morning, I've had contractors come up to me in tears. 'You know, I think I might have poisoned my own kids and my grandchildren. I had no idea this was such a big problem.' "

Compliance with the federal training requirements is low. No one has an exact number, but Kirkwood estimates around 80 percent of New Hampshire's landlords and contractors don't have the federal training.

Frustrated victims

None of this sits well with the victims of lead contamination. William Donovan's infant son had an elevated blood lead level earlier this year from a Nashua apartment.

"What really frustrated us the most was the fact that families that didn't do anything wrong, there was no laws to protect us" says Donovan, "because we could have been homeless, which we ended up becoming homeless for a little bit. But the laws didn't have our back."

Donovan says when his landlord found out about the baby's lead level, he evicted the family. Evictions like this are now illegal under the new state law. The new law also establishes a commission to examine what else the state should do to prevent childhood lead poisoning.

TAGS: [LEAD \(/TERM/LEAD\)](#)

[POISONING \(/TERM/POISONING\)](#)

[CONTAMINATION \(/TERM/CONTAMINATION\)](#)

[ABATEMENT \(/TERM/ABATEMENT\)](#)

[CONTRACTOR \(/TERM/CONTRACTOR\)](#)

[POLICY \(/TERM/POLICY\)](#)

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<http://mediad.publicbroadcasting.net/p/nhpr/f>

When he was three months old, Frank Donovan had an elevated blood lead level of one microgram per deciliter. The CDC says there is no known safe level of exposure for children under six years old.

CREDIT WILLIAM DONOVAN

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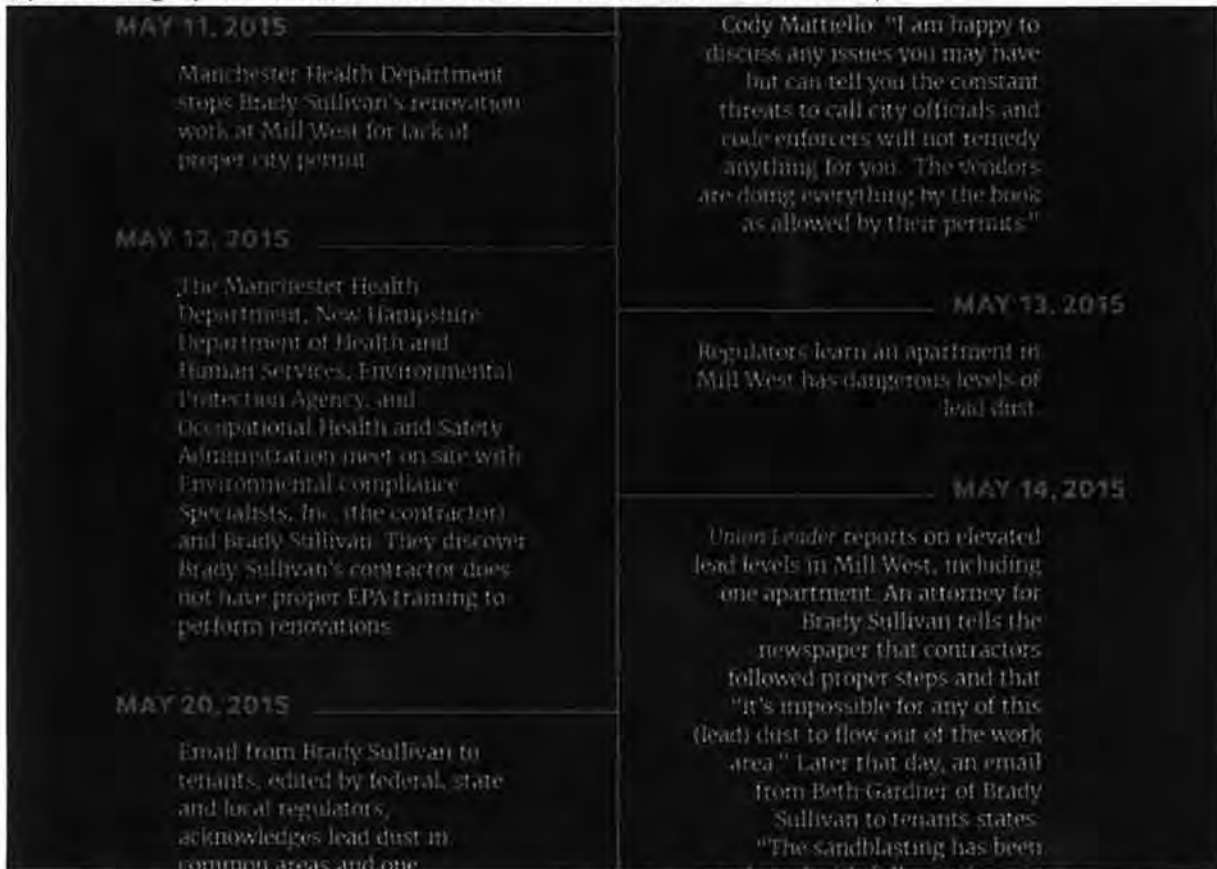
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Don Francis

2 hours ago

It shocks me that decades after lead in paint was banned for HOUSE paint that we have not protectd small children from lead paint. Lead poisoning damages the developing brain, stealing the child's future. Largely, an illness of the poor, childhood lead poisoning is a form of child abuse to low income children.

0 ^ v Reply

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FINANCE COMMITTEE MEETING

July 14, 2015

City Council Chambers

7:00 PM

Present: Mayor Jean, Councilor Varney, Councilor Keans, Councilor Larochelle, Councilor Walker, Councilor Lauterborn, Councilor Torr

Others Present: City Manager Fitzpatrick, Deputy City Manager Cox, Councilor, Bogan, Councilor Collins, Councilor Gray, Councilor Hamann

MINUTES

1] Call to Order

Mayor Jean called the meeting to order at 7:00 P.M. All Committee members were present.

2] Public Input

City resident Ray Barnett addressed the Committee regarding the provisions of several collective bargaining agreements (CBAs).

Mayor Jean solicited Mr. Barnett's opinion on how best to resolve the concerns he raised with certain stipulations of the City's CBAs. Mayor Jean and Mr. Barnett discussed various provisions, such as bereavement time. Mr. Barnett offered his experience as a federal employee at the Portsmouth Naval Shipyard (PSNY). He indicated that they (PNSY) did not provide bereavement time.

Councilor Gray also supplied general information about federal employee benefits at the Portsmouth Naval Shipyard and clarified the differences between federal employee benefits and municipal employee benefits. Councilor Gray concluded by providing a general overview as to how collective bargaining is conducted.

3.1] Stipends for Election/Polling Officials

Mayor Jean clarified that this discussion of stipends only applied to polling location officials and not to the City Council.

Councilor Gray stated his recommendation to increase the ballot clerk stipend from the current \$85 up to \$100, an increase of \$15. The positions of Selectmen, Ward Clerk, Moderator and Supervisors of the Checklist were also discussed.

Mayor Jean **MOVED** to increase the stipend for Ballot Clerks from \$85 to \$100. Councilor Lauterborn provided a **SECOND** to the motion.

After some discussion, **the Motion and Second were withdrawn**. The Mayor directed the City Manager to survey other communities and list what stipends are paid to their

elections officials. The Mayor also requested a recommendation from the City Clerk on this issue.

This item was **HELD** in Committee.

3.2] Bridging the Gaps – Application for 501c “non-profit” status

Councilor Gray explained that the federal grant rules require that the Program Coordinator must be an employee of the Fiscal Agent. He suggested that although Bridging the Gaps could become its own fiscal agent once it attained 501c status, he felt it was unadvisable to do so since the program has already changed fiscal agents three times and this would be viewed negatively by the federal grant administrators. Councilor Gray also suggested that before decisions are made that Chief Allen be allowed to discuss this issue with the Committee.

Councilors Lauterborn and Walker expressed concern and non-support of the program becoming a City program once the grant runs out in 3 years. Mayor Jean and Deputy Mayor Varney also expressed non-support of City funding of the program when the federal funding goes away.

Councilor Varney **MOVED** to recommend to the full City Council that the Bridging the Gaps Board of Directors be asked to seek 501c Non-Profit Status. Councilor Walker provided a **SECOND** to the motion which was **ADOPTED**.

4.1] Legal Assistant Positions

Attorney O’Rourke explained to the Committee the need to re-classify the existing two support staff positions in the Prosecution Office.

Councilor Walker **MOVED** to recommend to the full City Council that the Legal Assistant I and Legal Assistant II positions be accepted and added to the City’s approved positions. Mayor Jean provided a **SECOND** to the motion which was then **ADOPTED**.

4.2] 27 Hancock Street

Chief Planner Creighton explained how the lot lines at this location place a corner of the building and the edge of the parking lot within the City’s right-of-way. He also outlined the two proposed staff recommendations contained in the Committee’s meeting materials.

After a lengthy discussion that included Fenton Groen of IHT, LLC and Public Works Commissioner Storer, the Committee decided to conduct a site visit. The site visit was scheduled for 6:30 PM on September 8, 2015, just prior to the Committee’s regularly scheduled September meeting. Mr. Groen and Mr. Storer agreed to work together to mark out the various options for the Committee to view during the site visit.

4.3] Elderly Exemptions

Assessing Technician Verna Sharpe reviewed the Elderly Exemption data provided in the Committee meeting materials.

Councilor Walker **MOVED** to recommend to the full City Council that the Elderly Exemption Income Limits be adjusted as follows - Single Income increase from \$29,900 to \$31,400 and married income increase from \$39,500 to \$41,500. Councilor Lauterborn provided a **SECOND** to the motion which was then **ADOPTED**.

4.4] Water and Sewer Rates

Deputy City Manager Cox explained the water and sewer funds cash flow analysis data.

Mayor Jean **MOVED** to recommend to the full City Council that the water rate recommendation from the Utility Advisory Board be adopted that would increase the per unit fee from \$4.67 to \$4.81. Councilor Lauterborn provided a **SECOND** to the motion which was then **ADOPTED**.

4.5] 422 Old Dover Road

Deputy City Manager Cox explained that, as per the City Council's Land Sale Policy, the City Manager seeks a recommendation from the Finance Committee to the full city Council with regard to the sale of City owned property located at 422 Old Dover Road. Mr. Cox also informed the Committee that Assessor Mullin has determined the property value to be approximately \$35,500.

Councilor Walker **MOVED** to recommend to the full City Council to direct the City Manager to sell the property located at 422 Old Dover Road and to do so by public sale/sealed competitive bids. Councilor Torr provided a **SECOND** to the motion which was **ADOPTED**.

4.6] 27 Paychecks

Councilor Lauterborn **MOVED** to recommend to the full City Council to direct the City Manager to calculate Fiscal Year 2016 salaried City employee bi-weekly paychecks by dividing contracted annual salary amounts by the 27 pay cycles. Councilor Walker provided a **SECOND** to the motion which was **ADOPTED**.

City Manager Fitzpatrick committed to consulting with the City's labor attorney, Matt Upton, and report back to the Council on any collective bargaining issues.

4.7] Broadcasting Committee Meetings

Mayor Jean determined the consensus of the Committee was to initially begin broadcasting the meetings of the Finance Committee and the Public Works Committee. Additional committees may be considered in the future.

4.8] Monumentation Fees Special Revenues Fund

Mayor Jean **MOVED** to recommend to the full City Council that the Planning Department's site plan regulation's be amended to eliminate the collection of monumentation fees and that once these changes are made that any/all balances in the Monumentation Fes Special Revenue Fund be transferred to the General Fund Undesignated fund balance.

5] Finance Director's Report

Deputy City Manager Cox had no additions to his written report that was contained in the Committee's meeting materials.

6] Monthly Financial Statements

No discussion.

7] Other

Councilor Varney inquired as to where the proceeds would go from the sale of two City owned lots in the Granite State Business Park. Deputy City Manager Cox responded that once the funds were received the Council would be consulted regarding which revenue account to deposit them.

8] Adjourn

Councilor Walker **MOVED** and Mayor Jean **SECONDED** to Adjourn. The motion was **ADOPTED** at 9:16 PM.

Respectfully Submitted,

Blaine M. Cox
Deputy City Manager

Rochester School Board / Rochester City Council

Joint Building Committee Minutes

July 13, 2015

East Rochester School

DRAFT**Members Present:**School Board

Mr. Daniel Harkinson
 Mrs. Susan O'Connor
 Mrs. Audrey Stevens
 Mr. Robert Watson

Members Absent:

Dr. Anthony Pastelis
 Mr. Paul Lynch
 Ms. Elaine Lauterborn
 Mr. Ralph Torr
 Mr. David Walker

City Council

Mrs. Sandra Keans, Chair
 Mayor T.J. Jean
 Mr. Raymond Varney

Also Present:

Mr. Michael Hopkins
 Mr. Richard Bickford
 Mr. Richard Drapeau
 Ms. Marilyn Martell
 Mrs. Casey Gerken
 Mr. David Ross
 Guest

The meeting was called to order at 7:00 p.m.

Approval of Minutes

Mr. Varney moved, second by Mrs. O'Connor, to approve the minutes of the June 8, 2015 Joint Building Committee meeting as written. The motion carried unanimously.

Construction Update – Hutter Construction

Mr. David Ross, Hutter Construction, reported that there may be some construction activity during the month of September in the courtyard area along with the work being done on the administration wing. A meeting has been scheduled with School Administration to coordinate traffic flow for buses and parents, parking, furniture delivery, and overall planning for the start of the school year.

Foundations are being finalized; steel is now all on-site which eliminates potential material delays. The kitchen and cafeteria (multi-purpose room) work is underway. All new kitchen equipment has been received, but is being stored off-site until the space is ready for installation. Some finishing work has begun on the pre-school building; it is starting to take shape nicely. The Landscaper is trying to get as much in as possible while construction is ongoing; sub-contractors are working extra hours to pull everything together; SUR has prepped the ground so the playground vendor can begin installation; and ReVision Energy should be on-site around the 20th to begin work on the solar array.

Other

Mr. Hopkins suggested the plans for fence installation along the property line be adjusted to run along the top of the hill versus the current plan to run along the exact property line; the fence would then be just 10' off the property line.

Public Comment

Mr. & Mrs. Claffey, property abutters request that the current plan for the fence be adapted to run straight versus jogging it in to follow the true property line; it will look much nicer straight and all the same height. They thanked the Committee for the opportunity to bring forward their request and listening to their concerns.

Mayor Jean moved, second by Mrs. Stevens, to move the install design of the stockade fence abutting the neighbor's property to 10' off the property line; running the fence straight eliminating the jogged-in area. The motion carried unanimously.

Mayor Jean raised the question of who would be overseeing the design of a building plaque. Mrs. Gerken indicated that she would discuss plaque design and placement with Mr. Hopkins and the Committee.

Mrs. Gerken provided an overview of the budget and reviewed contingency items that have been added to the expenses. She noted that to the project remains under budget. Mr. Ross reported that there have been a couple construction contingency costs; it does not appear there will be any major issues with the remainder of the project. The construction contingency is pretty well intact.

Mrs. Stevens commented that she has heard very positive feedback from several teachers at East Rochester School; they are quite pleased with the new building.

Adjournment

Mrs. Stevens moved, second by Mrs. O'Connor, to adjourn. On a unanimous vote, the Committee adjourned at 7:13 p.m. The motion carried unanimously.

Respectfully submitted,

Michael Hopkins
Board Secretary

Public Safety Committee
 Councilor Chambers
 July 15, 2015
 7:00 PM

MEMBERS PRESENT

Councilor David Walker, Chair
 Councilor Jake Collins
 Councilor Robert Gates
 Councilor Donald Hamann

MEMBERS ABSENT

Councilor Peter Lachapelle (excused)

OTHERS PRESENT

Michael Bezanson, PE, City Engineer
 Captain Paul Toussaint, P.D.

Minutes

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

1. Public Input

No public was present to discuss any issues or concerns.

2. Hansonville Road-Handicap Signs

Councilor Walker summarized the issue. He received an e-mail from Mr. Edward Brown. Mr. Brown walks on Hansonville Road with his walker and motorized chair for rehabilitation of his legs. He stated that he almost gets hit every time. Captain Toussaint stated that the daytime patrol officer will get in touch with Mr. Brown to get more information so a directed patrol can be done on Hansonville Road.

3. 306 North Main Street-Traffic Cut-through Concerns

Councilor Walker summarized the issue. The gentleman who had the concerns was not present to discuss the issue. Councilor Walker stated he thinks traffic is cutting through private property using the Ten Rod Road driveway and North Main Street driveway to avoid the traffic signal. Captain Toussaint said they could do a directed patrol to see if there may be an issue.

4. Fairground Events/Chestnut Street Parking Issues

Councilor Walker summarized the issue. He stated that he attended the last event at the fairgrounds. All parking was located inside the fairgrounds and there didn't seem to be any issues. Captain Toussaint said for major events the parking will be held inside. No action was taken.

5. Roy Street Speeding

Councilor Walker summarized the issue. A neighbor of 7 Roy Street has concerns with speeding on the street. One of the neighbors has an autistic child who gets out of the house frequently. She is afraid he is going to get hurt. A directed patrol will be done for the morning and evening commute to see if there is an issue with speeding on Roy Street.

6. Subway Parking Lot Striping in Sidewalk Area - 158 North Main Street

Councilor Walker summarized the issue. He said when Subway had their lines striped one parking space line was painted in the sidewalk area. Mr. Bezanson said that the Public Works Department has already been in contact with them because they have paved over a couple of water valve boxes. If they have not responded in a few days, Mr. Bezanson will send a letter to them.

7. Other

Public Safety Committee Members

Councilor Collins wanted the Public Safety Committee to know that the Public Safety Committee is a nice little group of people, everybody has their input, no one is unreasonable and the Police Department does well too.

Maple Street Follow-up

Councilor Hamann said he watched a Waste Management truck come from Waldron Avenue and couldn't make the turn onto Maple Street without backing up due to the width of the road and the location of utility poles. This was with no school in session and no cars, if there had been cars there the truck would have never made the corner.

Maple Street/Waldron Avenue/Pine Street/Chestnut Street

Mr. Bezanson wanted to get some clarification on the cross-hatched no parking areas on Pine Street, Chestnut Street and Waldron Avenue and "no parking" signs on the fence on Maple Street. Councilor Walker clarified the Council-approved motion.

Maple Street bump-out

Mr. Bezanson reported that the costs to remove the bump-out on Maple Street were estimated to be in the range of \$8,000.00 to \$10,000.00. The concerns with removing the bump-out are: the area of the existing bump-out would need to be striped for no parking, however parked vehicles may be inclined to pull forward, creating side-by-side vehicles at the stop sign; and the wide curb opening may confuse drivers that don't realize Maple Street is one way and may encourage wrong way traffic. The only positive result would be greater ease for winter maintenance. Councilor Hamann said the curb line may not be aligned across the intersection if the bump-out were removed. Councilor Walker said do not remove the bump-out at this time.

Street-Lights

Mr. Bezanson wanted clarification of the placement of street-lights on Pinecrest and Ashwood. He wanted to know if both street-lights were to be moved closer to the intersection or just one of them. Councilor Walker said both of them should be moved closer to the intersection.

COAST Bus Stop - Farmington Road

Mr. Bezanson said that he sent the letter to COAST, but has not heard back from them yet.

Councilor Hamann thanked Mr. Bezanson for acting as the Interim Director of Public Works. He said he did a good job.

Respectfully submitted by
Laura Miller
Secretary II, DPW

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Public Works and Buildings Committee**July 16, 2015****Council Chambers****7PM****MEMBERS PRESENT**

Councilor Ralph Torr - Chairman

Councilor Ray Varney- Vice Chairman

Councilor Sandy Keans

Councilor David Walker

Councilor Donald Hamann

OTHERS PRESENT

Dan Fitzpatrick, City Manager

Blaine Cox, Deputy City Manager

John Storer, PE, Director of City Services

Michael Bezanson, PE, City Engineer

Vincent Denobile, 146 Chesley Hill Road

Thomas Kaczynski, 112 Whitehall Road

Kenneth Weston, Oak Point Associates

MINUTES

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

1. Approve minutes from June 18, 2015 meeting -

Chairman requested a recommendation on last month's minutes.

Councilor Walker made a motion to accept minutes as presented for the June 18, 2015 Meeting. The motion was seconded by Councilor Haman. The Motion passed unanimously.

2. Public Input

Mr. Denobile stated that he is attending this meeting to reiterate his position on the City Hall Annex Project. He stated that he does not see the need for the additional space and he stated he has concerns that the City is increasing its amount of debt at a rate that is not sustainable. Mr. Denobile stated if space is an issue then the City could use the space at the Community Center. Mr. Denobile stated that this project does not have a benefit to the tax payers.

Mr. Kaczynski stated he is opposed to the City Hall Annex Project. He stated that adequate plans for the project have not been supplied and a plan for the vacated spaces at City Hall is not in place. Mr. Kaczynski compared the funding for the project to the building of the New Police station. He stated that the amount originally proposed has

increased with each discussion and like the PD it's likely to cost twice as much as it was originally proposed.

3. **190 South Main Street**

Mr. Storer stated that the construction in the right of way had been stopped by Code Enforcement. He stated that the resident is now going through the permitting process to build the retaining wall. Mr. Storer stated that the City Staff is working with the resident and that the wall will be built at a minimum of four (4) feet off from the sidewalk to stau back from the right of way.

4. **City Hall Annex**

Mr. Storer stated that this topic was referred to the Committee to address any outstanding City Council questions. Mr. Storer introduced Kenneth Weston from Oak Point Associates and asked the Committee if there were any questions that Mr. Weston could answer for them. Chairman Torr stated that he had questions about the process to be used on the temporary removal of the front section of the building and replacement during construction. He also questioned the cost benefit. Mr. Weston explained the process and described the cost as relatively minimal. Councilor Torr stated that at recess he would like to walk over to the annex location to look at the exterior of the building and that he might have questions then. There were no other questions.

5. **Paving Projects**

Mr. Storer stated that the bid specifications are in the approval process and we would be bidding the work as approved by Council. He stated the streets to be paved are Gear Road, Ledgerview Drive and Winter Street. The total estimated was approximately nine hundred and sixty three thousand dollars (\$963,000). There was discussion regarding the extent of pavement to be completed on Winter Street. Mr. Storer stated that he would get back to the Committee via email with the area to be paved. Mr. Storer stated that he would like to keep Whitehouse Road on the Committee's radar for priority in the next budget cycle. He stated that the Highway Division Supervisor has made him aware of the poor conditions. He stated that the supervisor has informed him that the road has been heavily shimmed once and staff is doing significant amounts of patching trying to keep it in tact. There was discussion about the Wallace Street funds that need to be drawn down. Councilor Varney stated that they could be used for pavement. Councilor Keans stated that there was still work to be completed on the hazardous conditions at this site. Mr. Bezanson stated that there is a next phase for site condition analysis that these funds could be used on. Both Councilors Varney and Keans agreed with Mr. Bezanson on the use of the funds for the hazardous site evaluations.

6. **Sidewalks**

Mr. Storer stated that the department will be completing the sidewalks on Charles Street this season and that he was looking for guidance as to the next street that the Council may want to move on to. There was discussion about Portland Street and Oak Street. The

Committee stated the intended use was to address long stretches of concrete sidewalks that were in need of repair. They would prefer not to do small patches here and there.

7. **Project Status Reports**

Chesley Hill Road – Mr. Bezanson stated that the Chesley Hill Road Reconstruction project is on track to finish up next month. He also stated that the Chesely Hill water tank would be going off line to facilitate the tank maintenance project that is starting up. Councilor Keans asked how often tank maintenance is required. Mr. Bezanson stated that this project also included the addition of a mixing system. Mr. Storer stated that the expectation is for paint to last 20-25 years and that tanks should be drained and cleaned about every 5 years.

Stafford Square – Mr. Storer stated that he had met with the consultants and that he had concerns about the Walnut Street approach to the roundabout. He stated when discussed with the consultants they indicated that they could do additional engineering to try to accommodate shifting the location of the roundabout to better address the Walnut / Washington entry and exit. They would be looking to determine the impacts to the right of way to see if additional land takings or easements would be necessary. Mr. Storer stated that the cost for the additional engineering would be in the twenty-five to thirty thousand dollar range and that the funds are available in the FY2015 appropriation to support the effort. Councilor Hamann stated that he thought the additional work is needed prior to proceeding with the existing design. Councilor Varney stated that he is not happy with the current design as it will not accommodate traffic from Walnut Street and forces a truck route onto Twombly Street. He stated that if we send trucks out Twombly Street then we have to upgrade intersections at each end. Councilor Varney stated he did not want to see another traffic light on North Main Street. Councilor Walker stated he would have concerns with any additional land or building purchases.

Councilor Walker made a motion to recommend that the full Council approve the additional engineering. Councilor Keans seconded the motion. The motion passed unanimously.

Chairman Torr asked for a brief recess. Committee inspected the front of the City Hall Annex with architect Ken Weston.

Colonial Pines – Mr. Storer stated that last month questions regarding gravity sewer vs. a pump station were brought up and he wanted to address those concerns. Mr. Storer stated that gravity sewer is preferable to pump stations as the long term maintenance of pump station is costly. He stated that this project will need to be completed in several phases to meet the budgetary concerns for debt incurred annually. Councilor Varney suggested no more than 2 million in impacts to each fiscal year budget. Mr. Storer stated that the first phases will address the siphon at the intersection with the turnpike exit ramp and the

underground crossing of the Spaulding Turnpike. He stated that the last time there was an overflow issue at the Old Dover Road siphon was in 2009. He further stated that analysis to determine the extent of upgrades is ongoing and it is possible that only the increased maintenance being performed on this siphon will be enough to keep it as is.

8. **City Hall Structural Analysis**

Mr. Storer stated that the evaluations for the structural crack in the City Hall building had been completed late last winter and that the project had not made it into the FY2016 budgetary process. He stated that the analysis determined that repairs are necessary and that the building should not go another winter without repair, as snow weight loads are of concern. The estimated cost of the repairs is forty-one thousand dollars (\$41,000). This would be fifty-five hundred (\$5,500) for engineering and bid documents and thirty-five thousand (\$35,000) is estimated for repair. Mr. Storer stated that the department is looking for guidance on funding the project. Councilor Varney suggested an agenda bill requesting a supplemental appropriation from cash fund balance for the next council meeting.

9. **Bicycle Lanes**

Mr. Storer stated that Councilor Gray had asked that this item be on the agenda. Mr. Storer stated that the downtown traffic lanes as they exist do not leave room for additional bike lanes. He stated that it was suggested that a full downtown traffic study be completed prior to the “Gap” project due to the concerns over the timing of the light at Union and North Main Streets. Councilor Keans stated that Councilor Gray’s desire was to have the right lane going through town painted as a shared bike lane. Public Works staff will research potential striping options.

10. **Other**

Stillwater Circle Funds – Councilor Varney asked if the fund will be spent as directed on the landscaping of the entrance to Stillwater Circle. Mr. Storer stated that he would look into that.

New Rt125 Pump Station Project – Councilor Varney asked if the project was nearing completion. Mr. Bezanson stated that there were contractor delays and that it is now substantially completed. Councilor Varney asked for a summary of the funding and expenses.

EDA- Salmon Falls Sewer Extension – Councilor Varney asked the status of this project. Mr. Storer stated that there are two easements required for the project and that one of them is holding the project up. Mr. Storer explained that prior to sending the design to the EDA for approval all of the easements and permits must be in place. Mr. Storer stated that Mr. Bezanson had met with the property owner with an offer this week and that he did not have confidence that the offer would be accepted. He further stated that he has met with the City’s Attorney to see if it would be prudent to start eminent domain proceeding. Mr. Storer advised the committee that he will be working to expedite this easement as he has concerns for the deadlines mandated by the EDA grant.

Franklin Street / Western Ave Project - Councilor Varney asked if the bid for this project would be going out soon. Mr. Bezanson stated that he is working to get the bid out as soon as possible so that we might see work on Franklin Street prior to winter. Mr. Bezanson stated that as part of the FY2016 CIP process 1.4 million in sewer funding was approved. He stated that his understanding was to proceed with the design of the project as previously discussed which included the numbered streets, but to bid and construct the Western Avenue Pump Station replacement, Franklin Street reconstruction and Western Avenue reconstruction in the area of the pump station, in FY 2016. This would leave the other part of the design for construction in FY2017. Councilor Varney agreed with that scope and stated the 1.4 million would be for the next phase but could be used if the bids were relatively close to the previously approved appropriations.

Catherine, Sheridan and Glen Project – Councilor Varney inquired about the status of the project. Mr. Bezanson stated the project is on schedule for base pavement this fall and that currently construction is happening in the area of the William Allen School while they are at summer break.

Plante Street Drainage Project – Councilor Varney inquired about the status of work. Mr. Bezanson stated that he expects SUR Construction will be starting work within the next week or so depending on their schedule.

Wakefield Street Project – Councilor Varney inquired about the status of work. Mr. Storer stated that this project is at 30% design and work is pending finance and council guidance as to proceeding with projects that were funded.

Funding and Priority of CIP Projects- Councilor Varney suggested that this topic be on the Committee's agenda for next month. He suggested that the Finance Office and DPW Staff supply the Committee with a list of the funded projects and that the DPW prioritize the list.

Dewey Street Bridge Evaluation – Councilor Hamann inquired about the status of this project. Mr. Storer stated that this project was funded for evaluation and construction in the FY2016. He further stated that if he was to get the initial engineering survey and investigation started he would be better able to determine the priority of the project. He stated that he has a proposal with an estimate of about forty thousand to get that work started. The Committee agreed that he should get the evaluation completed now in order to determine the priority of the work.

Chestnut Hill Road Pavement Cuts – Chairman Torr asked the Director to look at the cuts made in the pavement to see if contractors are repairing them using the best possible methods. He stated the roadway there is fairly new and the cuts made were not patched well. Mr. Storer stated that he and Mr. Bezanson are in the process of reviewing the excavation permit process to see that contractors are restoring areas to previous or better conditions prior to the work.

Police Department ATV – Mr. Storer stated that the Water Treatment Plant had been offered a used ATV from the Police Department. Mr. Bezanson stated that during the FY

2016 Operations and Maintenance budget discussions the City Council had cut the funding for a two seat all terrain vehicle. Mr. Bezanson stated that the police department saw the cut and approached the DPW with the used vehicle from their department. Mr. Bezanson stated that he did not want to accept the vehicle if the Council had objections to the use. Councilor Walker stated that they did not have objections to the use of the vehicle; they had objections to funding it. Councilor Keans stated that it would be nice to see it used.

Backflow Prevention Program – Mr. Storer stated that there were many businesses not complying with the program and that it is time to start possible enforcement. He stated that the ordinance allows for water shut off of those not complying but that that could be deemed a little harsh. Councilors Varney & Keans recommended certified letters should be issued stating the RSA's and the City Ordinances that require compliance.

Lowell Street Culvert / Bridge – Mr. Storer stated that work should be starting up soon to make the bridge / culvert repairs. He stated that SUR and HTA are coordinating to make these repairs as quickly as possible and that he believes the repairs may be much less than originally discussed and funded. He stated the Council funded two hundred and thirty thousand and it may come in around one hundred thousand.

Pavement Patch at Wakefield & Columbus – Councilor Varney commended City Staff for patching this reoccurring pothole; he stated they did an excellent job.

Traffic Boxes / Art Esprit Project – Mr. Storer stated that he had developed a list and map of the City Traffic Signal boxes and share it with Councilor Keans. He stated that there are also many Eversource owned electrical boxes that were confusing the issue and that he and Councilor Keans have cleared up the confusion. Both Councilor Keans and Mr. Storer stated that if Art Esprit has enough interest in the project to paint the light boxes, they will approach Eversource to discuss.

City Street Lights – Councilor Varney stated there are numerous street lights out all over the City. He stated that the city is paying a per light fee for these lights that are not on. He asked the City Manager if he could have staff directed to go out at night to look at and call these in to be addressed.

Councilor Walker made a motion for adjournment at 8:40 PM. Councilor Varney seconded the motion. The motioned passed unanimously.

Minutes respectfully submitted by Lisa J. Clark, City of Rochester Office Manager.



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 New Second Hand Dealer Business

COUNCIL ACTION ITEM <input checked="" type="checkbox"/>
INFORMATION ONLY <input type="checkbox"/>

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

RESOLUTION REQUIRED? YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>
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FUNDING RESOLUTION FORM? YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>
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AGENDA DATE	Monday, August 27, 2015	
DEPT. HEAD SIGNATURE	Mr. Jim Grant-	
DATE SUBMITTED	Tuesday, August 28, 2015	
ATTACHMENTS YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	3

COMMITTEE SIGN-OFF

COMMITTEE	Licensing Board
CHAIR PERSON	PD, FD, City Mgr

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	
CITY MANAGER	

FINANCE & BUDGET INFORMATION

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

LEGAL AUTHORITY

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SUMMARY STATEMENT

Mr. William Bruno, 82 School St., Sanford, ME received his approvals to start his business in Rochester on 199 Wakefield St. The business name is Lilac City Trading. Mr. Bruno's business is a buy, sell, trade shop. Mr. Bruno is a second hand dealer as well. Inspections will be done by our Compliance Officer and the Fire Department after the store is stocked. This application has been approved through the Licensing Board. Mr. Bruno has hopeful anticipation his business will get approval from the City Council at the August 4, 2015, Regular City Council meeting.

RECOMMENDED ACTION

Approve Second Hand Dealer License



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

SECOND HAND DEALER
LICENSE APPLICATION

Name of Applicant William Brown Telephone 202-651-5710

Legal Address 72 School St

Date of Birth 3/13/79 Place of Birth Sandwich ME US Citizen Y N

Have you ever been convicted of a misdemeanor? yes

If so, for what please list Assault 1997

Name of Business Lilac City trading Telephone 789-

Mailing Address 199 Wakefield St Rochester NH

Description or Nature of Business Second hand dealer / Res

I agree to comply with all rules and regulations pertaining to the City Ordinance adopted by the City of Rochester and all state statutes, where applicable, pertaining to the license applied for.

7/24/15
DATE

[Signature]
SIGNATURE

Official Use Only

APPROVED
City Council _____

Zoning Board _____

LICENSING BOARD
[Signature]
City Manager

[Signature]
Police Chief

[Signature]
Fire Chief

RECEIVED
JUL 24 2015

Date of Issue _____
Date of Expiration _____
License Number _____
Amount Paid 50.00 Cash pd kg

Building, Zoning & Licensing Officer



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

PAWNBROKER LICENSE APPLICATION

Name of Applicant William Bruno Telephone 207-651-5710

Legal Address 82 School St Sanford ME 04073

Date of Birth 3/13/79 Place of Birth Sanford ME US Citizen Y N

Have you ever been convicted of a misdemeanor? Yes 1997, Assault

If so, for what please list _____

Name of Business Lilac City Trading Telephone 207-651-5710

Mailing Address 199 Wakefield St

Description or Nature of Business Electronic sales and repair Buy sell trade shop

I agree to comply with all rules and regulations pertaining to the City Ordinance adopted by the City of Rochester and all state statutes, where applicable, pertaining to the license applied for.

7/23/15
DATE

[Signature]
SIGNATURE

Official Use Only

APPROVED
City Council _____
Zoning Board _____
Miscellaneous _____

LICENSING BOARD
[Signature]
City Manager
[Signature]
Police Chief
[Signature]
Fire Chief

Date of Issue _____
Date of Expiration _____
License Number _____
Amount Paid 50 - cash

RECEIVED
[Signature]
JUL 24 2015

Building, Zoning & Licensing Officer



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

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

July 28, 2015

William Bruno
199 School Street
Sanford, ME 04073

**RE: 199 Wakefield Street
Map 113 Lot 47 - Highway Commercial**

Dear Mr. Bruno,

I have reviewed your project narrative to permit a buy, sell, trade shop at the above location. Following consultation with other departments, our staff, and a review of the Zoning Ordinance, I have determined that this use as you have proposed will not require further review through the Site Plan Review Process because you are not adding a new building, pavement or parking spaces and your proposed use will not have a measurably different impact on the City of Rochester than the prior use.

*** It is the applicant's responsibility to obtain any other applicable permits from local, state, and federal agencies. Contact the City of Rochester Building, Zoning, and Licensing Services Department at 332-3508 to apply for any necessary permits or licenses, including a building permit, sign permit, second hand dealer's license, and certificate of occupancy when applicable. You should also contact the Fire Department at 335-7545 to discuss anything they may require.**

Good luck and we wish you much success here in Rochester. Please feel free to call me with any questions or concerns.

Sincerely,

Michelle Mears,
Staff Planner

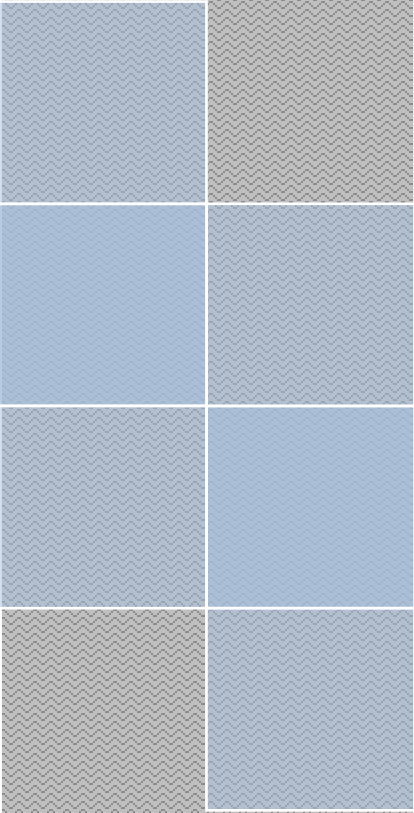
cc: J. Grant, Director of BZLS (via E-mail)
J. Marsh, Economic Development Specialist (via E-mail)
M. Dupuis, Fire (via E-mail)
File

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JUL 28 2015



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City of Rochester Formal Council Meeting

AGENDA BILL

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

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

RESOLUTION REQUIRED? YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	FUNDING RESOLUTION FORM? YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>
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AGENDA DATE	August 4, 2015		
DEPT. HEAD SIGNATURE			
DATE SUBMITTED	July 20, 2015		
ATTACHMENTS YES <input type="checkbox"/> NO <input type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED		

COMMITTEE SIGN-OFF

COMMITTEE	
CHAIR PERSON	

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	Signature on file
CITY MANAGER	Signature on file

FINANCE & BUDGET INFORMATION

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

LEGAL AUTHORITY

RSA 72:28

SUMMARY STATEMENT

Minutes of the June 9, 2015 City Council meeting record the following:

Councilor Varney MOVED to AMEND the annual Standard Veterans Tax Credit for eligible veterans from \$200 to \$250. Councilor Walker seconded the motion ... The MOTION CARRIED by a majority voice vote.

RECOMMENDED ACTION

Provide confirmation that this change is effective as of April 1, 2015 in order to apply to the Second billing set to occur in November 2015.

**RESOLUTION FOR SUPPLEMENTAL APPROPRIATION TO THE
CONSERVATION FUND FOR FISCAL YEAR 2014-2015
PURSUANT TO THE PROVISIONS OF SECTION 11.21(c) OF THE
GENERAL ORDINANCES OF THE CITY OF ROCHESTER**

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

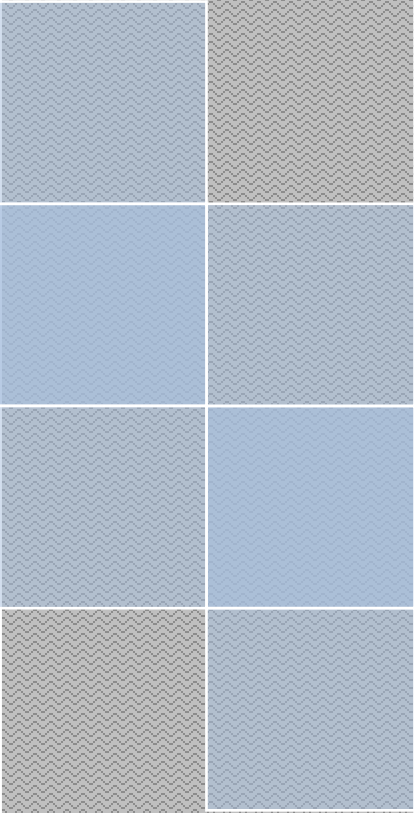
As a supplemental appropriation to the 2014-2015 fiscal year operating budget of the City of Rochester, the sum of Thirty-Nine Thousand Eight Hundred Nineteen and 00/100 Dollars (\$39,819.00); from annual excess Land Use Change Tax funds for fiscal year 2014-2015 (account number to be designated/determined by the Finance Director) to the City of Rochester Conservation Fund (account number to be designated/determined by the Finance Director), the sums necessary to fund such supplemental appropriation to be drawn in their entirety from the aforesaid annual excess Land Use Change Tax revenues received during fiscal year 2014-2015.

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. The effective date of this Resolution shall be June 30, 2015.

CC FY16 **RESOLUTION 11** 08-04 AB 13



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City of Rochester Formal Council Meeting

AGENDA BILL

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

AGENDA SUBJECT FY15 Excess LUCT Transfer Request Retroactive to 06/30/2015

COUNCIL ACTION ITEM
 INFORMATION ONLY

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

RESOLUTION REQUIRED? YES NO

FUNDING RESOLUTION FORM? YES NO

AGENDA DATE	08/04/2015		
DEPT. HEAD SIGNATURE			
DATE SUBMITTED	07/06/2015		
ATTACHMENTS	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	

COMMITTEE SIGN-OFF

COMMITTEE	NA
CHAIR PERSON	NA

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	Blaine Cox, signature on file
CITY MANAGER	Dan Fitzpatrick, signature on file

FINANCE & BUDGET INFORMATION

FINANCE DEPARTMENT APPROVAL	Roland Connors, signature on file
SOURCE OF FUNDS	EXCESS LAND USE CHANGE TAX (LUCT)
ACCOUNT NUMBER	11080050-593004
AMOUNT	39,819.00
APPROPRIATION REQUIRED	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>

LEGAL AUTHORITY

CITY COUNCIL

SUMMARY STATEMENT

THIS REQUEST IS FOR THE COUNCIL TO CONSIDER A TRANSFER OF \$39,819.00 IN EXCESS LAND USE CHANGE TAX RECEIVED AND RECORDED IN THE GENERAL FUND IN FY15 TO THE CONSERVATION COMMISSION FUND.

RECOMMENDED ACTION

RECOMMEND APPROVAL OF THE TRANSFER.

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 Conservation Commission Fund

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	11080050	593004		-	-	39,819.00
2				-	-	-
3				-	-	-
4				-	-	-

Revenue

	Org #	Object #	Project #	Fed Amount \$	State Amount \$	Local Amount \$
1	11071	400103		-	-	39,819.00
2	7024001	406103		-	-	39,819.00
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

**FY15 LUCT Resolution for Council Consideration
as of 06/30/2015**

Warrant	Billed Amount	Prior Year Received Amount	FY15 Received Amount	Unpaid Amount
CU12-08	5,400.00	(4,500.00)	-	900.00
CU12-11	5,400.00	-	-	5,400.00
CU12-12	5,400.00	-	-	5,400.00
CU14-10	4,320.00	-	(4,320.00)	-
Subtotal	20,520.00	(4,500.00)	(4,320.00)	11,700.00
CU15-01	4,500.00	-	(4,500.00)	-
CU15-02	4,500.00	-	(4,500.00)	-
CU15-03	43,000.00	-	(43,000.00)	-
CU15-04	9,100.00	-	(9,100.00)	-
CU15-05	18,000.00	-	-	18,000.00
CU15-06	4,500.00	-	(4,500.00)	-
CU15-07	4,500.00	-	-	4,500.00
CU15-08	6,700.00	-	-	6,700.00
CU15-09	132.00	-	(132.00)	-
CU15-10	4,500.00	-	(4,500.00)	-
CU15-11	62.00	-	(62.00)	-
CU15-12	25.00	-	(25.00)	-
CU15-13A	2,790.00	-	(2,790.00)	-
CU15-13B	1,710.00	-	(1,710.00)	-
Subtotal	104,019.00	-	(74,819.00)	29,200.00
Total	124,539.00	(4,500.00)	(79,139.00)	40,900.00

FY15 Warrant LUCT Amount Collected	74,819.00
FY15 General Fund Retains	(25,000.00)
FY15 Adopted Budget Transfer to Conservation Fund	(10,000.00)
FY15 Remaining Amount Available to Transfer with Council Approval	39,819.00

**RESOLUTION AUTHORIZING SUPPLEMENTAL APPROPRIATION
TO THE FY 2016 PUBLIC BUILDINGS CAPITAL IMPROVEMENT PROJECT (CIP)
FUND FOR CITY HALL WALL REPAIR**

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

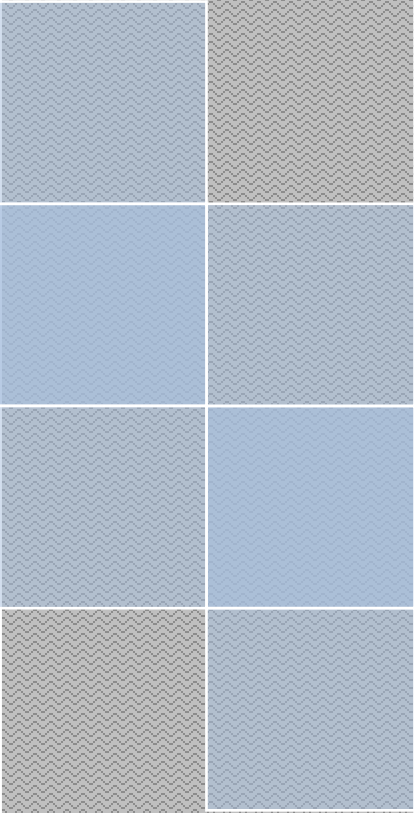
That the sum of up to Forty One Thousand Dollars (\$41,000.00) be, and hereby is, appropriated as a supplemental appropriation to the FY 2016 Public Buildings Capital Improvement Project (CIP) fund for the purpose of providing funds necessary to pay costs and/or expenditures for repair work on a wall in City Hall and provided further that all of the funds for such supplemental appropriation shall be derived from the General Fund unassigned fund balance.

To the extent not otherwise provided for in this Resolution, the Finance Director is hereby authorized to designate and/or establish such accounts and/or account numbers as necessary to implement the transactions contemplated by this Resolution. This shall be a non-lapsing, multi-year appropriation.

CC FY16 RESOLUTION 12 08-04 AB 15



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City of Rochester Formal Council Meeting

AGENDA BILL

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

AGENDA SUBJECT Structural wall repair at City Hall.
--

COUNCIL ACTION ITEM <input checked="" type="checkbox"/> INFORMATION ONLY <input type="checkbox"/>
--

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

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

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

AGENDA DATE	August 4, 2015	
DEPT. HEAD SIGNATURE	John B. Storer (signed original on file in City Clerk's Office)	
DATE SUBMITTED	July 27, 2015	
ATTACHMENTS YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	2

COMMITTEE SIGN-OFF

COMMITTEE	Public Works & Buildings
CHAIR PERSON	Ralph Torr

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	
CITY MANAGER	

FINANCE & BUDGET INFORMATION

FINANCE OFFICE APPROVAL	
SOURCE OF FUNDS	
ACCOUNT NUMBER	15011090-772000-XXXXX
AMOUNT	41,000.00
APPROPRIATION REQUIRED YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	

LEGAL AUTHORITY

City Council Resolution

SUMMARY STATEMENT

A crack was discovered in a structural wall at City Hall back in December of 2014. Repairs were not included in the 2016 Budget. Required engineering and construction repairs are estimated at approximately \$41,000.

From the draft Minutes of the July 16, 2015 Public Works & Buildings Committee:

Item #8 - City Hall Structural Analysis

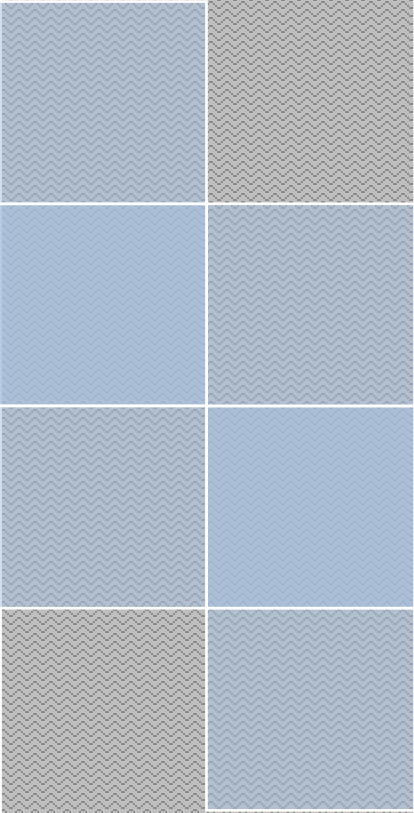
Mr. Storer stated that the evaluations for the structural crack in the City Hall building had been completed late last winter and that the project had not made it into the FY2016 budgetary process. He stated that the analysis determined that repairs are necessary and that the building should not go another winter without repair, as snow weight loads are of concern. The estimated cost of the repairs is forty-one thousand dollars (\$41,000). This would be fifty-five hundred (\$5,500) for engineering and bid documents and thirty-five thousand (\$35,000) is estimated for repair. Mr. Storer stated that the department is looking for guidance on funding the project. Councilor Varney suggested an agenda bill requesting a supplemental appropriation from cash fund balance for the next council meeting.

RECOMMENDED ACTION

Appropriate \$41,000 in a supplemental appropriation from the General Fund Undesignated Fund Balance to the Buildings & Grounds' CIP Account.



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**RESOLUTION AUTHORIZING SUPPLEMENTAL APPROPRIATION
TO THE CITY OF ROCHESTER POLICE DEPARTMENT OPERATING BUDGET**

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

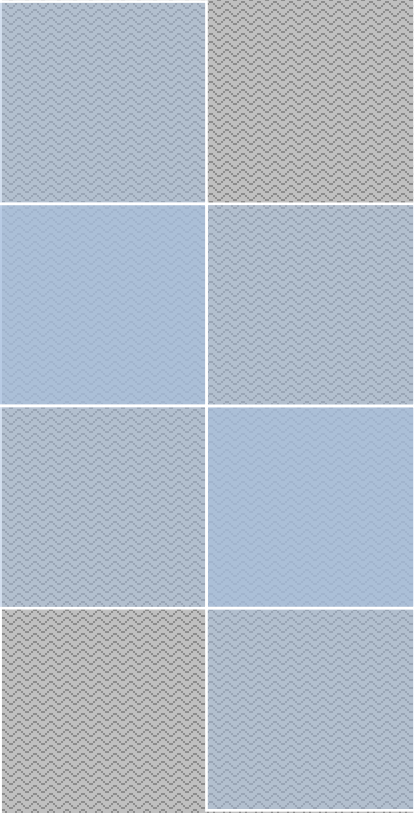
That the sum of Six Thousand Five Hundred Dollars (\$6,500.00) be, and hereby is, appropriated as a supplemental appropriation to the City of Rochester Police Department operating budget for the overtime and backfill costs associated with tactical training and provided further that all of the funds for such supplemental appropriation shall be derived from the New Hampshire Department of Public Safety, Homeland Security and Emergency Management.

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

CC FY16 RESOLUTION 16 08-04 AB 18



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City of Rochester Formal Council Meeting

AGENDA BILL

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

<p>AGENDA SUBJECT</p> <p>Seeking permission from Council for supplemental appropriation in the amount of \$6,500.00 for overtime/backfill for tactical training. We will be reimbursed directly from the NH Emergency Management for this training.</p>

<p>COUNCIL ACTION ITEM <input checked="" type="checkbox"/></p> <p>INFORMATION ONLY <input type="checkbox"/></p>

<p>FUNDING REQUIRED? YES <input checked="" type="checkbox"/> NO <input type="checkbox"/></p> <p>* IF YES ATTACH A FUNDING RESOLUTION FORM</p>

<p>RESOLUTION REQUIRED? YES <input checked="" type="checkbox"/> NO <input type="checkbox"/></p>

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

AGENDA DATE	August 4, 2015 meeting	
DEPT. HEAD SIGNATURE		
DATE SUBMITTED	7/23/15	
ATTACHMENTS YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	1

COMMITTEE SIGN-OFF

COMMITTEE	
CHAIR PERSON	

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	Signature on file
CITY MANAGER	Signature on file

FINANCE & BUDGET INFORMATION

FINANCE OFFICE APPROVAL	Signature on file
SOURCE OF FUNDS	Federal
ACCOUNT NUMBER	TBD
AMOUNT	\$6,500.00
APPROPRIATION REQUIRED YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	

LEGAL AUTHORITY

<p>Council action required.</p>

SUMMARY STATEMENT

Seeking permission from Council for a supplemental appropriation in the amount of \$6,500.00

RECOMMENDED ACTION

To approve supplemental in the amount of \$6,500.00.

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	\$6,500.00	-	-
2				-	-	-
3				-	-	-
4				-	-	-

Revenue

	Org #	Object #	Project #	Fed Amount \$	State Amount \$	Local Amount \$
1	TBD	TBD	TBD	\$6,500.00	-	-
2				-	-	-
3				-	-	-
4				-	-	-

DUNS #

CFDA #

Grant #

Grant Period: From
 To

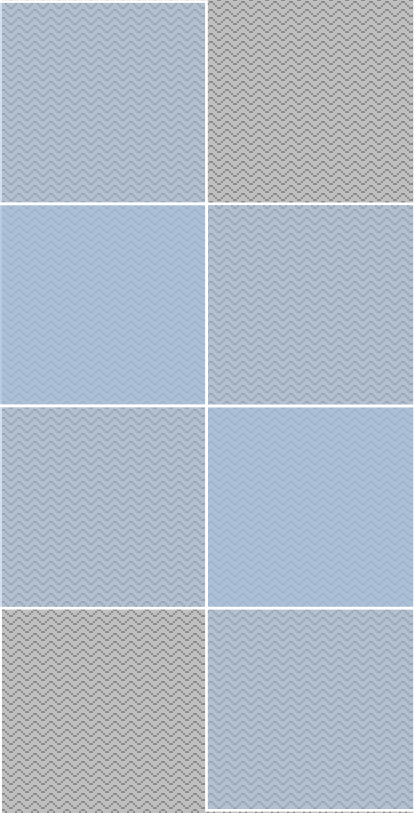
If de-authorizing Grant Funding appropriations: (select one)

Reimbursement Request will be reduced

Funds will be returned



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**RESOLUTION AUTHORIZING SALE OF CERTAIN LOTS AT THE GRANITE STATE
BUSINESS PARK**

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

That the City Manager is hereby authorized to enter into a Purchase and Sales Agreement with Hussey Manufacturing Technology, LLC to convey Map 243, Lot 34 and Lot 35 located at the Granite State Business Park in exchange for One Hundred Thirty Five Thousand Dollars. (\$135,000.00).

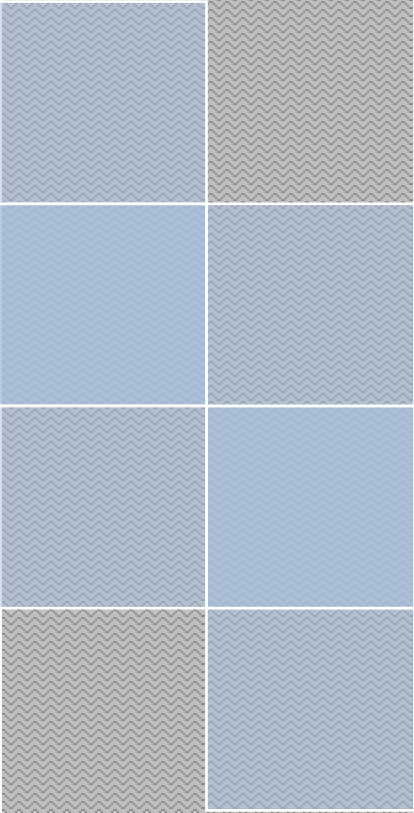
Further, that the proceeds of said land sale shall be recorded in the General Fund general overhead revenue account 11081-405801 Sale of City Property.

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

CC FY16 RESOLUTION 17 08-04 AB 21



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City of Rochester Formal Council Meeting

AGENDA BILL

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

AGENDA SUBJECT Granite State Business Park - Sale of Land
--

COUNCIL ACTION ITEM <input checked="" type="checkbox"/> INFORMATION ONLY <input type="checkbox"/>
--

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

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

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

AGENDA DATE	July 7, 2015		
DEPT. HEAD SIGNATURE	Karen Pollard, Economic Development Manager		
DATE SUBMITTED	July 1, 2015		
ATTACHMENTS YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	11	

COMMITTEE SIGN-OFF

COMMITTEE	
CHAIR PERSON	

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	Signature on file
CITY MANAGER	Signature on file

FINANCE & BUDGET INFORMATION

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

LEGAL AUTHORITY

--

SUMMARY STATEMENT

H&M Machine is a Rochester business located on Great Falls Avenue. Their business is growing, and they have had to relocate twice for either their growth or their landlord's space needs. The owner Andrew Hussey wishes to have a permanent space with land available for growth. After reviewing available properties, the two remaining lots in the Granite State Business Park met his needs sufficiently to make an offer. These two lots do have significant slope towards the back near the active rail line. There is also a year-round stream that will have to be avoided during construction. For this reason the offer is slightly less than the marketing price. I recommend we accept Mr. Hussey's offer for the two lots.

RECOMMENDED ACTION

Recommend acceptance of Mr. Hussey's good faith offer, and proceed with due diligence and scheduling a closing at the earliest opportunity. I also request that the City Council designate the proceeds from the sale to be deposited into the undesignated Economic Development Fund for future project needs.



City of Rochester, New Hampshire

Division of Community Development

31 Wakefield Street, Rochester NH 03867

(603) 335-7522 www.thinkrochester.biz

July 2, 2015

Andrew Hussey
President & CEO
HM Machine
9 Great Falls Avenue Suite #1
Rochester, NH, 03867, USA

CONFIDENTIAL

Re: Letter of intent of the parties for HM Machine to purchase property and expand its operations in Rochester, NH

This letter of intent is not binding on either party, but instead is intended to express the mutual understandings of the nature of the business expansion and the plans for business financing and local incentives, sponsored by the City of Rochester Economic Development Department.

HM Machine - Founded in 2007, the Company moved to Rochester in 2011 and is currently leasing space at 9 Great Falls Avenue. Simple Life Recycling, the current landlord is expanding and requiring the space where HM Machine currently leases. HM Machine wishes to contract Fenton Groen of Fenton Builders to build a new building which will have approximately 40,000-60,000 square feet of space to allow for expected growth.

HM Machine are engineers, machinists, and manufacturers with expertise in production, tool making, process control, 5-axis machining, precision turning, machine shop management, and customer service. Some of their services and listed here:

- Aluminum Machining
- Stainless Machining
- Inconel Machining
- Aerospace Machining
- Steel Machining
- Titanium Machining
- Machining in Forgings
- CMM Inspections

HM Machine is a trusted supplier of machined components for a variety of industries including manufacturers of turbo machinery, firearms, and performance motorsports production. They are experts in CAD data and producing accurate and efficient NC code. There are currently 30 full and part time employees.

HM Machine past, current and projected employment:

	2007	2015	2020
Executive/Management	1	3	5
Office Support	0	1	3
Engineers	1	4	12
Machinists	0	17	35
Warehouse/Shipping	0	5	5
Totals	2	30	60

Rochester Economic Development Commission Assistance

The City of Rochester Economic Development Department proposes a location assistance package for HM Machine. This package serves as a supplement to the company's financing and expansion plans. The key elements of support by the City EDC are as follows:

- The City of Rochester has acquired land for industrial development purposes in the Granite State Business Park, and makes this land available for sale or lease to attract investment and expansion of growing businesses in Rochester. A resolution of the City Council will be required to approve a Purchase and Sale Agreement. Currently marketed at \$25,000 per buildable acre, the City will offer a discounted rate of \$18,647 per acre to HM Machine. Therefore Lot #34 and Lot #35 consisting of 7.24 total Acres is offered at \$135,000.
- Assistance with submission and approval of a financing application to the New Hampshire Business Finance Authority, or other financing entity, for a potential Industrial Development Bond or other appropriate vehicle to complete the site work, building construction and equipment purchase necessary for the expansion of HM Machine.
- Assistance with applications to the New Hampshire Tax Credit Programs, including the NH Revitalization Zone Business Tax Credit Program, NH Research & Development Tax Credit Program, as well as workforce training programs and other programs that may be beneficial and provide a financial benefit to HM Machine.

HM Machine and the City of Rochester Economic Development Department acknowledge that this agreement represents a non-binding intent of the parties to proceed with the expansion project as outlined herein. This letter of intent will expire August 15, 2015. Please see attached purchase and sales agreement with addendums which have been reviewed by the City Attorney.

Sincerely,

Karen Pollard
Economic Development Manager, City of Rochester

Acknowledged and agreed to:

X

Andrew Hussey, President & CEO
HM Machine

